

REGION H

Water Planning Group

MEETING MATERIALS

October 1, 2025

Common Region H Terms and Conversion Factors

List of Abbreviations

CRU	Collective Reporting Unit
DCP	Drought Contingency Plan
DFC	Desired Future Condition
DOR	Drought of Record
EA	Executive Administrator
EPA	Environmental Protection Agency
FWSD	Fresh Water Supply District
GAM	Groundwater Availability Model
GCD	Groundwater Conservation District
GMA	Groundwater Management Area
GPCD	Gallons Per Capita Per Day
GRP	Groundwater Reduction Plan
IFR	Infrastructure Finance Report
IPP	Initially Prepared Plan
MAG	Modeled Available Groundwater
MPC	Master Planned Community
MUD	Municipal Utility District
MWP	Major Water Provider
PDSI	Palmer Drought Severity Index
PWS	Public Water Supply
RFPG	Regional Flood Planning Group
RHWPG	Region H Water Planning Group
ROR	Run-of-River
RWP	Regional Water Plan
RWPA	Regional Water Planning Area
RWPG	Regional Water Planning Group
SWIFT	State Water Implementation Fund for Texas
SWP	State Water Plan
TAC	Texas Administrative Code
TCEQ	Texas Commission on Environmental Quality
TPWD	Texas Parks and Wildlife Department
TWC	Texas Water Code
TWDB	Texas Water Development Board
UCM	Unified Costing Model
URS	Unique Reservoir Site
USS	Unique Stream Segment
WAM	Water Availability Model
WCID	Water Control and Improvement District
WCP	Water Conservation Plan
WMS	Water Management Strategy
WRAP	Water Rights Analysis Package
WUD	Water Utility Database
WUG	Water User Group
WWP	Wholesale Water Provider

Water Measurements

1 acre-foot (AF) = 43,560 cubic feet = 325,851 gallons

1 acre-foot per year (ac-ft/yr) = 325,851 gallons per year = 893 gallons per day

1 gallon per minute (gpm) = 1,440 gallons per day = 1.6 ac-ft/yr

1 million gallons per day (mgd) = 1,000,000 gallons per day = 1,120 ac-ft/yr

Region H Water Planning Group
10:00 AM Wednesday
October 1, 2025
San Jacinto River Authority (SJRA) Office
1577 Dam Site Rd, Conroe, Texas 77304

AGENDA

1. Call to order.
2. Introductions.
3. Review and approve minutes of the August 6, 2025 meeting.
4. **Receive public comments on specific issues related to agenda items 5 through 6.** (Public comments limited to 3 minutes per speaker)
5. Plan Development and Administration
 - a. Receive presentation from Consultant Team regarding revisions made to the Initially Prepared Plan in preparation of the draft Final 2026 Region H Regional Water Plan (RWP).
 - b. Consider and take action in adopting the Final 2026 RWP and authorizing submittal of the completed document to the Texas Water Development Board (TWDB) contingent upon incorporation of comments and inclusion of final required materials.
 - c. Consider and take action authorizing the Consultant Team to make any necessary non-substantive changes to the approved Region H RWP, finalize comments, and transmit the completed document and required materials to TWDB.
 - d. Review and consider taking action to amend the budget for the development of the 2026 Region H RWP and authorizing the Consultant Team and San Jacinto River Authority (SJRA) to coordinate with TWDB and execute the subsequent contract amendment issued.
 - e. Discuss and consider taking action to authorize SJRA to serve as the Region H Political Subdivision for the 7th cycle of Regional Water Planning.
 - f. Receive report on the Region H Local Contribution Account and consider taking action authorizing the Region H Political Subdivision to use funds from the account to pay for public notice activities for the 7th cycle of Regional Water Planning.
 - g. Discuss and consider taking action to authorize the Region H Political Subdivision to submit a grant application to the TWDB and execute a contract with the TWDB on behalf of the Region H Water Planning Group for initial funding of the 7th cycle of Regional Water Planning.
6. General Updates and Outreach
 - a. Receive update regarding schedule and milestones for the development of the 2026 Region H RWP.
 - b. Receive update from liaisons to other planning groups.
 - c. Receive report regarding recent and upcoming activities related to communications and outreach efforts on behalf of the Region H Water Planning Group.
 - d. Receive update from TWDB.
 - e. Other agency communications and general information.
7. **Receive public comments.** (Public comments limited to 3 minutes per speaker)
8. Next Meeting: February 4, 2026.
9. Adjourn.

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact Sonia Zamudio at (936) 588-3111 at least three business days prior to the meeting so that appropriate arrangements can be made.

PUBLIC NOTICE

To All Interested Parties:

Notice is hereby given that the Region H Water Planning Group (RHWPG) is scheduled to adopt the 2026 Region H Regional Water Plan at 10:00 AM on Wednesday, October 1, 2025. The meeting will be held at the San Jacinto River Authority (SJRA) Office at 1577 Dam Site Rd, Conroe, Texas 77304. The meeting will be open to the public, and the RHWPG will accept written and oral comments at the meeting. Members of the public may also provide written comment during the public comment period, which begins 14 days prior to the October 1, 2025 RHWPG meeting. The RHWPG will consider all comments received prior to taking any action. Written comments without attachments may be emailed to info@regionhwater.org. Written comments may also be provided to:

Mark Evans, Chair, RHWPG
c/o San Jacinto River Authority
P.O. Box 329
Conroe, Texas 77305-0329

Meeting materials will be posted at least seven days prior to the meeting at www.regionhwater.org. Questions or requests for additional information may be submitted to: Aubrey Spear, General Manager, San Jacinto River Authority, P.O. Box 329, Conroe, TX 77305-0329, telephone 936-588-3111. The San Jacinto River Authority is the Administrator for the RHWPG.

The Region H Water Planning Group area includes all or part of the following counties: Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Leon, Liberty, Madison, Montgomery, Polk, San Jacinto, Trinity, Walker, and Waller.

Agenda Item 3

Review and approve minutes of the August 6, 2025 meeting.

**REGION H WATER PLANNING GROUP
MINUTES OF REGULAR MEETING
AUGUST 6, 2025**

MEMBERS PRESENT: David Bailey, John Bartos, Arthur Bredehoft, Brad Brunett, Carl Burch, Jun Chang, Mark Evans, Sarah Kouba, Mike O’Connell, Byron Ryder, Loyd Smith, Michael Turco, Cynthia Wagener, and Kevin Ward.

ALTERNATES PRESENT: Ekaterina Fitos for Greg Eyerly, Matt Barrett for Aubrey Spear, and Richard Stolleis for Marvin Marcell.

MEMBERS ABSENT: WR Baker, Caleb Cooper, Jason Garrard, Jake Hollingsworth, Robert Istre, Ken Kramer, Ivan Langford, Alisa Max, and Danny Pierce.

1. Call To Order

The meeting was called to order at 10:02 a.m.

2. Introductions

There were no introductions.

3. Review and approve minutes of the May 7, 2025 Meeting

Mr. Evans explained the necessary corrections to items 6e and 6f. Mr. Bartos made a motion to approve the minutes of May 7, 2025, as amended. The motion was seconded by Mr. Bredehoft and carried unanimously.

4. Receive public comments on specific issues related to agenda items 5 through 7

There were no public comments.

5. Planning Development and Administration

a. Receive presentation from the Consultant Team regarding TWDB analysis of socioeconomic impacts of unmet water needs in the Region H Water Planning Area.

Mr. Philip Taucer explained that evaluating the social and economic impacts of not meeting identified water needs is a required analysis in the regional water planning process. He provided data regarding three specific impacted areas: economic, social, and financial transfers. Mr. Taucer explained that income losses and at-risk job losses were two key measures used to assess the regional economic impacts. He explained that lost tax collections, trucking costs for imported water, declines in utility revenues, and declines in utility tax revenue collected by the state were factors used to determine the impacts on financial transfers. And finally, Mr. Taucer explained that consumer surplus losses for municipal water users, and at-risk population and school enrollment losses were factors in determining the various social impacts.

- b. Receive update from Consultant Team regarding the Initially Prepared Plan (IPP) public and agency comment process and discuss responses.**

Mr. Taucer provided an overview of the IPP process and reported on the various comments received during the public comment period. He provided details of the proposed agency responses relative to the comments submitted. Mr. Taucer stated that there are many opportunities for implementation in the next cycle. He then provided a timeline of certain steps in need of taking place prior to the submission of the Region H Regional Water Plan.

- c. Receive presentation from Consultant Team regarding proposed revisions to the IPP in preparation of the draft Final 2026 Region H Regional Water Plan (RWP) to be approved at a subsequent meeting.**

Mr. Taucer provided a high-level overview of the proposed revisions to the Regional Water Plan which included minor adjustments for TWDB comments, stakeholder requests, RWPG member comments, and a database tune-up through TWDB. Mr. Taucer provided information related to potential additions to the plan such as the City of Pasadena Infrastructure project, the City of Waller GW Expansion project, CWA Pump Station Improvements, Lake Whitney Reallocation, Municipal Drought Management, Highlands Infrastructure Enhancement project, the West University Place Infrastructure project, and finally, reporting on the removal of the Brazoria County GW Reallocation project. In addition, he listed other refinements to the plan such as the incorporation of MAG peak factor, the socioeconomic impact analysis, Chapter 10 documentation, updates for new WCPs and DCPs, enhanced drought management messaging, and other minor text revisions. Mr. Taucer then explained the necessary steps to be taken for the submittal of the Final Regional Water Plan.

- d. Receive update from Legislative Committee and Consultant Team regarding the 89th Texas Legislative Session.**

Mr. Taucer provided an overview of various legislation relative to land and economic development, water districts and public law, and water policy and utilities.

6. General Updates and Outreach

- a. Receive update regarding schedule and milestones for the development of the 2026 Region H RWP.**

Mr. Taucer provided an overview of the upcoming milestones stating that the final Regional Water Plan is due to TWDB in October.

- b. Receive update from liaisons to other planning groups.**

Mr. Kevin Ward reported on Region C and Region D.

- c. Receive report regarding recent and upcoming activities related to communications and outreach efforts on behalf of the Region H Water Planning Group.**

Mr. Taucer provided the various meetings and events that members of the Region H Water Planning Group participated in and/or will participate in.

d. Receive update from TWDB.

Ms. Heather Rose of TWDB, reiterated that the due date for the submission of the Regional Water Plans is October 20, 2025. She then provided milestones for the 2031 Regional Water Plan. Ms. Rose also provided details regarding Senate Bill 7.

e. Other agency communications and general information.

There were no communications or general information to report.

7. Receive public comments.

There were no public comments.

8. Next Meeting: October 1, 2025.

It was announced that the next Region H Water Planning Group meeting will take place on October 1, 2025.

9. Adjourn.

With no objection, the meeting was adjourned at 11:22 a.m.

Agenda Item 5a

Receive presentation from Consultant Team regarding revisions made to the Initially Prepared Plan in preparation of the draft Final 2026 Region H Regional Water Plan (RWP).

Agenda Item 5a RWP Revisions

- Discussed at August meeting
- Public Process
 - Public and agency review
 - Comment responses
- Technical updates
 - Sponsor updates
 - Refining costs, schedules, and details
 - DB27 updates
 - Interregional allocations

Agenda Item 5a RWP Revisions

ES Executive Summary

- Updates from other chapters
- Added data appendix

1 Description of Region

- Update member lists

2 Population and Water Demands

- Minor summary updates

3 Current Water Supplies

- Sedimentation references
- Minor summary updates

4 Needs

- Updated figures
- Minor summary updates

5 Water Management Strategies

- WMS and project updates

5B Conservation Recommendations

- Updates for recent WCPs

6 Impacts of the RWP

- Socioeconomic impacts discussion
- Impacts summary appendix

Agenda Item 5a RWP Revisions

7

Drought Response

- Updates for recent DCPs
- Drought Management WMS discussion

8

Recommendations

- Unique Stream Segment impacts summary
- Refinements to recommendation wording

9

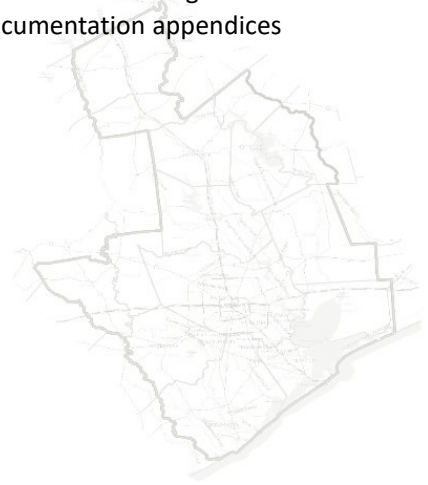
Implementation

- Updated figures
- Minor summary updates

10

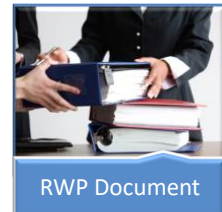
Public Participation

- Summary of public hearings and public comments
- Summary of recent RWPG meetings
- Public process documentation appendices



Agenda Item 5a RWP Revisions

- Non-substantive changes
 - Final document proofing
 - TWDB review of comment responses
 - DB27 updates by TWDB



RWP Document



Certification



Electronic Files

Agenda Items 5b and 5c


Consider and take action in adopting the Final 2026 RWP and authorizing submittal of the completed document to the Texas Water Development Board (TWDB) contingent upon incorporation of comments and inclusion of final required materials.

Consider and take action authorizing the Consultant Team to make any necessary non-substantive changes to the approved Region H RWP, finalize comments, and transmit the completed document and required materials to TWDB

Agenda Items 5b and 5c Plan Adoption

Action:

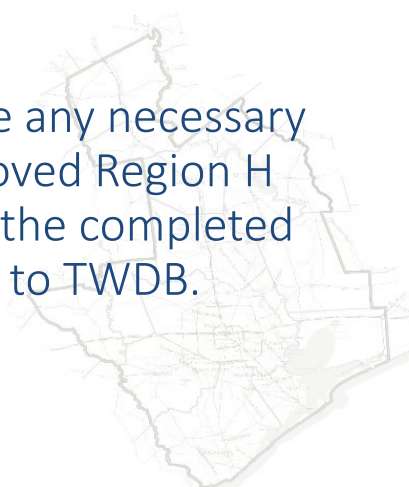
Adopt the Final 2026 RWP and authorize submittal of the completed document to the Texas Water Development Board (TWDB) contingent upon incorporation of comments and inclusion of final required materials.



Agenda Items 5b and 5c Plan Adoption

Action:

Authorize the Consultant Team to make any necessary non-substantive changes to the approved Region H RWP, finalize comments, and transmit the completed document and required materials to TWDB.



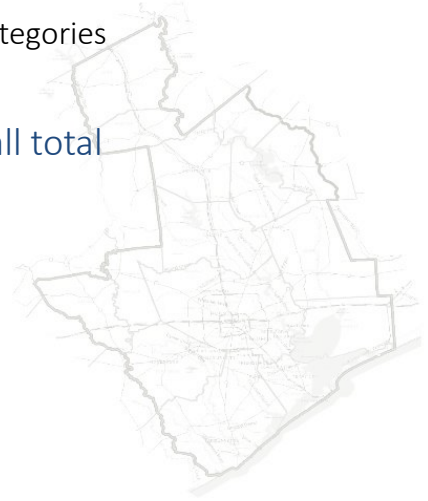
Agenda Item 5d

Review and consider taking action to amend the budget for the development of the 2026 Region H RWP and authorizing the Consultant Team and San Jacinto River Authority (SJRA) to coordinate with TWDB and execute the subsequent contract amendment issued.

Agenda Item 5d Budget



- Final end-cycle budget adjustment
 - Among tasks
 - Among categories
- Same overall total



	SCOPE TASK	CURRENT	PROPOSED	NET CHANGE	% INC. OR DEC.
1	RWPA Description	\$21,861	\$21,553	-\$308.00	-1.4%
2A	Non-Pop Demands	\$43,118	\$42,354	-\$764.00	-1.8%
2B	Pop Demands	\$155,769	\$155,611	-\$158.00	-0.1%
3	Supply	\$262,712	\$261,707	-\$1,005.00	-0.4%
4A	ID Needs	\$35,272	\$34,929	-\$343.00	-1.0%
4B	ID Infeasible WMS	\$48,670	\$48,670	\$0.00	0.0%
4C	Tech Memo	\$35,547	\$35,547	\$0.00	0.0%
5A	ID WMS	\$45,001	\$44,392	-\$609.00	-1.4%
5B	WMS Evaluation	\$965,950	\$960,381	-\$5,569.00	-0.6%
5C	Water Conservation	\$108,178	\$107,708	-\$470.00	-0.4%
6	Impacts of RWP	\$80,042	\$78,792	-\$1,250.00	-1.6%
7	Drought Response	\$153,824	\$153,547	-\$277.00	-0.2%
8	Recommendations	\$14,970	\$14,705	-\$265.00	-1.8%
9	Implementation	\$61,954	\$61,223	-\$731.00	-1.2%
10	Adoption	\$394,223	\$405,972	\$11,749.00	3.1%
	TOTAL	\$2,427,091	\$2,427,091	\$0	0%

Agenda Item 5d Budget

CATEGORY	CURRENT	PROPOSED	CHANGE	% INC. OR DEC.
Salaries & Wages	\$645,226.00	\$652,868.57	\$7,642.57	1.2%
Fringe	\$407,782.83	\$412,612.94	\$4,830.11	1.2%
Travel	\$6,000.00	\$4,000.00	-\$2,000.00	-33.3%
Subcontracts	\$20,000.00	\$20,000.00	\$0.00	0.0%
RWPG Travel	\$3,000.00	\$3,000.00	\$0.00	0.0%
Political Subdivision	\$10,000.00	\$10,000.00	\$0.00	0.0%
Other Expenses	\$129,800.00	\$105,051.00	-\$24,749.00	-19.1%
Overhead	\$761,366.68	\$770,384.91	\$9,018.23	1.2%
Profit	\$443,915.49	\$449,173.58	\$5,258.09	1.2%
TOTAL	\$2,427,091.00	\$2,427,091.00	0.00	0.0

Agenda Item 5d Budget

Action:

Approve budget amendment for 2026 round of Regional Water Planning and authorize the Consultant Team and SJRA to coordinate with TWDB and execute the subsequent contract amendment issued.

Agenda Item 5e

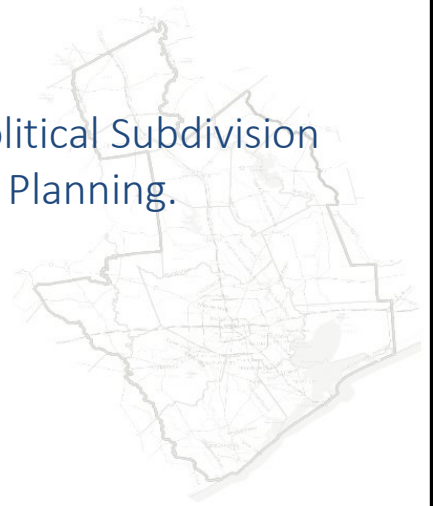
Discuss and consider taking action to authorize SJRA to serve as the Region H Political Subdivision for the 7th cycle of Regional Water Planning.

Agenda Item 5e

Political Subdivision

Action:

Authorize SJRA to serve as the Region H Political Subdivision
for the 7th cycle of Regional Water Planning.



Agenda Item 5f

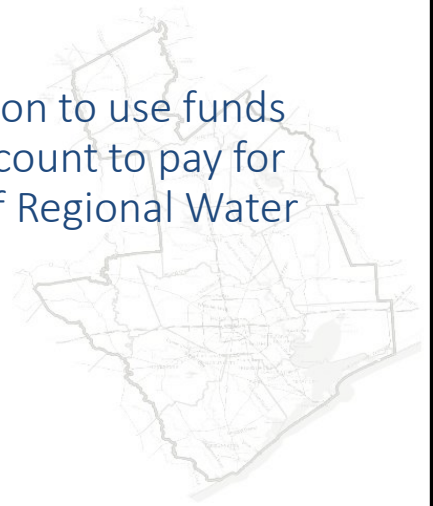
Discuss and consider taking action authorizing the Region H Political Subdivision to use funds from the Region H Local Contribution Account to pay for public notice activities for the 7th cycle of Regional Water Planning.

Agenda Item 5f

Local Contribution Account

Action:

Authorize the Region H Political Subdivision to use funds from the Region H Local Contribution Account to pay for public notice activities for the 7th cycle of Regional Water Planning.



Agenda Item 5g

Discuss and consider taking action to authorize the Region H Political Subdivision to submit a grant application to the TWDB and execute a contract with the TWDB on behalf of the Region H Water Planning Group for initial funding of the 7th cycle of Regional Water Planning.

Agenda Item 5g

Grant Application

Action:

Authorize the Region H Political Subdivision to submit a grant application to the TWDB and execute a contract with the TWDB on behalf of the Region H Water Planning Group for initial funding of the 7th cycle of Regional Water Planning.



Agenda Item 6a

Receive update regarding the schedule and milestones for the development of the 2026 Region H RWP.

Agenda Item 6a 2026 RWP Schedule



*Region H accepts public comment throughout the planning cycle and at each RWPG and committee meeting.

Agenda Item 6a 2026 RWP Schedule

Date	Scheduled Events/Tasks
10/2025	RWPG Meeting / RWP Submittal to TWDB
02/2026	RWPG Meeting

Agenda Item 6b

Receive update from liaisons to other planning groups.

Agenda Item 6b

Liaison Updates



Region C	Brazos G	Region 6	Region 8
Kevin Ward	Zach Holland	Alisa Max	Jake Hollingsworth
IPC / Chairs	GMA 12	GMA 14	Other
Mark Evans	David Bailey	Sarah Kouba	RWPG Members

Agenda Item 6c

Receive report regarding recent and upcoming activities related to communications and outreach efforts on behalf of the RHWPG.

2026
RWP
FAREWELL TOUR



NOVEMBER

Agenda Item 6d

Receive update from TWDB.

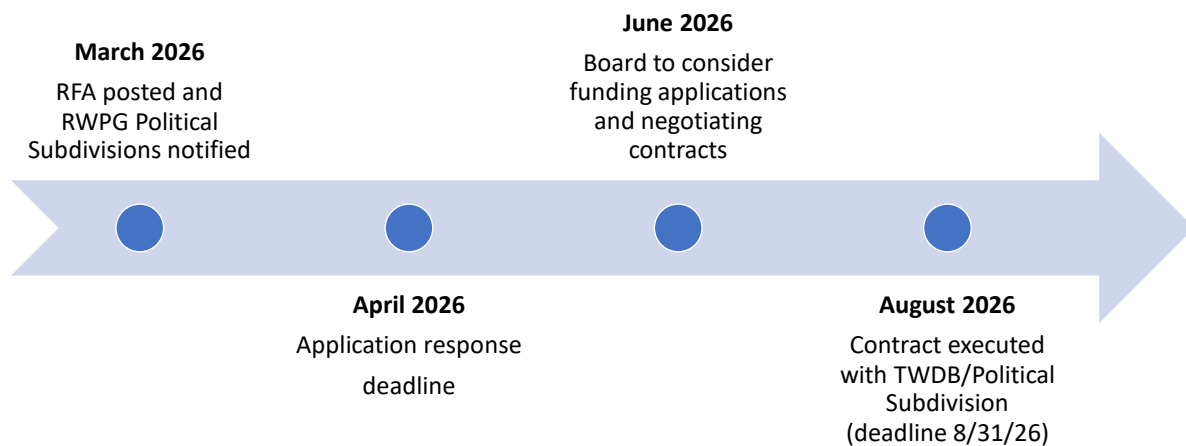
Region H Regional Water Planning Group Meeting

Updates from the Texas Water Development Board

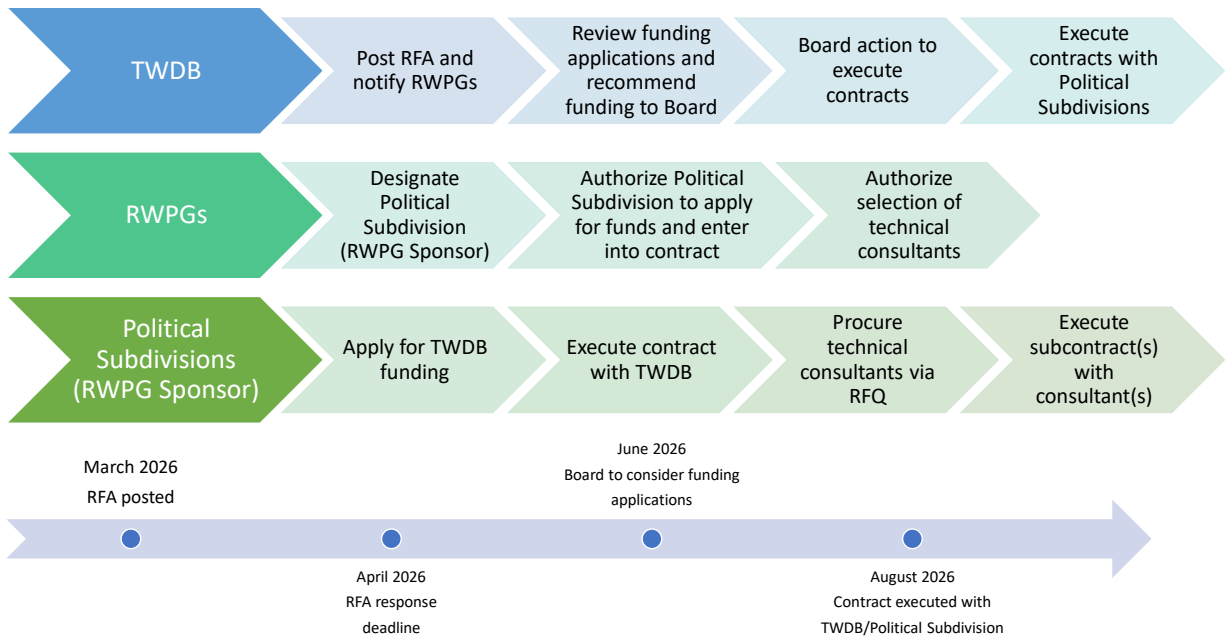
October 1, 2025, Conroe TX



Anticipated timeline for initial Request for Applications (RFA) for the 7th Cycle of Regional Water Planning (2031 Regional Water Plans)



**Responsibilities and *anticipated* timeline for the initial 7th Cycle of Regional Water Planning
(2031 Regional Water Plans) contracts**



Questions?

Heather Rose 
Regional Water Planner, TWDB
Heather.Rose@twdb.texas.gov


Addendum: Socioeconomic Impact Analysis for the Region H 2026 Regional Water Plan

From RegionalWaterPlanning <RegionalWaterPlanning@twdb.texas.gov>

Date Fri 8/22/2025 11:47 AM

To RegionalWaterPlanning <RegionalWaterPlanning@twdb.texas.gov>

Cc EDA <EDA@twdb.texas.gov>; Heather Rose <Heather.Rose@twdb.texas.gov>; John Ellis <John.Ellis@twdb.texas.gov>; Emma McNeal <Emma.McNeal@twdb.texas.gov>; Sarah Lee <Sarah.Lee@twdb.texas.gov>; Temple McKinnon <Temple.McKinnon@twdb.texas.gov>; Reem Zoun <Reem.Zoun@twdb.texas.gov>; Matt Nelson <Matt.Nelson@twdb.texas.gov>

 1 attachment (971 KB)

RegionH_2026RWP_SEIA_Update.pdf;

Good morning,

Earlier this month, the TWDB was made aware of potentially inflated socioeconomic impact estimates for the manufacturing category of use as included in the reports distributed to planning groups June 25, 2025.

Upon further review of the estimate methodology, manufacturing impact analyses are likely overestimated to some degree due to, among possible other factors, the abnormal manufacturing productivity data collection results accompanying the COVID pandemic for the 2021 base year in TWDB's modeled results. A more robust explanation is included as the addendum to the reissued impact report (attached) for inclusion in your final adopted regional water plan.

The TWDB is currently examining options for adjusting the methodology and underlying data to provide a better, coherent set of estimates for the drought-related impact estimates for each of the six water use sectors examined this planning cycle. However, TWDB will not be able to fully assess the overestimation and make corrections to its methodology by the time planning groups need to adopt their final plans. Specific questions can be emailed to EDA@twdb.texas.gov or directed to your TWDB Regional Water Planner.

Note that RWPG members, sponsor staff, and technical consultants are Bcc'd on this email.

Best,

Sarah N. Lee

Senior Advisor, Water Supply Planning
Interim Manager, Regional Water Planning
Texas Water Development Board
(512) 936-2387
sarah.lee@twdb.texas.gov

From: RegionalWaterPlanning <RegionalWaterPlanning@twdb.texas.gov>

Sent: Wednesday, June 25, 2025 11:52 AM

To: RegionalWaterPlanning <RegionalWaterPlanning@twdb.texas.gov>

Cc: EDA <EDA@twdb.texas.gov>; Heather Rose <Heather.Rose@twdb.texas.gov>; John Ellis <John.Ellis@twdb.texas.gov>; Emma Jones <Emma.Jones@twdb.texas.gov>; Sarah Lee <Sarah.Lee@twdb.texas.gov>; Temple McKinnon <Temple.McKinnon@twdb.texas.gov>; Reem Zoun <Reem.Zoun@twdb.texas.gov>; Matt Nelson <Matt.Nelson@twdb.texas.gov>

Subject: Socioeconomic Impact Analysis for the Region H 2026 Regional Water Plan

Dear Region H RWPG Members,

Please see attached the Socioeconomic Impact Analysis of Projected Water Shortages report to be included in your final Regional Water Plan. As part of the regional water planning process, Regional Water Planning Groups must evaluate the social and economic impacts of not meeting water needs (31 Texas Administrative Code §357.33 (c)). Due to the complexity of the analysis, staff of the TWDB's Projections & Socioeconomic Analysis department designed and conducted this analysis. The results of the analysis specific to your region are summarized in the attached report.

Using the needs identified in the Initially Prepared Plans, the TWDB estimated the annual socioeconomic impacts of those needs—if they are not met—for each water use category and as an aggregate for the region. The purpose of this analysis is to understand the potential social and economic costs of not meeting water needs. Ten different social and economic measures were assessed relating to all six water use categories within each decade (2030 through 2080), with primary measures being estimated lost income (analogous to gross domestic product) and jobs at risk of being lost. This analysis was performed using an economic impact modeling software called IMPLAN (Impact for Planning Analysis) and other economic analysis techniques to estimate the value per acre-foot of water in each region and water use category. The results presented in the attached report represent a snapshot of socioeconomic impacts that may occur during a single year repeat of the drought of record if no mitigation strategies are implemented.

Due to staffing limitations, Projections & Socioeconomic Analysis will not be able to travel to planning group meetings to provide presentations on the attached report. Specific questions can be emailed to EDA@twdb.texas.gov or directed to your TWDB Regional Water Planner.

More information is available on the TWDB Socioeconomic Impact Analysis website. This site includes a dashboard that summarizes the data in the report, the methodology for the analysis, and Frequently Asked Questions (FAQ).
<https://www.twdb.texas.gov/waterplanning/data/analysis/index.asp>

Note that RWPG members, sponsor staff, and technical consultants are Bcc'd on this email.

Best,

Sarah N. Lee

Senior Advisor, Water Supply Planning
Interim Manager, Regional Water Planning
Texas Water Development Board
1700 N. Congress Ave., Austin, Texas 78701
(512) 936-2387
sarah.lee@twdb.texas.gov
www.twdb.texas.gov



Final Regional Water Plan Reminders

From RegionalWaterPlanning <RegionalWaterPlanning@twdb.texas.gov>

Date Tue 8/26/2025 2:41 PM

To RegionalWaterPlanning <RegionalWaterPlanning@twdb.texas.gov>

Cc OOP-WSP-RWP <OOP-WSP-RWP@twdb.onmicrosoft.com>; RWPDataEntry <RWPDataEntry@twdb.texas.gov>; Temple McKinnon <Temple.McKinnon@twdb.texas.gov>; Reem Zoun <Reem.Zoun@twdb.texas.gov>; Matt Nelson <Matt.Nelson@twdb.texas.gov>

Good afternoon,

As RWPGs are finalizing and will soon be adopting their final regional water plans (RWP), we wanted to send a few reminders regarding the final RWP processes.

1. Final RWP adoption public notification requirements:

- These meetings are subject to [31 Texas Administrative Code § 357.21\(g\)\(2\)](#) and require:
 - A minimum of a 14-day public notice and 14-day written comment period prior to the meeting. The public notice must describe how members of the public may submit written comments.
 - Comments must be considered prior to taking action on adopting the plan.
 - Meeting materials must be posted at minimum seven (7) days prior to the meeting.
 - Additional resources include the Final RWP/Initially Prepared Plan (IPP) [public notice summary](#) and the RWP [public notice quick reference](#).

2. Final RWP deliverables (required by TWDB Contract Section II, Article III, Paragraph G), due to TWDB **October 20, 2025**:

- Four (4) bound double-sided hard copies
- Two electronic copies: one (1) in searchable Portable Document Format (PDF) and one (1) in Microsoft Word (MSWord) format
- One (1) electronic copy of **all electronic files** on which the plan is based (e.g. spreadsheets, maps, etc.)

3. Administratively complete requirements:

- The final RWP submittal must include all items listed in [Contract Exhibit C, Section 2.12.2](#) (pages 93-94) in order to be considered administratively complete.
 - Please note that items 4-9, and 11 should be included within the final RWP itself, not as separate files.
 - Regarding inclusion of TWDB's IPP comments and the region's responses (admin complete item 9), as noted in TWDB IPP comment letter, each region must provide a copy of the proposed responses and corresponding plan revisions to the TWDB for review prior to final adoption. TWDB must also review any *new* water management strategy evaluations prior to final plan adoption.
 - If any *new* recommended or alternative projects were added to the final RWP and DB27 following TWDB's review of the IPP, please ensure that these projects are added to the required final GIS data set (admin complete item 12).
 - As noted in TWDB's IPP comment letters, if the RWP includes any PDF copies of the state water planning database (DB27) reports, a final, updated version of the reports must be included in the both the printed and electronic final RWPs. Final versions of all DB27 RWP reports will be available for download from TWDB's Secure Agency Reporting Application by **September 24, 2025**.
- Any missing items from the above-mentioned administratively complete list will result in the region having to resubmit their RWP and will delay TWDB's review and approval.
- Each final RWP must also include a copy of the socioeconomic impact analysis report, including the report *addendum*, distributed by TWDB on **August 22, 2025**.

4. Data entry completion (required by TWDB Contract Section II, Article III, Paragraph H):

- Final data entry (corrections, updates, or modification) must be completed prior to the RWP deadline. In accordance with the TWDB IPP comment letter, the data entry deadline for all regions is **September 22, 2025**.

5. How to submit final RWP deliverables:

- Hard copies may be delivered in person to the Stephen F. Austin Building in Austin or delivered via UPS/FedEx.
 - For in person drop offs of the Final RWPs on or prior to October 20, please arrange a drop off time in advance with your TWDB regional water planner.
 - For UPS or FedEx deliveries, please use the following address:
Texas Water Development Board
Attention: Sarah Lee, Regional Water Planning
1700 North Congress Avenue; Suite 610B
Austin, Texas 78701
- TWDB will provide each region with a region-specific SharePoint folder for the submittal of electronic deliverables. This will be the same folder used to upload the IPP deliverables.

Please contact your TWDB Regional Water Planner with any questions.

Note that RWPG Chairs, sponsor staff, and technical consultants are Bcc'd on this email.

Best,

Sarah N. Lee

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Interim Manager, Regional Water Planning
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