

**Meeting Minutes**  
**Region 7 Upper Brazos Flood Planning Group**  
**Meeting December 17, 2020**  
**9:00AM**  
**Zoom Virtual Meeting**

Roll Call:

<u>Voting Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent ( ) / Alternate Present (*)</u>
Michael Keenum (Chair)	<i>Municipalities</i>	X
Dale Spurgin	<i>Agricultural interests</i>	X
Jennifer Davidson	<i>Counties</i>	X
Richard Blake Moore	<i>Electric generating utilities</i>	X
Richard Oller	<i>Environmental interests</i>	X
Erin C. Stiggins	<i>Industries</i>	X
Ken Rainwater	<i>Public</i>	X
Michael McClendon	<i>River authorities</i>	X
Kyle Jacobson	<i>Small business</i>	X
Chris Wingert	<i>Water districts</i>	X
Aubrey A. Spear	<i>Water utilities</i>	X

<u>Non-voting Member</u>	<u>Agency</u>	<u>Present(x)/Absent( ) / Alternate Present (*)</u>
Jennifer Bronson Warren	Texas Parks and Wildlife Department	X
Brian Hurtuk	Texas Division of Emergency Management	X
Carol Faulkenberry	Texas Department of Agriculture	X
Jake Foote	Texas State Soil and Water Conservation Board	X
Jet Hays	General Land Office	X
Ryke Moore Morgan White*	Texas Water Development Board	*
Kelly Cook	Texas Commission on Environmental Quality	X

**Quorum:**

Quorum: **Yes**

Number of voting members or alternates representing voting members present: **11**

Number required for quorum per current voting membership of 11: 6

**Other Meeting Attendees: \*\***

James Bronikowski, TWDB	April Chavez
Reem Zoun, TWDB	Stephanie Castillo
Matt Nelson, TWDB	Heather Keister
Morgan White, TWDB	Blake Moore
Richard Bagans, TWDB	Holly Ahumada
Jennifer Rao	Jennifer Warren
Stephanie Griffin	Shauna McMahan
Anita Machiavello	Pam Hannemann

Kelly Davila	Piata Bryant
Paula Jo Lemonds, HDR Engineering	Ben
Curtis Bietel	

**Agenda:**

1. Call to Order  
Chair Mike Keenum called the meeting to order at 9:01a with a quorum of voting members present.
2. Welcome  
Mr. Mike Keenum welcomed everyone in attendance to the RFPG meeting.
3. Public comments – limit 3 minutes per person  
Mr. Mike Keenum opened up the meeting for public comment. No public comments were received prior to the meeting and no one present to make public comments.
4. ACTION ITEM: Approval of minute from the previous meeting – November 17, 2020  
Mr. Rich Oller motioned to approve the minutes without changes. Mr. Aubrey Spear seconded the motion. Motion passed unanimously.
5. TWDB Update and Presentation  
Ms. Morgan White provided the TWDB update
6. Presentation from Non-voting Member on role/background – Jet Hays GLO
7. Update from Planning Group Sponsor regarding status of Regional Flood Planning Grant contract with the TWDB
  - a. Discussion on SPAG TWDB application budgetary breakdown  
Change was made to the application budget to increase mileage reimbursement.
  - b. Discussion of technical consultant RFQ packet  
Final changes were made to the packet by members.
  - c. Discussion on Scope of Work posted with TWDB RFA  
Final changes made to the Scope by members.
8. ACTION ITEM: Consider approving the proposed RFQ for a technical consultant and schedule  
Michael McClendon moved to approve the proposed RFQ and schedule. The motion received a second from Dale Spurgin. All in favor. Motion passed unanimously. **Select a sub-committee for technical consultant RFQ.**
9. Update from Planning Group Sponsor regarding status on hosting a public website (required per §361.21(b)).  
Suggested hosting name provided to SPAG by members.
10. Discuss and consider action regarding non-voting member liaisons designated by each RFPG to coordinate between the upstream and downstream FPRs located within that same river basin (required per §361.11(f)(8)).  
Region 7 selected Michael McClendon to serve as liaison for Region 8. Morgan White mentioned the liaison position is in the by-laws so the chair could appoint a member to serve. Mike Keenum appointed Michael McClendon to the position.
11. Discuss adding additional voting and non-voting positions to the RFPG

12. ACTION ITEM: Consider updating Article IX. Section 4 Agenda of the bylaws by which the RFPG will accept public comment (page 10, See Exhibit A)  
Chris Wingert motioned to approve updates to bylaws regarding public comment.  
Jennifer Davidson seconded the motion. Motion passed unanimously.
13. ACTION ITEM: Consider updating bylaws to include language regarding SPAG role as it relates to the following:
  - a. Political Subdivision's role/responsibilities (page7)
  - b. Article X. Section 4 Agenda (page 11)
  - c. Article X. Section 8 Minutes to include the political subdivision role as it relates to the agenda and minutes (page 12)Dale Spurgin motioned to approve the updates to the bylaws. Erin Stiggins made a second to the motion. Motion passed unanimously.
14. Public Comment – limit 3 minutes per person  
No public comments made.
15. Consider determining a recurring meeting date and time  
The board decided the third Thursday monthly at 10 a.m. with a 3-hour block.  
Meetings will be cancelled as needed.
16. Adjourn  
Meeting adjourned at 11:29 a.m.

\*The items in blue are the minute notes. Items in red are potential follow-up items for next agenda.

*Approved by the Region 7 Upper Brazos RFPG at a meeting held on December 17, 2020.*

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Chris Wingert, SECRETARY

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Michael Keenum, CHAIR