

**Meeting Minutes**  
**Region 7 Upper Brazos Flood Planning Group**  
**Meeting January 21, 2021**  
**10:00AM**  
**Zoom Virtual Meeting**

**Roll Call:**

<b>Voting Member</b>	<b>Interest Category</b>	<b>Present (x) / Absent ( ) / Alternate Present (*)</b>
Michael Keenum (Chair)	<i>Municipalities</i>	X
Dale Spurgin	<i>Agricultural interests</i>	X
Jennifer Davidson	<i>Counties</i>	
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>	
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

<b>Non-voting Member</b>	<b>Agency</b>	<b>Present(x)/Absent( ) / Alternate Present (*)</b>
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	
Jet Hays	General Land Office	X
Ryke Moore	Texas Water Development Board	X
Kelly Cook	Texas Commission on Environmental Quality	X

**Quorum:**

Quorum: Yes

Number of voting members or alternates representing voting members present: 9

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

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

Morgan White, TWDB	Heather Keister
Jennifer Rao	Paula Jo Lemonds, HDR Engineering
Stephanie Griffin	Curtis Bietel
Holly Ahumada	Rene Franks
Jennifer Warren	Sam Hinojosa
Shauna McMahon	Kelly Davila
Pam Hannemann	Piata Bryant

**Agenda:**

**1. Call to Order**

Region 7 meeting was called to order by Chair Mike Keenum at 10:03 a.m.

**2. Welcome & Roll Call**

**3. Public comments – limit 3 minutes per person**

No comments received in advance and no member of the public was present to make comments.

**4. ACTION ITEM: Approval of minutes from the previous meeting.**

Aubrey Spear made a motion to approve prior minutes as written. Rich Oller seconded the motion. The motion carried unanimously.

**5. TWDB Update**

Ryke Moore updated the group regarding receipt of the Upper Brazos RFA application. The 1<sup>st</sup> cycle documents have been made available on TWDB website with highlighted updates for review.

**6. Update from Planning Group Sponsor regarding status of Regional Flood Planning Grant contract with the TWDB**

Kelly Davila reiterated Region 7 RFA was submitted last week to TDA and SPAG should have executed contracts by the end of March.

**7. Update from Planning Group Sponsor regarding status on hosting a public website (required per §361.21(b)).**

Kelly Davila provided an update on the Region 7 website. SPAG is working with a vendor and the expected completion time is 30-45 days which would approximately be March 2021.

Kelly Davila explained the application due dates for RFQ was delayed one week due to TWDB clarifying procurement requirement for a political subdivision. The RFQ was submitted to 7 consultants. SPAG will take care of the HUB Vendor search as per SPAG guidelines.

**8. ACTION ITEM: Consider selecting a sub-committee to review RFQ's**

A discussion opened up regarding how the group would like to review RFQ's in open session while adhering to posting guidelines and the open meetings act. Upper Brazos RFBG suggested meeting in a centrally located setting with a very large meeting space. Morgan White shared the challenges other groups were facing regarding open setting as well. SPAG will attempt to secure meeting space, query the group for the best meeting date(s) via Doodle Poll, provide a scoring sheet and provide an update at the next meeting.

**9. Public Comment – limit 3 minutes per person**

No comments received in advance and no member of the public was present to make comments.

**10. Adjourn**

Meeting adjourned at 11:02 a.m.

Next scheduled meeting February 18, 2021 at 10:00 a.m.

*Approved by the Region 7 Upper Brazos RFPG at a meeting held on March 18, 2021.*

*C. L. Wingert*  
Chris Wingert, SECRETARY

*Michael B. Keenum*  
Michael Keenum, CHAIR