

Meeting Minutes
Region 11 Guadalupe Regional Flood Planning Group Meeting
January 6, 2021
2:00 PM

Guadalupe-Blanco River Authority River Annex (905 Nolan Street, Seguin, TX 78155)
or
GoToWebinar Virtual Meeting

Roll Call:

<u>Voting Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent () / Alternate Present (*)</u>
Doug Miller	<i>Agricultural interests</i>	X
John Johnston	<i>Counties</i>	X
Vacant	<i>Counties</i>	
Vacant	<i>Electric Generating Utilities</i>	
Annalisa Peace Vanessa Puig-Williams*	<i>Environmental interests</i>	X
Beth Parker Doug Sethness*	<i>Flood districts</i>	*
Kevin Stone	<i>Industries</i>	
Joseph Pantalion Laurie Moyer*	<i>Municipalities</i>	X
Vacant	<i>Municipalities</i>	
Kimberly Meitzen	<i>Public</i>	X
R. Brian Perkins	<i>River authorities</i>	X
Vacant	<i>River authorities</i>	
Gian Villarreal	<i>Small business</i>	X
Ronald Fieseler	<i>Water districts</i>	X
Joseph McDaniel	<i>Water utilities</i>	

<u>Non-voting Member</u>	<u>Agency</u>	<u>Present(x)/Absent() / Alternate Present (*)</u>
Sue Reilly	Texas Parks and Wildlife Department	X
Natalie Johnson	Texas Division of Emergency Management	X
Jami McCool	Texas Department of Agriculture	X
Allen Nash	Texas State Soil and Water Conservation Board	X
Kris Robles	General Land Office	X
Morgan White	Texas Water Development Board (TWDB)	X
Joel Klumpp Brittney Wortham-Teakell*	Texas Commission on Environmental Quality	X
Vacant	Public	

Quorum:

Quorum: Yes

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

Number required for quorum per current voting positions of 15: 8

Other Meeting Attendees:

Lauren Willis, GBRA (Meeting Facilitator)
Ramiro Mendoza, GBRA (IT)
Carl Westergard, GBRA (IT)

Other Meeting Attendees: **

Anna-Maria Clardy
Tami Norton
Charlie Flatten
Michael Personett
Jim Carrillo
Darrell Nichols
Mohamed Bagha
Tina Hendon
Michael Cornelius
Bryan Saucedo
Thomas Hill
James Bronikowski
Elizabeth Levitz
Anita Machiavello
Matt Nelson
Ryke Moore
Ronnie Tyler
Celeste Menchaca
Josh Logan

Stephanie Griffin
Adam Conner, Freese and Nichols
Matt Hiland
Vanessa Puig-Williams
Troy Dorman
Helena Mosser
Natalie Johnson
Jill Trevino
Max Strickler - USACE
Bryan Martin
Reem Zoun
Hayley Gillespie
Stephanie Castillo
Sam Vaugh (HDR)
Eric Stewart (HDR)
Paula Jo Lemonds, HDR
Vince DeCapio
Pratibha Sapkota

**Meeting attendee names were gathered from those who entered information for joining the GoToWebinar meeting.

All meeting materials are available for the public at: <http://www.quadalupеRFPG.org>

AGENDA ITEM NO. 1: Call to Order

Doug Miller called the meeting to order at 2:00 PM. Lauren Willis called roll of the planning group members to record attendance and a quorum was established.

AGENDA ITEM NO. 2: Welcome

Doug Miller welcomed members to the meeting and reminded RFPG members to submit their Open Meetings Act and Public Information Act training certificates. Lauren Willis provided meeting facilitation information and instructions.

AGENDA ITEM NO. 3: Public General comments (Public comments limited to 3 minutes per speaker)

Doug Miller provided instructions for public comments. No public comments were given.

AGENDA ITEM NO. 4: Approval of Minutes from the December 2, 2020 Region 11 RFPG Meeting

Doug Miller opened discussion on approving the minutes from the December 2, 2020 Region 11 RFPG Meeting.

Three comments were brought forth: (1) the incorrect spelling of Ronald Fieseler's name, (2) the nomination of Doug Miller as chair and (3) the Public vacancy being a non-voting member during open discussion.

A motion was made by Joe Pantalione to approve the December 2, 2020 Region 11 RFPG Meeting minutes amended that Ronald Fieseler's name be spelled correctly. The motion was seconded by Brian Perkins. The meeting minutes were approved by consensus.

AGENDA ITEM NO. 5: TWDB Update/Presentation

Morgan White presented: RFPG Responsibilities: Scope of Work Overview

AGENDA ITEM NO. 6: Other Presentation

Helena Mosser, P.E. Lead Hydraulic Engineer, U.S. Army Corps of Engineers and Max Strickler, CFM Lead Hydrologist, U.S. Army Corps of Engineers presented: The InFRM Watershed Hydrology Assessment for the Guadalupe River Basin

The list of topics provided by RFPG members was reviewed.

AGENDA ITEM NO. 7: Consider nominating and electing Guadalupe RFPG members to be non-voting liaisons to Regions 10 & 12

Doug Miller opened the floor to nominations. Brian Perkins made a nomination of Ronald Fieseler to be the liaison for Region 10 and Annalisa Peace to be the liaison for Region 12.

The vote to select Ronald Fieseler as Region 10 liaison and the vote to select Annalisa Peace as Region 12 liaison passed by a vote of 9 Ayes to 0 Nays.

AGENDA ITEM NO. 8: Consider approving the proposed Request for Qualifications for the Regional Sponsor (GBRA) to initiate procurement for a technical consultant.

Lauren Willis described the process and layout of the draft Request for Qualifications (RFQ). Doug Miller opened the floor for discussion. Six comments were brought fourth:

- (1) providing the weighted percentages for the five scoring criteria: scoring criteria #1 = 10%, scoring criteria #2 = 25%, scoring criteria #3 = 25%, scoring criteria #4 = 15%, and scoring criteria #5 = 25%,
- (2) the interview process,
- (3) increasing the length from 12 pages to 15 pages with a 12-point font size,
- (4) ensuring verbiage of length recommendations is the same in Additional Information and Basis of Selection sections,
- (5) Historically Underutilized Business contract verbiage and scoring, and
- (6) rewording criteria #4 of the scoring criteria to evaluation of and possible discussion with references.

A motion was made by Doug Sethness to approve the RFQ with the following changes (1) Increasing the length from 12 pages to 15 pages with a 12-point font size, (2) providing the weighted percentages for the five scoring criteria, (3) Rewording criteria #4 of the scoring criteria to evaluation of and possible discussion with references. The motion was seconded by Brian Perkins. The vote passed by a vote of 9 Ayes to 0 Nays.

AGENDA ITEM NO. 9: Update from RFPG Sponsor (GBRA) regarding status of

- a. **Open solicitation for vacant RFPG member positions: river authorities, municipalities, counties, electric generating utilities, public**

Lauren Willis reviewed applications received. Nominations close on Monday, January 11, 2021 at 5pm.

- b. **Regional Flood Planning Grant contract with the TWDB**

Lauren Willis discussed the status of application for Regional Flood Planning Grant Funds. The TWDB draft budget was reviewed and the funds GBRA will be requesting for the administration of the RFPG (website, IT support, travel, posting, salary).

c. **Public website: www.guadalupeRFPG.org**

Lauren Willis reviewed the website and took recommendations for additional information to be added.

AGENDA ITEM NO. 10: Public General comments (Public comments limited to 3 minutes per speaker)

RFPG member Annalisa Peace asked how the RFPG could receive reports, it was decided to post additional website links and reports to the guadalupeRFPG.org website. No public comments were given.

AGENDA ITEM NO. 11: Consider date and agenda items for next meeting

Doug Miller opened discussion to consider the date and agenda items for the next meeting.

RFPG discussed continuing the hybrid in-person and virtual meetings.

The two topics for additional presentations provided by John Johnston and Joseph McDaniel will be presented at the February 3, 2021 meeting.

AGENDA ITEM NO. 14: Adjourn

Doug Sethness made a motion to adjourn. The motion was seconded by Ronald Fieseler. The motion passed by unanimous consent.

The meeting adjourned at 4:30 PM by Doug Miller.

Approved by the Region 11 Guadalupe RFPG at a meeting held on 02/03/2021.



Brian Perkins, SECRETARY



Doug Miller, CHAIR