

**Meeting Minutes**  
**Region 11 Guadalupe Regional Flood Planning Group Meeting**  
**December 2, 2020**  
**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
Annalisa Peace Vanessa Puig-Williams*	<i>Environmental interests</i>	X
Beth Parker	<i>Flood districts</i>	
Kevin Stone	<i>Industries</i>	X
Joseph Pantalion	<i>Municipalities</i>	X
Kimberly Meitzen	<i>Public</i>	X
R. Brian Perkins	<i>River authorities</i>	X
Gian Villarreal	<i>Small business</i>	X
Ronald Fieseler	<i>Water districts</i>	X
Joseph McDaniel	<i>Water utilities</i>	X

<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	*

**Quorum:**

Quorum: Yes

Number of voting members or alternates representing voting members present: 10

Number required for quorum per current voting positions of 12: 7

**Other Meeting Attendees:**

Lauren Willis, GBRA (Meeting Facilitator)

Ramiro Mendoza, GBRA (IT)

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

Reem Zoun, TWDB  
Ryke Moore, TWDB  
Matt Nelson, TWDB  
James Bronikowski, TWDB  
Richard Bagans, TWDB  
Megan Ingram, TWDB  
Lauren Graber, LCRA  
Laurie Moyer, City of San Marcos  
Eric Stewart, HDR  
David Briggs  
Tommy Hill, GBRA  
Michelle Havelka, TCEQ  
Mike Personett

Vanessa Puig-Williams, EDF  
Josh Logan  
Adam Conner, Freese & Nichols  
Sam Vaugh, HDR  
Stephanie Griffin  
Fritz Reinig  
Jim Carrillo  
Paula Jo Lemonds, HDR  
Stephanie Castillo  
Mohamed Bagha  
Nick Panyard

**\*\*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.twdb.texas.gov/flood/planning/regions/schedule.asp>.

**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. Lauren Willis provided meeting facilitation information and instructions. Kris Robles stated he wasn't receiving RFPG emails.

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

Doug Miller provided instructions for public comments. Vanessa Puig-Williams introduced herself as Annalisa Peace's alternate. Brittney Wortham-Teakell verified that she was present and standing in for Joel Klumpp.

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

Doug Miller opened discussion on approving the minutes from the November 4, 2020 Region 11 RFPG Meeting.

One comment was brought forth about the incorrect spelling of Kimberly Meitzen's name during open discussion.

A motion was made by Joseph McDaniel to approve the November 4, 2020 Region 11 RFPG Meeting minutes amended that Kimberly Meitzen's name be spelled correctly.

The motion was seconded by Annalisa Peace.

The vote to approve the minutes from the November 4, 2020 Region 11 RFPG Meeting passed by a vote of 10 Ayes.

**AGENDA ITEM NO. 5: TWDB Update/Presentation**

Morgan White presented on two topics: Flood Planning 101 and Request for Applications Process & Contract Details.

**AGENDA ITEM NO. 6: Other Presentation**

Doug Miller provided instructions for submitting future presentations related to flood planning efforts.

**AGENDA ITEM NO. 7: Consider nominating and electing RFPG Vice Chair and Secretary**

Doug Miller described the Vice Chair & Secretary election process and opened the floor to nominations for the Vice Chair.

Brian Perkins made a nomination of John Johnston as the Vice Chair.

The vote to select John Johnston as Vice Chair of Region 11 Guadalupe RFPG passed by a vote of 10 Ayes.

Doug Miller opened the floor to nominations for the Secretary.

Ronald Fieseler made a nomination of Brian Perkins as the Secretary.

The vote to select Brian Perkins as Secretary of Region 11 Guadalupe RFPG passed by a vote of 10 Ayes.

**AGENDA ITEM NO. 8: Consider nominating and electing two members-at-large to serve on the Executive Committee**

Doug Miller described the election process and opened the floor to nominations for the two members-at-large.

Annalise Peace made a nomination of Kimberly Meitzen as a member-at-large.

John Johnston made a nomination of Ronald Fieseler as a member-at-large

The vote to select Kimberly Meitzen and Ronald Fieseler as members-at-large of Region 11 Guadalupe RFPG passed by a vote of 10 Ayes.

**AGENDA ITEM NO. 9: Discussion and possible consideration to add additional voting and non-voting positions to the RFPG**

No public comments were given.

Doug Miller opened discussion of additional voting and non-voting positions that may be needed to ensure adequate representation from the interest in the region.

A motion was made by Joseph McDaniel to add three voting positions in the categories of river authorities, municipalities and counties and to add one non-voting position in the public interest category.

The motion was seconded by Brian Perkins.

The motion passed by unanimous consent.

**AGENDA ITEM NO. 10: Update from Planning Group Sponsor regarding status of Regional Flood Planning Grant contract with the TWDB.**

Lauren Willis discussed the status of application for Regional Flood Planning Grant Funds, the technical consultant procurement process and informed the RFPG that the TWDB would be presenting at the January meeting on the Scope of Work posted with TWDB RFA.

**AGENDA ITEM NO. 11: Discuss a means by which the RFPG sponsor will develop and host a public website (required per §361.21(b)).**

Lauren Willis discussed that GBRA staff will be buying a domain name and creating the website.

**AGENDA ITEM NO. 12 Discuss a means by which the RFPG sponsor will accept written public comment prior to and after meetings (required per §361.21(c)).**

Lauren Willis discussed that an email will be connected with the website to send in public comments.

**AGENDA ITEM NO. 13 Discussion of the required solicitation for person or entities who request to be notified of RFPG activities (required per §361.21(e)).**

Lauren Willis discussed that an email will be connected with the website in order to be added to a distribution list for future RFPG activities.

**AGENDA ITEM NO. 14: Public General comments (Public comments limited to 3 minutes per speaker)**

No public comments were given.

**AGENDA ITEM NO. 15: 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 meeting on the first Wednesday of every month, beginning on January 6, 2021.

Potential agenda items for the next meeting include presentation by other entities, as necessary.

**AGENDA ITEM NO. 14: Adjourn**

The members discussed the required Open Meetings Act and Public Information Act trainings.  
The members discussed the meeting setup and IT equipment.

The meeting adjourned at 3:53 PM by Doug Miller.

*Approved by the Region 11 Guadalupe RFPG at a meeting held on 01/06/2021.*

  
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Brian Perkins, SECRETARY

  
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Doug Miller, CHAIR