

Region 8 - Lower Brazos

Regional Flood Planning Group

LOWER BRAZOS REGIONAL FLOOD PLANNING GROUP

Thursday, April 25, 2024

10:00 AM

Brazos River Authority

4600 Cobbs Dr., Waco, TX 76710

Region 8 - Lower Brazos

Regional Flood Planning Group

- 1. Call Meeting to Order and Attendance**
- 2. Public Input - comments on agenda items or flood planning issues (limited to 3 minutes each)**
- 3. Consent Agenda**
 - 1. Approval of Minutes from the February 22, 2024 meeting**
 - 2. Approval and Certification of the Finance Report Expenditures**

Meeting Minutes

REGION 8 - LOWER BRAZOS REGIONAL FLOOD PLANNING GROUP

Brazos River Authority, Lt. Gen. Phillip J. Ford Central Office,
4600 Cobbs Dr. Waco, TX 76710

10:00 a.m. – February 22, 2024

Meeting agenda, materials, and audio recordings are available online at www.lowerbrazosflood.org

1. Call Meeting to Order and Attendance

Chair Alysha Girard presided over the meeting in Waco, TX. Ms. Girard called the meeting to order at 10:00 am.

Susan Alford	P	David Lilly	A
Anthony Beach	P		
Carl Burch	A	Matt Phillips	P
Sujeeth Draksharam	P	Mark Vogler	P
Charlotte Gilpin	P	Brandon Wade	P
Alysha Girard	P	Claudia Wright	A

Quorum Present: **Yes**. A quorum is 7 of 12 voting members.

2. Public Input - Public comments on agenda items or flood planning issues (limited to 3 minutes each)

Alysha Girard opened the floor for public comments. No comments were received by the group.

3. Consent Agenda

3.1. Approval of Minutes from the December 7, 2023 meeting

3.2. Report, Approval and Certification of the Finance Report Expenditures

Alysha Girard opened the floor for approval of the consent Agenda Items. The consent agenda items were approved as presented. Brandon Wade made the motion to approve the consent agenda items and Sujeeth Draksharam seconded the motion. The motion passed unanimously.

4. Report, discussion, and possible action on a recommendation from the Executive Committee on the selection of a candidate for the Industries interest representative vacancy.

Motion made by Brandon Wade to appoint Tim Finley to represent Industries as a voting member of the Lower Brazos Regional Flood Planning Group. The motion was seconded by Anthony Beach. Motion passed unanimously.

5. Discussion and possible action on nomination and election of RFPG Chair, Vice Chair, Secretary, and two (2) members-at-large to serve on the Executive Committee

Ms. Girard opened the floor for nominations for Chair. Brandon Wade made the motion for the planning group to confirm the selection of Alysha Girard to serve as Chair. The motion was seconded by Sujeeth Draksharam. Motion passed unanimously.

Ms. Girard opened the floor for nominations for Vice-Chair. Alysha Girard made the motion for the planning group to confirm the selection of Anthony Beach to serve as Vice-Chair. The motion was seconded by Brandon Wade. Motion passed unanimously.

Ms. Girard opened the floor for nominations for Secretary. Alysha Girard made the motion for the planning group to confirm the selection of Matt Phillips to serve as Secretary. The motion was seconded by Anthony Beach. Motion passed unanimously.

Ms. Girard opened the floor for nominations for two At-Large-Members of the Executive Committee. Sujeeth Draksharam made the motion for the planning group to confirm the selection of (1)Brandon Wade and (2)Sujeeth Draksharam to serve as Members-At-Large. The motion was seconded by Matt Phillips. Motion passed unanimously.

6. Discussion and possible action on authorizing the RFPG sponsor to begin the procurement process for a technical consultant after TWDB development of the Scope of Work and funding allocations, and in accordance with state procurement laws and the Sponsor's procurement procedures

Alysha Girard asked for a motion for the RFPG to authorize the Sponsor (Brazos River Authority) to begin the procurement process for a technical consultant after TWDB development of Scope of Work and funding allocations and in accordance with state procurement laws and the Sponsor's procurement procedures. The motion was made by Sujeeth Draksharam and seconded by Anthony Beach. The motion passed unanimously.

7. Discussion and possible action to select a sub-committee to review RFQ's

Alysha Girard requested a motion for the RFPG to select a sub-committee to review RFQ's received and make a recommendation to the Lower Brazos Regional Flood Planning Group. Alysha stated that she had asked Anthony Beach to Chair this Committee. RFQ Committee members: Chair - Anthony Beach, Tim Finely, Charlotte Gilpin, Mark Vogler, and Sujeeth Draksharam. The motion was seconded by Matt Phillips. The motion passed unanimously.

8. Discussion and possible action to establish and adopt a regular meeting schedule for this calendar year

Motion was made for the RFPG to adopt a regular meeting schedule for this calendar year, as presented. Brandon Wade made the motion. Charlotte Gilpin seconded the motion. Motion passed unanimously.

9. Report from:

9.1. Texas Water Development Board (TWDB) staff

Jake Madewell provided the TWDB Report to the RFPG.

9.2. Regional Planning Sponsor

Pam Hannemann reported that the Sponsor had submitted the grant application to TWDB for funding the 2nd cycle of regional planning

9.3. Lower Brazos RFPG Liaisons and Chair

Chair gave a brief report.

10. Confirm next meeting date and discuss new business to be considered at next meeting

The next meeting date is April 25, 2024 at 10:00am.

11. Adjourn

Alysha Girard adjourned the meeting at 10:22 AM.

Approved by the Region 8 Lower Brazos RFPG at the meeting held on XX, 2024.

Matt Phillips, Secretary

Alysha Girard, Chair

Brazos River Authority
Region 8 Lower Brazos Regional Flood Planning Group
From 11/01/23 Through 12/31/23

	Current Period	Life to Date	Total Budget	Budget Variance	% Budget Remaining
Revenues					
State Grants	33,247	2,133,795	2,244,000	110,205	4.91%
Total Revenues	33,247	2,133,795	2,244,000	110,205	4.91%
Reimbursable Expenditures					
Salaries	107	7,040			
Benefits	32	3,059.15			
Indirect Costs	25	704			
Other Expenditures					
Printing/Publishing					
Public Information/Notices/Ads ¹		180			
Misc postage/overnight/Misc/etc. ²	300	1,160			
Total Other Expenditures	463	12,143	40,000	27,857	69.64%
Voting Planning Member Travel		3,881	4,500	619	13.76%
Subcontractors ³	32,784	2,117,772	2,199,500	81,728	3.72%
Total Reimbursable Expenditures	33,247	2,133,796	2,244,000	110,204	4.91%
Work in Kind					
Salaries/benefits	131	21,533			
Other	-	32			
Total Work in Kind	131	21,566			
Net Revenue over expenditures	(131)	(21,566)	-	0	

²Digicert, agenda, handouts, sign in sheets & chair notes

³Current period is from September 1, 2023 thru December 31, 2023

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- 4. Discussion and possible action on the recommendation from the RFQ committee for of selection of a technical consultant to develop the 2028 Lower Brazos Regional Flood Plan.**

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5. Discussion and possible action on the process for future Amendments to the 2023 Regional Flood Plan.

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6. Report from:

6.1. Texas Water Development Board (TWDB) staff

6.2. Regional Planning Sponsor

6.3. Lower Brazos RFPG Chair

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- 7. Confirm the next meeting date and discuss new business to be considered at the next**

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8. Adjourn