

# 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. – Thursday, December 12, 2024

Meeting agenda, materials, and audio recordings are available online at [www.lowerbrazosflood.org](http://www.lowerbrazosflood.org)

### 1. Call Meeting to Order and Attendance

Anthony Beach presided over the meeting in Waco, TX. Mr. Beach called the meeting to order at 10:00 am.

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

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)

Anthony Beach opened the floor for public comments. No public comments.

### 3. Consent Agenda

#### 3.1. Approval of Minutes from the October 24, 2024 meeting

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

Anthony Beach opened the floor for approval of the Consent Agenda Items. The October 24, 2024, meeting minutes and finance report were approved as presented. Sujeeth Draksharam made the motion to approve the consent agenda items and Claudia Wright seconded the motion. The motion passed unanimously.

### 4. Discussion and possible action on the report from the technical consultant

The Technical Consultant team provided an update on planning data and guidance provided by the TWDB and discussed the first steps and schedule for the development of the 2028 Regional Flood Plan. The RFPG discussed outstanding data needs from the TWDB and what information would be included within those datasets.

The Technical Consultant team provided an update on the development of the amendment evaluation and documentation. Anthony Beech asked why one flood management evaluation (FME) did not make it through the evaluation. The Technical Consultant team explained that sufficient data was not provided by the community to complete the TWDB tables required for FMEs. This does not preclude the FME from being incorporated into the plan at a later date.

The RFPG discussed the different categories of flood mitigation strategies (FMSs) and their alignment with the RFPG and plan goals. Alysha Girard encouraged the Technical Consultant team to ensure that the FMSs addressed regional problems and not local flooding issues. The Technical Consultant team confirmed that all submitted FMSs meet the goals established in the Lower Brazos 2023 Regional Flood Plan; these goals could be revisited and adjusted in the 2028 flood planning cycle.

The Technical Consultant team discussed amendment requests received after the data collection deadline. The RFPG determined to not incorporate the requests into the amendment to ensure consistent messaging and opportunity for all communities. However, these requests will be considered for incorporation into the 2028 Regional Flood Plan.

The Technical Consultant team provided an overview of the community questionnaire. They confirmed that this will be one avenue for communities to submit FMXs for inclusion in the 2028 Regional Flood Plan; however, these requests will also be accepted from emails or other avenues, as needed. Data regarding floodplain management, emergency planning, and other flood related practices will also be collected through the questionnaire and used in the development of several chapters of the regional flood plan. The RFPG requested that the public facing map be accessible without having to submit any personal information, and to have it display comments left by other users. The Technical Consultant team agreed to look into making these adjustments.

The Technical Consultant team provided an overview of upcoming items for discussion and RFPG votes. With regards to Task 2, Charlotte Gilpin asked if the prioritization of the data source layers for flood quilt development should be a statewide decision. The Technical Consultant team confirmed that this is guided by the TWDB at a statewide level; however, there are variations in data availability and quality across the regions that needs to be considered per flood planning region. The Technical Consultant team will review and further explain these data sets at the next meeting and will work with surrounding flood planning regions to ensure there are not continuity issues.

**5. Report from:**

**5.1. Texas Water Development Board (TWDB) staff**

Anita Machiavello provided the TWDB Report to the RFPG.

**5.2. Regional Planning Sponsor**

No Sponsor report.

**5.3. Lower Brazos RFPG Liaisons and Chair**

The Chair gave a brief report.

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

The next regular meeting will be on Thursday, February 20, 2025.

**7. Adjourn**

Anthony Beach adjourned the meeting at 10:45 AM.

*Approved by the Region 8 Lower Brazos RFPG at the meeting held on February 20, 2025.*



Matt Phillips (Mar 13, 2025 10:25 CDT)

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Matt Phillips, Secretary



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Alysha Girard, Chair

# Minutes December 12 2024 RFPG Meeting

Final Audit Report

2025-03-13

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