

**Meeting Minutes**  
**Region 13 Nueces Flood Planning Group Meeting**  
**November 30, 2020, 1:00pm CST**  
**Zoom Virtual Meeting**

**1. Agenda Item - Call to Order**

LJ Francis called the meeting to order at 1:02pm. A roll call of the planning group members was taken to record attendance and a quorum was established prior to calling the meeting to order.

**Voting Members**

Debra Barrett	<i>Agricultural interests</i>	present
Shanna K. Owens	<i>Counties</i>	present
Vacant	<i>Electric generating utilities</i>	N/A
Lauren Hutch Williams	<i>Environmental interests</i>	present
Vacant	<i>Flood districts</i>	N/A
Jeffrey Pollack	<i>Industries</i>	present
Lj Francis	<i>Municipalities</i>	present
Adnan Rajib	<i>Public</i>	present
Sky Lewey	<i>River authorities</i>	present
Andrew M. Rooke	<i>Small business</i>	present
J. R. Ramirez	<i>Water districts</i>	present
Larry Dovalina	<i>Water utilities</i>	present

**Non-voting Members**

Jim Tolan	<i>Texas Parks and Wildlife Department</i>	present
Tim Frere	<i>Texas Division of Emergency Management</i>	present
Nelda Barrera	<i>Texas Department of Agriculture</i>	present
Kendria Ray	<i>Texas State Soil and Water Conservation Board</i>	present
Simone Sanders	<i>General Land Office</i>	present
Hayley Gillespie, Ph.D.	<i>Texas Water Development Board (TWDB)</i>	present
Joel Anderson	<i>Texas Commission on Environmental Quality</i>	Not present

Travis Pruski                      *Nueces River Authority*

**Guest**

James Bronowski, TWDB	Matt Nelson, TWDB
Reem Zoun, TWDB	Morgan White, TWDB
Nick Panyard	Stacy Barna
Victoria Salinas , NRA	Chad Ballard
J. Anderson	Lily Cartwright

## **2. Agenda Item - Welcome, Meeting Facilitation Information and Instructions**

LJ Francis welcomed members to the meeting. Travis Pruski provided meeting facilitation information and instructions.

## **3. Agenda Item - Prayer:**

LJ conducted the prayer.

## **4. Agenda Item - Approval of minutes from previous meeting.**

Larry Dovalina made a motion to approve the meeting.

Andrew Rooke seconded the motion.

The motion passed 10 Ayes and 0 Nays

## **5. Agenda Item - TWDB Update and Presentation by Hayley Gillespie**

Overview of flooding basics:

Watershed definitions – Watershed being the land area that drains into a lake, stream or other body of water.

Floodplains: when preserved in their natural state they can provide many benefits to us. Some natural ecosystem services help to reduce flood velocity, curb sedimentation and erosion. Can also contribute to groundwater recharge, recreation and habitat for lots of plants and animals that are important to our fisheries as well.

Types of flooding: Structural failure, storm water, riverine, flash, shallow and coastal. Flood mitigation is the implementation of actions, including both structural and non-structural solutions, to reduce flood risk to protect against the loss of life and property. Structural includes like a seawall, structural solutions are construction of levees, dykes and seawall dams. Non-structural is like a mangrove forest. Non-structural solutions would be like elevated structures, wetland restoration, flood warning systems and participation in National Flood Insurance Program.

Overview for Request for Applications Process & Contract Details that TWDB and NRA will be entering into. General timeline starts with first RFPG meetings in Oct/Nov of 2020 to presenting first regional flood plans due to TWDB. Applications are now open and NRA can apply for that contract and funding . TWDB will be processing applications from RPG sponsors as they arrive.

Links available for:

Request for Applications Posting

Application Instructions

Application Checklist

Draft Scope of Work

Draft Contractor (PGS) Task Budget

Board item document

They are available at <http://www.twdb.texas.gov/flood/planning/planningdocu/2023/index.asp>

**6. Agenda Item - Discussion of necessary additional voting and non-voting positions that may be needed to ensure adequate representation from the interest in the region.**

LJ Francis added this item back on the agenda. He was wanting to know if the group would consider if the following non-voting members, NWS, the US Bureau of Reclamation and the US Geological Service would be of additional benefit to the group. He received positive responses from them when he contacted them about possible adding them to the Nueces group. Members of the group agreed that an advisory board is a good idea and added other entities to possible be on that board,

**7. Agenda Item - Consider nominating and electing RFPG Vice Chair and Secretary.**

Duties of the Vice Chair is to assist the Chair in the discharge of his/her duties and in the absence of the Chair shall assume the Chairs full responsibilities and duties in the event the Chair is not able to carry out his duties. The Vice Chair shall serve as Chair until the RFPG elects a new Chair. The Vice Chair will perform other duties as assigned by the chair or these bylaws.

The Secretary shall maintain the Minutes and take attendance of the RFPG meetings. Minutes and attendance shall be kept as part of our planning groups official records. The Secretary shall ensure that all notices are properly posted as provided in the bylaws and required by law and by the Texas Open Meetings Act. The Secretary will also perform other duties as assigned by the chair or these bylaws. If both the Chair and Vice Chair are unable to carry out the duties of the Chair the Secretary will carry out the duties of the Chair.

- A. **Nominations for Vice Chair:** Sky Lewey nominated Larry Dovalina.
- B. **Discussions and consider taking action:** Larry Dovalina was unanimously voted in.
- C. **Nomination for Secretary by members:** Larry Dovalina nominated Sky Lewey. She declined. LJ Francis nominated Shanna Owens.
- D. **Discussions and consider taking action:** Shanna Owens was unanimously voted in.

**8. Agenda Item - Consider nominating and electing two Members at Large to serve on the Executive Committee:**

- A. **Nominations for 2 Executive Committee Member at Large by members:**  
Deborah Barrett nominated herself.  
Sky Lewey nominated herself.
- B. **Discussions and consider taking action:** Deborah Barrett and Sky Lewey were unanimously voted in.

**9. Agenda Item - Update from NRA regarding status of RFPG contract with TWDB and other matters.**

- A. **Discussion on status of application for RFPG funds:** Travis Pruski, the sponsorship designation form has been turned into the TWDB. John Byron, the Executive Director of NRA is currently working on completing the application and should be done in a couple of weeks.
- B. **Consider a means by which the RFPG will develop and host a public website:** Travis Pruski, we do have a website up and running. The bylaws are on there and a flood planning map. As we

get the presentations and different paperwork from TWDB it will be updated with that information. [Nueces-ra.org/cp/R13/wiki13homepage](http://Nueces-ra.org/cp/R13/wiki13homepage).

- C. **Consider a means by which the RFPG will accept written public comment prior to and after meetings:** Travis Pruski, people can write a note or mail letters to our Uvalde office. At the beginning of the slideshow I put my email address and it will be on our agenda, materials and emails as we send them out to everybody that they can email me directly with a public comment and I will share that directly as they come in.
- D. **Discussion of the required solicitation for persons on entities who request to be notified of RFPG activities:** Travis Pruski, I am working on a database if anybody who wishes to be attending correspondence, I will get their email address and send the information out in a group email. We will add new members as people have asked us to include them and send them emails as well. **LJ Francis:** I have asked for a list of municipalities within our group. Travis have you been able to finish that yet? **Travis:** I have not finished it yet. A lot of municipalities and counties do not have websites, so I am having to call directly and getting the correct information. If anyone thinks of someone that would be interested send me an email with their info and I will add them to the email list.
- E. **Discussion on status of solicitation process for individuals to fill the two remaining voting positions** – Electric Generating Utilities and Flood Districts: Travis: We are still trying to contact them and get people in the region. I am looking for people in the western and northern parts of our region to kind of balance out our board membership. I had a question for Hayley regarding if flood administrators for counties would count for flood districts and if electric co-ops would count for electric generating utilities. If anyone has recommendations please email them to me and I can share with the board at the next meeting.

**10. Agenda Item - Consider designating Alternates for RFPG members:** LJ Francis: Our bylaws provide for designating an alternative when voting and non-voting members are not able to attend the meetings. I want us to start thinking about one other person that we could designate that will represent your interest group if you are not able to make it. Please let me or Travis know sometime if you are not going to be able to attend.

**11. Agenda Item - Public comments:** There are no public comments at this time.

**12. Agenda Item - RFPG member's comments:** **LJ Francis:** I haven't heard from the non-voting members of our group, does anyone have anything to discuss? **Jim Tolan:** From the Parks and Wildlife side you guys are doing a great job. **Joel Anderson:** Likewise from TCEQ, not comments but keep up the good work. **Hayley Gillespie:** I did find two examples on our website right now of open solicitations for vacant seats that other regions have posted. If you are interested in seeing what they look like.

**13. Agenda Item - Consider date and agenda items for next meeting:** **LJ:** I don't think we'll go through trying to get a day right now, we will do the same as last time and try to get a consensus from all members and then we will send that out. I think that worked better. It will be sometime in January. I do have something I would like to place on the agenda and for a matter of record. I think at that time it

would be important to start having the discussion of the Nueces River Authority's technical procurement policies. I would also like the new members to visit the TWDB website for new member resources, there is a lot of information on there and to remind everyone to complete the required training. As a member of this group (all members) you need to either take or show proof that you have taken the training and show proof.

**14. Agenda Item - Adjourn:** After a motion by Larry Dovalina to adjourn, it was seconded by Jeff Pollack. The meeting was adjourned at 1:39PM by Chair Francis.

Approved by the Region 13 Nueces RFPG at a meeting held on November 30<sup>th</sup>, 2020.

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Shanna Owens, SECRETARY

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LJ Francis, CHAIR

Minutes Prepared by Travis Pruski, Nueces River Authority