

**Meeting Minutes**  
**Region 3 Trinity Flood Planning Group Meeting**  
**Tuesday, October 27, 2020**  
**9:00 AM**  
**GoToWebinar Virtual Meeting**

**Roll Call:**

<u>Voting Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent ( ) / Alternate Present (*)</u>
Vacant	<i>Agricultural interests</i>	
Lissa M. Shepard	<i>Counties</i>	x
Sano Blocker	<i>Electric generating utilities</i>	x
Jordan Macha	<i>Environmental interests</i>	x
Rachel A. Ickert	<i>Flood districts</i>	x
Matt Robinson	<i>Industries</i>	x
Sarah Standifer	<i>Municipalities</i>	x
Andrew Isbell	<i>Public</i>	x
Glenn Clingenpeel	<i>River authorities</i>	x
Gerardo Ocanas	<i>Small business</i>	x
Mike Rickman	<i>Water districts</i>	x
Scott Harris	<i>Water utilities</i>	x

<u>Non-voting Member</u>	<u>Agency</u>	<u>Present(x)/Absent ( ) / Alternate Present (*)</u>
Adam Whisenant	Texas Parks and Wildlife Department	x
Brian Hurtuk	Texas Division of Emergency Management	x
Rob Barthen	Texas Department of Agriculture	x
Steve Bednarz	Texas State Soil and Water Conservation Board	x
Jonah Chen	General Land Office	x
Richard Bagans	Texas Water Development Board (TWDB)	x
Kevin McCalla	Texas Commission on Environmental Quality	x

**Quorum:**

Quorum: **Yes**

Number of voting members or alternates representing voting members present: **11**

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

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

James Bronikowski, TWDB (Meeting Facilitator)

Brooke Paup, TWDB Board Member

Reem Zoun, TWDB

Matt Nelson, TWDB

Morgan White, TWDB

Annette Mass, TWDB

Temple McKinnon, TWDB

Ryke Moore, TWDB

Jennifer White, TWDB

Robert Amstrong

Cate Ball

Chad Ballard

Mia Brown  
David Brown  
Stephanie Castillo  
Jon Clingaman  
Tamara Cook  
Angela Davidson  
Melissa Eckert  
Michelle Ellis  
Nick Fang  
Heather Firn  
Alberto Flores  
Kevin Glaub  
Danielle Goshen  
Stephanie Griffin  
Jenniffer Hawes  
Tina Hendon  
Duane Hengst  
Bret Higginbotham  
Scott Hubley  
Chris Johnson  
Jim Keith  
Amin Kiaghadi  
Joy Kimbrough

Matthew Lepinski  
Kimber Miller  
Web Mangham  
Edith Marvin  
Shaun Miller  
Kyle Moynihan  
Will Norman  
Jason Pierce  
Tim Porter  
Benjamin Pylant  
Jinwei Qiu  
Paul Robinson  
Jim Sims  
Howard S Slobodin  
Bill Smith  
Amy Stelter  
Theodore Stranczek  
Cory Stull  
Philip Taucer  
Ollie Trager  
Kevin Ward  
Hector Olmos

\*\*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>.

**1. AGENDA ITEM NO. 1: Call to Order**

Matt Nelson called the meeting to order at 9:02 AM. 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.

**2. AGENDA ITEM NO. 2: Welcome, Meeting Facilitation Information and Instructions**

Matt Nelson and TWDB Director Kathleen Jackson welcomed members to the meeting. Matt Nelson provided meeting facilitation information and instructions.

**3. AGENDA ITEM NO. 3: Member Introductions**

Each present voting and non-voting member of the Region 3 Trinity RFPG introduced themselves.

**4. AGENDA ITEM NO. 4: Regional Flood Planning Overview Presentation**

Matt Nelson presented an overview of the regional flood planning process.

**5. AGENDA ITEM NO. 5: Discussion of group bylaws and consider adopting group bylaws**

Matt Nelson presented the model bylaws provided by the TWDB for the RFPG to consider adopting and opened discussion on adopting group bylaws.

The members discussed and made edits to the model bylaws regarding the following topics: responsibilities of the planning group sponsor, voting members' terms of office, selecting voting members, removing voting members, mandatory non-voting members, designated alternates, executive committee and officers, special meetings, meeting minutes, making decisions, forming committees, required documents, and amending the bylaws. Most voting requirements were modified to require 2/3rds affirmative votes. The term "Model RFPG" was replaced throughout with "Region 3 Trinity RFPG."

The members discussed discretionary non-voting members and document retention. No changes were made regarding these topics.

A motion was made by Sarah Standifer to accept and approve the bylaws as discussed, placing a ratification on the upcoming meeting agenda to include the additional positions and clarification of the nominating committee.

The motion was seconded by Mike Rickman.

The vote to adopt the group bylaws passed by a vote of 11 Ayes and 0 Nays.

**6. AGENDA ITEM NO. 6: Consider nominating and electing regional flood planning group Chair or Interim Chair**

Matt Nelson described the Chair/Interim Chair election process and opened the floor to nominations for the Chair or Interim Chair position.

Members discussed needing more time getting to know one another before selecting a Chair.

A nomination of Glenn Clingenpeel as the Interim Chair was made by Andrew Isbell.

A nomination of Sarah Standifer as the Interim Chair was made by Rachel Ickert.

The nominations were voted on in the order received.

The vote to select Glenn Clingenpeel as the Interim Chair of Region 3 Trinity RFPG passed by a vote of 8 Ayes and 1 Nay. Rachel Ickert and Sarah Standifer abstained from the vote.

**7. AGENDA ITEM NO. 7: Consider selecting a planning group sponsor to act on behalf of the regional flood planning group**

Glenn Clingenpeel opened the floor to public comments.

Edith Marvin reaffirmed North Central Texas Council of Government's interest in serving as the planning group sponsor.

Matt Nelson listed the entities that had expressed interest in serving as the Region 3 Trinity RFPG's planning group sponsor. These interested entities included:

North Central Texas Council of Government (NCTCOG)

Trinity River Authority (TRA)

Matt Nelson asked if any there was anyone in the audience that represented a political subdivision that was interested in acting as the planning group sponsor. No additional interested entities came forward to express interest.

Matt Nelson opened discussion on selecting a planning group sponsor to act on behalf of the RFPG.

The members discussed selecting a planning group sponsor. Upon request, the TWDB shared TRA's sponsor interest letter on screen.

Members discussed rotating meeting locations.

A motion was made by Sarah Standifer to select Trinity River Authority as the designated planning group sponsor for Region 3 Trinity RFPG.

Sano Blocker seconded the motion.

The vote to select Trinity River Authority as the planning group sponsor to act on behalf of the RFPG passed by a vote of 10 Ayes and 1 Nay.

**8. AGENDA ITEM NO. 8: Consider additional, region-specific public notice requirements, if any, that might be necessary to ensure adequate public notice in the region per 31 Texas Administrative Code §361.12(3).**

Glenn Clingenpeel opened the floor to public comments. No public comments were given.

Matt Nelson described existing notice requirements and opened discussion on identifying additional, region-specific public notice requirements.

No points nor comments/concerns were brought forth during open discussion.

No action was taken. Glenn Clingenpeel closed discussion on AGENDA ITEM NO. 8.

**9. AGENDA ITEM NO. 9: Consider authorizing the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG**

Glenn Clingenpeel opened discussion on authorizing the RFPG sponsor to apply for grant funds and to enter into a contract with the TWDB on behalf of the RFPG.

No points nor comments/concerns were brought forth during open discussion.

A motion was made by Matt Robinson to authorize the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG.

The motion was seconded by Lissa Shepard.

The vote to authorize the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG passed by a vote of 11 Ayes and 0 Nays.

**10. AGENDA ITEM NO. 10: Discussion of necessary additional voting and non-voting positions that may be needed to ensure adequate representation from the interest in the region**

Matt Nelson opened the floor to public comments.

Edith Marvin reaffirmed NCTCOG's interest in participating in the regional flood planning process.

Noting the remaining time for the meeting, members decided to proceed to Item 11 and returned to this item after Item 12 (Public Comment). Glenn Clingenpeel opened discussion on additional voting and non-voting positions that may be needed to ensure adequate representation from the interest in the region.

Members discussed the representation of COGs within the RFPG.

No actions were taken. Glenn Clingenpeel closed discussion on AGENDA ITEM NO. 10.

**11. AGENDA ITEM NO. 11: Consider initiating RFPG solicitation process for individuals to fill vacant required voting member positions**

Glenn Clingenpeel opened the floor to public comments. No public comments were given.

Glenn Clingenpeel opened the floor to discussion on initiating RFPG solicitation processes for individuals to fill the vacant required voting member position. The current vacant, required voting position for Region 3 Trinity RFPG is:

Currently Vacant: *Agricultural interests*

Glenn Clingenpeel suggested to postpone taking action to a later meeting to form a nomination committee.

No action was taken. Glenn Clingenpeel closed discussion on AGENDA ITEM NO. 11.

**12. AGENDA ITEM NO. 12: Receive general public comments (Public comments limited to 3 minutes per speaker)**

Glenn Clingenpeel opened the floor to public comments.

Edith Marvin thanked the group for their commitment to the regional flood planning process.

**13. AGENDA ITEM NO. 13: Consider date and agenda items for next meeting**

Glenn Clingenpeel opened discussion to consider the date and agenda items for the next meeting.

After discussion, Glenn Clingenpeel stated that the next meeting will be on January 6, 2021 at 9:00 AM.

Potential agenda items include selecting officers and members of the executive committee, adding voting and/or nonvoting positions, and amending the bylaws to form the nominating committee.

**14. Adjourn**

The vote to adjourn passed by unanimous consent.

The meeting adjourned at 11:59 PM by Glenn Clingenpeel.

*Approved by the Region 3 Trinity RFPG at a meeting held on December 17, 2020 at 10:00 AM.*



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GLENN C. CLINGENPEEL, CHAIR