

TEXAS COLORADO RIVER FLOODPLAIN COLALITION (TCRFC)
 BOARD OF DIRECTORS MEETING MINUTES
 12/09/2011

The board meeting called to order by Executive Director Mickey Reynolds at 10:13 AM at the LCRA Rosebud Center (Room 108), 3601 Lake Austin Blvd, Austin, Texas 78703.

TCRFC Board of Directors		
1	Domingo Montalvo –Chair, Mayor, City of Wharton	Absent
2	Clara Beckett –Vice-Chair, Commissioner, Bastrop County	Present
3	Stacey Scheffel –Treasurer, Floodplain Administrator, Travis County	Present
4	Ron Smith- Secretary, Council Member, City of Lago Vista	Present
5	Monica Martin –Region I Rep, Floodplain Administrator, Wharton County	Present
6	Vickie Box –Region II Rep, Floodplain Administrator, Bastrop County	Present
7	Ron Moore –Region III Rep, Floodplain Administrator, Llano County	Present
8	Joe Mosier –Region IV Rep, Floodplain Administrator, City of Brady	Absent
	Members Present =	6
	Yes, a quorum does exist	
Other Interested Parties		
9	Mickey Reynolds, Executive Director, TCRFC	Present
10	Markie Casebier, Texas Floodplain Managers Association (TFMA)	Present
11	Wes Birdwell, Director of Water Resource Planning, Halff Associates, Inc	Present
12	Jessica Baker, Halff Associates, Inc	Present
13	Cindy Engelhardt, Halff Associates, Inc	Present
14	Mike Moya, Halff Associates, Inc	Present
15	Jim Scott, TNRRIS, Inc	Present
16	Melinda Luna, TNRRIS, Inc	Present
17	Larisa Tate, TCRFC Newsletter Editor	Present
	Other Interested Parties Present =	9

Mickey Reynolds lead the discussion.

1. Board to consider adoption of previous board meeting minutes.

Discussion: Ron Smith asked the first sentence be revised from 10PM to 10AM.

Action: **A motion by Monica Martin and seconded by Stacey Scheffel** to approve the corrected minutes from 07/08/2011. The motion passed unanimously.

2. Board to receive a TCRFC Financial Report.

Discussion: Treasurer Stacey Scheffel provided many financial reports to the board, such as Check Reconciliation Summaries and a Balance Sheet as of 11/30/2011. The bank balance for 11/30/2011 was \$10390.83. The Board thanked Treasurer Stacey Scheffel for her effort.

Action: **A motion by Monica Martin and seconded by Clara Beckett** to approve the financial reports through 11/30/2011. The motion passed unanimously.

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3. Board to consider FEMA Grants and Mapping

Discussion: Jessica Baker of Halff presented the St. Bernard Watershed effort and how FEMA has changed the reporting format going forward. We will need to roll up our information into the FEMA Hydraulic Unit Code (HUC) 8 format. The revised schedule required by FEMA is now:

- Discovery: January 2012 through July 2012,
- Topography and Base Map: June 2012 through July 2012,
- H&H and Mapping: July 2012 through December 2012.

Mike Moya of Halff presented the proposed Johnson City Study Streams. This effort will be accomplished within the same time period as the St. Bernard mapping improvement schedule.

Mike Moya of Halff presented also presented the TCRFC 5-Year Mapping Plan for Year 1 Mapping Activity Statement (MAS) which has been approved by FEMA through the Texas Water Development Board (TWDB). There was previously approved Work Order 2 in the amount of \$25,000 that was reduced to \$20K with no monies spent to date. With the new FEMA grant being approved for \$700,000, the total contracted amount of \$671,508 with a TCRFC management fee of \$28,493. With this new effort called Work Order 3 St. Bernard Watershed effort. So instead of spending \$20,000; TCRFC will now receive income of \$28,493. Halff Industries recommends that the Board approve Work Order 3.

Action: **A motion by Monica Martin and seconded by Clara Beckett** to cancel Work Order 2 and approve Work Order 3. The motion passed unanimously.

4. New item inserted here, TWDB/TNRIS Update.

Discussion: Jim Scott, Director of TNRIS presented a TNRIS update that included status to date on:

- a) the Map Needs Prioritization,
- b) Map Needs with LiDAR Coverage,
- c) A data comparison local surveying and satellite imagery using a high resolution data comparison that reflects a high correlation (or proof of accuracy) in the mapping efforts.
- d) A new Highwater Marks Website and
- e) Possible Projects for Communities

Jim Scott sated that FEMA will listen to active communities; however, the FEMA budget is uncertain for next year.

The update was well received by the Board.

Action: The Board accepted the report as presented.

5. Halff to present an Update to the TCRFC Website.

Discussion: Ron Smith, TCRFC Secretary, updated the Board on web site activities since the August Annual meeting and future actions going forward which were:

- Add press releases
- Add Governing Docs with SOS renewal /adoption date
- Revise Executive/Technical Committee Members pages

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- Cannot open Multi-Yr Mapping Plan (11Mb pdf)
- Verify Content for names/contact info for FEMA Flood Ins. Map Updates
- Add missing Legislative Update 2011
- Revisit Public Outreach pages; old or files will not open
- Verify Download and Links tabs
- Set future events/meetings

Wes Birdwell stated that Cindy Engelhardt of Halff Associates will assist Ron Smith with any incomplete activities beginning in January 2012 after Cindy comes back from maternity leave.

Action: The Board expressed thanks to Ron for pursuing the web site improvements.

6. Board to consider H2O Report on Hazard Mitigation Grant Program (HMGP)

Discussion: Mickey Reynolds, TCRFC Executive Director, lead the discussion as H20 was not present. Mickey stated that the grant has not been administered since 2010 and no grant money has been applied for.

Action: **A motion by Ron Moore and seconded by Vickie Box** to approve the HMGP Letter of Agreement not to exceed \$10,300 and an hourly rate of \$150 to seek and file the missing evidence associated with the Hazard Mitigation Grant Program (HMGP) Grant that is contingent upon this effort would cover the \$10,300 costs and withholding of the last invoice from FEMA until resolved. The motion passed unanimously.

7. Board to consider Regional Meeting planning.

Discussion: Mickey Reynolds, TCRFC Executive Director, asked the Board about conducting regional meetings.

Monica Martin stated that past regional were not well attended.

Vickie Box stated that she has not conducted on in quite a while.

Monica Martin stated that maybe we need to consider conducting training at these regional conferences.

Vickie Box stated that providing a surveyor's class may be a good training session.

Mickey Reynolds stated that we need to have the regional meetings now that TCRFC has changed.

Wes Birdwell stated that FEMA and Halff will visit communities for their mapping needs.

Action: No action taken.

8. Board to TCRFC planning for the future

- a. Sponsorship – Monica discussed obtaining sponsors from Halff and other companies.

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- b. Dues – Mickey Reynolds, TCRFC Executive Director, indicated that any dues increase would NOT be well received by our members.
- c. Grants – Continue to seek opportunities for grants.
- d. Other suggestions
 - i) Ron Smith suggested for TCRFC ask the members what they thought valuable to them.
 - ii) Wes Birdwell stated we have our 5-Year Plan 2008-2012 and need to develop a new annual plan for 2012-2016.

Action: Mickey Reynolds, TCRFC Executive Director, stated these were all good ideas and accepted the ideas.

9. Board to receive report from TCRFC Executive Director Report

Discussion: Mickey Reynolds, TCRFC Executive Director, stated that these matters have been discussed in previous agenda items.

Action: No action taken.

10. Board to consider any other business.

Discussion: Several items were brought up below.

- a) Set date for TCRFC Annual Meeting.

Action: A **motion by Monica Martin and seconded by Vickie Box** to set the date for TCRFC Annual Meeting for 05/11/2012 at the LCRA Riverside Center at Bastrop, with an alternative location of the McKinney Roughs. The motion passed unanimously.

- b) Set date for February 2012 Board of Directors Meeting.

Action: A **motion by Ron Moore and seconded by Clara Beckett** to set the date for TCRFC Board Meeting for 02/17/2012 at the Bastrop Courthouse. The motion passed unanimously.

- c) Set date for April 2012 Board of Directors Meeting.

Action: A **motion by Clara Beckett and seconded by Ron Moore** to set the date for TCRFC Board Meeting for 04/20/2012 at the LCRA Rosebud Center. The motion passed unanimously.

- d) Mickey Reynolds, TCRFC Executive Director, scope of work. Monica Martin stated that she felt that visiting member communities and counties was within Mickey Reynolds's scope of work and did not require Board approval.

Action: None.

- e) Mitigation Plan by Resolution

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Discussion: Ron Smith asked whether TCRFC and LRCA had adopted the Mitigation Plan by Resolution. Mickey Reynolds, TCRFC Executive Director, stated it was not required.

Action: None.

f) 2011 Year End Completions

Discussion: Ron Smith asked whether we were on track for 2011 year end completions to publish the Year 1 Update Results and complete Year 2 Mapping Activity Statement (MAS). Wes Birdwell stated we were on track.

Action: None.

Board of Directors Meeting adjourned at 1:11 PM.

Ron Smith, Secretary
TCRFC Board of Directors

On 02/24/2012 a **motion made by Monica Martin and seconded by Clara Beckett** to approve the corrected minutes from 12/09/2011. The motion passed unanimously.