

TEXAS COLORADO RIVER FLOODPLAIN COALITION (TCRFC)
 BOARD OF DIRECTORS MEETING MINUTES
 04/20/2012

The board meeting called to order by Executive Director Mickey Reynolds at 10:10 AM at the LCRA Hancock Building (Room H103), 3700 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	Absent
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	Absent
8	Joe Mosier –Region IV Rep, Floodplain Administrator, City of Brady	Absent
	Members Present =	4
	Yes, a quorum does exist	
Other Interested Parties		
9	Mickey Reynolds, Executive Director, TCRFC	Present
10	Wes Birdwell, Director of Water Resource Planning, Half Associates, Inc	Absent
11	Cindy Engelhardt, Project Manager, Half Associates, Inc	Present
12	Mike Moya, Half Associates, Inc	Present
13	Jim Scott, TNRRIS, Inc	Absent
14	Melinda Luna, TNRRIS, Inc	Absent
14	Bill Jerram, LRCA Government Affairs Representative	Absent
16	Roy Sedwick, Texas Floodplain Managers Association (TFMA)	Present
17	Karen Baskin, Texas Floodplain Managers Association (TFMA)	Present
	Other Interested Parties Present =	5

Mickey Reynolds lead the discussion.

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

Discussion: No discussion.

Action: **A motion was made by Monica Martin and seconded by Vickie Box** to approve the minutes as presented from 02/24/2012. The motion passed unanimously.

2. Board to receive a TCRFC Financial Report and Dues Status Report.

Discussion: The Board reviewed the 2012 financial reports as of 04/17/2012. The bank balance for 04/17/2012 was \$20,065.13. A review of 2012 dues was discussed with 21 of the 64 entities are currently not paid. Mickey Reynolds stated that Chairman Domingo Montalvo had signed the TWDB contract which allows TCRFC administration to charge the contract.

Action: The Treasurer’s Report was accepted as presented and subject to audit.

3. Board to consider FEMA Grants and Floodplain Mapping.

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Discussion: Cindy Engelhardt, Project Manager, Halff Associates, Inc presented the San 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 FEMA schedule is:

- Discovery: January 2012 through July 2012,
 - Pre-Discovery by March
 - Discovery by April
 - Post Discovery by July
- Topography and Base Map: June 2012 through July 2012,
- H&H and Mapping: July 2012 through December 2012.

Cindy stated that FEMA does not have their discovery criteria determined yet but is willing to work with us on the discovery criteria. This will probably caused a minor delay in the discovery portion but the overall end date is not expected to be impacted. Cindy indicated that an updated map needs will be addressed at the Annual Meeting.

Cindy Engelhardt discussed the Public Outreach effort. Visits are now occurring with member cities and counties. A brochure package was left with the members that were visited that included:

- Benefits of membership,
- New communication methods,
- A newsletter explaining recent activities,
- An Inter-local Agreement,
- A map needs collection process and
- A resolution template to keep member contact information current.

During those member visits, the new web site was demonstrated with the new “web map” (especially helpful for our western counties using a basic web browser) and feedback was solicited for improvement considerations. Member feedback has been positive. The biggest problem discovered during the visits to date has been having the correct member contact information.

A updated web demonstration was given to board members showing additional features added. A suggestion was made to the website to update the Coalition Member Links to Members Floodplain or Emergency Management pages.

The Board expressed thanks to Cindy for her efforts to date.

Action: Cindy Engelhardt to update the website and community visit packets as required. Cindy Engelhardt to complete an April Newsletter.

4. Board to consider Approval of Interlocal Agreement and Appointing Resolution Revisions.

Discussion: Mickey Reynolds, TCRFC Executive Director, lead the discussion for the Approval of Interlocal Agreement. Discussion centered around the costs to TCRFC associated with the \$250 new member fee. Upon reviewing the Bylaws, the consensus of the Board was to apply the member costs based on population. The Bylaws provided a method for the Board to approve new members and set dues in the event of a hardship consideration.

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Action: **A motion was made by Monica Martin and seconded by Stacey Scheffel** to approve the changes presented and remove the \$250 new member fee pending approval at the Annual Meeting on 05/11/2012. The motion passed unanimously.

Discussion: Mickey Reynolds, TCRFC Executive Director, lead the discussion for the Approval of Appointing Resolution Revisions. Discussion centered around the removal of LCRA from the current Resolution. These effort has to be done as LRCA and TCRFC are now separate entities. It was also determine to remove "TFMA" from the language and insert generic name "Administering Agent" to prevent future resolution revisions as the situation changes.

Action: **A motion was made by Vickie Box and seconded by Monica Martin** to approve Appointing Resolution Revisions and the Appointing Resolution Revisions be sent to the member Flood Plain Administrator to update the member contact information. The motion passed unanimously.

Action: Cindy Engelhardt to update the website and community visit packets with the revised Interlocal Agreement and Appointing Resolution.

5. Board to review and set the agenda for the Annual Meeting Planning on May 11th.

Discussion: Mickey Reynolds, TCRFC Executive Director, lead the discussion.

- Remove 8:00AM Business meeting. Annual Meeting to start at 9:00AM.
- Change Meeting End Time from 4:00 to 3:00PM due to member travel concerns.
- Add Business Meeting Item "Future Registration Costs" (to require non-member to pay for costs).
- Karen Baskin will handle registration and credentials effort.
- Vickie Box will coordinate lunch.

Open items to be resolved were:

- Roy Sedwick to realign several items to ensure maximum Continuing Educational Credits (CEC) are available to members.
- Cindy Engelhardt to verify that Ronnie McDonald will be able to be our keynote speaker.
- Cindy Engelhardt to verify if John Ivey is available for an ethics presentation.
- Cindy Engelhardt to coordinate with Bill Jerram to determine the LCRA presenter.

Action: Resolve all open items before publishing registration material.

6. Board to consider 2012 Update of the Strategic Plan.

Discussion: Cindy Engelhardt, Project Manager, Halff Associates, provided a one-page draft 2012 Strategic Plan to the Board after reviewing our previous Strategic Plans based upon what has been done and where the focus appears to be currently. Ron Smith stated he would prefer to having fewer goals and objectives and make those goals and objectives happen.

Action: Use Annual Meeting Business Meeting Action Item to alert the members that an afternoon workshop will be presented to obtain member input to the 2012 Update of the Strategic Plan.

7. Board to consider Annual Hazard Mitigation Plan Update for new members.

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Discussion: Cindy Engelhardt, Project Manager, Halff Associates, stated that during member visits the question came up that some existing members have not participated in the update cycle of the Annual Hazard Mitigation Plan. This question would also be relevant to new members.

Action: Cindy Engelhardt will gather information, determine feasibility and potential costs for adding new members to the current Hazard Mitigation Plan.

8. TCRFC planning for the future
 - a. Sponsorship – No discussion.
 - b. Dues – Discussed in prior agenda item.
 - c. Grants – No discussion.
 - d. Other suggestions – No discussion.
 - e. Set Board Meeting Dates – No discussion.

Action: No action taken.

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: No items were brought up.

Action: No action taken.

Board of Directors Meeting adjourned at 12:51 PM.

Ron Smith, Secretary
TCRFC Board of Directors

On 10/05/2012 a **motion was made by Monica Martin and seconded by Joe Mosier** to approve the minutes as presented from 04/20/2012. The motion passed unanimously.