

Meeting Minutes
Region 10. Lower Colorado-Lavaca Flood Planning Group
Executive Committee Meeting
March 25, 2021
11:00 am
Zoom Virtual Meeting

Roll Call:

Voting Member	Position	Present(x)/Absent()/ Alternate Present (*)
Phillip Spenrath	Chair	X
Kacey Paul	Vice Chair	X
Matt Hollon	Secretary	X
Brandon Klenzendorf	At-Large	X
Kelly Payne	At-Large	X

Quorum:

Quorum: **Yes**

Number of voting members or alternates representing voting members present: **5**

Number required for quorum per current voting membership of 5: **3**

Other Meeting Attendees: **

Anna-Maria Clardy	Matt Bucchin	Marcin Tyszka, LCRA
Brian Fambrough	Mieko Mahi	Vic Ramirez, LCRA
Cara Tackett	Michael Moya	Chris Weema, LCRA
Cory Shockley	Michael Personett	Ashlee Nelson, LCRA
Eric Scheibe	Hayley Gillespie, TWDB	
Jay Scanlon	Lauren Graber, LCRA	

**Meeting attendee names were gathered from those who entered information for joining the Zoom meeting.

All meeting materials are available for the public at:

www.lowercoloradolavacaflood.org/meetings

1. Call to Order

Chair Phillip Spenrath called the meeting to order at 11:08am am CDT. 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. Welcome

Chair Phillip Spenrath welcomed members to the meeting.

3. Approval of minutes from the previous meeting

The draft meeting minutes were reviewed, and corrections were made on the titles of agenda items 3 and 5 for consistency.

Kelly Payne moved to approve the minutes as amended, seconded by Kacey Paul.

The motion passed by a vote of 5-0.

4. Public comments (Public comments limited to 3 minutes per speaker)

Chair Phillip Spenrath opened the floor to public comments.

Lauren Graber said that written comments from Mieko Mahi were submitted to Region 10 via email prior to the meeting regarding Hallettsville and Lavaca County flooding concerns. Lauren recommended Mieko Mahi also consider submitting her comments to the full RFPG at the upcoming meeting in which the group would take public comment for pre-planning purposes.

5. Update, discussion, evaluation, and action concerning the technical consultant procurement for Region 10 Lower Colorado-Lavaca RFPG

a. Update, discussion, and evaluation of responses to the RFQ

Lauren Graber described the RFQ process. The RFQ was posted on February 11 and closed on March 8 and the full RFPG previously delegated the review of the RFQ responses to the Executive Committee. She explained that Kelly Payne, although a member of the Executive Committee, did not submit scores due to his involvement as LCRA's sponsor for the RFQ. She outlined the evaluation criteria, which was based on four factors: firm experience; personnel experience; project approach; and exceptions to the draft contract terms and conditions. Responses to the RFQ were submitted by Halff Associates, Inc. and Scheibe Consulting, LLC. Each Executive Committee member who scored the responses verbally confirmed their total scores. Halff Associates, Inc. had the highest score with all four members. The Halff Associates, Inc. team includes Halff Associates, Inc. as prime, with HDR, Freese and Nichols, and Water PR as sub-consultants.

b. Consideration of a recommendation to the full RFPG for the selection of a technical consultant to provide services in conjunction with the development of a regional flood plan for the Region 10 Lower Colorado-Lavaca RFPG

Chair Phillip Spenrath asked if a member had a motion for a recommendation.

Kacey Paul moved to recommend the highest-ranking firm, Halff Associates, Inc., to the full RFPG for selection; Kelly Payne seconded.

The motion passed by a vote of 5-0.

6. Public comments (Public comments limited to 3 minutes per speaker)

Chair Phillip Spenrath opened the floor to public comments. No comments were given.

7. Adjourn

Kelly Payne made a motion to adjourn, seconded by Kacey Paul.

The motion passed by 5-0.

The meeting was adjourned at 11:21 am CDT by Chair Phillip Spenrath.

Approved by the Lower Colorado-Lavaca RFPG Executive Committee at a meeting held on August 24, 2022.



Kelly Payne, SECRETARY



Phillip Spenrath, CHAIR