

# PANHANDLE WATER PLANNING GROUP

## Minutes

April 4, 2001

A meeting of the Panhandle Water Planning Group was held on Thursday, April 4, 2001, at 10:00 a.m. in the PRPC Board Room, 415 West Eighth Avenue, Amarillo, Potter County, Texas.

Mr. C.E. Williams, Chairman, presided.

### MEMBERS PRESENT:

Ronald Bertrand, Texas Department Of Agriculture; Mickey Black, USDA-NRCS; Richard Bowers, North Plains Groundwater District; Inge Brady, Amarillo; Dr. Nolan Clark, USDA-ARS; Dan Coffey, City Of Amarillo; Vernon Cook , Roberts County; Charles Cooke, TCW Supply; Jim Derington, Palo Duro River Authority; David Landis, City Of Perryton; Charles Munger, Texas Parks and Wildlife Department; Kent Satterwhite, CRMWA (Designated Alternate - John Williams); Stefan Schuster, Texas Water Development Board; Frank Simms, Panhandle; Grady Skaggs, Oldham County; John Sweeten, TAMU - AG Research and Extension; Rudie Tate, Memphis; Janet Tregellas, Booker; C.E. Williams, Panhandle Ground Water Conservation District; John Williams General Manager, CRMWA; Rick Gibson, SPS-NCE (Designated Alternate - Gale Henslee).

### MEMBERS ABSENT:

Therese Abraham, Canadian; Bill Hallerberg, Amarillo; Mike Page, Phillips Petroleum; B.A. Donelson, Stratford; Rusty Gilmore, Rita Blanca Well Service; Gale Henslee, SPS-NCE; Bobbie Kidd, GMIWA.

### OTHERS PRESENT:

Mitzi McClelland, Representative Swinford; Jarrett Atkinson, Water Planning Director, PRPC; Janice Blandford, PRPC, Tammy Sullivan, FNI.

#### 1. **CALL TO ORDER**

Mr. C. E. Williams called the meeting to order and noted that a quorum was present.

#### 2. **ESTABLISH ATTENDANCE & RECOGNIZE DESIGNATED ALTERNATES**

Mr. Rick Gibson, representing Gale Henslee and Mr. Kent Satterwhite, representing John Williams, were recognized.

3. **MINUTES**

Dan Coffey made the motion to accept the minutes as presented with one correction: in Item 14, the word *water* was misspelled. Kent Satterwhite seconded the motion; motion carried by unanimous vote.

4. **CONSIDER DESIGNATION OF THE PANHANDLE REGIONAL PLANNING COMMISSION AS THE DESIGNATED POLITICAL SUBDIVISION FOR THE PANHANDLE WATER PLANNING GROUP**

C.E. Williams explained that the Planning Group must designate a "political subdivision" in order to apply for and receive funds from the Texas Water Development Board on the Group's behalf.

Charles Cooke made the motion to renew the designation of the Panhandle Regional Planning Commission as the "Designated Political Subdivision" for the Panhandle Water Planning Group's Regional Water Planning activities. Richard Bowers seconded the motion; motion carried by unanimous vote.

5. **CONSIDER AUTHORIZATION TO EXECUTE CONTRACT FOR INTERIM PLANNING ACTIVITIES FUNDS WITH THE TEXAS WATER DEVELOPMENT BOARD**

C.E. Williams told the Group that the committee appointed by the PWPG at the December 12 meeting had submitted a request to the TWDB containing four work tasks and requesting a total funding of \$329,763 for interim water planning activities. He said that at this time, the PWPG has been notified that the TWDB will fund two of the four requested tasks under the interim funding proposal. However, the Group must authorize the execution of the contract with the TWDB for the approved \$211,388 for interim planning activities.

David Landis made the motion to authorize the Panhandle Regional Planning Commission to execute the contract with the Texas Water Development Board for funding for interim planning activities. Vernon Cook seconded the motion; motion carried by unanimous vote.

6. **CONSIDER AUTHORIZING A COMMITTEE TO REVIEW AND APPROVE SUBCONTRACTS FOR INTERIM PLANNING ACTIVITIES**

With the PRPC authorized to execute the contract in Item 5, a committee will be needed to approve the subcontracts between PRPC and the subcontractors.

Richard Bowers made the motion to authorize the standing Modeling Committee to continue to serve in that capacity and that this Committee also be authorized to update models for the upcoming planning cycle and approve subcontracts between the PRPC and the subcontractors prior to execution of the contracts. He also moved to appoint a Metering Subcommittee consisting of C.E. Williams, John Sweeten, Richard Bowers, Bobbie Kidd and Rudie Tate. Charles Cooke seconded the motion; motion carried by unanimous vote.

7. **CONSIDER AUTHORIZATION TO EXECUTE SUB-CONTRACTS FOR INTERIM PLANNING ACTIVITIES**

C.E. Williams stated that as a follow up to the action of the previous agenda item, it will be necessary to execute the subcontracts approved. At this time, it is certain that subcontracts will be needed for modeling and metering.

Nolan Clark moved to authorize the PRPC to execute the necessary subcontracts for interim planning activities subject to the approval of the above committees. Vernon Cook seconded the motion; motion carried by unanimous vote.

8. **CONSIDER AUTHORIZING A COMMITTEE TO OVERSEE AND APPROVE DEVELOPMENT OF APPLICATION FOR SCOPE OF WORK FUNDING**

C.E. Williams stated that it is time to begin the process necessary to continue the Group's activities into Round II of the Regional Water Plan. He gave the Group the timeline for the round of activities. The first step is to post notice of the application for Scope of Work development funds.

Charles Cooke moved to authorize the Executive Committee, along with Inge Brady, Gale Henslee, Jim Derington, and Richard Bowers to oversee the development of the application for Scope of Work funds. Frank Simms seconded the motion; motion carried by unanimous vote.

9. **CONSIDER AUTHORIZATION TO DEVELOP AND SUBMIT APPLICATION FOR SCOPE OF WORK PREPARATION FUNDS FOR ROUND II REGIONAL WATER PLANNING ACTIVITIES**

In addition to developing the Scope of Work, an application for funding must be submitted to the TWDB. As the application is completed, it will be reviewed by the committee appointed in the previous agenda item. Specific authorization is needed in order for PRPC to submit the application.

John Sweeten moved to authorize the PRPC to submit an application for Scope of Work development funds. Grady Skaggs seconded the motion; motion carried by unanimous vote.

10. **CONSIDER AUTHORIZING A COMMITTEE TO OVERSEE DEVELOPMENT, ISSUANCE AND EVALUATION OF REQUESTS FOR QUALIFICATION FOR CONSULTANTS FOR ROUND II ACTIVITIES AND SCOPE OF WORK PREPARATION**

In order to continue the activities necessary to proceed with Round II Regional Water Planning, a committee will be needed to oversee development, issuance, and evaluation of Request for Qualifications for consultants for Round II Regional Water Planning activities and Scope of Work Preparation.

Chairman Williams appointed the standing Executive Committee, along with Richard Bowers and Jim Derington, to oversee the RFQ process for Round II and Scope of Work consultants.

11. **CONSIDER AUTHORIZATION TO PUBLISH AND RECEIVE REQUESTS FOR QUALIFICATIONS FOR CONSULTANTS FOR ROUND II REGIONAL WATER PLANNING ACTIVITIES AND SCOPE OF WORK PREPARATION**

Chairman Williams stated that in order to solicit RFQ's and begin the consultant selection process for Round II Regional Water Planning Activities and Scope Of Work development, the PRPC must be authorized to publishing and receive Requests for Qualifications.

Vernon Cook made the motion that the Planning Commission be authorized to publish and receive RFQs for consultants for Round II and Scope of Work development. Inge Brady seconded the motion; motion carried by unanimous vote.

12. **COMMITTEE ACTIONS**

No further committee action was needed.

13. **FINANCIAL REPORT AND RELATED ITEMS**

Nolan Clark presented the Independent Financial Report (with a balance sheet ending \$14,632) for the Panhandle Water Planning Group.

Nolan Clark made the motion to approve the Independent Financial Report involving the first round of regional water planning and related items. Richard Bowers seconded the motion; motion carried by unanimous vote.

14. **OTHER BUSINESS**

A. Other Business - Richard Bowers made the motion to draft a resolution or letter to the Texas Water Development Board commending Stefan Schuster for his exceptional work in this round of planning.

B. Consider Next Meeting Date - the Planning Group set Monday, May 21, 2001 as the date for the next meeting of the PWPG.

15. **ADJOURNMENT**

There being no further business to come before the Planning Group, the meeting adjourned at 11:15 a.m.