



MINUTES

UPPER TRINITY CONSERVATION TRUST MEETING OF THE BOARD OF TRUSTEES

August 8, 2013

REGULAR SESSION BOARD MEETING:

1. Call to Order.

The Board of Trustees of the Upper Trinity Conservation Trust convened with President Trent Lewis presiding at 8:35 AM on Thursday, August 8, 2013, in the Board Room of Upper Trinity Regional Water District at 900 N. Kealy, Lewisville, Texas.

2. Roll Call and Certification of Quorum.

The attendance of the Trustees was taken. A quorum was present for the meeting.

Trustees in Attendance:

Trent Lewis, Place 7, President
Janet Aune, Place 2, Secretary/Treasurer
Doug Franklin, Place 4
Lyle Drescher, Place 9

Thomas Muir, Place 6, Vice President
Shirley Haisler, Place 1
Robert Harpool, Place 5

Trustees Absent:

Ken Dickson, Place 8

Vacant:

Place 3

Staff & Advisors of Upper Trinity Regional Water District in Attendance:

Thomas E. Taylor, Executive Director
Jason Pierce, Manager / Watershed & Contract Services
Nancy Tam, Assistant to Executive Director
Brenda Scott, Sr. Executive Secretary
Erin Blackman, Public Information Coordinator

3. Pledge of Allegiance and Invocation.

Jason Pierce led the Pledge of Allegiance and Thomas Muir provided the Invocation.

4. Conduct election of Officers for the year ending May 31, 2014.

Janet Aune made a motion to re-elect the current President and Vice President. (Trent Lewis, President and Thomas Muir, Vice President). Shirley Haisler amended the motion to include the Secretary/Treasurer (Dr. Janet Aune) for re-election of another one-year term. Seconded by Shirley Haisler. The vote was unanimous. Motion carried.

Officers for June 1, 2013 – May 31, 2014 term are:

President:	Trent Lewis
Vice President:	Thomas Muir
Secretary/Treasurer:	Dr. Janet Aune

5. Adopt minutes of April 11, 2013 Trust Board Meeting.

Lyle Drescher made a motion to approve the minutes as written. Seconded by Janet Aune. The votes were all Yes. Motion carried.

6. Receive report from Staff concerning on-going activities of the Trust.

Discussion was held on the following topics:

- Mr. Taylor gave an update on the Contested Case Hearing for Lake Ralph Hall. UTRWD is still in the permitting process for the USACE 404 permit, which may require UTRWD to extend the land program up stream to include easements for control of erosion and pollution. Mr. Taylor suggested the Trust Board take a field trip to the area after the permit is received.
- Mr. Taylor discussed the idea of co-sponsoring a County-Wide Greenbelt Plan with Denton County and other stakeholders participating. The Plan would be a non-regulatory tool to assist municipalities, developers and Trust in identifying key greenbelts for preservation.
- Jason Pierce thanked the Trustees that attended the UTRWD Members Breakfast in July; and, mentioned the vacancy (Place 3) on this Board, which will be filled by the UTRWD Board. An application has been received and will be reviewed.
- Watershed Partners Program renewal period begins October 1 for the 2014 Program. A reminder will be mailed today to current partners on renewing their membership.

7. Financial Matters:

- A. Consider approval of invoice from Upper Trinity Regional Water District for reimbursement of prior costs incurred by Trust, and authorize payment thereof.

The financial statement of expenditures for the 3rd Quarter of FY2013 (April 2013 – June 2013) was reviewed and discussed. Staff recommended approval.

Lyle Drescher made a motion to approve Invoice No. W1307UTCT for payment. Seconded by Shirley Haisler. The votes were all yes. Motion carried.

- B. Review year-to-date Trust expenses; discuss proposed budget for FY 2014, and take appropriate action.

The proposed budget for FY 2014 was reviewed and discussed.

- The Board discussed the idea of setting aside funds (in a reserve account) specifically for acquiring conservation easements. Bill Greenleaf from UTRWD's accounting department, indicated the Trust has the flexibility to spend the funds in accordance of its budget, unless the funds are restricted. According to the Trust's Bylaws, the Board would need to adopt a policy designating the reserve account and the purposes for which those funds could be used. The policy then would have it approved by the UTRWD Board. Staff will prepare a draft policy for the Board's review.

Currently, money left over at the end of the fiscal year that is not designated remains in the operating account. Mr. Taylor stated that a portion of these funds could be set aside in this reserve account.

- Vice President Muir indicated that in most charitable foundations, most people like to specify how the money is to be spent

Additional discussion included:

- Hiring an Executive Director in the future to work full or part time.
- Including a line item for Easement Acquisitions.

Staff recommends adopting the proposed FY 14 budget as presented. Staff will prepare a budget amendment in the future for the amount of funding from UTRWD and the easement acquisition line item.

Mr. Pierce indicated in accordance with the Bylaws, the Trust is to forward the proposed budget to UTRWD by August 1 for inclusion in the UTRWD budget.

Lyle Drescher made a motion to approve the FY 2014 budget as presented. Seconded by Janet Aune. The votes were all yes. Motion carried.

8. Discuss progress concerning activities and goals in the Trust's Annual Work Program Guidelines.

Discussion Items:

- The Connemara Conservancy Foundation offered to partner with the Trust in its "*Hops for Habitat*" fundraising event on December 7 from 5 to 8 PM on Lewisville Lake. If the Trust is interested, the Promotions Committee will need to meet with Connemara in planning the event and selling tickets. Tickets for the event are \$50/each for an evening on a catamaran on Lewisville Lake.

President Lewis suggested notifying partners of the Trust about purchasing tickets for themselves or someone they may know who is interested in the Trust's activities.

- **Partners Breakfast.** Typically, this event is held in November each year. But, because of the activity of the Trust - - participating in the Symposium in September and the *Hops for Habitat* in December, staff suggests foregoing the Breakfast this year. Trustees were in agreement.

9. Receive an update on the Symposium scheduled for September 26, 2013: "*Water Quality - Creating Value in Your Local Community.*"

A conference call was held with CH2M Hill, Freese & Nichols, and Alan Plummer Associates to discuss possible topics and themes for the Symposium. They agreed that the proposed theme (creating value in your local community) was appropriate and they are moving forward with developing their papers. They will be submitting their abstracts to staff next week. A "*Save the Date*" notice will be emailed out shortly to appropriate stakeholders.

Dr. Ken Dickson has agreed to be the presenter for the Trust on "*Do You Know Your Watershed Address?*" theme.

The Symposium will be held from 9 AM to 12:30 PM, with a lite breakfast and a full lunch provided. Ticket prices will be lowered this year to \$40 or \$50. The theme this year is "***Water Quality: Creating Value for Your Local Community.***"

Lyle Dresher suggested inviting some local developers.

10. Review agenda items, activities and announcements for future Board meetings.
11. Confirm date, time and location of next meeting.

The next Trust Board meeting will be held on October 10, 2013 at 8:30 AM.


12. Visitor comments.

None.

13. Adjournment.

Shirley Haisler made a motion to adjourn the meeting at 10:30 A.M. Seconded by Doug Franklin. The votes were all yes. Motion carried.

Recorded By:



Brenda Scott, Asst. Secretary
Upper Trinity Conservation Trust

Certified By:



Dr. Janet Aune, Secretary / Treasurer
Upper Trinity Conservation Trust