



# MINUTES

## UPPER TRINITY CONSERVATION TRUST MEETING OF THE BOARD OF TRUSTEES

October 8, 2014

### **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 8:50 AM on Wednesday, October 8, 2014 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:**

Janet Aune, Place 2, Secretary/Treasurer  
Leslie Maynard, Place 3  
Robert Harpool, Place 5

Shirley Haisler, Place 1  
Doug Franklin, Place 4  
Ken Dickson, Place 8

**Trustees Absent:**

Trent Lewis, Place 7, President \*  
Lyle Dresher, Place 9 \*

Thomas Muir, Place 6, Vice President \*

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

Thomas E. Taylor, Executive Director  
Jason Pierce, Manager / Watershed & Contract Services  
Brenda Scott, Sr. Executive Secretary  
Blake Alldredge, Water Resource Specialist

3. Pledge of Allegiance and Invocation.

**Pledge of Allegiance & Invocation:** Provided by Leslie Maynard

4. Adopt minutes of August 14, 2014 Trust Board Meeting.

**Shirley Haisler made a motion to approve the August 14, 2014 minutes as written. Seconded by Doug Franklin. The votes were all Yes. Motion carried.**

5. Receive Report from Staff concerning on-going activities of the Trust.

Staff provided the following update of on-going activities:

- Blake Alldredge was introduced and welcomed as the new Water Resource Specialist for Upper Trinity. He will be working on Upper Trinity's watershed protection and water conservation programs, outreach and education efforts, the Lake Ralph Hall project, and working with the Trust.

Mr. Alldredge previously worked for the Texas A&M AgriLife Extension Office in College Station, and published handbooks regarding watershed protection and riparian corridors. His recent publication is *Watershed Monitoring as it Relates to Land Management*, which provides basic information and designs on different watersheds, water treatment activities, edge of field monitoring, in-stream monitoring, and how this would benefit land owners as well as water providers and municipalities.

- Upper Trinity's Board of Directors adopted its FY 2014-2015 operating budget at the September Board meeting, which included the Trust's budget for the same time period.
- In August, Trustees voted to make changes to the Bylaws relating to terms of office. As a requirement, those changes were forwarded to the Upper Trinity Board of Directors for approval at its September meeting. The recommended changes were approved by Upper Trinity and are in effect. There are no term limits for Trustees, and Officers may now serve two year terms instead of one year.
- The Trust received another IRS request for information. Non-profit organizations are required to complete a Form 990 every year - - similar to a tax statement for non-profit organizations. Under the IRS rules, governmental agencies are exempt from submitting Form 990. Since the Trust was created by Upper Trinity, the Trust has made application to claim the exemption. In response to the Trust's application, the IRS has asked for additional information. Staff has prepared and submitted a response to the IRS on behalf of the Trust.
- Updates have been made to the Trust's brochure, including the two new Trustees. The updated brochure will be printed soon.
- A riparian workshop will be held on October 14 in Azle. There are two parts (classroom and an afternoon creek walk) to the workshop; and, is being sponsored by a myriad of organizations, including Tarrant Regional Water District. Staff plans to attend representing the Trust.
- Mr. Taylor announced that Trustee Leslie Maynard, who is also an Upper Trinity Board Member, is off to a good start. Upper Trinity is working on an easement for a future pipeline from the Harpool Plant to a new raw water storage lake (in the old sand pits along FM 2931 in northeastern Denton County). Since the proposed pipeline alignment is along a local creek, Ms. Maynard suggested incorporating the potential for conservation easements in with the easements for the pipeline. Upper Trinity staff

is coordinating with the engineers to put together a packet of information to use when talking with land owners about possible easements.

6. Discuss the Request for Proposals for the Comprehensive Greenbelt Plan for Denton County and appoint a Committee representative to assist in developing the Greenbelt Plan.

A final draft of the Request for Proposals was included in the Trust Board Packets. It's suggested to establish an advisory committee to help with tasks along the way. The first task will be to review submitted proposals, and select two or three for a final interview. This committee will make a selection out of the RFP's and participate in the interviews. Staff is asking the Trust to appoint someone to serve as its representative on the committee.

The deadline for submitting a response to the RFP is October 20 for all submittals. The goal is to make the selection, develop the final scope of work, negotiate a fee and have a draft contract prepared for the December Board Meeting.

Bob Harpool and Shirley Haisler recommended Dr. Ken Dickson serve as the Trust's representative on the Greenbelt Advisory Committee; and, with the approval of the remaining Trustees, Dr. Dickson agreed to serve.

7. Discuss plans for the Watershed Partners' Breakfast meeting scheduled for November 5, 2014.

The Breakfast will be held on Wednesday, November 5 from 8:30 A.M. until 10:00 A.M. in the Board Room at Upper Trinity's offices - - the first Breakfast to be held since 2012. Invitations be sent out soon. Potential topics for the Breakfast include the benefits of greenbelts, greenbelt plan for Denton County and an overview of the Trust and its activities.

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

- A. Discuss the Trust's sponsorship and participation in the North Texas Cattleman's Conference hosted by the Texas AgriLife Extension – Denton County Office scheduled for October 24, 2014.

At the last meeting, the Trustees discussed an opportunity to sponsor the North Texas Cattlemen's Conference, to be held on October 24 at the Cross Roads Covenant in Cross Roads. The Trust will be able to set up an informational booth at the conference to provide information and to network with attendees. The Texas AgriLife Extension Office in Denton County is hosting the Conference. Five counties will be collaborating / sponsoring the Conference - - Wise, Cooke, Grayson, Collin and Fannin Counties. Ms. Haisler indicated she would like Blake Alldredge to make a presentation at the conference and would coordinate with Texas AgriLife.

- B. Review concept for a Trust presentation / display Board to be used in workshops, conferences and information booths.

Staff is working to develop a display banner for the Trust. It would be used during meetings, workshops or conferences to promote the Trust.

9. Review agenda items, activities and announcements for future Board meetings.

The Texas Land Trust Council's Annual Conference will be held on March 4-6 in Austin. It was suggested that Blake Alldredge attend, all Trustees are welcome to attend as well.

10. Confirm date, time and location of next meeting.

If the Trust continues a 2-month schedule, the next scheduled meeting would be Thursday, December 11, 2014.

12. Visitor Comments.

None.

13. Adjournment.

**Leslie Maynard made a motion to adjourn. Seconded by Shirley Haisler.** The votes were all yes. Meeting adjourned at 10:20 A.M.

**Recorded By:**

  
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Brenda Scott, Asst. Secretary  
Upper Trinity Conservation Trust

**Certified By:**

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