



MINUTES

UPPER TRINITY CONSERVATION TRUST MEETING OF THE BOARD OF TRUSTEES

June 12, 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 8:45 AM on Thursday, June 12, 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:

Trent Lewis, Place 7, President
Janet Aune, Place 2, Secretary/Treasurer
Doug Franklin, Place 4
Ken Dickson, Place 8

Thomas Muir, Place 6, Vice President
Shirley Haisler, Place 1
Robert Harpool, Place 5
Lyle Dresher, Place 9

Trustees Absent:

None

Vacant:

Place 3

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

3. Pledge of Allegiance and Invocation.

Pledge of Allegiance: Trent Lewis

Invocation: Jason Pierce

4. Adopt minutes of October 10, 2013 Trust Board Meeting.

Janet Aune made a motion to approve the March 20, 2014 minutes as presented. Seconded by Lyle Dresher.

Vice President Muir requested Item 8 include specific information to better reflect the Board's discussion regarding focus areas for 2014. He recommended that "(model conservation ordinance, generic Trust presentation and greenbelt plan)" be inserted in the meeting minutes.

Janet Aune amended her motion to approve the March 20, 2014 minutes to include the additional information requested by Vice President Muir. Seconded by Lyle Dresher.
The vote was all Yes. Motion carried.

5. Consider appointment of Trustee for Place 8 on the Board of Trustees for a three-year term beginning June 1, 2014.

The term of Place 8 (Dr. Ken Dickson) expired May 31, 2014, and is an appointment by the Trust Board. Dr. Dickson has indicated he would serve an additional term. Staff recommended the Trust re-appoint Dr. Ken Dickson (Place 8) to another three-year term expiring May 31, 2017.

Dr. Aune stated that it takes time to develop relationships with landowners and acquire easements; and, asked if the by-laws could be amended to remove the term limits for the Trustees. The current Bylaws limit Trustees to serving two consecutive three-year terms. Mr. Taylor indicated that the Trust's By-Laws is specific as to how long a Trustee could serve on the Board. Any changes to the term limit would require an amendment to the By-Laws, which requires a majority vote of the Trustees then in office, subject to approval by the Board of Directors of Upper Trinity Regional Water District.

Vice President Muir indicated some non-profit organizations have Advisory Boards - - non-voting members. The role of the advisory board is to assist with fundraising, special projects and promoting the organization - - similar to a governing body. The difference is advisory board only make suggestions and recommendations.

After discussion regarding term limits, **Vice President Muir made a motion to reappoint Dr. Ken Dickson to another three-year term on the Board of Trustees. Seconded by Shirley Haisler.** The vote was unanimous. Motion carried.

6. Oath of Office.

President Lewis administered the Oath of Office to Dr. Ken Dickson, Place 8.

7. Conduct election of Officers for the year ending May 31, 2015.

The positions are: President
 Vice President
 Treasurer / Secretary

Officers serve a one-year term. Because of periodic Board meetings, several Trustees asked whether or not it would be beneficial for Officers to serve a two-year term. President Lewis

states a two-year term may be more suitable, and if the Board decides to amend the Bylaws, the matter of the length of Officers terms could be considered at the same time.

Dr. Janet Aune made a motion to re-elect the current Officers to serve an additional term. Seconded by Shirley Haisler. The vote was unanimous. Motion carried.

Officers for 2014-2015 are:

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

8. Receive report from staff concerning on-going activities of the Trust.

- All non-profit organizations are required to file a Form 990 (Statement of Financial Position) every year. Since the Trust is associated with a governmental agency (Upper Trinity Regional Water Districts), it may be exempt from the required filing. An application for exemption was filed with the IRS about a year ago, and the Trust recently received notice requesting additional information. Staff is working to prepare an appropriate response to the questions.
- Mr. Taylor mentioned that Upper Trinity recently hosted Mr. Bech Bruun, a Board Member of the Texas Water Development Board (TWDB). Upon passage of Proposition 6 (\$2 billion), TWDB has been tasked with distributing the approved funding. They are in the process of developing rules, protocol, criteria and priorities - some of which are expressed in the Legislature, some are left up to TWDB. The purpose of Mr. Bruun's visit is to see how Upper Trinity has used State funds over the years to get going and see our success story. As a follow-up, Upper Trinity will be hosting a different TWDB Board Member soon.

9. 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 was reviewed and discussed. Staff recommends approval of invoice (2nd Quarter of FY2014 (Jan 2014 - March 2014) Invoice No. W1404UTCT \$1,739.03).

Bob Harpool made a motion to approve Invoice No. W1404UTCT for payment. Seconded by Dr. Janet Aune. The vote was unanimous. Motion carried.

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

A. Review a draft Request for Proposals for a greenbelt plan to provide protection of riparian zones and important natural assets and take appropriate action.

As part of the 2014 Work Program, the Trust is to develop a county-wide Greenbelt Plan in partnership with Denton County and Upper Trinity. Staff briefed the Trustees on the purpose and goals of a greenbelt plan. The benefit of having such a plan is that it serves as a planning document, providing guidelines and opportunities for communities and developers within the County to coordinate the planning and development of multiuse greenbelts according to a common vision.

The first step is to prepare and solicit a Request for Proposals (RFP) from qualified organizations. Staff reviewed the first draft of the RFP with the Trustees. The key work elements included in the RFP include:

- Surveying entities of existing watershed plans, ordinances, studies, etc. related to floodplain protection, conservation developments and open spaces / trail planning documents.
- Inventory existing dedicated open space and recreation areas, conservation easements, flood plains, etc.
- Identify and engage key stakeholders in the plan.
- Develop comprehensive strategies / objectives for implementing the plan on a recommended, but voluntary basis.

The Trustees discussed the importance of stakeholder involvement. To have effective collaboration and implementation, the Trustees want to ensure there is an appropriate amount of time included in the final scope of work for stakeholder involvement. The Trustees noted that the involvement shouldn't be limited just to City officials, but also other appropriate agencies and landowners.

The county-wide Greenbelt Plan is proposed to be funded equally between Denton County and Upper Trinity. A preliminary estimate of cost is between \$150,000 and \$200,000. Adequate funding for the Plan will be included in the Trust's FY 2015 budget.

Trustees asked staff to finalize the RFP and circulate to Denton County for review before it's released. Dr. Ken Dickson also volunteered to review and comment in the draft. It was suggested by the Trustees that staff solicit multiple firms, not just typical engineering consultants.

B. Annual Watershed Partners Breakfast. The Trust decided to host the annual breakfast every- other year, which is scheduled for this fall - - should the Board decide to continue the event. Planning for the event will be discussed at the next Trust meeting.

11. Executive Session concerning granting or acquisition of conservation easements or other property located in the Lewisville Lake, Ray Roberts Lake or Grapevine Lake watersheds, pursuant to Texas Government Code, Section 551.072, according to location maps available in Trust's office.

None.

12. Consider action on easement matters discussed in Executive Session.

Staff briefed the Trustees on a potential conservation easement in a proposed development located in the Town of Flower Mound. The Villas at Woodland Estates is a 20+ acre development, along FM 2499 near Spinks Road, within the Grapevine Lake Watershed. The potential conservation easement area is approximately 6 acres and includes a stock tank and some very large oak trees, which the developer wants to preserve and protect.

There is a standard protocol the Trust follows in acquiring a conservation easement. Typically, the contributing land owner contributes money to the agency to use for future oversight. In the Trust's case, this is a small parcel, and with Upper Trinity backing the Trust and knowing

we only have requirements for at least once a year inspection, to ensure compliance with the terms of the easement, there may not be a need up-front financial contribution from the landowner.

Staff will work with the Acquisition Committee to go through the needed documents for the potential conservation easement. It will then be returned to the Board for their consideration. It was suggested that the Trustees take a site visit.

Trustees felt very strongly that a qualified legal representative be consulted for the correct language of the terms and conditions of the easement.

Bob Harpool made a motion to authorize staff to move forward with the necessary steps for the Trust to acquire this easement. Seconded by Dr. Janet Aune. The vote was all yes. Motion carried.

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

The Trustees requested the following be included on the next agenda.

- Proposed Bylaw amendment to eliminate term limits for Trustees.
- Proposed Bylaw amendment to extend the term length for Officers to two years.
- Update on proposed conservation easement.
- Annual Partner Breakfast.

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

If we continue on a 2-month schedule, the next scheduled meeting would be Thursday, August 14, 2014.

15. Visitor Comments.

None.

16. Adjournment

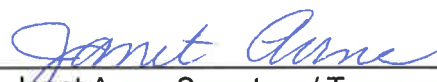
Dr. Aune made a motion to adjourn. Seconded by Shirley Haisler. The votes were all yes. Meeting adjourned at 10:35 A.M.

Recorded By:



Brenda Scott, Asst. Secretary
Upper Trinity Conservation Trust

Certified By:



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