



AGENDA

**TOWN OF FLOWER MOUND
ENVIRONMENTAL CONSERVATION COMMISSION**

REGULAR MEETING

August 6, 2019

**FLOWER MOUND TOWN HALL
2121 CROSS TIMBERS ROAD
FLOWER MOUND, TEXAS**

6:30 P.M.

AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE AT
[HTTPS://TX-FLOWER MOUND.CIVICPLUS.COM/AGENDACENTER](https://tx-flowermound.civicplus.com/agendacenter)

A. CALL REGULAR MEETING TO ORDER – 6:30 PM

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENT

Please fill out an "Appearance Before Environmental Conservation Commission" form in order to address the Environmental Conservation Commission, and turn the form in prior to Citizens and Visitors Comments, or by 6:40 p.m. to the Town staff. Speakers are normally limited to three minutes. Time limits can be adjusted by the Chair as to accommodate more or fewer speakers.

D. PRESENTATION AND DISCUSSION ON THE NEW PUBLIC COMMUNICATION PROCESS FOR BOARDS AND COMMISSIONS

E. STAFF REPORT

Update and status report related to environmental issues and events, regulatory activities, and projects.

F. CONSENT AGENDA - CONSENT ITEMS

This agenda consists of non-controversial or "housekeeping" items and may be approved with a single motion. A member of the Environmental Conservation Commission may request an item(s) be withdrawn from the consent agenda and

Environmental Conservation Commission Meeting Agenda

August 6, 2019

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moved to regular agenda for discussion by making such request prior to a motion and vote on the Consent Agenda.

1. Consider approval of minutes from the regular meeting of the Environmental Conservation Commission held on June 4, 2019.

G. SUBCOMMITTEE REPORT

Receive updates and status reports related to subcommittee activities and establish subcommittees as necessary.

H. ADJOURNMENT - REGULAR SESSION

I. CALL WORK SESSION TO ORDER

J. WORK SESSION ITEMS

2. Discuss upcoming environmental education opportunities, events, and programs.
3. Discuss the Environmental Conservation Commission Powers and Duties related to conservation projects.
 - a. Conservation projects: Review, evaluate, and/or propose conservation projects in relation to objectives expressed in the open space plan and advise town council on appropriateness of conservation incentives.

K. COORDINATION OF FUTURE AGENDAS/MEETINGS

L. ADJOURNMENT- WORK SESSION



Matthew Woods
Director of Environmental Services

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: August 2, 2019, by 5:00 p.m., at least 72 hours prior to the schedule time of said meeting.



Emily Chapman
Administrative Assistant



ENVIRONMENTAL CONSERVATION COMMISSION AGENDA ITEM NO. 1

CONSENT ITEM

DATE: August 6, 2019

FROM: Emily Chapman, Administrative Assistant

ITEM: Consider approval of minutes from the regular meeting of the Environmental Conservation Commission held on June 4, 2019.

BACKGROUND INFORMATION: This agenda item is to consider approval of the minutes from the June 4, 2019, regular meeting of the Environmental Conservation Commission.

CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. A copy of the draft minutes from the June 4, 2019, regular meeting of the Environmental Conservation Commission.

RECOMMENDATION: Move to approve the minutes from the June 4, 2019, regular meeting of the Environmental Conservation Commission.

FLOWER MOUND ENVIRONMENTAL CONSERVATION COMMISSION MEETING OF JUNE 4, 2019

THE FLOWER MOUND ENVIRONMENTAL CONSERVATION COMMISSION MEETING HELD ON THE 4TH DAY OF JUNE 2019, IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS, AT 6:30 PM.

The Environmental Conservation Commission met in regular session, with the following members present constituting a quorum:

James Seastrom	Vice Chair
James Naylor	Commission Member, Place 1
Russell McNamer	Commission Member, Place 3
Marilyn Lawson	Commission Member, Place 4
Alton Bowman	Commission Member, Place 5
James Gerber	Commission Member, Place 7
Elaine Takacs	Commission Member, Place 8
Shery Layne	Commission Member, Place 9
Kathryn Wells	Commission Member, Place 10

Places 8, 9, and 10 of the Commission do not vote on items unless they sit in place of one of the regular members, Places 1-7.)

Constituting a quorum with the following members absent:

Thomas Bailey	Chair
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And the following members of Town staff present:

Matthew Woods	Director of Environmental Services
Emily Chapman	Administrative Assistant
James Hoefert	Environmental Review Analyst
Matthew Green	Environmental Review Analyst

A. CALL TO ORDER - REGULAR SESSION: 6:32 PM

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENT

None.

D. STAFF REPORT

Update and status report related to environmental issues and events, regulatory activities, and projects.

E. PRESENTATIONS

1. Receive a presentation on the Town's Water Reuse Plan.

Brian Waltenburg, Assistant Director of Engineering, gave a presentation and answered questions regarding this item.

FLOWER MOUND ENVIRONMENTAL CONSERVATION COMMISSION MEETING OF JUNE 4, 2019

2. **Receive a presentation from Parks Services and a representative of the Town's Parks Board**

Chuck Jennings, Director of Parks and Recreation, and Gloria Jones, Chair of the Parks Board, gave a presentation and answered questions regarding this item.

F. CONSENT AGENDA

1. **Consider approval of minutes from the regular meeting of the Environmental Conservation Commission held on April 2, 2019.**

Commission Deliberation

Commission Member McNamer made a motion to approve the April 2, 2019, minutes as presented. Commission Member Naylor seconded the motion.

VOTE ON THE MOTION

AYES: Gerber, Bowman, Lawson, Seastrom, McNamer, Naylor
NAYS: None
ABSTAIN: None

The motion passed with a vote of 6-0-0

G. SUBCOMMITTEE REPORT

Receive updates and status reports related to subcommittee's tasks, activities, and projects.

H. ADJOURNMENT- REGULAR SESSION AT 8:09 PM

I. CALL WORK SESSION TO ORDER AT 8:09 PM

J. WORK SESSION ITEMS

2. **Discuss feedback received at the April 18, 2019, joint work session with Town Council.**

K. COORDINATION OF FUTURE AGENDAS/MEETINGS

L. ADJOURNMENT- WORK SESSION – 8:25 PM

FLOWER MOUND ENVIRONMENTAL CONSERVATION COMMISSION MEETING OF JUNE 4, 2019

TOWN OF FLOWER MOUND, TEXAS

JAMES SEASTROM, VICE CHAIR

ATTEST:

EMILY CHAPMAN, ADMINISTRATIVE ASSISTANT

DRAFT



ENVIRONMENTAL CONSERVATION COMMISSION AGENDA ITEM NO. 2

WORK SESSION ITEM

DATE: August 6, 2019

FROM: Matthew Woods, Director of Environmental Services

ITEM: Discuss upcoming environmental education opportunities, events, and programs.

BACKGROUND INFORMATION: This work session item provides the Environmental Conservation Commission (ECC) the opportunity to discuss environmental education events and related programs. The Town, ECC, KFMB and other organizations and volunteers host and promote a variety of environmental education events.

Events which are tied to the Town's environmental programs and/or sustainability initiatives include Arbor Day, Earth Day, the spring and fall KFMB cleanup events, Stream Team training, the second and seventh grade environmental education programs, and multiple classes and programs held at the Town's Library throughout the year.

Some of the remaining events scheduled for 2019 include the KFMB Fall Trash Bash and Festival on September 28, Arbor Day on November 1 or 2, and the second grade environmental education program occurring during the fall and winter. There may be opportunities for new environmental programs and events, such as America Recycles Day, and any new programs can be added to the ECC objectives, Environmental Services departmental goals, and the ongoing sustainability initiatives.

ALTERNATIVES/OPTIONS:

N/A

ATTACHMENTS:

1. N/A

RECOMMENDATION: This item is for discussion purposes; therefore, no formal action is required.



ENVIRONMENTAL CONSERVATION COMMISSION AGENDA ITEM NO. 3

WORK SESSION ITEM

DATE: August 6, 2019
FROM: Matthew Woods, Director of Environmental Services
ITEM: **Discuss the Environmental Conservation Commission Powers and Duties related to conservation projects.**

BACKGROUND INFORMATION: This work session item provides the Environmental Conservation Commission (ECC) the opportunity to discuss the established powers and duties related to the evaluation of conservation and cluster development projects. This duty includes the ECC's review and recommendation of the open space quantity and quality within proposed conservation and cluster developments.

The ECC formed an Open Space Subcommittee to review the Open Space Plan and its application related to residential development projects within the Cross Timbers Conservation Development District. The subcommittee also recently reviewed options to require monitoring and associated reporting related to conservation and cluster development projects. The specific recommendation regarding the monitoring and reporting standards for approved cluster developments was discussed by the ECC with Town Council at the April 18 joint work session.

The draft monitoring report and proposed reporting schedule can be evaluated by the ECC. Once the proposed reporting methodology is approved, staff will include the required reporting standards in future Planned Development standards for cluster development projects.

ALTERNATIVES/OPTIONS:

N/A

ATTACHMENTS:

1. ECC Powers and Duties
2. Draft Open Space Monitoring Form

RECOMMENDATION: This item is for discussion purposes; therefore, no formal action is required.

Sec. 2-175. - Powers and duties.

The environmental conservation commission shall have the following powers and duties:

- (1) *Open space.* Promote the town's open space plan and its components and facilitate relations between landowners and land trusts. Develop and implement appropriate land protection techniques and tools for preserving open, productive agricultural, natural and scenic lands, while creating compatible recreational resources where appropriate.
- (2) *Conservation projects.* Review, evaluate and/or propose conservation projects in relation to objectives expressed in the open space plan and advise town council on appropriateness of conservation incentives.
- (3) *Water quality and conservation.* Advise the town council relative to water conservation and the future character and health of the town's bodies of water, stormwater, ground water, and surface water to include reviewing water quality and conservation program activities, prioritizing actions and plans, and public education.
- (4) *Tree preservation.* Oversee and advise the town council and staff in policy matters relative to tree preservation. Promote tree care, planting, and the proper management of urban forests.
- (5) *Special matters.* Consider, investigate, report and/or recommend upon any special matter or question coming before the commission within the scope of its duties and responsibilities or referred to it by the town council or town manager.
- (6) *Outdoor learning area.* Assist in the enhancement, promotion, and preservation of the town's tree farm and outdoor learning area.
- (7) *Recruitment and funding.* Assist and advise the town council and staff in recruitment of volunteers, facilitating grant applications, and seeking contributions to support environmental initiatives.
- (8) *Public engagement.* Promote public awareness and community outreach programs related to environmental initiatives.
- (9) *Advisory resources.* The commission may form subcommittees, recruit unpaid advisors, hold public hearings, encourage the interest of other organizations in its objectives, and engage in similar activities which in its judgment may assist it in making recommendations and promoting environmental conservation.
- (10) *Regulations.* The commission may propose adoption, amendment, or repealment of regulations to town council as deemed necessary or desirable in order to carry out its powers and duties.
- (11) *Reporting.* The commission shall submit to the town council, not less than every 12 months, a report of its progress and recommendations.
- (12) *Sustainability.* The commission shall develop, oversee, and promote the town's sustainability plan and its components.

(Ord. No. 51-11, § 2, 9-19-2011)



Town of Flower Mound Environmental Services

2121 Cross Timbers Road, Flower Mound, TX 75028

Telephone: 972-874-6340

Website: www.flower-mound.com

Open Space Monitoring Inspection Report

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1. Development Name:

Location:

Open Space X-lot/Conservation Easement Identification (lot, block description):

Current Owner:

Address and Phone:

HOA contact (as necessary):

Address and Phone:

2. Description of Current Land Use & Open Space Condition (Quality of vegetation, biodiversity, observed wildlife, structures, streams and ponds):

3. List Man-Made Alterations and/or Unauthorized Impacts to the Open Space or Conservation Easement (for example, construction activity, dredging or filling, new trails, tree removal, clearing of vegetation) since the open space/conservation easement was last monitored. Please describe activity or alteration; note location, extent, purpose, individual responsible (if known). **Include any required restoration plan or mitigation related to habitat or open space impacts.** Attach maps, photos, illustrations.

4. List Natural Alterations (for example, flooding, fire, insect infestation). Note location and nature of changes. Attach maps, photos, illustrations as necessary.

5. To the best of your knowledge and observation, are restrictions in the dedicated open space/conservation easement being complied with? Please describe.

6. **Maintenance Activities Completed in the Past 12 Months and Planned Activities for the Next 12 months:**

7. Other observations/comments.

METHOD OF INSPECTION: Ground / Air (circle applicable methods)

DATE OF INSPECTION:

LIST ALL PERSONS ATTENDING INSPECTION (HOA representatives or others):

MONITOR'S NAME/TITLE:

MONITOR'S LICENSES/CERTIFICATIONS:

SIGNATURE:

ADDRESS AND PHONE:

(If this is a change since the last report, please indicate the reason)

PLEASE INDICATE THE NUMBER OF THE FOLLOWING ATTACHED TO THIS REPORT. BE SURE TO DATE AND SIGN ALL MATERIALS AND PROVIDE A DESCRIPTION OR MAP SHOWING WHERE ON-SITE PHOTOS AND ILLUSTRATIONS WERE TAKEN:

____ aerial photo/s

____ ground photos

____ maps

____ illustrations

____ other: _____