



Executive Committee Meeting Minutes

May 9, 2013

Present: Aurora Mayor Tom Weisner, Chairman; Bonnie Carter, Lake County Board Member; Mary McCann, McHenry County Board member; Ruth Ann Tobias, DeKalb County Board member; Montgomery Village President Marilyn Michelini, Tower Lakes President Kathleen Leitner, Karen Darch, Mayor of Barrington; Patsy Smith, President Campton Hills, and Joe Haimann, Kane County Board member (alternate.)

Also Present: Paul Schuch of Kane County, Jody Wollnick of Kane County, Janet Agnoletti of Barrington Area Council of Governments, Peter Wallers, President EEI, TAC Chairman; Mary Randle, Metro West Executive Director, and Chris Gentes, Lake County Municipal League Executive Director. Guest: Dr. Tim Loftus of Chicago Metropolitan Agency for Planning, Angela Zubco of Kendall County.

Mayor Weisner opened the meeting at 10 a.m.

Approval of minutes: The minutes of the March 14 executive committee meeting was approved after a motion by Joseph Haimann and a second by Marilyn Michelini

New NWPAs Representatives: Because of the recent election results, several members of the NWPAs executive committee will no longer be serving on the executive committee. Each of the affected Councils of Government will appoint new representatives. We will also need to elect a new treasurer.

Draft Strategic Plan Presentation by Dr. Tim Loftus of CMAP. Beginning of strategic plan:

Mission Statement: a cogent statement of the purpose of an organization; answers the general question, "why do we exist?" and makes clear what is hoped to be achieved. A mission statement should answer three key questions:

- 1) What are the opportunities or needs that we exist to address?
- 2) What are we doing to address these needs?
- 3) What principals or beliefs guide our work?

Proposed Mission Statement –

*The Northwest Water Planning Alliance (NWPA), formed by intergovernmental agreements, seeks to collaboratively plan for and comprehensively care for our shared river and groundwater resources for the people, economy, and environment to ensure sustainable supplies for generations to come.”
There was discussion about changing “care for” to “steward” and to delete “comprehensively.”*

Goal: A more focused desired end state to be achieved, typically a “high level” statement.

Objective: A concrete statement describing what is to be achieved, written at a “low level” and meant to be evaluated to determine whether it was achieved or not. Well-worded objectives should be Specific, Measurable, Attainable, Relevant, and Time-bound (SMART).

Strategy: A statement of the means to be used to achieve objectives.

Evaluation Measure: Metric used to determine whether objective was achieved.

The following three goals are proposed:

- 1) *Build the organizational capacity to achieve mission.*
- 2) *Promote education and outreach to raise awareness of the value of water.*
- 3) *Establish sustainable water policies and practices that are widely adopted.*

1. Goal – Build the organization capacity to achieve mission.

Objective – Develop an annual stream of revenue.

Strategy – *Re-evaluate* membership dues.

Strategy – Pursue grant opportunities.

Evaluation Measure – Review budget at end of first year (from approval of strategic plan by the Executive Committee (EC)) and change expected during year ahead.

Objective – Establish one half- or full-time staff position.

Strategy – Develop a work plan / budget and prioritize activity based on annual revenue; hire accordingly.

Evaluation Measure – A half- or full-time staff person has either been hired or not.

Objective – create a structure (i.e., process and products) for communication with and engagement of members.

Strategy – Produce an annual report.

Strategy – prepare news and activity updates for delivery to and by council of governments and county boards.

Evaluation Measure – Track COG and county board agendas for number and frequency of NWPA discussion topics; document EC approval of first annual report (the timing of which is to be determined.)

2. Goal - Provide education and outreach to raise awareness of the value of water.

Objective – Promote a water-use conservation and efficiency ethic.

Strategy – Encourage members to participate in the neverwaste.org campaign.

Strategy – Encourage members to become WaterSense partners.

Add another objective.

Evaluation Measure – Track number of members that are actively participating in the neverwaste.org campaign, using the water-bill insert messages, WaterSense program, or other related activities.

Add one more objective.

3. Goal – Develop sustainable water-use policies and practices that are widely adopted.

Objective – In terms of water use, define “sustainability” by *each water source*.

Strategy – Review the literature and other users (i.e., places) for how sustainability is defined and made operational; gain agreement within the Technical Advisory Committee (TAC) for a recommendation to be made to and approved by the Executive Committee.

Evaluation Measure – Have a working definition of sustainability that guides policies and practices within first year.

Objective – Understand monthly and annual water use among members.

Strategy – create a mechanism for members to report monthly water-use data to staff and the ISWS.

Strategy – Poll the Illinois Water Inventory Program (IWIP) for annually reported data.

Evaluation Measure – document appropriate data, reports, and reporting mechanisms in place by end of first year.

Objective – Improve the scientific understanding of water supplies quality *and quantity*.

Strategy – Determine data collection and information needs in concert with the Illinois State Water Survey.

Add strategy for monitoring private wells.

Evaluation Measure – By the end of first year, document a work plan that has been crafted as an outcome of discussion between TAC and ISWS.

Objective – Make recommendations to protect ground- and surface-water quality *and quantity*.

Strategy – Promote wintertime “sensible salting” as the de facto standard practice.
Engage the state on this strategy.

Strategy – Engage other organizations (e.g., Fox River Ecosystem Partnership, Fox River Study Group) in dialogue regarding collaboration on shared interests and issues.

Strategy – Ensure mention of NWPA and make recommendations in watershed plans that are developed within the sub-region.

Evaluation Measure – Document training, certification, or other evidence of communities and other entities with road maintenance responsibility; account for activities in annual report.

Objective – Achieve consistency among members regarding an outdoor lawn-watering ordinance.

Strategy – Research and create an NWPA-wide lawn-watering conservation ordinance.

Strategy – Provide guidance/assistance with ordinance development and promotion upon request.

Evaluation Measure – Track number of member communities that have adopted the recommended lawn-watering ordinance.

Objective – Develop drought-preparedness recommendations for NWPA members.

Strategy – Work with ISWS to develop best estimate of available water supply.

Strategy – Work with the Illinois Water Inventory Program (IWIP) to track historical annual water use by member.

Strategy – Assess demand per NWPA member by customer class for monthly, seasonal, and annual use.

Strategy – Forecast population and growth projections.

Strategy – Estimate annual volume of nonrevenue water following AWWA M36 water-loss methodology.

Evaluation Measure – Demonstrate progress via the Annual Report on data organization activities that are prerequisite to developing recommendations.

Dr. Loftus will take the changes made by the executive committee back to the TAC.

Financial Report: Interim Administrator Mary Randle stated that the Northwest Water Planning Alliance bank balance on April 30, 2013 was \$6,146.30. The report was approved after a motion by Patsy Smith and a second by Karen Darch.

Election of Officers: Since our treasurer was not re-elected as mayor, we will need to choose a new treasurer. Several of the COGs will need to appoint new representatives to the executive committee.

President's Comments: Mayor Weisner thanked Marilyn Michelini for her years of service.

Technical Advisory Committee Report:

Lake Michigan Water Allocation Rule Change Request: Pete Wallers presented a summary of the substantive proposed changes to the Allocation of Water from Lake Michigan.

Metro West presented a request to IDNR for a proposed rule change: Proposed change:

Within 90 days of receipt of an allocation permit, each permittee which uses any water from deep aquifer pumpage shall submit a phased program designed to end this practice, other than for emergency or standby use, within five years of the receipt of Lake Michigan water: **“Except that an applicant who can demonstrate that a Lake Michigan allocation to meet a portion of their total water supply needs will provide a reduction in the use of the deep aquifer supply will be allowed to continue the use of the deep water aquifer supply will be allowed to continue the use of their deep aquifer supply in combination with the Lake Michigan supply.**

The Executive Committee voted to support the concept of the change requested by Metro West after a motion by Patsy Smith and a second by Joseph Haimann.

Nutrient Regulations: Mr. Wallers presented information on nutrient regulations that are coming

Meeting with IEPA and IDNR: The subject of nutrients is another that Metro West will address with the IEPA director on May 15. One problem is that some of the major sources of nutrients are not being monitored. Metro West will also address the Post Development Stormwater Runoff Standards proposal and note that municipalities should be better represented when water issues are involved. We will also discuss water planning with Illinois Department of Natural Resources.

March 28 State and Regional Water Supply Policy Coordination Group: Mr. Wallers presented a report on the meeting. This group is helpful to IDNR in handling water issues. The group discussed possible funding sources for water planning. Currently, funding for water supply planning is non-existent. Mr. Wallers noted that the NWPA’s lawn watering ordinance was used as an example at yesterday’s Metropolitan Planning Council Groundwater meeting

MPC has announced that it will donate half the time of a full-time staff person to assist with the NWPA.

Mary McCann noted that McHenry County Council of Government is encouraging its municipalities to identify a point person on their boards to handle water issues.

Next Meeting: The next meeting of the NWPA executive committee will be held on Thursday, July 11.

Submitted by _____

Kathleen Leitner, Secretary