Information Memo
Agenda Item: 2

Subject: Update: Establish a Technical/Scientific Advisory Committee.

Background. The draft Policies & Procedures describes three types of standing advisory committees that will participate in the ongoing activities of the Trust. One of the Advisory committees is the Technical/Science Advisory Committee, whose purpose is to advise the ESC on important science and technical issues pertaining to its activities. In fulfilling its roles, the committee will:

1. Ensure that wide ranges of interests are considered in all scientific discussions.
2. Focus on issues of a scientific & technical nature to achieve watershed objectives.
3. Identify & make recommendations on scientific & technical issues.
4. Identify areas where further study is necessary
5. Record meeting notes.
6. Report to the Executive Steering Council.

Discussion. Two current and major projects are in progress that will require review and understanding of numerous technical and scientific facts, analytical procedures and recommendations. The projects are:

- The Joyce Team work, and
- The development of Watershed Restoration Plans for the Menomonee and KK Rivers.

Both projects have recently started and will need initial input from the Trust and will need involvement as their work is completed in the next year to year and half. In addition to these two projects the Trust will have an opportunity to review several new projects that, by their nature, will have a scientific basis.

Executive Steering Council input. The establishment of the Technical/Science Advisory Committee was discussed at the ESC meeting on July 30, 2008. The discussion centered around four main points:

1) The process should be used to become a member of the T/S committee,
2) The expertise, credentials or experience that would be necessary to become a member of the committee,
3) Methods to obtain or develop the specialized or unique expertise, and
4) The Trust should make every effort to work with and develop long-term relationships with professional experts who are currently active in Wisconsin.

The sense of the Committee was that it is important to reach out to all members the SWWT to access their expertise and experience in Technical

and Scientific areas. It was stated that our community has extensive expertise that we may not be aware of, and this committee presents an opportunity to find and develop a set of local experts. The point was made that members should have expertise in a related field, and lastly that the concept of Ad Hoc committees be formed on an as need basis from members of the T/S committee.

Other input. The structure and process for establishing the T/S committee was discussed with representatives of SEWRPC, MMSD and NGOs. There was agreement that in the process of establishing the committee every attempt should be made to access local expertise, however there was also consensus that a standing T/S committee should be established. The standing committee would focus on the roles defined in the policies of the Trust as stated above and operate much like the ESC, except on technical and scientific matters. The T/S standing committee would include a member of the ESC, to ensure a management and communication link. The standing committee would be made up of seven to ten individuals that represent organizations that have credentials and expertise in technical/scientific areas related to water resources. The standing T/S committee would report to the ESC and it members would be appointed by the ESC.

Suggested approach to establishing the Technical/Science Committee.
The Trust authorizes the establishment of a Technical/Science Committee. Membership on the committee is open to all individuals or organizations that have expertise or experience in technical/scientific areas that are related to the educating, planning, analysis, design, construction, or implementation and operation of programs, projects or facilities that relate to preserving, maintaining, improving or restoring water resources.

It is required that all members of the Technical/Science Advisory Committee be members sign and MOU and be in good standing with the SWWT. The members of the T/S Committee may be requested to submit a resume, which will be kept on file for the exclusive use of the ESC.

The Technical/Science Advisory Committee full membership shall have at a minimum two meetings per year. The purpose of these meetings is to review and discuss Technical/Scientific topics, issues or projects the Trust is currently working on or plans to work on in the next year. The meetings are also intended to provide an opportunity for input and suggestions on matters the membership believes should be considered by the Trust.
The Executive Steering Council would appoint a ten to fifteen person T/S Standing committee for a term of three years to fulfill the roles identified in the Trust policies. The T/S Standing Committee shall include a member, or designee of one of the members of the ESC.

The Executive Steering Council, may, at its discretion, and in consultation with the T/S Standing Committee, establish ad hoc subcommittees of the Technical/Science Advisory Committee to provide advice, input and recommendations on specific topics, issues or projects. The members of subcommittees shall be appointed at the sole discretion of the Executive Steering Council from the membership of the T/S Advisory Committee. The Chairman of the T/S Standing Committee shall provide membership recommendations to the ESC for ad hoc subcommittees. All members of Ad Hoc subcommittees are required to be members of the SWWT. Members of the subcommittees shall have expertise and experience in the specific areas that are related to the subcommittee's purpose. The ESC may add or delete members of subcommittees at its discretion, and the ESC may discontinue a subcommittee when in their opinion the need for advice and recommendations has ended.

Possible Actions. Approve the formation of the Technical / Science Standing Committee and begin to recruit members.
Recommended members of the T/S Standing Committee are following;

1) DNR – Marsha Burzynski*
2) SEWRPC. – Mike Hahn
3) MMSD. – Chris Magruder or Steve Heinz*
4) Universities (3)
    a. Val Klump, UWM
    b. Charles Melching*, MU
    c. Ken Potter, UW-Madison
    d. Dr. John Hoopes, UW-Madison
5) Professional Service(1)
    a. Nancy Schultz*, Ch2M Hill
    b. Eric Loucks, Earthtech/aecom
6) Great Lakes WATER Institutes. – Dr Sandra McLellan*
7) U.S. Geological Survey. – Peter Hughes*
8) NGOs (2)
    a. Ezra Meyer, Clean Wisconsin
    b. Cheryl Nenn, FMR
9) Dr. Tony Rensen, retired UWM
10) Milwaukee Medical College; to be determined
11) Veolia Water Services, Chibby Alloway

*** Indicates person was a member SEWRPC Modeling Subcommittee.**

Information Memo
Agenda Item: 3

Subject: Update: Establish a Watershed Action Teams for the Menomonee and KK rivers.

Background. The draft Policies & Procedures describe three types of standing advisory committees that will participate in the ongoing activities of the Southeastern Wisconsin Watersheds Trust (Trust). One type of Advisory committee is the Watershed Action Team (WAT) whose purpose is to advise the ESC on important watershed-specific issues and projects that pertain to its activities either as a body or its member organizations.

In fulfilling their role the Watershed Action Teams (WAT) will:

1. Ensure that wide ranges of interests are considered in all watershed discussions.
2. Focus on issues that cut across existing lines of authority it achieves watershed objectives.
3. Work with MMSD/SEWPC to develop a Watershed Restoration Plan.
4. Based on the Watershed Restoration Plan, annually prepare a priority list of watershed-specific projects, programs and issues to be supported by the Trust. Submit this list to the ESC for their review and approval.
5. Identify and make recommendations on watershed–specific issues.
6. Undertake projects or offer advice on member projects that have been awarded by the ESC.
7. Record WAT meeting notes.
8. Report to Executive Steering Council.

Discussion. The MMSD is currently preparing Phased Watershed Restoration Plans for the Menomonee and Kinnickinnic Rivers. These plans, when implemented, will recommend cost effective, science-based water quality improvements for the two watersheds. The plans when completed will contain the following:

- An adaptive, phased implementation approach that focuses on activities that should take place in the near term to meet long-term water quality goals.
- A collaborative stakeholder involvement effort that will be based on interaction with the SWWT and it standing committees.
- Potential additional targeted efforts on green infrastructure, pollutant trading, and social science measures.
- Consideration of sustainability in the development of the plans.

These efforts will build on the MMSD 2020 Facilities Plan and the SEWRPC Regional Water Quality Management Plan. Important issues to be addressed during development of the plans will be how best to integrate other plans, nonpoint water quality improvements related to stormwater permit requirements, and the impact of implementing NR 151.

Fiscal. The members of a Watershed Action Teams are voluntary and have no funds. Currently, the MMSD funds the efforts of consultants that provide for the development of the WATs and their participation in the development of the Watershed Restoration Plans for the watersheds.

Action. A meeting was held on Friday September 5 with representatives from, the Executive Steering Council, SEWRPC, MMSD, UW-Extension, Friends of the Milwaukee's Rivers and Clean Wisconsin. A report on actions and recommendations from the meeting will be given at the ESC meeting to be held on September 10, 2008.

Information Memo
Agenda Item: 4

Subject: Update: Formation of SWWT as a 501(c)(3) organization.

Background. As the Sweet Water Trust develops it must evaluate different type of organizational structures that will help it meet its goals and objectives. As a broad-based partnership, independent control and authority of SWWT may eventually become desirable.
As the Trust aggressively seeks public/ private funds to facilitate implementing cost effective projects it may be helpful to become a registered tax-exempt organization.
This memo describes the benefits of SWWT becoming a recognized 501(c)(3) organization.[1] Section 501(c)(3) of the Internal Revenue Service Code is a tax provision that grants an exemption from federal income tax to nonprofit organizations.

Discussion. In order to become and remain a 501(c)(3) organization there is a two-part test that an organization such as SWWT must meet. The parts of the test include an organizational test and an operational test:

- **Organizational test**: The organizing documents of SWWT must limit its purposes to one or more of the IRS's exempt purposes and not permit the organization to engage in certain nonexempt activities (for instance, participating in political campaigns). Also, assets of the organization must be permanently dedicated to an exempt purpose.
- **Operational test**: SWWT must show that its activities will further its exempt purposes.

The benefits of SWWT becoming a 501(c)(3) include:

- Exemption from federal income tax, if the Trust was formed for one or more of the following: scientific, educational, public safety or charitable purposes.
- Eligibility to receive tax-deductible charitable contributions, providing individual and corporate donors with tax-deductions.
- Assurance to grant or sponsorship agencies that SWWT is a permitted beneficiary.
- Potential exemption from certain employment taxes.
- Potential state-level exemption from income, sales and property taxes.
- Reduced postal rates from the US Postal Service.

Responsibilities of SWWT becoming a 501(c)(3) include:

- Keeping books and records detailing financial and non-financial activities.

[1] The advice provided herein should not take the place of legal advice.

- Filing an annual information return.
- Making the application and three most recent annual returns available to the public, upon request and without charge.

Executive Steering Council input. The ESC expressed a concern that some existing NGOs might have concerns with the Trust becoming a 501(c)(3) and, in addition, thought it would be a good idea to discuss the idea of the Trust becoming a trust with various funding organizations. The ESC requested that NGOs and funders be contacted for their opinions.

Feed back from NGO's. The possibility of the Trust becoming a 501(c)()3 organization was discussed at a Joyce Team meeting held on August 21, 2008. The following is a summary of their comments:

- None of the NGO's objected to the Trust becoming a 501(c)(3).
- They felt the Trust must be an organization with clearly defined roles and responsibilities and meet the legal requirements of 501(c)(3).
- They felt that there might be several different structures that would achieve the same advantages, such as establishing a legal trust.
- They felt there may be a potential for conflict of interests, when one 501(c)(3) becomes a member of another 501(c)(3).
- Several suggested that if the Trust becomes a 501(c)(3), it may help funding organizations focus their support.
- One NGO stated that the funding organizations, might say "Not another 501(c)(3)! Who do we give our money too?"

Feed back from funding Organizations: A report will be given at meeting.

Fiscal. There are no funds for this activity. If ESC decides to move forward, pro bono legal services will be investigated.

Possible Actions. Wait or move forward to organize the Trust as a 501(c)(3).

Information Memo
Agenda Item: 5

Subject: Discussion/Process to initiation the next set of "Watershed Restoration Plans." (WRP's)

Background. The Trust is committed to focus it efforts on facilitating and implementing cost effective projects and programs that will meet their mission and primary purposes. These projects and programs are the output of science based Watershed Restoration Plans (WRP) prepared under the collaborative efforts of Watershed Action Teams. These WRP's, often called second level planning, may contain all the detailed analysis to develop a TMDL and build on the recommendations in the Regional Water Quality Management Plan. The WRP's will take between 18 to 24 months to complete and may cost from $250,000 to $750,000 depending on size and complexity of the specific watershed. Currently two WRP's are being prepared. The effort is funded by the MMSD and will take 18 months to complete. (January 2010.)

Discussion. Three components are necessary to initiate a WRP. They are:

- having funds for the planning efforts,
- having the professional resources to manage and complete the effort, and
- a watershed community that is excited and committed to improving the water quality in the watershed

Finding funds, selecting the professional resources and, at the same time, finding and developing community excitement is extremely challenging and has proven to take considerable time and effort. Funding for this type of effort is scarce and finding individuals that will commit to a long-term project is difficult. It could take up to a year to find funds and committed individuals to start a WRP. This being the case, and understanding that 18 months from now the Menomonee and KK WRP's will be complete, it important to have an additional set of WRP's starting, to ensure there will continuous improvement of water quality through the Greater Milwaukee Watersheds. The Greater Milwaukee Watersheds include the following watersheds and major sub watersheds, all of which could be considered in the selection of the next set of WRP's. The potential watersheds are:

- Root River
- Oak Creek
- North Branch of the Milwaukee River
- East Branch of the Milwaukee River
- West Branch of the Milwaukee River
- South Branch of the Milwaukee River
- Cedar Creek Branch of the Milwaukee River.

Each of these watersheds and sub watersheds has significant tributary streams which could be considered for selection as a candidate for a WRP.

Two watersheds have long been discussed as prime candidates for the next round of WRP's. They are the Root River watershed and the Cedar Creek watershed. Both have unique features that provide existing and future challenges to water quality. (Summaries were given to ESC members at the July 30, 2008 meeting)

Fiscal. At this time the funding source for the next set of WRP's has not been identified. Identifying funding sources and selecting the watershed are the two most critical activities. The MMSD is funding the WRP's for the Menomonee and KK Rivers.

Possible Actions. Establish a process and criteria which will be used to select the next set of WRP's and implement the process; establish an ad hoc committee to make a recommendation; or select the watershed, and begin the efforts to identify an organizing committee to develop funding options and key stakeholders.

Information Memo
Agenda Item: 6

Subject: Discussion of projects to be supported by the Trust.

Background. The Sweet Water Trust is a collaborative effort to achieve healthy and sustainable water resources throughout the Greater Milwaukee Watersheds.[2]

Primary Purposes of the Sweet Water Trust include:

Primary Purpose 1. To achieve water resource goals and objectives – such as clean water, conservation, and ecological function – through innovative and sustainable practices.

Primary Purpose 2. To improve water quality in the Greater Milwaukee Watersheds to support a healthy regional economy and improve quality of life.

Primary Purpose 3. To test and then implement innovative approaches and practices that will achieve improvements in water resources in a cost-effective way.

Primary Purpose 4. To build partnerships and enhance collaborative decision-making and joint project implementation, engaging government, business, the building industry, agriculture, environmental, and other stakeholder organizations to obtain broad agreement and recommend where to invest funds to get the greatest benefit.

Primary Purpose 5. Through collaborative action, to increase the region's success in attracting new funding and leverage existing funding for water quality and water resource improvements.

One method the Trust will use to achieve its primary purposes is to prioritize, support, and facilitate the implementation of cost effective, projects that result in a measurable improvement in water quality and improve overall water resources.

The projects that have the potential to accomplish the Trust's purposes will, by in large, be identified in the Watershed Restoration Plans. However, as these second level planning efforts are being done, there may be projects that will be identified by members of the Executive Steering Council and other members of the Trust who may develop projects that have the potential to meet the Trust's purposes. The Executive Steering Council is charged with considering,

[2] The Greater Milwaukee Watersheds are defined as the watersheds of the Kinnickinnic River, Menomonee River, Milwaukee River, Root River, and Oak Creek; Lake Michigan direct drainage; the Milwaukee Harbor estuary; and nearshore Lake Michigan.

recommending and facilitating the implementation of projects at the watershed and subwatershed levels. The Southeastern Wisconsin Watersheds Trust Policies and Procedures ***Appendix B; Checklist Form for Soliciting Support from SWWT*** is a guideline to be used by SWWT when reviewing a project that has been submitted for support.

Discussion. At the 7/30/08 meeting of the Executive Steering Council, Kevin Shafer, an ESC member and Executive Director of MMSD proposed a project, Agricultural Buffers/Stormwater BMP Pilot Project. The council requested that Kevin prepare a more detailed memo for further discussion. ***A memo prepared by Kevin Shafer begins on page three.***

A second project, BMP Mini-Grant Program, is being proposed today by Dennis Grzezinski, former MMSD Commissioner. ***A memo prepared by Dennis Grzezinski begins on page five.***

Fiscal. Neither of these projects has funding at this time.

Possible Action: Seek more information, hold over, support or reject the projects.

Agricultural Buffers / Stormwater BMP Pilot Project
Kevin L. Shafer, Executive Director, MMSD

Background: The Regional Water Quality Management Plan completed in 2007 by SEWRPC, together with the Milwaukee Metropolitan Sewerage District's 2020 Facilities Plan, identified nonpoint source pollution as the primary cause (90%) of pollution in receiving waters of the Greater Milwaukee Watersheds. Of that nonpoint source pollution, fecal coliform bacteria is the single largest constituent. Additionally, current and planned state regulations such as NR 151 and phosphorus standards will place significant burdens on the regulated community. A pilot project leading to a comprehensive program is needed to address these pollutants in both urban and rural settings.

Pilot Concept: The MMSD Greenseams program is a rural program administered by The Conservation Fund to identify and acquire large tracts of land to ensure they are not developed and can continue to hold back stormwater, protecting MMSD's significant investments in flood management and wastewater infrastructure. The Greenseams program could be expanded to include the addition of treatment wetlands that would collect either urban or rural stormwater runoff.

To date, 1,700 acres have been acquired under the Greenseams program. Thus, the pilot treatment wetlands project could ultimately be expanded into a rural program-wide watershed program. Linear wetlands/biological treatment cells – either surface or subsurface where drain tiles run year round – could be established along riparian corridors. Collectively, the wetlands would form a series of localized treatment systems that successfully address nonpoint source pollution.

Currently, MMSD has partnered with Ducks Unlimited, who is designing a treatment wetland on a Greenseams property, and with the Wisconsin Department of Natural Resources, who is providing technical and financial assistance. SWWT may choose to support the pilot project in concept.

Long-term Concept: Getting the biggest reduction in pollutant loadings for the lowest cost maximizes environmental benefit and public acceptability. Funding for public projects is tight, and so it's incumbent upon public sector water resource leaders to seek ways to effectively do their jobs. One of those ways may be through water quality trading; ultimately point-to-nonpoint trades could result. Trades would require a successful pilot project, scientific findings supporting the benefits, and meeting challenges in the current regulatory structures.

Long-term Funding: The 2008 Farm Bill includes an Agricultural Water Enhancement Program (AWEP) to further regional approaches. The program includes up to $300,000 for individual partners (award is on a 6-year rolling

average). The AWEP funding could be used to pay the producer/farmer for the buffer (AWEP requires a 75% match going to the producer) and funding the stormwater improvements would be the 25% match. In some cases, MMSD service-area properties could be eligible for 25% MMSD funding. In a trading scenario, the 25% match might also come in-kind from the cost savings involved in the trade.

BMP Mini-grant Program
Dennis Grzezinski

Background: The Southeastern Wisconsin Regional Watersheds Trust (SWWT) was formed in 2008 to address regional water quality issues in the Greater Milwaukee Watershed region. Key components of maintaining healthy waterways in Southeastern Wisconsin include educational outreach regarding water quality issues and available solutions, connecting people to their local waterways, and addressing sources of pollution that feed into the watershed. In SEWRPC's Regional Water Quality Management Plan, nonpoint source pollution constituted 90% of total pollution in the receiving waters of the Greater Milwaukee Watersheds. There are several stormwater best management practices (BMP's) that reduce nonpoint source pollution, including installing rain gardens, porous pavement, green roofs, or rain barrels or cisterns. SWWT has the opportunity to raise the level of understanding of watershed issues throughout the region and to encourage the use of these pollution reduction methods.

Pilot Concept: SWWT is a voluntary, non-taxing partnership of independent units of government, specialty agencies, districts, organizations, individuals, and businesses working together to improve water quality throughout the Greater Milwaukee Watershed region. The Greater Milwaukee Watershed region encompasses approximately a seven-county area and includes the watersheds of the Kinnickinnic River, Menomonee River, Milwaukee River, Root River, Oak Creek, and Lake Michigan. Investment into the reduction of nonpoint pollution sources has occurred, but has been principally located within the boundaries of the Milwaukee Metropolitan Sewerage District (MMSD). To better capture nonpoint source pollution throughout the Watershed region, a regional approach can be better achieved through SWWT.

SWWT would employ a BMP Mini-Grant Program, with awards ranging from $500 to $1,000 to encourage green infrastructure solutions to reduce nonpoint source pollution, as well as supporting educational and related activities which raise the level of understanding of watershed issues. Applicants could be individuals, governmental bodies, businesses, or nonprofit organizations seeking to install rain gardens, porous pavement, green roofs, or rain barrels/cisterns on their properties or to conduct activities which connect people in their neighborhoods and communities to local waterways or raise their understanding. Other options could also be explored as potentially eligible projects. The grant award would help offset the applicant's expenses for these projects. A subcommittee of SWWT would be responsible for reviewing applications, selecting grant recipients, and enforcing grant terms, timeframes, etc. This mini-grant program could expand on and continue the work begun by a successful pilot mini-grant program conducted in connection with the Urban Rivers Conference held in Milwaukee in October 2007.

Long-term Concept: The ultimate long-term goals of this program are to reduce the percentage of nonpoint source pollution in the receiving waters of the Greater Milwaukee Watershed and to improve the overall quality of the water in the region, while encouraging economic and environmentally sustainable options to businesses, individuals, governmental units, and nonprofit organizations. With minimal financial investment, reducing nonpoint pollution would provide greater rewards for the overall quality of the region's water sources.

Long-term Funding: SWWT will constantly seek funding for its various projects. Initially, to begin this BMP mini-grant program the organization could look to existing funds available from the Milwaukee River Basin Partnership, supplemented by contributions from other interested parties. Grants may be sought from other such organizations such as the We Energies, Milwaukee Metropolitan Sewerage District, Wisconsin Coastal Management Grant Program, Greater Milwaukee Foundation, Jane Bradley Pettit Foundation, or other foundations that support environmental improvement programs. Grant opportunities may also be available as the mini-grant program gains more experience and produces greater results.

Information Memo
Agenda Item: 7

Subject: Discussion of the proposed Joyce Foundation Grant.

Background. In December 2007, the Southeastern Wisconsin Watersheds Trust (SWWT) submitted a grant application to the Joyce Foundation seeking funds to support non-governmental organization's (NGO's) participation in the efforts of the SWWT. The specific tasks (projects), which were listed in the grant application, and who will be responsible for their completion, were developed by a collative effort of the NGOs and the MMSD under the leadership of Sixteenth Street Community Health Center (SSCHC). On April 10, 2008 the Joyce Foundation awarded a one-year, $207,500 grant to the SWWT. The River Revitalization Foundation received the grant and is the grant's "Fiscal Agent". The grant funds are to be used to support a group of non-governmental organizations (NGO) participation in the initial efforts of the SWWT, and in addition the grant requested

- Summaries from each organization on how the collaborations has proceed,
- Recommendations on what aspects of the collaboration need to change for future success, and
- Recommendations from the MMSD on continued participation in the activities of the SWWT.

The NGO's funded through the grant are: River Alliance of Wisconsin; Friends of Milwaukee's Rivers (FMR); Clean Wisconsin; 1000 Friends of Wisconsin; River Revitalization Foundation (RRF); 16th Street Community Health Center; Midwest Environmental Advocates and Patrick Marchese, "Project Facilitator". To initiate collaboration, both the Executive Steering Council (ESC) and the NGOs (Joyce Team) met for the first time on May 29, 2008 to discuss the goals of SWWT and the efforts of the Joyce Team. Since then the ESC has been briefed on the status of the Joyce Team's efforts.

Discussion. The Joyce Team has recently initiated efforts to develop another Joyce Foundation grant application. They have developed a schedule and anticipate having a scoping meeting on September 16, 2008. The Joyce Foundation requires that all prospective grant applicants submit a Letter of Intent to submit a grant by October 15 2008, and that all grant applications be submitted by December 9, 2008. Currently the Joyce Team is thinking about preparing a multi-year grant. A multi-year grant presents an opportunity to secure funding or partial funding for projects that achieve the purposes of the Trust. Two potential projects, being reviewed by the ESC, are the Ag Buffer/Stormwater BMP and the BMP mini-grant project.
As the grant preparations proceed the ESC should decide several key questions. They are:

1. What role should the SWWT have in the grant application?
    - Should SWWT participate in preparation of the grant?
    - Should SWWT request review of the projects included in the grant?
    - Should SWWT request review and approval of the projects included in the grant?
    - Should SWWT be a partner in the grant?
    - Should SWWT not be involved in the grant?

2. Should the ESC/SWWT propose projects to be included in the grant application?
3. Should the ESC propose to be the applicant of the grant?
4. Should the Trust become a 501(c)3) and then be the fiscal agent of the grant?
5. Should the SWWT prepare a letter of support for the grant?
6. What role will SWWT have in the projects proposed in the grant?

Fiscal. The Trust has no funds.

Possible Actions. Answering the above questions will help in determining possible actions.

Information Memo

Agenda Item: 8

Subject: Planning for the 2009 "Sweet Water Trust" Annual Summit.

Background. The Policies and Procedures of the Trust require the following:

IV. The Southeastern Wisconsin Watersheds Trust "ANNUAL SUMMIT"

Composition
In order to permit active participation in direction-setting and the sharing of progress reports by ***all*** members of the SWWT, an annual SWWT summit will be established. The annual summit invitation list will consist of all members of the SWWT.

Functions
The Functions of the annual summit will be:

1. to share information about the activities of all members relating to achievement of the mission, goals and objectives of the SWWT;
2. to hear reports from the Executive Steering Council and Advisory Committees about activities since the last annual summit;
3. to discuss and recommend activities for the SWWT and its Advisory Committees for the coming two years; and
4. to propose, discuss, and adopt recommendations in the form of non-binding resolutions about issues relating to the purposes of SWWT.
5. All official members of SWWT, in good standing, will participate equally in discussions and votes (if any) on resolutions during the annual summit.

Rules of Procedure
The Chair of the Executive Steering Council will oversee the development of the annual summit agenda. At least six months prior to the annual summit, the Executive Steering Council will appoint a sub-committee, drawn from all categories of members, to develop the program for the annual summit. The program for the annual summit will be developed over the ensuing three-month period. The Executive Steering Council will adopt or amend the program as a first order of business at the Executive Steering Council meeting immediately following program development.

Location and Timing of the Annual Summit
Simultaneous to the appointment of an annual summit subcommittee, the Executive Steering Council will select a date and a location for the annual summit at least six months prior to the scheduled meeting. The date of the annual

summit may coincide with a scheduled date for a meeting of the Executive Steering Council.

Discussion. MMSD and SEWRPC have, in the past, sponsored an annual watershed planning conference; Clean Rivers/ Clean Lake. The Conference was a great success with outstanding topics and presentations and was very well received by all attendees. In 2008, the Southeastern Wisconsin Watersheds Trust (Trust) was unveiled at the conference and a commitment was made that the 2009 conference would include a detailed status report on the Trust. Historically, the conference was funded primarily by MMSD with minimal grant funding. In 2008, sponsors were solicited. As stated in the SWWT policies, it is now time to begin planning the Trust's annual summit. As the ESC moves forward with the planning, several questions must be answered.

1) Should the annual watershed planning conference and the annual summit be one and the same meeting?
2) What is the best manner in which to transition between an annual watershed conference run by the MMSD to an annual summit?
3) How will the Trust provide funding and staffing?
4) Should the Trust follow the procedures currently stated in the policies?

Fiscal. The Trust has no funds.

Possible actions. Appoint an ad hoc committee to determine the most efficient approach to help hold a high quality conference that continues and builds on last year's effort.