

**NOTICE OF MEETING**

**Walnut Creek Watershed Management Authority**

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**8:30 a.m., Wednesday, April 16, 2014**

**Clive City Hall – Community Room**

**1900 Northwest 114<sup>th</sup> Street**

**Clive, Iowa**

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**TENTATIVE AGENDA**

1. **Call To Order**
2. **Approval of Agenda**
3. **REPORT: 28E Status**.....Page 2
  - Report on the status of signatories to the 28E cooperative agreement.
4. **REPORT: Board of Directors** .....Page 3
  - Report and discussion on Board of Directors and officer roles.
5. **REPORT: Bylaws**.....Page 4
  - Report and discussion on bylaws for the Watershed Management Authority.
6. **REPORT: Potential Funding Streams** .....Page 5
  - Report and discussion on potential funding streams.
7. **Other Non-Action Items of Interest**
8. **VOTE: Next Meeting Date**
  - To be determined
9. **Adjournment**

# Agenda Report

Walnut Creek Watershed Management Authority

April 2014  
Item No. 3

## **ISSUE: 28E Status**

REPORT: Report on the status of signatories to the 28E cooperative agreement.

## **BACKGROUND:**

The Walnut Creek watershed encompasses 13 entities that have been invited to participate in the Walnut Creek Watershed Management Authority (WMA). Nine of those entities already have signed onto the 28E cooperative agreement for the WMA.

MPO staff has filed the 28E cooperative agreement with the Secretary of State and will provide copies of this agreement once all entities choosing to participate have signed onto it.

## **RECOMMENDATION:**

None. Report and discussion only.

## **STAFF CONTACT:**

Bethany Wilcoxon, [bwilcoxon@dmampo.org](mailto:bwilcoxon@dmampo.org);  
(515) 334-0075.

# Agenda Report

Walnut Creek Watershed Management Authority

April 2014  
Item No. 4

## **ISSUE: Board of Directors**

REPORT: Report and discussion on Board of Directors and officer roles.

## **BACKGROUND:**

The Board of Directors for the Walnut Creek WMA will be comprised of authorized representatives of the participating political subdivisions. Each member will appoint one representative to serve as a Director, and all Directors will comprise the Board of Directors. Members may provide contact information for alternate Director(s) to the Secretary. Each Director has one vote, and a designated proxy may vote in the Director's absence.

The Executive Committee will be comprised of the officers of the Board of Directors, including the Chair, Vice Chair, Secretary, Treasurer, and Past Chair. Any board member may serve on the Executive Committee. Annual elections will occur to fill the roles on the Executive Committee. Any board member is eligible to serve a maximum of two consecutive terms in one office position.

A discussion on the membership of the Board of Directors and the Executive Committee will occur at the April 16<sup>th</sup> meeting.

## **RECOMMENDATION:**

None. Report and discussion only.

## **STAFF CONTACT:**

Bethany Wilcoxon, [bwilcoxon@dmampo.org](mailto:bwilcoxon@dmampo.org);  
(515) 334-0075.

# Agenda Report

Walnut Creek Watershed Management Authority

April 2014  
Item No. 5

## **ISSUE: Bylaws**

REPORT: Report and discussion on bylaws for the Watershed Management Authority.

## **BACKGROUND:**

One requirement in forming the Walnut Creek WMA is to draft a set of bylaws to guide the entity. Using the Mud, Camp, and Spring Creek WMA as a blueprint, MPO staff has developed draft bylaws for the Walnut Creek WMA. These draft bylaws are included as a supplemental item.

## **RECOMMENDATION:**

None. Report and discussion only.

## **STAFF CONTACT:**

Bethany Wilcoxon, [bwilcoxon@dmampo.org](mailto:bwilcoxon@dmampo.org);  
(515) 334-0075.

# Agenda Report

Walnut Creek Watershed Management Authority

April 2014  
Item No. 6

## **ISSUE: Potential Funding Streams**

REPORT: Report and discussion on potential funding streams.

## **BACKGROUND:**

There are a number of potential funding streams to move the work of the Walnut Creek WMA forward. These include, but are not limited to:

- US Environmental Protection Agency (EPA) Section 319: The planning process must meet EPA's nine minimum elements within a watershed management plan to position the authority for this funding stream.
- Iowa Department of Natural Resources (DNR)/Iowa Finance Authority (IFA) State Revolving Fund (SRF) Sponsored Projects: The planning process must show a quantifiable water quality enhancement component, or, in effect, follow the EPA planning process.
- Iowa Department of Agriculture and Land Stewardship (IDALS) Watershed Improvement Review Board (WIRB) Grants: The planning process should identify key projects that can directly benefit the watershed. Typically, this is a component of the EPA planning process.

The Iowa DNR expects to have a round of funding for WMAs during the fall of 2014. Funding will be a minimum of \$40,000. WIRB and SRF funds will be accessible to the Walnut Creek WMA once a watershed management plan that provides a strategic road map for the WMA is in place.

## **RECOMMENDATION:**

None. Report and discussion only.

## **STAFF CONTACT:**

Bethany Wilcoxon, [bwilcoxon@dmampo.org](mailto:bwilcoxon@dmampo.org);  
(515) 334-0075.