Yahara WINS Executive Committee Meeting Summary  
December 15, 2016 Meeting

Dave Taylor called the meeting to order at 2:40 PM. Copies of the agenda and the sign in sheet for the meeting are attached.

The meeting summaries for the October 10, 2016 and the November 10, 2016 Executive Committee meetings were approved.

Taylor provided the Executive Committee with an update on the status of the Yahara WINS-Dane County Service Agreement. The WINS Executive Committee had approved executing the agreement at its 11/10/2016 meeting. The Dane County Board was scheduled to approve the resolution to execute the agreement as part of the consent calendar for its 12/1/2016 meeting. However, the resolution was postponed by a voice vote, to be brought back to the board at its 12/15/2016 meeting. The resolution was postponed to allow the Dane County Environment and Natural Resources (EANR) Committee to gather additional information regarding the agreement. Taylor and Kathy Lake attended the 12/8/2016 EANR meeting and provided additional information to the Committee (Note: the County Board approved the resolution by voice vote at its 12/15/2016 meeting).

Taylor did a brief check with the Executive Committee to see if they had any questions or comments regarding the WINS MOUs with the Town of Westport and the Town of Dunn—there were none. Taylor indicated that initial discussions were held with Columbia County and Rock County regarding potential development of a service agreement with each County to work on putting phosphorus reduction practices on the landscape. Taylor asked if the Committee was comfortable with the District continuing these discussions on behalf of WINS—the Committee was comfortable with the District playing this role.

Taylor noted that discussions with the Clean Lakes Alliance regarding a MOU with Yahara WINS were ongoing. The primary purpose of the MOU is to provide a mechanism for the Clean Lakes Alliance to make a financial contribution to the WINS phosphorus reduction efforts.

Taylor indicated that the MMSD had executed a five year joint funding agreement with USGS on behalf of WINS to support on-going flow and water quality monitoring in the Yahara Watershed. This step was necessary because USGS staff indicated that the agreement could not be executed by WINS. WINS will pay the MMSD portion of the Joint Funding Agreement.

The Executive committee was supportive of the Phosphorus Reduction Grant Program and funding allocation that was discussed earlier in the WINS Group meeting—$100,000 allocated for this effort in 2017 with an approximately 75%/25% split between traditional and innovative projects.

Taylor provided a brief update on Yahara WINS financial information. Regarding financial audits, Taylor asked Committee members if they supported him getting some information from the Districts auditor regarding pricing, etc. The Committee supported this but also recommended that similar information be obtained from at least two additional audit firms. Taylor also mentioned that consideration should be given to developing a recommendation regarding the level of budget control that the Executive Committee should have, with the recommendation being brought back to the Yahara WINS Group. Specifically, this would focus on whether and to what extent the Executive Committee could move unused budgeted funds into a different cost center so that they could be used. There was brief discussion on this topic and there was support for putting some additional thought into this topic.
Taylor led a brief discussion on Executive Committee decision making and workflow, with a focus on what types of topics the Executive Committee needs or would like to receive formal recommendations from the Group as a whole before making decisions. He noted that one of the functions of the Executive Committee was to take care of the business side of things. Taylor suggested developing guidelines for what is brought to the full Yahara WINS Group for informational purposes and what is brought to the full group for a motion (e.g. budget approval).

Taylor noted that the 2017 WINS budget contains funds that can be used for staffing and asked the Executive Committee to begin thinking about the types of tasks they would envision potentially being done by a staff person.

Under other business, Taylor indicated that he will try to put out a master schedule for 2017 WINS quarterly meetings, with the caveat that additional meetings may be necessary. Work may also be needed on expanding email distributions to reach a larger group of interested stakeholders.

The meeting was adjourned at 3:03 PM.
NOTICE OF MEETING

PLEASE TAKE NOTICE that there will be a meeting of the Yahara Watershed Improvement Network Executive Committee meeting on Thursday, December 15, 2016. The meeting will be held in the Madison Metropolitan Sewerage District Maintenance Facility, located at 1610 Moorland Road, Madison, WI 53713, and will begin following the conclusion of the Yahara WINS Group meeting, which will be held in the same location at 1:30 PM. The Agenda for the Executive Committee meeting is shown below and action may be taken on any agenda item listed.

Date: December 13, 2016

David Taylor
Executive Committee President

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Executive Committee President at 608-222-1201, 1610 Moorland Road, Madison, Wisconsin, at least twenty-four hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

Yahara WINS Executive Committee Meeting Agenda

1. Opening
   a. Call to Order
   b. Welcome guests and visitors
2. Review and Acceptance of October 10, 2016 Meeting Summary
3. Review and Acceptance of November 10, 2016 Meeting Summary
4. WINS Service Agreement with Dane County
5. WINS Service Agreements with Columbia and Rock Counties
6. WINS MOUs with Town of Westport and Town of Dunn
7. WINS/CLA Memorandum of Understanding
8. USGS Joint Funding Agreement
9. Phosphorus Reduction Grant Program and Funding Allocation
10. Yahara WINS Financial Information
    a. 2016 budget and expenditures update
    b. 2017 WINS invoicing
    c. WINS collateralized account and interest bearing account
    d. Financial Audit
    e. Executive Committee level of budget control
11. Executive Committee Decision Making and Workflow
12. WINS Staffing
13. Other Business
14. Adjourn
YaharaWINS
Executive Committee Meeting

**Date:** December 15, 2016

<table>
<thead>
<tr>
<th>Name (Please Print)</th>
<th>Title/Business</th>
<th>Reason for Attending</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bob Uhalt</td>
<td>Farmer</td>
<td></td>
</tr>
<tr>
<td>JEFF Rau</td>
<td>OREGON - WINS TREW</td>
<td></td>
</tr>
<tr>
<td>Stephanie Calkins</td>
<td>MMSD</td>
<td></td>
</tr>
<tr>
<td>Dale Larsen-Connor</td>
<td>Clean Lakes Alliance</td>
<td></td>
</tr>
<tr>
<td>James Tice</td>
<td>&quot; &quot; &quot; NON VOTING MEMBER ALTERNATE</td>
<td></td>
</tr>
<tr>
<td>Gregg Pries</td>
<td>CITY OF MADISON</td>
<td></td>
</tr>
<tr>
<td>TW Olson</td>
<td>Westfort</td>
<td>I have YS</td>
</tr>
</tbody>
</table>