

1st Quarter

March 5, 2020



SJRBC
St. Joseph River Basin Commission

Opening Business

- Call to Order
- Roll Call
 - Introduction





Lake Michigan

Michigan



Kalamazoo

Calhoun

Van Buren

Berrien

Cass

St. Joseph

Branch

Hillsdale

St. Joseph

Elkhart

LaGrange

Steuben

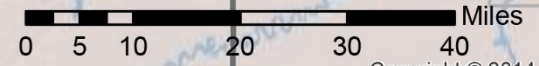
Ohio

Indiana

Noble

DeKalb

Kosciusko



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PURPOSE: *The St. Joseph River Basin Commission exists to provide a forum for the discussion, study and evaluation of water resource issues of common concern and foster cooperative planning and coordinated management of the basin's water and related land resources.*

The St. Joseph River Basin Commission was created by the Indiana General Assembly in 1988 to address water quality issues in the St. Joseph River and all the lakes and streams that flow to it. The enabling statute of the Commission (IC 14-30-3) was amended in 2018 to expand the scope and powers of the Commission to address flooding as well. The Commission seeks to work with agencies, organizations and local units of government to:

- Develop plans and tools to improve water quality or mitigate flooding in the basin;
- Coordinate monitoring of water quality and hydrology in the basin;
- Promote best practices for urban stormwater and rural drainage management;
- Develop strategies to increase water infiltration and storage capacity in the basin;
- Distribute reports on the Commission's objectives, studies, and findings;
- Make recommendations in matters related to the Commission's objectives to political subdivisions in the basin and to other public and private agencies;
- Act as a coordinating agency for programs and activities of other public and private agencies that are related to the Commission's objectives;
- Serve as an advocate of the basin's interests before Congress and federal, state and local government agencies.

The SJRBC shall consist of the following (or their proxy):

- The **Mayor** of each Class-II City or the Executive of the municipality with the largest population if the County does not have a Class-II city
- A **County Commissioner** from each County
- The **Health Officer** from each County
- The **County Surveyor** from each County
- A **Representative of the SWCD** from each County
- The Director of the Indiana DNR

(paraphrased from IC 14-30-3-8)

Opening Business

- Call to Order
- Roll Call
 - Your Name
 - Your Title/Affiliation
 - Who you represent (if you are a proxy)



Opening Business

- Call to Order
- Roll Call
- Approval of Minutes
 - December 5, 2019



Financial Report – FY20 Q2 Activities

	FY19 Actual	FY20 YTD	FY20 Budget	% Budget to Date	Year End Forecast	Budget to YE Variance	Notes
REVENUE							
State of Indiana	52,486.70	51,437.50	104,974	49%	104,974	0	
Local Government	60,725.50	3,353.00	60,000	6%	54,480	(5,520)	A
Special Projects	10,744.10	4,459.85	41,500	11%	45,500	4,000	B
Interest	2,258.84	2,107.45	3,500	60%	3,500	0	
Other Income	150.32	0.00				0	
Total Revenue	126,365.46	61,357.80	209,974	29%	208,454	(1,520)	
EXPENSES							
Basic Operations							
SJRBC Director	39,356.85	21,749.34	47,000	46%	47,000	0	
Accounting Services	3,921.46	1,976.29	4,000	49%	4,000	0	
Office Rent	2,100.00	1,050.00	6,250	17%	2,100	4,150	C
Legal	1,754.00	1,038.00	2,000	52%	2,000	0	
Bank Service Fees	165.56	224.29	750	30%	500	250	D
Insurance	518.64	259.32	520	50%	520	0	
Travel/Mileage	945.56	499.88	1,250	40%	1,250	0	
Audit		0.00	0		0	0	
Information Technology	900.00	499.98	1,000	50%	1,000	0	
Printing	373.06	43.25	350	12%	350	0	
Postage	5.12	4.00	50	8%	50	0	
Telephone	240.00	120.00	240	50%	240	0	
Misc Expenses		39.99	250	16%	250	0	
Operating Expenses	50,280.25	27,504.34	63,660	43%	59,260	4,400	
Special Projects							
Water Monitoring	1,667.00	4,000.00	32,000	13%	20,000	12,000	E
Additional MACOG Staff	4,361.75	884.11	47,500	2%	27,500	20,000	E
Municipal/Partner Support	1,287.03	281.91	11,000	3%	11,000	0	
Planning/Resource Development	0.00	0.00	76,500	0%	76,500	0	F
Education/Outreach Provision	4,959.83	1,700.00	8,000	21%	8,000	0	
GLPF Project	4,710.82	2,436.94	564	432%	4,500	(3,936)	G
Conference/Training Attendance	185.00	249.64	750	33%	750	0	
Project Expenses	17,171.43	9,552.60	176,314	5%	148,250	28,064	
Total Expenses	67,451.68	37,056.94	239,974	15%	207,510	32,464	
CHANGE IN NET ASSETS	\$58,913.78	\$24,300.86	(\$30,000)		\$944	30,944	

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CHANGE IN NET ASSETS	\$58,913.78	\$24,300.86	(\$30,000)		\$944	30,944	

Budget Amendment Request:

- Increase “Special Projects” revenue line item by \$4,000
- Increase “GLPF Project” expense line item by \$4,000

Financial Report – FY20 Q2 Assets

ASSETS

Cash

Lake City Account (1944)	\$222,949.51
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Total Cash	\$222,949.51
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Accounts Receivable

Kieser & Associates	\$4,459.85
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Total Accounts Receivable	\$4,459.85
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Total Assets	\$227,409.36
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LIABILITIES & FUND BALANCE

Liabilities

Accounts Payable	\$18,208.95
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Total Liabilities	\$18,208.95
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Fund Balance

Fund Balance FYE 2019	\$184,899.55
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Change in Net Assets YTD	\$24,300.86
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Total Fund Balance	\$209,200.41
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Total Liabilities and Fund Balance	\$227,409.36
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Financial Report – FY20 Q2 Cash Flows

CASH RECEIPTS

State of Indiana	\$51,437.50
Special Project Revenue	\$0.00
Great Lake Protection Fund	\$0.00
Local Government Appropriation	\$3,353.00
<u>Elkhart County</u>	\$0.00
City of Elkhart	\$0.00
City of Goshen	\$2,603.00
<u>City of Nappanee</u>	\$200.00
<u>LaGrange County</u>	\$0.00
Town of Lagrange	\$0.00
<u>Noble County</u>	\$0.00
City of Kendallville	\$0.00
Rome City	\$50.00
<u>Steuben County</u>	\$500.00
City of Angola	\$0.00
<u>St Joseph County</u>	\$0.00
City of South Bend	\$0.00
City of Mishawaka	\$0.00
<u>Kosciusko County</u>	\$0.00
Town of Syracuse	\$0.00
Misc. Income	\$115.32
Interest Earned	\$2,107.45
Total Cash Receipts	\$57,013.27

Financials

- Financial Report
- Approval of Claims

SJRBC Claims Submitted for Commission Approval March 5, 2020

Accounts Payable Voucher Register

Date	Vendor	Description	Amount
11/1/2019	MACOG	Invoice #FY20-4 October 2019 Services	\$3,749.66
12/1/2019	MACOG	Invoice #FY20-5 November 2019 Services	\$8,720.47
1/1/2020	MACOG	Invoice #FY20-6 December 2019 Services	\$5,738.82
2/26/2020	CHRISTOPHER BURKE ENG.	Invoice #18257 - NB Elkhart Planning Project	\$26,000.00
2/26/2020	CONSERVATION LAW CNTR.	Invoice #00903	\$9,010.00
3/5/2020	THORNE GRODNIK	March 2020 Legal Expenses	\$350.00
		Total	<u>\$53,568.95</u>

Old Business

- 2020 Symposium Planning
 - Fernwood reserved on 5/8
 - Seating up to 150 people
 - Keynote Speaker secured



Old Business

- 2020 Symposium Planning
- **Additional Staffing**
 - Position opening posted on February 3rd
 - Interviews scheduled for March 17th and 19th
 - Decision expected by the end of March



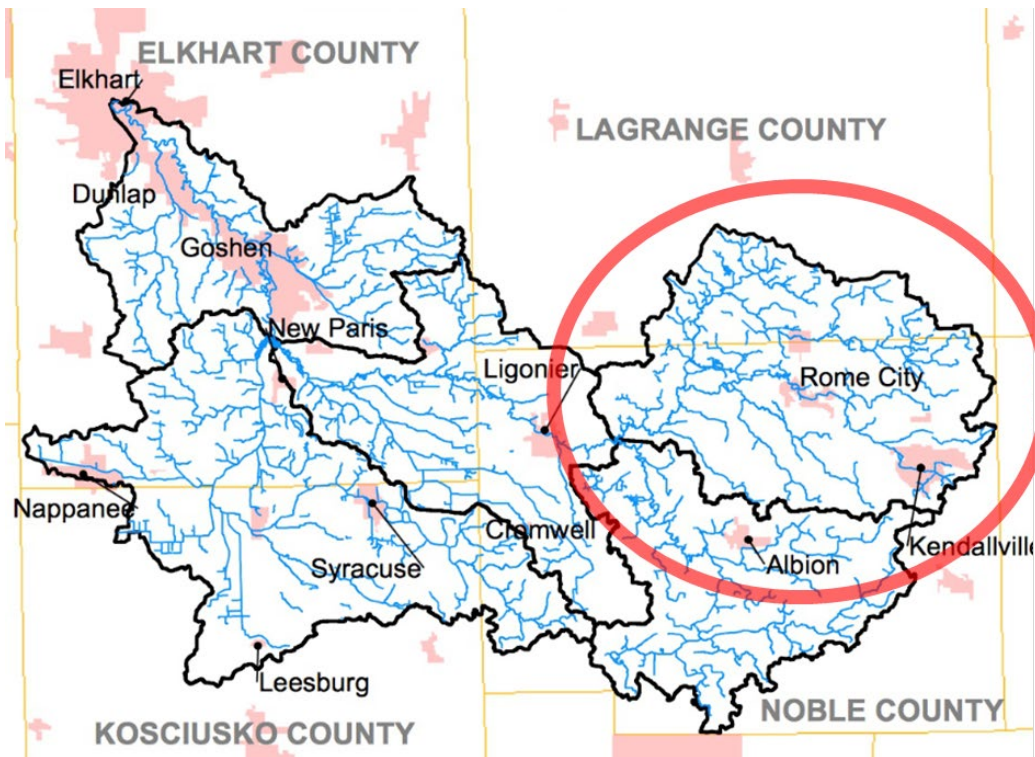
Old Business

- 2020 Symposium Planning
- Additional Staffing
- GLRI Urban Tree Project
 - Six communities selected:
 - Angola, IN
 - Buchanan, MI
 - Coldwater, MI
 - Middlebury, IN
 - Sturgis, MI
 - Syracuse, IN



Old Business

- 2020 Symposium Planning
- Additional Staffing
- GLRI Urban Tree Project
- **North Branch Elkhart River Project**

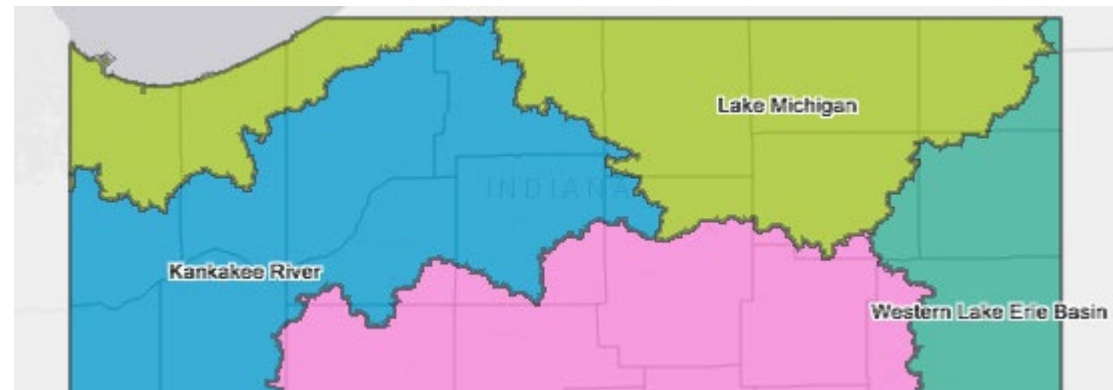


Old Business

- 2020 Symposium Planning
- Additional Staffing
- GLRI Urban Tree Project
- **North Branch Elkhart River Project**
 - Field assessment and data gathering started
 - Stakeholder input meeting held 3/4
 - Results of field assessment to be presented 6/4
 - Hydrologic modeling & corridor mapping started
 - Draft summary report to be completed by 8/1

New Business

- Lake Michigan Watershed Seminar
 - Planning w/ IDEM for midsummer at Notre Dame
 - Targeting watershed groups and water managers
 - Connect watershed efforts and remove barriers



New Business

- Lake Michigan Watershed Seminar
- Partner Grant Support
 - Provided during last quarter:
 - St. Joseph County (MI) Conservation District
 - Mainstem Invasive Species Inventory – GLRI
 - City of Goshen
 - Tree Resilience amid Climate Change – CFEC



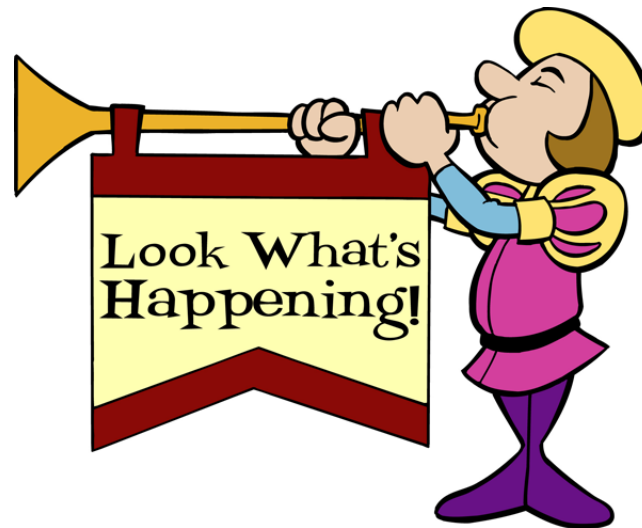
New Business

- Lake Michigan Watershed Seminar
- Partner Grant Support
 - Requested:
 - Cass County Conservation District
 - Updating Dowagiac River Watershed Mgmt. Plan
 - Requesting in-kind match for meeting participation and data gathering



New Business

- Lake Michigan Watershed Seminar
- Partner Grant Support
- Other Business/Updates
 - [Announcements from Commission Members](#)



Director's Report

- Administrative
- Education/Outreach
- WQ Planning/Resource Development
- Water Monitoring
- Advocacy
- Partner Awareness
- Partner Support



Presentation

- IN Watershed Leadership Academy Experience
 - Partnership w/ Friends of the St. Joe River Assoc.
 - 2020 Financial Assistance recipients:
 - Melissa DeSimone – Michigan Lakes & Streams Assoc.
 - Peter Kelly – Dallas Lake Assoc. and 5-Lakes Conservation Assoc.
 - Annie Klehfoth – Elkhart Environmental Center
 - Casey Stoffel – UND Environmental Change Initiative



Items From the Floor

Other
Misc.
Etc...

Next Meeting
June 4th, 2020



SJRBC
St. Joseph River Basin Commission