



**NORTHWESTERN INDIANA  
REGIONAL PLANNING COMMISSION**

Together We Make The Difference

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**MS4 Community Partnership**

**ANNUAL MEETING**

**AGENDA**

**January 28<sup>th</sup>, 2009**

**NIRPC – 9:00- 11:00**

- 9:00 Introductions
- 9:05 Review Agenda
- 9:10 2008 Activities and Accomplishments
- 9:15 2008 Compliance Schedule
- 9:20 2008 Budget Report
- 9:30 2009 Program Objectives
- 9:45 2009 Workshops
- 10:00 2009 New Ideas
- 10:15 Draft 2009 Budget
- 10:30 Challenges
- 10:45 Developing a new MOU
- 11:00 Adjourn

## MS4 Community Partnerships

January 28, 2009

### **Members/Guests**

Frank Stewart, Tony Kenning, Dorreen Carey, Kevin Breitzke, Jennifer Gadzala, Brenda Scott Henry, Craig Hendrix, Sandy Ford, Matt Lake, John Sabo, Davita Johnson, Dan Gardner, Kathy Luther, Amanda Pollard, Francyne Mixon.

### **Self-Introductions**

The MS4 members made self-introductions.

### **2008 Activities and Accomplishments – Amanda:**

We got the gas can schedule. Tom Buford picks the dates. We supply the gas cans and go to the exchange.

### **What happened in 2008? - Amanda**

We attended the Lake and Porter County Fairs and at each of them, we gave away 200 rain gauges, tip cards, bookmarks and 150 pens, umbrellas, pens, and attended 15 gas can exchanges and exchanged 600 gas cans.

We did the newspaper in education water inserts again. We did the teacher training, 25 people attended. We established an on going partnership for teacher outreach with the Alliance for Great Lakes. We hope to have more teachers' training, and some adopt-a-beach workshops later in the year.

We did the good housekeeping workshop, 33 people attended and construction workshop, 67 people attended.

We did the wise up about water tips that were in the Post-Tribune. There were six articles in the newspaper once a month.

We did the seven simple steps to clean water placemats and 2,000 were distributed to restaurants in the area.

2,400 MS4 citizen's guides and calendars were distributed.

### **Other Events – Amanda:**





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**ANNUAL MEETING**

**AGENDA**

**April 29, 2009**

**NIRPC – 9:00- 10:30**

- 9:00 Introductions
- 9:05 Review Agenda
- 9:10 1<sup>st</sup> Quarter Budget Report -Kathy
- 9:20 LID Green Infrastructure Workshop Report – Sarah
- 9:30 June 10<sup>th</sup> LID Green Infrastructure On-Line Tools Workshop -  
Amanda
- 9:35 Educator Report – Amanda
- Lake County Rain Barrel Master Gardener
  - Household Hazardous Waste Collections & Gas  
Can Exchanges
  - Adopt a Beach Workshop and Program
  - Summer Program Contacts
- 9:55 Scheduling Workgroup Meetings
- 10:00 IDEM Annual Meeting Debrief – All who attended
- 10:10 Audit Preparation – Kathy Luther
- 10:30 Adjourn

## MS4 Summary - April 29, 2009

### **Members/Guests**

Warren Thiede, Bob Minarich, Bryan Lane, Javita Johnson, Dan Gardner, Matt Lake, Brenda Scott Henry, Dorreen Gary, Matthew Kras, Francyne Mixon, Kathy Luther, Amanda Pollard, Mike Phipps, Kevin Breitzke.

### **Introductions:**

Members made self-introductions.

The MS4 Summary for January 28, 2009 was reviewed by members.

### **1<sup>st</sup> Quarter Budget Report – Kathy**

Kathy said that she is still budgeting for the mascot and has three quotes. She said that she has been requested to have an MS4 partner explain to the Finance & Personnel committee, why we need a mascot before the procurement request will be approved. Kevin Breitzke and Dorreen Carey agreed to attend the committee meeting; discussion concluded.

Kathy overviewed the current 2009 detailed budget worksheet. An analysis of: items, proposed budget, promotions (January, February, and March), year end, and balance in each category was discussed. On order or pending are: rain gauges \$2,624, poster contest ads \$930, housekeeping workshop \$396 and mascot \$1,500.

The next quarter the school year calendar will be printed to give away at the summer fairs.

Media: Kathy discussed the Northwest Indiana Times ongoing online advertising. We had a six month MS4 contract. We are getting a lot of clip through per dollar and they were clipped directly through to the MS4 website. This shows up on the Times Online and the Hispanic magazine. This is called a big branding box ad, so it moves around, typically on the front page of different sections; discussion concluded.

Kathy continued the budget with an overview of the MS4 program revenues. Most have paid or are in the process of paying. Griffith and Highland are not under contract this year. The Town of Porter and East Chicago did not pay this year or last year. Gary, Griffith and Highland's MOUs expired at the end of 2008 and did not go through 2009. The Town of Porter said that they never received their bill. Kathy said that it went to the wrong person, so she will double check where it went.



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**ANNUAL MEETING**

**AGENDA**

**June 24**

**NIRPC – 9:00- 11:00**

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|------|----------------------------|
| 9:00 | Introductions              |
| 9:05 | Review Agenda              |
| 9:10 | Review Materials for Audit |
| 9:45 | NIRPC Presentations        |