Wabash River Enhancement Corporation
Minutes for January 23, 2014 Special Executive Committee Meeting
Tippecanoe County Office Building
1:00 p.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Collier, Secretary; John Gambs, member; Andy Gutwein, member
Others Present: Stan Lambert, Executive Director; Doug Masson, legal counsel
Absent: John Dennis

The Executive Committee Meeting was called to order by board president, Mayor Tony Roswarski.

The purpose of the special meeting is to discuss the scope of the Golf Course Re-Use Project.

The Executive Committee agreed that the project scope should extend from the Sagamore Parkway (US 52) bridge to the Harrison bridge and that the designers should look at the space holistically. A goal of the project is to make the site a destination for the community while protecting and enhancing the river. The project should be sustainable and economically viable. The design should provide access to the river for boating, where appropriate, and a trail connection between this site and the proposed trail along Sagamore Parkway. The project should show the proposed alignment of a new pedestrian/bicycle bridge over the river between the project site on the east side of the river and the vicinity of Mascouten Park on the west side of the river. A funding strategy needs to be developed to cover the consultant's fees for the study and conceptual design documents at a minimum and to cover fees for development of construction documents and implementation at some point in the future. Cost estimates and a phasing plan for implementation of the project should be included in the scope of the project, as well. John Collier will assist Stan in finalizing the interview process for final selection of the consultant.

Upon a motion made it was unanimously:
RESOLVED: to adjourn the meeting.

Respectfully submitted,

John D. Collier, Secretary

MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS

January 23, 2014
8:30 am
Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 23rd day of January at 8:30 a.m. upon the call of President, Tony Roswarski.

Board Members Present were: John Collier, John Dennis, John Gambs, Andy Gutwein, Tom Murtaugh, Ken Sandel, Tony Roswarski

Absent: Jim Andrew

Others Present were: Stan Lambert, David Luhman, Gene Hatke, Sara Peel, Liz Solberg, Jo Wade

1) Call to Order at 8:32 a.m.

2) Board Officer Elections – The following slate of officers was presented to the Board: President – Tony Roswarski, Vice President – Tom Murtaugh, Secretary – John Collier, Treasurer – John Dennis

   Upon Motion made by John Gambs and duly seconded by Andy Gutwein, it was unanimously:
   RESOLVED: to close nominations for the slate of officers of the board.

   Upon Motion made by John Gambs and duly seconded by Andy Gutwein, it was unanimously:
   RESOLVED: to accept the slate of nominated officers of the board.

3) Approval of Minutes

   Upon Motion made by Tom Murtaugh and duly seconded by John Gambs, it was unanimously:
   RESOLVED: That the November 21, 2013 Regular Board Meeting minutes and the December 18, 2013Executive Committee Meeting minutes were approved.

4) Committee Reports
   a) An abbreviated Fiscal Report as of end of December, 2013 was presented by Stan Lambert. WREC is in the process of revising its monthly report format to be in line with its switch to an accrual based accounting system.

      Upon Motion made and duly seconded, it was unanimously:
      RESOLVED: that the Financial Report was approved.

   b) Innkeepers' Tax Revenue Report
      i) Balance as of December 31, 2013 for WREC's portion is $221,651.99. Revenue continues to increase on average of 5% per year. Montly allocation is now being direct deposited into WREC's account.

5) Executive Director's Report (shortened due to presentation by NICHES)
   a) Land Acquisition – WREC has now closed on five properties on N. River Rd. All properties were funded through two, NCHS Acquisition Grants totalling $654,450.00
   b) North River Road Survey Project – Tbird Design has recommended using C-Tech to install the survey monuments for N. River Rd. The County will fund this part of the project and the remainder of WREC's contract with TBird will be used to mark and verify the monument

placement done by C-Tech. The board requestd an updated status report detailing North River Rd. property acquisitions including an enlarged map of River Rd. Properties for easier reference.

c) River Road Scenic Byway Management Plan – We have received the draft of the Byway Management Plan and it is being reviewed.

d) One South Street – Environmental Cleanup Project – OCRA Grant – Working with Duke Engergy and Norfolk and Southern to have the railroad's service relocated. Erosion control measures have been installed. The loading dock demolition project is underway. Weather is holding up both projects.

e) Watershed Program Update –

i) Region of the Great Bend – Received new grant contract from IDEM totaling $637,907 for two years of salary and education ($210,000) and three years of implementation funding ($427,907). Urban applications are due Feb.14 and agricultural applications are due May 30. Project requires a 40% match totaling $425,271 and a majority of the funds (60%) must be spent in the monitored watersheds (Elliot Ditch and Little Wea Creek). Allocated all of previous project funds and have a waiting list for requests totaling $350,000. Continue to promote the program but are not accepting new applications until we have additional funds.

ii) Received Alcoa Grant with Tree Lafayette totaling $29,000 which will mimic our Ford C3 project in partnering with Purdue EEE class to design projects at Tecumseh Middle School Tree Lafayette is the grantee so WREC will not hold funds.

iii) Received $30,000 Lake and River Enhancement (LARE) grant which requires a 20% match totaling $7,500. Funds must be spent on native plant and/or rain garden projects within Elliot Ditch or Happy Hollow Drainage

iv) Deer Creek-Sugar Creek Watershed Project – A social indicator survey was conducted in November and Decmeber with 47% response rate. Going through the results now. The final draft of the Watershed Management Plan is to IDEM in mid-February. We hope to have it completely accepted by early April. Once submitted, work will begin with the steering committee to develop the Cost Share program.

v) Riverfest – Committee is identifying sponsors and beginning promotion of Riverfest 2014. To date, sponsorship commitments total $9,600. Race teams are full. Working with Bicycle Lafayette to add a biking component and Wildcat Guardians to add a float.

vi) Paint the Rain 2014 (Paint the Rain School Competition) – Plan to provide 40 rain barrels, stands and diverters to classrooms (1- per age category). Barrels due to WREC on April 25 and will be judged science-fair style on May 7 on the steps of the Depot.

vii) Nina Mason Pulliam – The Nature Conservancy (TNC) Project – Allocated $18,000 in cover crop funding for Deer Creek. Assisting TNC with the Big Pine Creek management plan. Facilitated three steering committee meetins to date for Big Pine Creek. Public meeting occurred following ice/snow storm so attendance was low. Committee will determine if we need to hold another meeting.

f) Agency Accounting System Reorganization Update – Adjusting 2012 and 2013 accounts to reflect initiation of accrual based accounting in lieu of the modified cost basis for 2013. WREC bookkeeper has put together a list of controls recommended by Huth Thompson. Stan provided a copy of the Recommendations to Improve Internal Control and reported on the process of implementation. The document will be updated as a formal policy to be adopted in the future.

6) Board/Corporation Old Business – Golf Course Re-Use Study – the Statement of Qualifications review committee will select top 2 firms to interview.

7) New Business –

a) 2014 General Operations Budget – Stan submitted the general operations budget to the board and provided an overview of the proposed 2014 budget ($178,627.87). The board members reviewed and discussed the proposed 2014 budget. The following breakdown was submitted pursuant to the full budget which is on file at the office of the corporation:

Expenses: $100,407.14
Supplies: $7,251.00
Contractural Services: $68,669.73
Capital Equipment and Improvements: $2,300
Total: $178.627.87

Upon Motion made by John Dennis and duly seconded by Tom Murtaugh, it was unanimously:
RESOLVED: That the proposed 2014 General Operations Budget was approved.

b) It was noted that the board has two open positions currently: one from the Board of Lafayette Parks and Recreation and the other from the West Lafayette Board of Parks and Recreation.

8) The next Regular Full Board meeting is scheduled for March 27, 2014 at 8:30 A.M. in the Tippecanoe County Office Building.

There being no further business to come before the Board, the meeting was adjourned at 9:38 a.m.

John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for February 19, 2014 Executive Committee Meeting
Tippecanoe County Office Building
9:30 a.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Collier, Secretary; John Gambs, member; Andy Gutwein, member
Others Present: Stan Lambert, Executive Director; Sara Peel, Watershed Coordinator; Sandy Pence, Bookkeeper; Dave Luhman, legal counsel
Absent: John Dennis

The Executive Committee Meeting was called to order by board president, Mayor Tony Roswarski, at 9:31 a.m.

1. **Committee Reports–**
    a. Finance Committee: Fiscal Report - Stan did not present hardcopies of the fiscal report as they are in the process of switching to an accrual based accounting system, per recommendations from the audit. The conversion should be done this afternoon. An updated budget sheet should be presented to the board at the March board meeting. They are currently working on checks and balances for the online utility bills. Controls need to be developed.
    b. Innkeepers' Tax Revenue Report – End of January balance for WREC's portion of the Innkeepers' Tax revenue was $221,651.99.

2. **Executive Director's Report**
    a. River Road Scenic Byway Management Plan Development Project – Stan has received the final plan document from consultants - SKA. One final review will be done before sending it to the Board and the Scenic Byway Committee.
    b. One South Street Environmental Cleanup Project -OCRA Grant – WREC is still working through the relocation of the Norfolk and Southern electrical service. No response from Duke's staff person researching the service agreement history. Review of property records shows no record of an easement or agreement for the service to be located on the property. Stan will continue to try to engage Duke Energy on this matter.

        Upon a motion made by John Gambs and duly seconded by Andy Gutwein it was unanimously:

        RESOLVED: to have legal counsel write a letter to Norfolk and Southern railroad, KB&S Railroad and Duke Energy indicating the need for them to relocate the power pole by March 15, 2014.
    c. Watershed Program Update – WREC has received $475,000 for the Cost Share Program to be spent equally over the next two years between urban and rural areas. WREC has received written requests for projects totaling $775,000. With the number of requests significantly exceeding the available funding it is difficult to continue to promote the program. Stan would like direction from the Board regarding the possibility of initiating a fund raising program that would provide supplemental funds for projects. Potential donors to the fund could be local, national class businesses and industries. Following considerable discussion by the Executive Committee and

Upon a motion made by John Gambs and duly seconded by Tom Murtaugh it was unanimously:
RESOLVED: to encourage the urban cost share committee to lower the cost share to 50% or less.

d. Agency Accounting System Reorganization Update – WREC staff is currently focused on wrapping up 2013 fiscal records to determine WREC's audit type. This should be finished by the end of the week. The next priority will be to revise the Chart of Accounts and Class structure for organizing the income and tracking expenses so that more concise and accurate reports can be generated on a regular basis. The new bookkeeper is currently working extra hours to get this done.
e. Golf Course Re-Use Study – Stan is developing interview questions and process so that WREC can conduct interviews. The goal is to select the consultant in April.
f. Land Acquisition – River Valley property – Stan will finalize inclusion of the road ROW and the west side easement or fee simple property acquisition to provide space for a potential trail development.
g. WREC Development Planning – Stan would like to ask NCHS to allow WREC to bring members of the Executive Committee to the May 1, NCHS meeting to inform their Board of the status of the long term planning by local government and WREC.
h. WREC Office Relocation – It is anticipated that WREC can begin to move to its new location in the lower level of the Big Four Depot sometime after late March.

3. **Old Business –**
   a. Change regular meeting time for Executive Committee – A conflict with the current time for Executive Committee meetings has arisen by one of its members. The Executive Committee agreed to reschedule its meetings from the third Wednesday of alternate months to the fourth Wednesday of alternate months at 9:30 a.m.

4. New Business – no new business

5. There being no further business to come before the Executive Committee and
   Upon a motion made it was unanimously:
   RESOLVED: to adjourn the meeting at 10:26 a.m.

Respectfully submitted,

John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for April 23, 2014 Executive Committee Meeting
Tippecanoe County Office Building
9:30 a.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Dennis, Treasurer
Andy Gutwein, Member; John Gambs, Member; Dave Luhman, Attorney

Others Present: Executive Director, Stan Lambert, Meg Storrow/John Kinsella - SKA
Not Present: John Collier, Secretary

The Executive Committee Meeting was called to order by board president, Mayor Tony Roswarski, at 9:30 a.m.

River Road State Scenic Byway Management Plan – Final Report Presentation by SKA
Meg Storrow and John Kinsella gave a final presentation of the River Road Scenic Byway management Plan report. The report will be available digitally on WREC's web site after the Full WREC Board approves the report at the regular May Board meeting. The committee was pleased with the report and felt it will be an excellent tool for the multi-jurisdictions to use in managing the byway. Issues covering Byway safety/ traffic flow and control, maintenance, tourism, signage, and creating a unified byway corridor were discussed in relation to the continuing changing status of the road and intersecting roads such as US 231, and 52, and SRs 26 and 43, Purdue's master plan and traffic planning, and the State St. corridor plan that is under way.

After the presentation and discussion were completed the remaining time of the meeting was allocated towards the regular meeting agenda. The Board requested the Executive Director prioritize the remaining agenda items and present the priority items first. The minutes will reflect that items presented do not follow the order of items presented on the agenda.

The Executive Director gave his report as follows:

TCHA has requested a letter of support and a $1,000 funding commitment from WREC for their HT/BNT Grant Applications to acquire land around the Historic Fort Quiatenon site west of Ft. Ouiatenon Park. The Executive Committee did not authorize the Executive Director to send a support letter or funds in support of the TCHA request.

One South St. Update:

- Flood Plain impact on original Env. Remediation Plan and Loading Dock Area
  (Loading Dock is out of the OCRA Grant Project Area)

The Executive Director presented an update detailing recent IDEM recommendations stemming from their onsite project visit. IDEM strongly recommended that WREC take under consideration the option to commit to a re-use plan for the western portion of the project site as being for recreational use only. IDEM's project manager stated this would reduce the remediation work needed to be done significantly as the site's contamination levels were below the recreational use threshold. IDEM also informed us

that any area found to be within the flood plain would by statute be designated as recreational use only, and recommended that the site be surveyed to field mark the elevations to determine the actual flood plain area on the site. WREC had the elevations surveyed in and field marked, and from this work it was determined that the flood plain was significantly larger than depicted on county GIS mapping. WREC and IWM staff met with Area Plan Commission Flood Plain Management staff and City of Lafayette Engineering department staff to determine City/APC code requirements. The remediation plan is being changed to reflect the onsite actual elevations which will result in a significant reduction in remediation work being done on the western portion of the site. IDEM and IWM also recommend having a full survey done for the site so that the flood plain and site elevations conditions for the existing site conditions prior to any site work being done would be recorded officially in a report and on mapping. **The Executive Director requested authority to have a full site survey done for the project property. John Gambs made a motion to authorize the executive Director to have a full site survey don for the project property. Tom Murtaugh seconded the motion. The Executive Committee passed the motion unanimously.**

The Executive Director updated the Board on the Loading Dock demolition project. Fill under the dock has been tested for the purpose of being able to use it as clean fill on the adjacent One South Street project. Test results have come back showing contamination eliminating the material for use on the One South St. site. IWM and IDEM have requested authority to conduct additional testing to determine how the material may be- spread on site, mounded into a berm on site, or hauled off either to a hazard materials certified land fill, or noncertified land fill. **The Executive Director presented a quote from IWM for conducting additional testing on the dock fill material at a total cost of $11,900.00. The Executive Director requested authority to approve the proposal to have IWM conduct the dock fill testing work as detailed in the IWM proposal. John Gambs made a motion to authorize the Executive Director to approve the proposal from IWM to conduct additional testing on the loading dock fill. Tom Murtaugh seconded the motion and it was passed unanimously by the Executive Committee.**

The Executive Director updated the Board on related conditions on the former Box Board Paper Mill Site. He stated investigation of the environmental conditions of the site found that an existing IDEM Letter of No further Action was not for the entire site, but cleared only a specific portion of the site where Underground storage tanks had been removed. Flood Plain conditions are similar to those that exist on the adjacent One South Street site and consequently prior to additional planning and design work being done, additional survey work should be done. **Based on this information he made the following requests to the Executive Committee to authorize him:**

1. To obtain quotes to have a full site survey done for the 40 Chestnut St. site (former Box Board Paper Mill site) to document site conditions including elevations and the location of the flood plain on the site.

2. To obtain quotes to have environmental assessment work completed on the 40 Chestnut St. site (former Box Board Paper Mill site) to determine the presence and extent of (if any) of environmental contamination on the site.

John Gambs made a motion to obtain quotes to have a full site survey done for the 40 Chestnut Street site. Tom Murtaugh seconded the motion, and was passed unanimously by the Executive Committee.

John Gambs made a motion to authorize the Executive Director to obtain quotes for conducting environmental assessment work on 40 Chestnut Street for the purpose of

determining if there is the presence of contamination on the site. Tom Murtaugh seconded the motion, and it was passed unanimously by the Executive Committee.

The Executive Director presented a request from a citizen to rent warehouse space in WREC's North 9th Street property in the south building. The Executive Director put together a rent schedule based on the existing north building rent schedule. The Executive Committee discussed the proposed rent schedule and determined that it was reasonable to assess a higher rent per SF in order to enable WREC to cover existing property taxes charged for WREC properties. The Executive Committee directed the Executive Director to work with member Andy Gutwein to determine a fair rent schedule that meets WREC's fiscal needs to respond to the request.

The remainder of the Agenda was tabled for discussion at a future meeting.

Meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Stanton Lambert

Stanton Lambert, Executive Director

MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS

May 22, 2014
8:30 am
Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 22nd day of May at 8:30 a.m. upon the call of Vice President, Tom Murtaugh.

Board Members Present were: Jim Andrew, John Collier, Andy Gutwein, Claudine Laufman, Tom Murtaugh, Joe Payne for John Dennis, Ken Sandel,

Not Present: John Dennis, Pat Flannelly, John Gambs, Tony Roswarski

Others Present were: Stan Lambert, David Luhman, Allen Nail, Sara Peel, Liz Solberg, Talia Tittlefitz, Jo Wade

1) Call to Order at 8:32 a.m.

2) Approval of Minutes
   Secretary John Collier reminded board members that due to cancellation of both the September 2013 and March 2014 Regular Board meetings there were several sets of minutes to approve.
   Upon Motion made by Ken Sandel and duly seconded by Joe Payne, it was unanimously:
   RESOLVED: That minutes from the following meetings were approved:
   July 25, 2013 Regular Board Meeting
   August 22, 2013 Executive Committee Meeting
   October 15, 2013 Executive Committee Meeting
   November 21, 2013 Regular Meeting (REVISED)
   January 23, 2014 Regular Board Meeting
   January 23, 2014 Special Executive Committee Meeting
   February 19, 2014 Executive Committee Meeting
   April 23, 2014 Executive Committee Meeting

3) Committee Reports
   a) Stan reviewed the Income Statement and Balance Sheet with the board members. The format of the financial documents is new based on the accrual based accounting system WREC is switching to in order to meet audit requirements. Board members asked a handful of questions and requested that additional detail be provided on some of the larger expense line items like Building and Property Maintenance.
      Upon Motion made by Andy Gutwein and duly seconded by Jim Andrew, it was unanimously:
      RESOLVED: that the Financial Report with questions and additional information noted was approved.
   b) Innkeepers' Tax Revenue Report
      i) Balance as of April 30, 2013 for WREC's portion is $58,672.31

4) Executive Director's Report
   a) River Road Scenic Byway Management Plan – The final report was received and a final presentation was provided at the April Executive Committee meeting.

b) WRDA Bill in Conference Committee Status – Congressman Rokita's office provided an update that the bill has been approved in conference and was scheduled to be brought to the full house for a vote on May 20. To date, Stan has not heard the outcome of the vote, but the conference approved version was very favorable toward WREC.

c) Golf Course Re-Use Study and North Rach CMP Update Project – the two finalist firms (MKSK and REA) were interviewed on April 30. The consultant selection committee selected REA as the firm with whom WREC should begin negotiations for the project. The committee will be meeting with REA on June 5, to confirm the scope so that REA can prepare a proposal and fee.

Upon Motion made and seconded it was unanimously:
RESOLVED: to give the WREC Executive Committee the authority to negotatiate and approve a contract with REA.

d) Audit for Fiscal Year 2013 – The audit process for FY 2013 will begin upon approval of Huth Thompson's proposal for preparing the audit (see New Business). Sandy Pence, WREC's bookkeeper, has finalized 2013 books and completed the transformation fo the records into the accrural based system. It was confirmed through this process that WREC would not need to have the Federal Government Single audit completed for FY 2013 as federal funding did not exceed the $500,000 threshhold. However, it is anticipated that this audit will be required in 2014 due to the OCRA grant and watershed grants WREC is receiving in 2014.

e) One South Street –
   i) Norfolk Southern electrical service relocation update. Duke Energy is waiting for the easement documents for the new location of the underground service conduit for Norfolk Southern. The schedule for this work to be done may necessitate WREC to request an extension to the OCRA grant. WREC will monitor the progress and determine if an extension request is necessary and act accordingly if it appears that an extension is required.
   ii) Environmental Remediation Plan Update – Stan reviewed the status of the remediation plan and clarified that after consultation with IDEM and the City of Lafayette that the project should be guided by the elevations determined on the site survey rather than from existing flood plain maps when determining the location of the flood plain on site. As the flood plain is larger than what was shown on the original maps the amount of land thought to be buildable on the site will be reduced. The board opted to assume that the land that is outside of the flood plain will have the potential for residential use in the future, so work should proceed with that assumption.
   iii) Loading Dock Demolition Project – This work is not part of the OCRA grant but work is being done in tandem with it. The flood plain issue pertains to this project, as well. The fill material under the loading dock was originally intended to be used as clean fill material on the One South Street site, but that is not possible as the fill material under the dock was determined to be contaminated by IDEM. WREC's consultant, IWM, is currently working with IDEM to determine WREC's options for handling the material.

f) Paper Mill Site – Due to site conditions on the One South Steet and its proximity to the Paper Mill site a site survey and an environmental assessment should likely be done to assist WREC in its future planning for the site. Stan will obtain quotes for a site survey. Also, IWM investigated the letter of No Further Action Required from IDEM that exists for the site, but learned that the letter only covered a specific area on the site on which underground storage tanks had been found, removed and the site remediated. Stan is obtaining quotes to have Phase I and possibly Phase II environmental assessment work done so that WREC will have a clear understanding of the site conditions. The board will consider these quotes at a future meeting.

g) North 9th Street property – Two small, local businesses recently displaced from a site near downtown Lafayette due to a new development have requested to rent approximately 2,700 square feet of WREC property at 1704 N. 9th Street (blue buildings). The Executive Committee stipulated that rent should be sought that is consistent with similar structures in the

community. A rent of $3.50/square foot was deemed to be appropriate. This rental income would help WREC cover some of its expenses for its existing properties. Leasing this space could bring in $9,450 per year which would defray most of WREC's approximately $11,000 annual tax bill for its properties.

Upon Motion made by Jim Andrew and seconded by Andy Gutwein it was unanimously:
RESOLVED: to authorize Stan Lambert to execute leases for as much space as possible at $3.50/square foot.

h) NCHS Board Presentation – Stan Lambert, the board president, vice president and treasurer met with the NCHS Board to give an update on the project. NCHS seemed pleased with the progress being made and the utilization of their grants toward the project.

i) Land Acquisition – WREC is still working to acquire properties from willing land owners. Stan will submit a request to NCHS once he has identified a set project scope of acquisitions.

i) North River Road Property Re-Sale / Survey Project – The Board needs to determine the strategy for addressing the properties that WREC owns along River Road. Following discussion, it was decided that Stan should initiate a field trip to see the properties so that Board members will have a better understanding of the conditions so that determinations can be made regarding future status. Consider scheduling the field trip around the date of the June Executive Committee meeting.

j) Watershed Program Update –

i) Region of the Great Bend – Allocated all of previous project funds ($603,495) and a waiting list exists for an additional $540,000 in requests. Promotion of the program continues and new applications for agricultural and urban funding to allocate $427,907 in implementation funding received from IDEM are still being accepted. Funds must be used by December 2016 and 60% must be allocated to the Little Wea and Elliot Ditch watersheds. Funding is available now with agricultural applications due 6/30/14 and urban applications due 2/14/15. Funded 13 urban projects in 2014. Working with Master Gardeners to create a rain garden certification program and will use them to design two rain garden projects to be installed by community volunteers. Social indicator surveys will be sent to urban landowners in July and agricultural producuers in September, which will track the effectiveness of our education and outreach programs.

ii) Clear-Blue Green (CBG) Business Certification – Concerns about finding a path for collaboration among the partners associated with CBG were discussed.

Upon Motion made by Claudine Laufman and seconded by Ken Sandel it was unanimously:
RESOLVED: to remove WREC from the partnership with GLC on the Clear Bule Green Business Certification program.

The committee will hand over all materials and records to GLC and work with GLC to complete the transition. WREC will continue to promote the program on its website

iii) Riverfest – Sponsorship commitments total $14,850 to date. Expanded race schedule from 7 – 8 races and have one race slot open. Will finalize schedule by end of the month. Bicycle Lafayette and other entities to add more land activities this year.

iv) Paint the Rain 2014 (Paint the Rain School Competition) – Hosted 30 Paint the Rain for the School Competition painted rain barrels on May 7, at Riehle Plaza. Received positive feedback from participating teachers and students.

v) Deer Creek-Sugar Creek Watershed Project – The Watershed Master Plan was completed and submitted to IDEM by the mid-February deadline. Received 150 comments from both IDEM and EPA. Working on addressing comments and plan to have them finished and approved by June. Distribution of $150,000 of the 319 grant funding will start this summer. The steering committee is working to develop the cost-share program that should be approved and ready to go by the time the Watershed Master Plan gets approval. In June, WREC will submit a Notice of Intent to IDEM to apply for the next round of 319 funding. Preparation of outreach and education porgam for this summer and fall is underway.

vi) Nina Mason Pulliam – The Nature Conservancy (TNC) Project – Allocated $18,000 in cover crop funding for Deer Creek. Assisting TNC with the Big Pine Creek management plan which is intended to be in draft form by June for IDEM review. CTIC, NICHES, TNC and WREC are working to identify future funding options including a second year of NMP funding for education and implementation and an IDEM 319 grant for implementation.

vii) Other – Hosting Backyard Conversation workshop on May 27, with focus on bringing conservation home and will include native plants, composting, the WREC cost-share program and a demo rain barrel installation. Also, hosting a two-stage ditch and bioreactor workshop with Purdue and Tippecanoe County SWCD on June 17 at Purdue's Throckmorton Farm.

k) Presentations – Stan has made five presentations since January and another is scheduled in May for the Americus Community Coalition. The May presentation initiated a short discussion where the board reiterated its previous stand that WREC should not release an official opinion at this time. Prior to this discussion, board member, Andy Gutwein, disclosed that he represented the potential developer and recused himself from the discussion.

5) Board/Corporation Old Business –

a) River Road Scenic Byway Management Plan - The Final Report received its final review and is now done.

Upon Motion made by Andy Gutwein and duly seconded by Jim Andrew, it was unanimously:

RESOLVED: to accept the Final Report of the River Road Scenic Byway Management Plan.

b) TCHA Request for Letter of Support – The Executive Committee chose not to participate in a potential TCHS project that would have required a letter of support and $1,000 in funding commitment for a grant application to acquire land near the historic Fort Ouiatenon site west of the existing Fort Ouiatenon.

6) .New Business –

Consideration and Approval of a Fiscal Year 2013 Audit – The proposal by Huth Thompson to prepare the Fiscal Year 2013 Audit for a not-to-exceed cost of $10,000 was discussed.

Upon Motion made by Andy Gutwein and duly seconded by Joe Payne, it was unanimously:

RESOLVED: to approve the contract with Huth Thompson to prepare the Fiscal Year 2013 Audit for a not-to-exceed cost of $10,000.

7) The next Regular Full Board meeting is scheduled for July, 2014 at 8:30 A.M. in the Tippecanoe County Office Building. There being no further business to come before the Board and

Upon Motion made by Andy Gutwein and duly seconded by Claudine Laufman, it was unanimously:

RESOLVED: to adjourn the meeting at 9:44 a.m.

John D. Collier, Secretary

Wabash River Enhancement Corp.
Income Statement
April 2014

	Apr 14
Ordinary Income/Expense	
Income	
Donated Services	850.00
Grants - Nonprofit	1,008.88
Innkeeper's Tax	16,113.93
Interest Income	47.58
Real Estate Rental	1,100.00
Event & Program Income	1,250.00
Total Income	20,370.39
Expense	
Awards - Non-Corp Nontaxable	720.00
Director Salary	5,416.66
Salaries & Wages	11,041.14
Employee Benefits	1,227.71
Payroll Taxes	1,271.78
Payroll Processing Fees	115.00
Accounting Fees	1,928.00
Legal Fees	536.50
Other Professional Fees	7,980.00
Office Expenses	606.06
Information Technology	748.80
Supplies	1,701.23
Telephone & Internet	208.11
Postage & Shipping	11.20
Subscriptions, Books & Reference	12.00
Rent	750.00
Utilities	442.88
Real Estate Taxes	-393.55
Building & Property Maintenance	15,501.27
Depreciation - Buildings	1,908.08
Depreciation - Furniture, Fixtures & Equipment	443.64
Travel	1,780.88
Conferences, Meetings & Conventions	565.00
Insurance	801.91
Total Expense	55,324.30
Net Ordinary Income	-34,953.91
Net Income	**-34,953.91**

Wabash River Enhancement Corp.
Balance Sheet
As of April 30, 2014

	Apr 30, 14
ASSETS	
Current Assets	
Checking/Savings	
LSB Checking	376,509.04
Petty Cash	0.57
LSB Certificate of Deposit	119,397.62
Cash Held at Tippecanoe Co.	16,113.93
Total Checking/Savings	512,021.16
Accounts Receivable	
Accounts Receivable	5,008.88
Grants Receivable	10,165.00
Total Accounts Receivable	15,173.88
Other Current Assets	
Undeposited Funds	500.00
Prepaid Expenses	1,853.59
Total Other Current Assets	2,353.59
Total Current Assets	529,548.63
Fixed Assets	
Land	1,803,977.12
Buildings	892,976.35
Accum Depr - Buildings	-35,700.26
Furniture, Fixtures & Equip	39,979.65
Accum Depr - Furn, Fixtures & Equipment	-25,452.17
Total Fixed Assets	2,675,780.69
TOTAL ASSETS	**3,205,329.32**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	34,788.09
Total Accounts Payable	34,788.09
Total Current Liabilities	34,788.09
Total Liabilities	34,788.09
Equity	
Unrestricted Net Assets/Retained Earnings	3,161,042.32
Use Restricted Net Assets	30,000.00
Net Income	-20,501.09
Total Equity	3,170,541.23
TOTAL LIABILITIES & EQUITY	**3,205,329.32**

Wabash River Enhancement Corporation
Minutes for June 25, 2014 Executive Committee Meeting
Tippecanoe County Office Building
9:30 a.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President, John Dennis, Treasurer; John Collier, Secretary; Andy Gutwein, Member; John Gambs, Member

Others Present: Stan Lambert, Executive Director, Dave Luhman, Attorney

The Executive Committee meeting was called to order by Board president, Tony Roswarski at 9:30 a.m.

1. Committee Reports –
    a. Fiscal Report – Stan shared and reviewed the Income Statement and the Balance Sheet with the Executive Committee.

        Upon motion made and duly seconded the fiscal report was unanimously:
        RESOLVED: to approve the fiscal report.
    b. Innkeepers' Tax Revenue Report – $16,671.06 was deposited into WREC's account in the month of April.

2. Executive Director's Report –
    a. Golf Course Re-Use Study and North Reach Corridor Master Plan Update Project – REA is finalizing their proposal for the study.
    b. One South Street Update – Work continues on the site. OCRA approved an extension to the project completion to October 2014 due to the project delay associated with the relocation of an electric line and transformer for the railroad.
    c. Loading Dock Site Update – an interim soil cap is being installed on this site until additional planning work of the entire mill site and One South Street sites can be done. WREC will pay for the hauling and spreading of the material.
    d. One South Street and Loading Dock Additional Work Request – Stan requested approval to obtain additional topsoil outside of the flood plain and no-build zone to improve conditions for the site to support grass. This work would be coordinated with the top soil cap on the loading dock structure. Stan will continue to explore how to get this work done.
    e. Paper Mill Site Update – Stan has received three quotes for conducting Phase I and II environmental assessments and two quotes for completing a full survey of the mill site. He will bring his recommendations to the board after he has reviewed them.
    f. Land Acquisition Planning - Stan is preparing a grant request for NCHS to acquire five additional properties from willing sellers. Properties include: 34 Sycamore St, 2010 and 2140 N. River Rd., 1620 Canal Rd., and 2000 N. 9th St. Appraisals have been ordered for each of the properties listed above.
    g. Presentations – From May to this meeting date, Stan gave two presentations.

3. New Business –
    a. Transfer of Funds - Stan requested hat funds be transferred from WREC's checking account with an interest rate of .15% to WREC's CD with an interest rate of .3%.

        Upon motion made by John Gambs and duly seconded by John Dennis it was unanimously:

RESOLVED: to approve the transfer of $200,000 from WREC's checking account to its CD.

b. Application for State Gaming License – To accommodate the potential for a raffle for fundraising purposes in the future, Stan requested approval to initiate the application process with the State which requires signatures of both the Board president and secretary.

Upon motion made by John Gambs and duly seconded by Andy Gutwein it was unanimously:
RESOLVED: to authorize the Board president and secretary to sign the application for a State Gaming License.

4. Property Tour – Per a request from the Board at its May meeting, Stan arranged a field trip to visit properties purchased or in the process of being purchased by WREC. At this point, the Executive Committee, except for John Dennis, boarded a van for the tour of properties. The tour was limited to those properties along N. River Rd. Along the tour, there was discussion about which structures should be preserved and which should be demolished. The recommendation was that the structures at 1552, 2560, 2580, 2630, 2650 and 2700 should be demolished, while the properties at 2160 and 3000 N. River Rd. should be sold as is. At this point, the Executive Committee felt that WREC should hold on to the house and property at 3232 N. River Rd. There was also discussion about the width of the right-of-way along the corridor on the properties WREC owns.

Upon motion made by John Gambs and duly seconded by Andy Gutwein it was unanimously:
RESOLVED: to establish the west border of the River Road right-of-way as a line extending seventy (70) feet west of and parallel to the centerline of River Rd.

5. Adjournment – There being no further business to come before the Executive Committee the meeting was adjourned.

Respectfully Submitted,

John D. Collier, Secretary

Wabash River Enhancement Corp.
Income Statement
May 2014

	May 14
Ordinary Income/Expense	
Income	
Individual/Small Business Contributions	100.00
Donated Services	850.00
Grants - Local Government	33,983.03
Grants - Nonprofit	5,525.50
Innkeeper's Tax	16,311.23
Contract - Federal Grants	69,052.04
Program Service Fees	40.00
Interest Income	47.14
Real Estate Rental	1,100.00
Event & Program Income	250.00
Total Income	127,258.94
Expense	
Awards - Corporate	11,287.50
Director Salary	5,416.66
Salaries & Wages	11,151.14
Employee Benefits	1,227.71
Payroll Taxes	1,280.18
Payroll Processing Fees	115.00
Accounting Fees	1,500.00
Legal Fees	518.00
Other Professional Fees	53,105.35
Advertising & Promotion	945.00
Office Expenses	465.40
Information Technology	-360.00
Supplies	14,984.70
Telephone & Internet	268.10
Postage & Shipping	6.73
Printing & Copying	433.45
Subscriptions, Books & Reference	12.00
Rent	750.00
Utilities	309.85
Real Estate Taxes	12,324.16
Depreciation - Buildings	1,908.08
Depreciation - Furniture, Fixtures & Equipment	443.64
Travel	1,349.15
Conferences, Meetings & Conventions	133.25
Insurance	611.91
Staff Development	149.00
Total Expense	120,335.96
Net Ordinary Income	6,922.98
Net Income	**6,922.98**

Wabash River Enhancement Corp.
Balance Sheet
As of May 31, 2014

	May 31, 14
ASSETS	
Current Assets	
Checking/Savings	
LSB Checking	354,562.24
Petty Cash	0.57
LSB Certificate of Deposit	119,397.62
Total Checking/Savings	473,960.43
Accounts Receivable	
Accounts Receivable	23,686.73
Grants Receivable	95,425.07
Total Accounts Receivable	119,111.80
Other Current Assets	
Prepaid Expenses	1,241.68
Total Other Current Assets	1,241.68
Total Current Assets	594,313.91
Fixed Assets	
Land	1,803,977.12
Buildings	892,976.35
Accum Depr - Buildings	-37,608.34
Furniture, Fixtures & Equip	39,536.01
Accum Depr - Furn, Fixtures & Equipment	-25,452.17
Total Fixed Assets	2,673,428.97
TOTAL ASSETS	**3,267,742.88**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	91,388.67
Total Accounts Payable	91,388.67
Total Current Liabilities	91,388.67
Total Liabilities	91,388.67
Equity	
Unrestricted Net Assets/Retained Earnings	3,181,254.42
Use Restricted Net Assets	30,000.00
Net Income	-34,900.21
Total Equity	3,176,354.21
TOTAL LIABILITIES & EQUITY	**3,267,742.88**

MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS

July 24, 2014
8:30 am
Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 24th day of July at 8:30 a.m. upon the call of Vice President, Tom Murtaugh.

Board Members Present were: Jim Andrew, John Collier, John Dennis, John Gambs, Tom Murtaugh, Joe Payne for Pat Flannelly, Ken Sandel,

Not Present: Tony Roswarski

Others Present were: Stan Lambert, David Luhman, Sara Peel, Patty Jischke, Liz Solberg, Corinna Than

1) Call to Order at 8:35 a.m.

2) Approval of Minutes
   Upon Motion made by John Dennis and duly seconded by Jim Andrew, it was unanimously:
   RESOLVED: That minutes from the following meetings were approved:
   May 22, 2014 Regular Board Meeting
   June 25, 2014 Executive Committee Meeting

3) Committee Reports
   a) Stan reviewed the June Income Statement and Balance Sheet with the board members.
      Upon Motion made by Jim Andrew and duly seconded by John Dennis, it was unanimously:
      RESOLVED: that the Financial Report was approved.
   b) Innkeepers' Tax Revenue Report
      i) WREC's June monthly allocation is $22,631.64.

4) Executive Director's Report
   a) Golf Course Re-Use Study and North Reach CMP Update Project – Rundell Ernstberger Associates (REA) has submitted their proposal for the Board to review. Stan provided copies to Board memebers. The initial fee is higher than desired so Stan and the committee will discuss with REA, revisit the proposal to look for opportunities to reduce the fee and come back to the board with a refined scope and fee.
   b) One South Street –
      i) Environmental Remediation Plan Update – The environmental remediation work component is completed. Monitoring wells are still to be installed following the remaining demolition work, fill placement and final grading. Duke's contractor is scheduled to be on site the week of July 28 to remove the poles, line and transformer from WREC property and relocate it off of WREC property. Upon completion of that work, Denney Excavating will finish the demolition work. IWM wil then install monitoring wells. An extension of the OCRA grant until the end of October, 2014was approved by OCRA.
      ii) Loading Dock Demolition Project – A two-foot soil cap is being placed on the loading dock structure site as an interim measure until additional planning can be done that would

consider the entire mill site and One South Street area. As soil is being obtained from the Earl Avenue project, WREC will only pay for the spreading of the material which will result in project savings of approximately $30,000 – 45,000.

c) Paper Mill Site –Stan has obtained quotes to have Phase I and Phase II environmental assessment work done so that WREC will have a clear understanding of the site conditions. Phase I and II information along with a site survey are needed to identify what clean up issues are present and what clean up strategeis may be used to aid in preliminary planning for the entire area.

d) Land Acquisition Planning – A grant request has been submitted to NCHS to acquire six properties from willing land owners on N. River Rd. Appraisals have been received for all but one of the properties. In addition, WREC received funding approval to purchase two other properties on N. River Rd.

e) Watershed Program Sustainability – Sara Peel and Stan Lambert shared status of existing watershed programs and opened up discussion with Board regarding long-term sustainability of the watershed programs, separate from the IDEM grants. WREC is working in ten Counties with their respective Soil and Water Conservation District (SWCD) staffs, but SWCD are only County specific. Currently, the Watershed Programs are funded 100% through grants from IDEM, but IDEM usually only funds through three grant cycles and WREC is currently submitting its third grant request. Consequently, a new funding strategy needs to be considered if the good work that the Watershed Programs is to continue for the long term. To sustain the programs, WREC would need approximately $200,000 annually for general operations of the programs. Stan recommended that the Board consider the formation of a committee to work with WREC staff to study options for addressing sustainable funding. The Board agreed.

f) Presentations – Stan has made two presentations in May and June and is scheduled to attend the Centennial Neighborhood/Clear River Church Neighborhood Planning Meeting in August.

5) New Business –

a) Transfer of funds from WREC checking account to WREC CD – Stan requested affirmation of the Executive Committee to approve the transfer of $200,000 from WREC's checking account to its CD to take advantage of the better interest rate. Checking account currently has a rate of .15% and the CD rate is at .3%. The monthly innkeepers allocation is deposited into the checking account each month so transfers may need to be done periodically as the checking account balance builds up.

Upon Motion made by John Dennis and duly seconded by John Gambs, it was unanimously:

RESOLVED: to give the Executive Committee the authority to approve the transfer of funds from WREC's checking account to its CD.

6) The next Regular Full Board meeting is scheduled for September 25, 2014 at 8:30 A.M. in the Tippecanoe County Office Building. There being no further business to come before the Board and

Upon Motion made by John Dennis and duly seconded by Joe Payne, it was unanimously:

RESOLVED: to adjourn the meeting at 9:25 a.m.

John D. Collier, Secretary

Wabash River Enhancement Corp.
Income Statement
June 2014

Accrual Basis

	Jun 14
Ordinary Income/Expense	
Income	
Individual/Small Business Contributions	1,146.80
Donated Services	850.00
Grants - Non-Government, Foundation or Trust	15,000.00
Grants - Local Government	4,138.05
Innkeeper's Tax	22,678.10
Contract - Federal Grants	236.35
Interest Income	148.23
Real Estate Rental	2,700.00
Event & Program Income	1,013.40
Total Income	47,910.93
Expense	
Awards - Non-Corp Taxable	1,149.00
Awards - Non-Corp Nontaxable	2,989.05
Director Salary	5,416.66
Salaries & Wages	9,811.00
Employee Benefits	1,227.71
Payroll Taxes	1,177.67
Payroll Processing Fees	123.00
Legal Fees	444.00
Other Professional Fees	2,585.00
Advertising & Promotion	430.00
Office Expenses	327.99
Supplies	8,687.29
Telephone & Internet	267.22
Subscriptions, Books & Reference	12.00
Rent	750.00
Utilities	128.15
Depreciation - Buildings	1,908.08
Depreciation - Furniture, Fixtures & Equipment	443.64
Travel	1,512.57
Insurance	529.41
Total Expense	39,919.44
Net Ordinary Income	7,991.49
Net Income	**7,991.49**

1:44 PM
07/22/14
Accrual Basis

Wabash River Enhancement Corp.
Balance Sheet
As of June 30, 2014

	Jun 30, 14
ASSETS	
Current Assets	
Checking/Savings	
LSB Checking	378,030.18
Petty Cash	0.57
LSB Certificate of Deposit	134,498.01
Total Checking/Savings	512,528.76
Accounts Receivable	
Accounts Receivable	25,123.10
Grants Receivable	63,160.29
Total Accounts Receivable	88,283.39
Other Current Assets	
Undeposited Funds	25.00
Prepaid Expenses	1,702.27
Total Other Current Assets	1,727.27
Total Current Assets	602,539.42
Fixed Assets	
Land	1,803,977.12
Buildings	892,976.35
Accum Depr - Buildings	-39,516.42
Furniture, Fixtures & Equip	39,092.37
Accum Depr - Furn, Fixtures & Equipment	-25,452.17
Total Fixed Assets	2,671,077.25
TOTAL ASSETS	**3,273,616.67**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	239,520.97
Total Accounts Payable	239,520.97
Total Current Liabilities	239,520.97
Total Liabilities	239,520.97
Equity	
Unrestricted Net Assets/Retained Earnings	3,181,254.42
Use Restricted Net Assets	30,000.00
Net Income	-177,158.72
Total Equity	3,034,095.70
TOTAL LIABILITIES & EQUITY	**3,273,616.67**

Wabash River Enhancement Corporation
Minutes for August 27, 2014 Executive Committee Meeting
Tippecanoe County Office Building
9:30 a.m.

Present: Tony Roswarski, President; John Dennis, Treasurer; John Collier, Secretary; Andy Gutwein, Member

Not Present: John Gambs, Member; Tom Murtaugh, Vice President

Others Present: Stan Lambert, Executive Director, Dave Luhman, Attorney; Sara Peel and Talia Tittelfitz, Watershed Coordinators

The Executive Committee meeting was called to order by Board president, Tony Roswarski at 9:36 a.m.

1. Committee Reports –
    a. Fiscal Report – Stan will send the fiscal report later as the auditors are currently in the office.
    b. Innkeepers' Tax Revenue Report – No report provided, but overall income has been good through the summer months.

2. Executive Director's Report –
    a. Golf Course Re-Use Study and North Reach Corridor Master Plan Update Project – Received proposal from REA. Stan presented the board's response to REA and he is working with REA to adjust the scope as necessary to reduce the fee.
    b. One South Street Update – Duke relocated the Norfolk Southern electrical service and it is switched and functioning. There is some work remaining including demolition of the north building, removing some concrete slabs and placing 3 inches of top soil over the site. A portion of the loading dock remains to be demolished and material needs to be placed for the fill cap. Question was asked about removal of scrub plants and general clearing on the site so Stan will verify if enough funds will be available to do so.
    c. Paper Mill Site Update – WREC is awaiting confirmation on the environmental assessment documents from NCHS at which point environmental management planning for the site can begin.
    d. Land Acquisition Planning – Stan shared a map showing a few options for the right-of-way alignment along N. River Road to assist the board in planning discussions. He discussed status of a handful of property acquisitions from willing sellers. Stan discussed property re-sale process for properties along River Rd. that WREC has purchased and inquired whether or not formal legal descriptions are necessary. Legal descriptions aren't required for WREC, but Stan was encouraged to discuss with Opal Kuhl before making a final decision. Stan shared a Notice To Bidders document that he prepared based on the County's form. The board felt that this form should be adequate.
    e. Watershed Program Update – Watershed Coordinators Sara Peel and Talia Tittelfitz reviewed the status of their respective programs with the board. Talia requested approval to submit an IDEM 319 Grant application for Deer Creek – Sugar Creek watershed implementation project on behalf of the Carroll County Soil and Watershed Conservation District. The total match is $519,480 (40%) and includes $171,632 in in-kind services, facilities and technical support. The project supports the coordination of programs and projects which educate, improve awareness and place conservation on the ground to directly and indirectly improve the water quality of our region.

Upon motion made by John Dennis and duly seconded by Andy Gutwein it was unanimously:

RESOLVED: to permit WREC to submit an IDEM 319 grant application for the Deer Creek – Sugar Creek Watershed Management Plan Implementation on behalf of Carroll County Soil and Water Conservation District.

Sara requested approval for WREC to engage as a contractor for The Nature Conservancy to assist with the development and implementation and documentation of conservation activities in the Deer Creek and Big Pine Creek Watersheds. WREC will work with the Benton County Soil and Water Conservation District and will be the holder of the cost share funds and will assist with the steering committee.

Upon motion made by John Dennis and duly seconded by Andy Gutwein it was unanimously:

RESOLVED: to provide approval for WREC to contract with The Nature Conservancy for the Big Pine Creek Watershed Management Plan.

Tony Roswarski suggested that WREC consider developing some kind of event that celebrates the watershed enhancements that have been done to date and are underway or in the planning stages as way to make the community aware of the many good things WREC has accomplished. Perhaps an annual meeting of some kind after Riverfest is a possibility.

f. Agency Sustainability – WREC staff has contacted River Network's Great Lakes Program Manager for resources available on how similar river-related agencies have addressed this issue. The staff will bring information forward to the board as it receives it.
g. Community Issue Management – Stan is developing a policy statement regarding how the WREC board and staff should address community issues related to the river. This will provide a consistent message and reduce unplanned reactions to requests for WREC's involvement in river-related community issues. The policy should be ready for the board's review at its September meeting.
h. Presentations /Meetings – Stan attended a joint meeting with the Clear River Church and Centennial Neighborhood Association on August 19, regarding the church's property acquisition in the neighborhood as it could impact the Corridor Master Plan as well. He also met with North River Road residents on July 24.
i. Miscellaneous items – Stan is waiting to hear back from Rose Hulman Institute regarding a potential senior engineering class project related to corridor trail projects. Also, Warren County Economic Development Director, Steve Eberly, contacted WREC about the possibility of initiating corridor enhancement planning in Warren County. A meeting is planned for some time in early September. Finally, Lafayette Savings Bank contacted Stan about an opportunity to share a presentation about WREC's corridor enhancement project with the bank's new leadership team at a date to be determined.

j. Old Business –Stan discussed the desire for WREC to initiate an application for a State Gaming License that will allow WREC to conduct multiple events which potentially fall under gaming regulations (raffle tickets, for example). Previously, the board approved a one-time only application request.

Upon motion made by John Dennis and duly seconded by Andy Gutwein it was unanimously:

RESOLVED: to authorize the Board president and secretary to sign the application for a State Gaming License.

3. New Business– See discussion items and approvals listed in the Watershed Program Update (item 2e) above. Also, Stan shared that an individual requested permission to hunt on the former Kerber property. The Executive Committee told Stan to reject the request. Stan also received a request from two graduate students for WREC to support a Science symposium. The Executive Committee stated that WREC staff has no time to assist and no funds to support the request.

4. Adjournment – There being no further business to come before the Executive Committee the meeting was adjourned at 10:53 a.m.

Respectfully Submitted,

John D. Collier, Secretary

MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS

September 25, 2014
8:30 am
Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 25th day of September at 8:30 a.m. upon the call of Treasurer, John Dennis.

Board Members Present were: Pennie Ainsworth for Pat Flannelly, Jim Andrew, John Collier, John Dennis, Claudine Laufman, Tom Murtaugh, Ken Sandel,

Not Present: John Gambs, Andy Gutwein, Tony Roswarski

Others Present were: Stan Lambert, David Luhman, Kristen Clason (intern), Sara Peel, Liz Solberg, Talia Tittelfitz

1) Call to Order at 8:33 a.m.

2) Approval of Minutes
   Upon Motion made by John Dennis and duly seconded by Jim Andrew, it was unanimously:
   RESOLVED: That minutes from the following meetings were approved:
   July24, 2014 Regular Board Meeting
   August 27, 2014 Executive Committee Meeting

3) Committee Reports
   a) Stan reviewed the June Income Statement and Balance Sheet with the board members.
      Upon Motion made by Jim Andrew and duly seconded by John Dennis, it was unanimously:
      RESOLVED: that the Financial Report was approved.
   b) Innkeepers' Tax Revenue Report
      i) WREC's August monthly allocation is $22,377.44.

4) Executive Director's Report
   a) Golf Course Re-Use Study and North Reach CMP Update Project – Stan informed Rundell Ernstberger Associates' (REA) of the Board's reaction to their initial proposal so REA revised the scope slightly and resubmitted their proposal for the Board's approval. The proposal retains the planning tasks that focus on green space, the bike/pedestrian bridge and trail system. It also retained a reduced scope for the economic development component. The revised proposal met the Board's $275,000 budget.
      Upon Motion made by Jim Andrew and duly seconded by John Collier, it was unanimously:
      RESOLVED: to accept the revised $275,000 proposal from Rundel Ernstberger Associates for the Golf Course Re-Use Study.
      WREC will also be working with students from Purdue's Organizational Leadership and Supervision program for this project. The scope of their involvement is yet to be determined.
   b) Rose Hulman Senior Engineering Project – US 52 to Davis Ferry Trail Design Project – WREC will be working with a senior capstone class of engineering students from Rose Hulman University to plan and design a section of the Wabash River Greenway. Their project

will start at US 52 and extend north along N. River Rd. to Tecumseh Park Trails County Park. From there, the project will follow the river across the Tippecanoe County Amphitheater Park and Indiana American Water property to connect to the existing trail at Davis Ferry County Park. The project might also include engineering and design for the US 52 Trail bridge ramps down to N. River Rd and McAllister Park/Wabash River Heritage Trail, two trail bridges and a Wabash River overlook. It will also connect with the Golf Course Re-Use Study project area. Allen Nail is providing guidance and oversight for the County portions of the project.

c) One South Street –
   i) All demolition, cleanup and environmental management work has been completed. Seeding and replacement of straw on the site is scheduled to be done in September. Soil samples were taken under the north building site after the concrete pad was removed and some remediation is necessary. There is a soil cap in place now and this will address the contamination that is present until further development is planned. Stan will ask Brad Gentry from IWM to present to the Board upon completion of work.
   ii) Loading Dock Demolition Project – A two-foot soil cap is being placed on the loading dock structure site as an interim measure until additional planning can be done that would consider the entire mill site and One South Street area. As soil is being obtained from the Earl Avenue project, WREC will only pay for the spreading of the material which will result in project savings of approximately $30,000 – 45,000.

d) Paper Mill Site the site work has been completed and seeding is all that remains. It will be done at the same time as the One South Street seeding.

e) Overall Mill Site Pre-development Work – WREC is still waitin gto receive the past environmental records from NCHS to determine how to proceed. Stan requested authorization to have a site survey done this fall when the foliage is off the trees to identify the actual flood plain elevations on the site. This work would only be done with prior approval from NCHS.

   Upon Motion made by Jim Andrew and duly seconded by Ken Sandel, it was unanimously:

   RESOLVED: to authorize Stan Lambert to proceed with hiring a land surveyor to prepare a site survey for the site for a not to exceed amont of $5,000.

f) Land Acquisition Planning – Stan provided an update on the status of nine properties WREC is interested in purchasing from willing land owners along River Road, Canal Road, N. 9th Street, and a couple of properties adjacent to Shamrock Park. WREC closed on one of the properties, is scheduled to close on another at the end of this month, is having an appraisal done on another and in various states of negotiation with the remaining property owners.
   i) North River Road Development Recommendation – Before WREC finalizes decisions involving rights-of-way and/or acquisition priorities, Stan recommends that WREC form a Board committee to study the corridor and develop some long term development plan that wold further guide WREC. Andy Gutwein and Tom Murtaugh agreed to serve on the committee. If anyone else from the Board is interested in serving, let Stan know.

g) Watershed Program Sustainability – Sara Peel introduced Kristen Clason, an intern who began working for WREC a year ago and who has been taking on more responsibility and autonomy on the implementation of the Watershed Management plans for all three watershed projects. She is a great asset to the team and so her hours have been increased to 30 hours per week. Sara, Talia and Stan are seeking a new title that better reflects her current responsibilities.
   i) Region of the Great Bend Project - Some highlights of of the $165,000 ag allocation in 2014 include: 3970 acreas of cover crop, 860 acres of nutrient management with manure and 1.75 acres of trees planting. Total funding for this watershed is $5.49 million, $895,620 of which was WREC's match. Social indicator surveys, which track effectiveness of WREC's education and outreach programs, were sent to urban landowners in July and will be sent to agricultural producers in September. Results will be available in November/December 2014. Rain barrel inventory was completed and a summary is being prepared with help from Purdue professor, Linda Prokopy, and two undergrad students.

Hosted 33 people as part of our Green Tour 2014. Toured residential properties to highlight what individuals can do at their homes. Hosted 133 volunteers (47% Purdue students) for the Wabash Sampling Blitz.

ii) Deer Creek –Sugar Creek Project – EPA and IDEM are still reviewing our watershed management plan and cost-share program. They do not agree on the criteria for approval so both documents are in limbo until they resolve their differences. There is $150,000 still available in cost-share funding to distribute to our critical areas between now and January 2016. Had hoped to begin distributing funding this summer, but will wait until cost-share program is approved. An application was submitted to IDEM for another 319 Grant that would extend from September 2015 to September 2019. The total project cost is nearly $1.3 million. We asked IDEM to fund $800,000 of that amount, $400,000 of which would go directly to farmers via the cost-share program to implement agricultural conservation practices which improve water quality. Application also includes funding for further collaboration with Purdue for water quality monitoring.

iii) Riverfest – Laying foundation for Riverfest 2015 with new marketing materials. The committee plans to provide free t-shirts to each land activity participant in an effort to be a bit more cohesive.

iv) WRECognition Banquet – Per the Executive Committee's request last month to identify ways to highlight and recognize WREC's accomplishments Talia presented a concept for recognition called "WRECognition Banquet." The concept is for WREC to host an annual banquet sometime in January or February to highlight the year's accomplishments and announce potential future projects. The goal is to find an appealing, centralized location for the event and feature food, give-aways/door prizes. The media would be invited. The event could include a fundraising element like a kick-off for a membership drive. Other ideas included a presentation to highlight projects and a photo competition where winners could be featured in a WREC produced calendar with WREC events highlighted.

v) Other items of interest – WREC will accept the Governor's Award for Environmental Excellence in the education category at an Oct. 2 event. WREC is being recognized for its work on the Region of the Great Bend of the Wabash River. Other news, WREC is working with Purdue students through an Engineering Projects in Community Service (EPICS) project to launch a water quality/watershed-based project series within their Environmental Improvements Initiative (EII) project area. Finally, WREC will be working with Howard County agricultural community, University of Notre Dame, The Nature Conservancy and others to submit an RCPP grant which will focus on saturating a subwatershed in the Deer Creek-Sugar Creek watershed with cover crops and two stage ditch. Notre Dame will monitor the impact of implementation here as well as in two other watersheds located in jasper and Kosciusko Counties. A letter of support is being sought.

Upon Motion made by Tom Murtaugh and duly seconded by John Collier, it was unanimously:

RESOLVED: to authorize WREC to write a letter of support for the RCPP grant.

vi) Nina Mason Pulliam – The Nature Conservancy (NMP – TNC) Project – Year two of the project is underway. WREC allocated $45,000 in crop cover funding in Big Pine Creek and assisted them in writing a 319 grant application for additional implementation dollars. WREC continues to attend and assit with their steering committee and will be launching educational efforts here and in Deer Creek using these funds.

h) Agency Sustainability Planning – This is a key issue that the Board must plan for in order for WREC to maintain its mission successfully. This should include the development and implementation of a sustainable organizational structure and funding plan that supports all agency operations and development projects as well as programs. Stan provided a "work in progress" overview document for the Board to read outside of the meeting in preparation for future discussions and planning on how to address WREC sustainability.

i) WREC Agency Personnel manual Update – This document is being finalized and will be shared with legal counsel and the Executive Committee for their review prior to coming to the full Board for its review and approval.

j) Presentations – Stan made two presentations; one in July and one in August and is scheduled to attend a meeting on the Downtown Placemaking Project, hosted by the city of Lafayette. He is also scheduled to attend the Warren county Economic Development and Quality of Life meeting as Warren County is interested in initiating corridor enhancement projects with WREC.

5) Old Business –

a) Officer Signature for State Gaming License Application – need signatures from president and secretary.

b) Rundell Ernstberger Associates Revised Golf Course Re-Use Study proposal – addressed under item 4. a)earlier in the minutes.

6) New Business –

a) Affirmation of Executive Committee approval to submit the second Deer Creek – Sugar Creek Watershed IDEM 319 Grant application.

Upon Motion made by Jim Andrew and duly seconded by John Dennis, it was unanimously: RESOLVED: to approve the second Deer Creek-Sugar Creek Watershed IDEM 319 Grant application for $1,299,170.

b) Affirmation of Executive Committee's approval for WREC to sign a contract with The Nature Conservancy (TNC) to continue work on the Big Pine Creek Watershed.

Upon Motion made by Jim Andrew and duly seconded by John Collier, it was unanimously: RESOLVED: to approve Stan Lambert to sign a contract with The Nature Conservancy on WREC's behalf to continue work on the Big Pine Creek Watershed project.

c) Community Issue Management – this topic will be discussed at a future meeting.

d) Open bids for Building Demolition and consider award – WREC solicited bids from several companies for the demolition of eight houses along River Road in West Lafayette and Sanford Street in Lafayette. It was decided that bids would be opened officially at the Executive Committee meeting in October.

Upon Motion made by Jim Andrew and duly seconded by John Dennis, it was unanimously: RESOLVED: to authorize the Executive Committee to award bids for the required demolition for eight houses on WREC owned property.

e) Discussion ensued regarding accounts for WREC funds.

Upon Motion made by Jim Andrew and duly seconded by John Collier, it was unanimously: RESOLVED: to authorize the Treasurer to place funds in one or more other banking institutions.

7) The next Regular Full Board meeting is scheduled for November 20, 2014 at 8:30 A.M. in the Tippecanoe County Office Building. There being no further business to come before the Board and

Upon Motion made by Jim Andrew and duly seconded by John Collier, it was unanimously: RESOLVED: to adjourn the meeting at 9:35 a.m.

John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for October 15, 2014 Special Executive Committee Meeting
Tippecanoe County Office Building, Wabash Room
12:00 p.m.

Present: Tony Roswarski, President; John Dennis, Treasurer; John Collier, Secretary; Pat Flannelly, Member; John Gambs, Member; Andy Gutwein, Member

Not Present: Tom Murtaugh, Vice President

Others Present: Stan Lambert, Executive Director, Dave Luhman, Attorney

A special meeting of the Executive Committee was called to order by Board president, Tony Roswarski at 12:00 p.m. The primary purpose for the meeting was to review the 2013 Audit Summary – December 31, 2013 presented by Kim Morisette, CPA, Partner of Huth - Thompson, LLC, CPAs

1. Review of the WREC Audit Summary –December 31, 2013 –
    a. Kim Morisette, CPA of Huth-Thompson (HT) provided an overview of the highlights of the 2013 audit for WREC. HT issued an unmodified (clean) auditor's report for WREC's 2013 financial statements. There were no difficulties in performing the audit, there were only four adjusting entries, no passed adjustments and no disagreements with Management (WREC staff and Board were helpful and accommodating). The significant audit areas included: Revenue Recognition (Grants, Contributions, Innkeepers and Fundraisers) and Fixed Assets. Internal controls over cash receipts are necessary, grant claims should be reviewed and approved by someone other than the preparer prior to submission and controls need to be implemented so bookkeeper's access to the cash/checks, post to the general ledger and perform the bank reconciliation is mitigated. It is recommended that the Executive Director review and approve (initial) grant claims prior to submission to the grantor, compare the actual cash receipt to the claim submitted and determine if variances are reasonable. Executive Director should also periodically review the grant budget to actual to determine that projects are on track in accordance with grantor guidelines. Segregation of duties and verifiable controls over the cash receipt function should also be implemented. It was also recommended that WREC establish the "Coversheet Approach" as a verifiable control over monitoring and oversight of the Organization. A coversheet listing of each report type should be developed with a column for the Executive Director and the Board Member to initial and date.

2. Approval of award of the 2014 building Demolition Contract to C&S Excavating
    a. The full Board authorized the Executive Committee to approve the contract for the demolition of seven properties on N. River Road in West Lafayette and one property on Sanford Street in Lafayette at its September 2014 Board meeting. Stan solicited bids from a handful of demolition contractors and the following two bids were received: C&S Excavating - $97,000.00; and Denney Excavating - $151,985.00. The Executive Committee discussed the bids and

        Upon motion made by John Dennis and duly seconded by John Gambs it was unanimously:

        RESOLVED: to approve the demolition contract with C&S Excavating for $$97,000.00.

3. North Reach / Golf Course Re-Use Study Contract – the contract from Rundell Ernstberger Associates (REA) has been reviewed by Dave Luhman and subsequently revised by REA and is ready for Board approval and final signature, depending on whether the Board opts to sign it prior to having the funding confirmed and in place. Discussion ensued.

   Upon motion made by John Gambs and duly seconded by Andy Gutwein it was unanimously:

   RESOLVED: to approve the contents of the contract with REA and to authorize the President of the Board to sign the contract once funding is secured.

4. Adjournment – There being no further business to come before the Executive Committee the meeting was adjourned at 12:41 p.m.

Respectfully Submitted,

John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for October 22, 2014 Executive Committee Meeting
Tippecanoe County Office Building, Wabash Room
9:30 a.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Dennis, Treasurer; John Collier, Secretary; Jim Andrew, Member; John Gambs, Member; Andy Gutwein, Member

Others Present: Stan Lambert, Executive Director, Dave Luhman, Attorney; Members of Lafayette Savings Bank: Tony Gregg, David Huhnke, Todd VanSickel and Randy Williams; Member from Old National Bank: Dan Doan

The purpose of this meeting was to meet with members of Lafayette Savings Bank and Old National Bank to give them an overview of WREC. A special meeting of the Executive Committee occurred a week in earlier on October 15, 2014 in lieu of this regularly scheduled meeting.

Stan Lambert shared a PowerPoint presentation with those in attendance to provide a broad overview of Wabash River Enhancement Corporation to the members of Lafayette Savings Bank and Old National Bank. The presentation was well received.

Respectfully Submitted,

John D. Collier, Secretary

MINUTES FOR
WABASH RIVER ENHANCEMENT CORPORATION
MEETING OF THE BOARD OF DIRECTORS

November 20, 2014
8:30 am
Tippecanoe County Office Building – Grand Prairie Room

The meeting of the Board of Directors of the Wabash River Enhancement Corporation (WREC) was held at the Tippecanoe County Office Building on the 20th day of November at 8:30 a.m. upon the call of President, Tony Roswarski.

Board Members Present were: Jim Andrew, John Collier, John Gambs, Andy Gutwein, Claudine Laufman, Tony Roswarski and Ken Sandel

Not Present: John Dennis and Tom Murtaugh

Others Present were: Stan Lambert, David Luhman, Kristen Clason (intern), Sara Peel, Liz Solberg, Talia Tittelfitz and Jo Wade

1) Call to Order at 8:37 a.m.

2) Approval of Minutes
   Upon Motion made by Claudine Laufman and duly seconded by Andy Gutwein, it was unanimously:
   RESOLVED: That minutes from the following meetings were approved:
   September 25, 2014 Regular Board Meeting
   October 15, 2014 Special Executive Committee Meeting
   October 22, 2014 Executive Committee Meeting

3) Committee Reports
   a) Stan reviewed the September and October Income Statements and Balance Sheets with the board members.
      Upon Motion made by Andy Gutwein and duly seconded by John Gambs, it was unanimously:
      RESOLVED: that the Financial Report was approved.
   b) Innkeepers' Tax Revenue Report
      i) WREC's October monthly allocation is $23,427.17.

4) Executive Director's Report
   a) Golf Course Re-Use Study and North Reach CMP Update Project – WREC submitted a grant request to NCHS for $235,000 to partially fund the study. The remaining $140,000 will be funded through local governments ($30,000 each), WREC ($35,000) and a National Realtors' Association grant ($15,000). WREC should find out if NCHS will fund the grant request in early December. A Purdue Organizational Leadership and Supervision class is working on a survey to identify potential re-use options for the site. This effort will inform the upcoming formal study.
   b) Rose Hulman Senior Engineering Project – The students are conducting their inventory and analysis work now. Stan would like them to meet with the Board at some point in their study.
   c) One South Street –
      i) Billing is finalized for actual work completed to date. Due to changes in the scope of work due to changes in the flood plain map, WREC is in negotiations with Denney Excavating

regarding their fees. Stan will schedule time for IWM to provide a final overview of the environmental conditions post project to inform the Board regarding site conditions as it moves forward with site planning for One South Street and the Paper Mill site.

ii) Loading Dock Demolition Project – Billing for this project will be finalized once the One South Street project billing is finalized.

d) Land Acquisition Planning – Revised appraisals have been received reflecting new west boundaries for two properties on N. River Road and legal counsel is drafting purchase agreements for these properties to move the acquisition process forward.

e) 2014 Building Demolition Project – demolition work has begun on one several buidings scheduled to be demolished on WREC owned properties. Property Tax Assessments for WREC owned properties have been reviewed. There are two that WREC will appeal.

f) Watershed Program Sustainability – Work is progressing on the watershed projects.

i) Region of the Great Bend Project - Social indicator surveys are complete and data analysis and reporting are being done by Purdue's Natural Resources Social Science Lab. Urban surveys are nearly complete. These will track the effectiveness of our education and outreach programs and will be compared with survey results from the planning portion of the project. Professor Linda Prokopy and two undergrad students are working with WREC to understand the urban conservation practice implementation, maintenance and how practices move through the community. Field monitoring indicates that 90% of the rain barrels installed during 2012 are still installed and in good condition. WREC is in discussion with new Oakland School principal to discuss transition and educational usage once Oakland changes from High School to Elementary School.

ii) Deer Creek –Sugar Creek (DCSC) Project – received provisionary approval of both the Watershed Management Plan (WMP) and Cost-Share Program (CSP) to distribute the $150,000 in the current grant budget for cost-Share funding. However, EPA and IDEM still need to reach an agreement with each other regarding criteria for the definition of critical areas. An amendment will be necessary for both the WMP and the CSP in order to retain eligibility for future 319 funding opportunities. The CSP will have an open application period from Jan. 1 through March 2 with an Open House to kick it off On January 8, in Flora, IN. Applications will be ranked and evaluated by the Technical Review Committee in March. Applicants will be notified of funding decisions by March 31, 2015. Last week, WREC was notified that DCSC's application for additional IDEM 319 implementation funding from 2015-2019 (submitted in September) is not being moved forward. Staff will meet with IDEM to see how to strengthen our application for resubmittal next September. The current grant funds out in end of January 2016, so if we get 319 funding there will likely be a 6 – 7 month gap. WREC hopes to receive news by mid-December on Notre dame's RCPP grant (applied for in early October).

iii) Riverfest – Committee is considering transitioning the afternoon races from a challenge series to a tournament with 8 teams. Sponsorships are being considered and sponsorship efforts will roll out this week.

iv) WRECognition Banquet – Plans for a recognition banquet for WREC volunteers, supporters and partners are continuing. Considering a Friday evening in February and will highlight the year's accomplishments and provide a glimpse into planned projects. At this point, we have 350 potential invitees and hoping that approximately 200 guests will show up. Three venues are being considered with cost estimates ranging from $1,840 to $4,155 including everything except 7% tax. More details to follow.

v) Other items of interest – WREC honored with the Governor's Award for Environmental Excellence in the education category on Oct. 2. Scheduled to meet with the Governor on November 24. WREC's sampling blitz was recognized by the North American Lake Management Society for its Technical Merit: Volunteer Actions in lakes and watersheds on November 13th. Manual 1 of the revised 4H Soil and Water Manuals is at the printer now. Manuals 2 and 3 and the facilitator's guide are in the editing and layout process.

Project was funded by Walmart and is being completed in concert with Purdue Extension, TCPWQ and CBBEL. Materials will be distributed this winter. Excess funding will be split among participating partners.

g) Administrative Items – WREC has received the report for its FY 2013 audit. Hard copies for board members are provided. Electronic copies are available as well. WREC's accounting firm has filed our federal and state FY 2013 tax returns. We have a rough draft of the HR Manual complete except for the leave time section. Board members and Dave Luhman who have been assisting in this effort have recommended WREC seek another firm to finalize the document. Stan will request a proposal from a firm that does this kind of work.

h) Presentations – Stan made two presentations; one in October and another in November.

5) Old Business – No old business

6) New Business –

a) NICHES request for Clegg Garden Accessible Trail Project support – Following discussion, the Board agreed that WREC would consider the request.

7) The next Regular Full Board meeting is scheduled for January 22, 2015 at 8:30 A.M. in the Tippecanoe County Office Building. There being no further business to come before the Board and

Upon Motion made by John Andrew and duly seconded by Claudine Laufman, it was unanimously:

RESOLVED: to adjourn the meeting at 9:37 a.m.

John D. Collier, Secretary

Wabash River Enhancement Corporation
Minutes for December 11, 2014 Executive Committee Meeting
Tippecanoe County Office Building, Wabash Room
3:00 p.m.

Present: Tony Roswarski, President; Tom Murtaugh, Vice President; John Dennis, Treasurer; John Collier, Secretary; John Gambs, Member; Andy Gutwein, Member

Others Present: Stan Lambert, Executive Director, Dave Luhman, Attorney

A meeting of the Executive Committee was called to order by Board president, Tony Roswarski at 3:08 p.m.

1. Monthly fiscal reports and the Innkeepers' tax collection document were reviewed and discussed.

2. The Executive Committee discussed a staff leave request. A proposal was discussed and approved. Dave Luhman will draft a letter.

3. Stan shared a Draft of the 2015 General Operations and Property Management Budget with the Executive Committee. There was general discussion but the full board will review it and vote on it at a later date.

4. HR Manual / Job Descriptions – Stan discussed the status of the document. Stan will work with Dave Luhman to finalize the document.

5. Eastern Federal Lands Act Program (EFLAP) project option – Stan shared general information about this grant program that is offered through the Federal Highway Administration as a possible option to explore for potential funding for future WREC projects. The Executive Committee agreed that Stan should continue to explore possible project options for which WREC might pursue funding through this grant program.

6. Huth-Thompson FY 2014 Audit Proposal – The Executive Committee discussed and agreed to the $23,000 proposal from Huth-Thompson to prepare the FY 2014 Audit.

7. North Reach/Golf Course Re-Use Study Update – WREC received a $135,000 grant from NCHS towards the cost of the study. The total project budget is $275K. It is planned to be funded through the NCHS grant, $35K from WREC, $30K from each of the three local governments, and a $15K National Realtors' Association Grant. WREC has submitted its request for funding to Tippecanoe County, and it needs to be determined how to initiate the requests to the cities. Once funding is secured the contract may be signed with Rundell Ernstberger Associates to start the project.

8. There was discussion about the proposed "WRECognition" event that was discussed at a previous board meeting, but due to poor timing the Committee decided to postpone the event to a later date.

   Upon motion made by John Dennis and duly seconded by John Gambs it was unanimously:

   RESOLVED: to postpone the WRECognition Event to a date to be determined at a later date.

9. Adjournment – There being no further business to come before the Executive Committee the meeting was adjourned at 4:11 p.m.

Respectfully Submitted,

John D. Collier, Secretary