

Cayuga Lake Watershed Intermunicipal Organization
WORK PLAN, BUDGET, OFFICERS AND COMMITTEES for 2024

APPROVAL OF CAYUGA LAKE WATERSHED INTERMUNICIPAL ORGANIZATION (CWIO) ADMINISTRATIVE CENTER

Annually approve the *Administrative Center* (per CWIO bylaws)

11/22/23: Resolved that the Town of Ithaca is approved by the Cayuga Lake Watershed Intermunicipal Organization (CWIO) to be the official *Administrative Center* for 2024 as is specified by the CWIO bylaws.

Moved: Roxy Johnston, Town of Catharine Seconded: Gary Mutchler, Town of Scipio Vote: unanimous in favor

RESOLUTION APPROVING THE 2024 BUDGET

11/24/24: BE IT RESOLVED that CWIO approves the Proposed 2024 Cayuga Lake Watershed Budget as submitted.

Moved: Darby Kiley Seconded: Mike Murphy Vote: unanimous in favor.

2024 CWIO Budget

DESCRIPTION	REVENUES	EXPENSES	CWIO BALANCE
		Beginning balance	\$238,370
Dues from municipalities (estimated)	\$73,800		\$312,170
Watershed Manager (salary, fringes, office, travel, etc)		\$90,000	\$222,170
Grant expenses (match contributions)		\$5,000	\$217,170
Grant income	\$0		\$217,170
Education and Outreach (estimates)		\$5,000	\$212,170
Monitoring		\$5,000	\$207,170
In person meeting expenses		\$1,000	\$206,170
Other planned (zoom license, admin, postage)		\$3,000	\$203,170
Other planned (unplanned)		\$3,000	\$200,170

RESOLUTION APPROVING THE CWIO ANNUAL WORK PLAN – 2024

11/22/23: RESOLVED that the CWIO membership adopts the following CWIO work plan and focus areas for 2024.

Moved: Roxy Johnston, Town of Catharine; Seconded: Dave Sprout, Town of Dryden; Vote: unanimous in favor

CWIO GOALS 2024
Increase membership and engagement of municipalities within the watershed by meeting with municipalities directly to describe CWIO goals, benefits, accomplishments, and services.
Analyze financial needs of CWIO to ensure stable future funding for the CWIO <i>Watershed Manager</i> that will enable CWIO to continue momentum at advancing projects and actions that improve and protect water quality within the watershed.
Implement projects Pursue a minimum of 2 projects based on: impact on the lake, resources available for implementation, willing partners. Projects should have relevance to the RPP, HABs Action Plan for Cayuga Lake, recently prioritized CWIO project lists, recommended CWIO focus areas, or other area based on a justified need.
Communications

<p>CWIO GOALS 2024</p> <p>CWIO will establish and maintain connections with other entities working on water quality. CWIO will act as a consensus builder to expand best practices in water quality protection work and increase collaboration among watershed partners, county-wide water quality groups; county departments with responsibilities for health, safety and welfare of the community; Soil and Water Conservation Service offices, individual CWIO member municipalities; water quality advocacy groups such as the Cayuga Lake Watershed Network and the Community Science Institute, state and regional organizations, etc .</p> <p>CWIO will provide information directly to municipalities that increases awareness of issues affecting water quality and the role municipalities have in protecting the watershed. CWIO will regularly provide municipalities with information about funding opportunities, resources, training, demonstrations of successful implementation of Best Management Practices, etc. CWIO will use its website to provide model laws and resources that municipalities can use to protect water quality, not only benefiting those living within their borders but also for those downstream.</p> <p>Support education and training events occurring throughout the watershed. CWIO will work with other groups/organizations to on educational/training events geared toward municipalities. Suggested partners: County-wide Water Resource Councils; County-wide Health Depts and/or Planning Departments; County Soil and Water Conservation District offices; Volunteer and advocacy organizations such as the CLWN or CSI, CLEAN; Finger Lakes Hub, Finger Lakes Institute. CWIO will give special consideration to events that relate to the CWIO Priority Focus Areas below.</p>
<p>Watershed Manager Reporting and Oversight The Watershed Manager (WM) will provide written quarterly reports to CWIO of completed work, and also give oral reports at monthly meetings when possible. The WM work is guided by the CWIO-approved job description and guidance from CWIO and its committees. The CWIO Chair and the Finger Lakes Institute will directly oversee the work of the Watershed Manager.</p>
<p>Monitoring: If funds are available, consider supporting monitoring efforts throughout the watershed as recommended in the RPP. Encourage municipalities to support on-going monitoring efforts done by the Community Science Institute, and the Cayuga Lake Watershed Network.</p>
<p>Municipal Checklist: Work with other neighboring Finger Lake watersheds to develop a municipal checklist of water-protective practices that can be acted upon by municipalities. Use the work done in 2021 and 2023 by the Cornell Institute of Public Administration. Encourage municipalities to adopt water protective policies and regulations.</p>
<p>State and Federal Connections: Leverage connections with state and federal contacts and representatives to help achieve the common goals of preserving and protecting water quality.</p>
<p>Agriculture: Work with SWCD offices, CWIO committees, and the Watershed Manager to support agricultural projects and actions that provide water quality benefits to municipalities and their residents.</p> <p>Establish a scope of work for the Agricultural Committee and appoint a chairperson.</p>
<p>Respond to Time Sensitive Issues of Relevance to the Watershed Depending on time available and workloads, CWIO will make its best effort to respond to state and federal draft policies/regulations/plans as they are released for comment. CWIO will work with its partners to submit accurate and science-based responses as guided by the RPP and HABS Action Plan for Cayuga Lake. CWIO will respond as time allows to request from partner watershed organizations on time-sensitive issues, for example as it did on behalf of the preservation of the Bell Station lands by the Finger Lakes Land Trust. Issues will focus on actions that would benefit the Cayuga Lake watershed, but may also apply to the Finger Lakes Region in general.</p>

RESOLUTION APPOINTING THE CWIO CHAIR FOR 2024

11/22/23: RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints Roxy Johnston to be the CWIO Chair for 2024. (Art. III, §2.a.)

Moved: Gary Mutchler, Town of Scipio Seconded: Laurie Ervay, City of Ithaca, Vote unanimous in favor.

RESOLUTION APPOINTING THE CWIO VICE CHAIR FOR 2024

11/22/23: RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints Liz Thomas to be the CWIO Vice Chair for 2024. (Art. III, §2.b.)

Moved: Dave Sprout, Town of Dryden; Seconded: Gary Mutchler, Town of Scipio Vote unanimous in favor.

RESOLUTION APPOINTING CWIO EXECUTIVE COMMITTEE MEMBERS FOR 2024

Minimum of 4 members. A member needed from Seneca, Tompkins, and Cayuga Counties. By default, a member from each of the standing committees is part of the Executive Committee.

11/22/23: RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints the following to be on the Executive Committee for 2024. (Art. III, §3.a.) The CWIO Chair is also the Chair of the Executive Committee, and 1 member of each committee are part of the Executive Committee (per bylaws):

Tee-Ann Hunter (Cayuga county), Ann Balloni (Cayuga County), Roxy Johnston (Schuyler County), Darby Kiley (Tompkins County), Liz Thomas (Tompkins County),

Moved: Dave Sprout, Town of Dryden Seconded: Roxy Johnston, Town of Catharine Vote unanimous in favor

1/24/24: RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints the following to be on the Executive Committee for 2024. (Art. III, §3.a.):

Mary Jump (Seneca County)

Moved: Tee Ann Hunter, Seconded: Dave Sprout Vote unanimous in favor

RESOLUTION APPOINTING THE CWIO TECHNICAL ADVISORY COMMITTEE (TAC)

The *Technical Advisory Committee (TAC)* recommends watershed priorities, evaluates project applications, and makes recommendations to the CWIO on requests for funding among other tasks. 3 Members are required. Members of the TAC are not required to be members of CWIO.

11/22/23: RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints the following to be on the Technical Advisory Committee for 2024. (Art. IV, §5.a.)

Grascen Shidemantle (CSI), Dave Eckhardt (USGS emeritus), Darby Kiley (Tompkins Planning and WRC), Roxy Johnston (CWIO Chair), Shawn Murphy (SWCD Cortland), Mary Jump (Dept Health, Seneca), Noah Mark (CSI), Becky Sims (T of Enfield), Mike Allinger (T of Newfield), Michele Wunderlich (Cayuga Co Planning and WQCC).

Moved: Liz Thomas, Town of Ulysses Seconded: Dave Sprout, Town of Dryden Vote unanimous in favor.

1/24/24: RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints the following to be on the Technical Advisory Committee for 2024. (Art. IV, §5.a.)

Isaac Walker, Joe Kreitinger

Moved: Daby Kiley Seconded: Tee-Ann Hunter Vote unanimous in favor.

RESOLUTION APPOINTING THE EDUCATION, PUBLIC PARTICIPATION, AND OUTREACH COMMITTEE (EPPOC)

3 voting CWIO members or alternate members are required. One must be a voting member

1/24/24: RESOLVED that CWIO appoints the following to be the Education and Outreach Committee for 2024 (Art. IV, §4. a.):

Michele Wunderlich, Roxanne Marino, Peter Penniman, Grace Hayes, Liz Thomas, Ryan Staychok, and Tom Vawter

Moved: Dave Sprout Seconded: Michael Murphy Vote: unanimous in favor

RESOLUTION APPOINTING AN FINANCE COMMITTEE

3 voting CWIO members or alternate members are required

1/24/24: RESOLVED that CWIO appoints the following to be the Finance Committee for 2024 (Art. IV, §2.a.)

Mike Allinger, Dave Sprout, Liz Thomas

Moved: Tee Ann Hunter Seconded: Darby Kiley Vote: unanimous in favor

RESOLUTION APPOINTING AN MEMBERSHIP AND NOMINATING COMMITTEE

3 voting or alternate voting members are required

1/24/24: RESOLVED that the CWIO appoints the following to be the Membership and Nominating Committee for 2024 (Art. IV, §3.a.)

Liz Thomas, Roxy Johnston, Mary Jump, Tee-Ann Hunter, Darby Kiley, Ann Balloni

Moved: Dave Sprout Seconded: Tony Del Plato Vote: unanimous in favor

RESOLUTION APPOINTING AN AGRICULTURAL COMMITTEE

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization appoints the following to be the Agriculture Committee for 2024 (Art. IV, §6.a.)

No action in 2023

RESOLUTION APPOINTING AN STATE OUTREACH COMMITTEE

11/23/23: RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization appoints the following to be the State Outreach Committee for 2024 (Art. IV, §6.a.)

Bob Meek, Tee-Ann Hunter, Liz Thomas. Assisting: Bud Shattuck, Roxy Johnston.

Moved: Roxy Johnston, T of Catharine Seconded: Tony Del Plato, V of Interlaken Vote unanimous in favor

RESOLUTION APPOINTING ASSOCIATE AND EX-OFFICIO APPOINTMENTS:

1/24/24: RESOLVED, the Cayuga Lake Watershed Intermunicipal Organization accepts the slate of Associate and Ex officio Members.

Ex Officio: Mary Jump, Shawn Murphy. Associate: Bob Meek, Eileen O’Conner, Peter Penniman.

Moved: Tee Ann Hunter Seconded: Mike Murphy Vote: unanimous in favor

2024 Meeting dates

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization will meet on the

January 24, February 28, March 27, April 24, May 22, June 26., July 24, August 28, September 25, October 23, Nov 20 (not 27), Dec 18 (not 25)

Moved: Dave Sprout, T of Dryden, Seconded: Roxy Johnston, T of Catharine Vote unanimous in favor

Position	Appointed in 2024	Date appointed	Appointed in 2023
CWIO Chair	Roxy Johnston	11/15/2023	Elizabeth Thomas
CWIO Vice Chair	Elizabeth Thomas	11/15/2023	Roxy Johnston
Executive Committee	Liz Thomas Roxy Johnston Tee-Ann Hunter Ann Balloni Darby Kiley Mary Jump	11/15/2023 1/24/2024	Liz Thomas Roxy Johnston Tee-Ann Hunter Ann Balloni Darby Kiley 1 Member of each committee
Nomination/Membership Committee	Liz Thomas Roxy Johnston Tee-Ann Hunter Ann Balloni Darby Kiley Mary Jump	1/24/2024	Tony DelPlato Ann Balloni
Finance Committee	Mike Allinger, Dave Sprout, Liz Thomas	1/24/2024	This committee did not meet in 2023 because dues structure was set for 3 years. Members are Liz Thomas, Tom Vawter, Dave Sprout, Mike Allinger, Ronny Hardaway.
Technical Advisory Committee	David Eckhardt (Ledyard) Grascen Shidemantle (CSI) Roxanna Johnston (Catharine) Darby Kiley (Tompkins Co Planning) Shawn Murphy (Cortland Co) Mary Jump (Seneca Co) Noah Mark (CSI) Michele Wunderlich (Cayuga Co) Mike Allinger (Newfield) Becky Sims (Enfield)	11/15/2023	David Eckhardt (Ledyard) Grascen Shidemantle (CSI) Roxanna Johnston (Catharine) Darby Kiley (Tompkins Co Planning) Shawn Murphy (Cortland Co) Mary Jump (Seneca Co) Erin Norris Noah Mark (CSI) Michele Wunderlich (Cayuga Co) Mike Allinger (Newfield) Becky Sims (Enfield)
Agriculture Committee			

Position	Appointed in 2024	Date appointed	Appointed in 2023
Education/Public Participation/Outreach Committee (EPPOC)	Michele Wunderlich Roxanne Marino Grace Hayes Liz Thomas Tom Vawter Peter Penniman Ryan Staychok	1/24/2024	Michele Wunderlich Roxanne Marino Seth Lutter Roxy Johnston Grace Hayes Liz Thomas Tom Vawter
State Outreach Committee	Tee-Ann Hunter Bob Meek Liz Thomas Assisting: Bud Shattuck, Roxy Johnston	11/15/2023	Tee-Ann Hunter, Margaret Johnson, Bob Meek. <i>Assisting: Keith Batman, Bud Shattuck, Liz Thomas, Roxy Johnston.</i>
Administrative Center	Town of Ithaca	11/15/2023	Town of Ithaca
Associate and Ex-Officio Members	Ex-Officio: Shawn Murphy Mary Jump Associate: Robert Meek Eileen O'Connor Peter Penniman	1/24/2024	Ex-Officio: Shawn Murphy Michele Wunderlich Seth Lutter Eileen O'Connor Associate: Robert Meek