



Please note the meeting will be held in person at the Carver County Government Center on the Wednesday, July 17, 2024. The meeting will also be available virtually using this [link](#).

LOWER MINNESOTA RIVER WATERSHED DISTRICT

Lower Minnesota River Watershed District

7:00 PM

Wednesday, July 17, 2024, 2024

Carver County Government Center

602 East Fourth Street, Chaska, MN 55318

Agenda Item	Discussion
1. Call to order	<p>A. Oath of Office Vinatha Viswanathan, term of office expires, 2/28/2027</p> <p>B. Roll Call</p>
2. Citizen Forum	<p><i>Citizens may address the Board of Managers about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 So are not needed for the Forum, the Board will continue with the agenda. The Board will take no official action on items discussed at the Forum, with the exception of referral to staff or a Board Committee for a recommendation to be brought back to the Board for discussion or action at a future meeting.</i></p>
3. Approval of Agenda	<p>A. Additions, Corrections, and Deletions to Agenda</p>
4. Public Hearings & Presentations	<p>A. Presentation of 2024 geomorphic assessment of trout streams</p> <p>B. LMRWD Q2 2024 Work Plan Quarterly Report</p>
5. Consent Agenda	<p><i>All items listed under the consent agenda are routine by the Board of Managers and will be enacted by one motion and an affirmative vote of a majority of the members present. There will be no separate discussion of these items unless a Board Member or citizen request, in which event, the items will be removed from the consent agenda and considered as a separate item in its normal sequence on the agenda.</i></p> <p>A. Approve Minutes June 20, 2024, Regular Meeting</p> <p>B. Receive and file June 2024 Financial report</p> <p>C. Presentation of Invoices for payment</p> <ul style="list-style-type: none"> i. Clifton Larson Allen (CLA) – Financial services through June 2024 ii. TimeSavers Off Site Secretarial – Preparation of May 15, 2024, meeting minutes iii. Rinke Noonan, Attorneys at Law – May 2024 general legal services & services related to Area #3 iv. Daniel Hron – August 2024 office rent v. US Bank Equipment Finance – July 2024 copier lease payment vi. Young Environmental Consulting Group, LLC – June 2024 technical, and Education & Outreach services vii. Naiad Consulting, LLC – June 2024 administrative services, mileage & expenses viii. 106 Group – May 2024 services related to Area #3 ix. WSB – Area #3 land acquisition services x. Dakota County SWCD – Q2 2024 monitoring, TACS and education services

	xi. ISG (I & S Group, Inc.) Services related to Spring Creek through June 2024 xii. 4M Fund – May 2024 fund service charges D. Report from the Citizen Advisory Committee E. Authorize partial reimbursement for Neighbors Nurturing Nature Cost Share Project
6. Permits	A. Fred Wells Tennis Education Center (FWTEC) Parling lot improvement (LMRWD No. 2024-009)
7. Action Items	A. Public Hearing regarding the State of the Minnesota River B. Education and Outreach <ul style="list-style-type: none"> o Appointment to CAC o Signage at Ike’s Creek o Discussion of Education & Outreach program C. Dredge Management <ul style="list-style-type: none"> o Vernon Avenue Improvement Project o Flood Damage Assessment D. Study Area #3 Riverbank Stabilization Project
8. Board Discussion Items	A. 2025 LMRWD Budget B. Minnesota River Boat Tour C. 535 Lakota Lane – recovery of legal fees D. LMRWD Bylaws review
9. Information Only	A. LMRWD Permit Program Summary
10. Communications	E. Administrator Report F. President G. Managers H. Committees I. Legal Counsel F. Engineer
11. Adjourn	Next meeting of the LMRWD Board of Managers is Wednesday, August 21, 2024.

Upcoming meetings/Events

Managers are invited to attend any of these meetings. Most are free of charge and if not the LMRWD will reimburse registration fees.

- Metro Watersheds – Tuesday, July 16, 2024, 7:00 pm – virtual only on Zoom – cancelled
- Lower MN River East 1W1P Steering Committee Meeting – Wednesday, July 17, 2024, 10:00 to 1:00, [virtual on MS Teams](#)
- [Minnesota Stormwater Research Council Annual Meeting](#) – Thursday, July 18, 2024, 9:00 am to 2:30 pm. St. Anthony Falls Lab with optional virtual participation
- UMWA (Upper Mississippi Waterway Association) monthly meeting – Thursday, July 18, 24, 2024, 12:00 noon to 1:30 pm, [virtual on Zoom](#)
- LMRWD Citizen Advisory Committee meeting – Tuesday, August 6, 2024, 4:30pm
- 2024 Salt Symposium (25th Anniversary) – August 6 & 7, 20% discount Early Bird Pricing until June 30, 2024. LMRWD receives one complimentary registration as a Bronze level sponsor.
- Lower MN River East 1W1P Policy Committee meeting – Thursday, August 22, 2024, 3:00 pm to 5:00 pm, [virtual only on MS Teams](#)
- [Water Connects Us](#) – Thursday, September 12, 2024, 5:00 pm to 8:00 pm, Forgotten Star Brewery, Fridley
- [Metro Children’s Water Festival](#) – Wednesday, September 25, 2024

For Information Only

- **WCA Notices**
 - Carver County, City of Chaska – Notice of Decision, Minnesota River Bluffs Trail Connection
 - Scott County, City of Shakopee – Notice of Decision, Minnesota Riverbank Stabilization and Parks Improvements
- **DNR Public Waters Work permits - None**
- **DNR Water Appropriation permits - None**
- **Well Head Protection Plans - None**



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 4. A. – Presentation of 2024 geomorphic assessment of trout streams

Prepared By

Linda Loomis, Administrator

Summary

Interns from the Young Environmental Consulting Group team will be present to share the work they performed, assessing trout streams, on behalf of the LMRWD

Attachments

No attachments

Recommended Action

No action recommended - a written report will be received and filed at the August Board meeting.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 4. B. – LMRWD Work Plan Quarterly Report (Q2 2024)

Prepared By

Linda Loomis, Administrator

Summary

In September 2023, when the Board of Managers approved the 2024 Work Plan, the Board requested quarterly updates. The 2024 Work Plan update for the second quarter of 2024 is attached for the Board's information.

Young Environmental Consulting Group will present the update to the Board at the July Board of Managers meeting and answer questions from Board members.

Attachments

Technical Memorandum – Lower Minnesota River Watershed District – Project and Programs Quarter 2 Progress Report

Recommended Action

Motion to receive and file progress report

Technical Memorandum



To: Linda Loomis, Administrator
Lower Minnesota River Watershed District (LMRWD)

From: Della Schall Young, CPESC, PMP, Principal Scientist
Jennifer Mocol-Johnson, Land and Natural Resources Manager

Date: July 12, 2024

Re: Lower Minnesota River Watershed District—Projects and Programs Quarter 2
Progress Report

This report presents the Q2 outcomes of LMRWD projects and programs in 2024. The board requested performance metrics or key performance indicators (KPIs) in the previous quarter update. This report includes performance metrics or KPIs, which show the effectiveness of programs and the progress of projects against budget and timeline.

PROGRAMS

Individual Project Permit Program

The LMRWD reviews permit applications for individual projects in cities without their local government unit (LGU) permits, Minnesota Department of Transportation (MnDOT) projects, and LGUs that have opted to have the LMRWD maintain specific rules through 2024. The LMRWD has reviewed eighteen permit applications and inquiries and issued one permit in Quarter 1 of 2024 (January–March). The LMRWD has reviewed five additional permit applications and inquiries and issued four permits in Quarter 2 of 2024 (April–June). Projects under review or permitted in 2024 are shown in Table 1.

Table 1. Projects that are under review, conditionally approved, or permitted in 2024. Updates since Quarter 1 are highlighted in light blue.

Permit Number	Project Name	Status	Date Received	Conditional Approval	Permit Issued
2022-031	RSI Marine Storage	Conditional Approval	9/20/2023	2/21/2024	-
2022-037	Peterson Wetland Bank	Active	5/23/2023	7/19/2023	1/9/2024
2023-010	MN River Greenway Bridge	Under Review	5/17/2024	-	-
2023-013	Merriam Junction Trail	Conditional Approval	3/20/2024	6/20/2024	-

Permit Number	Project Name	Status	Date Received	Conditional Approval	Permit Issued
2023-017	MN Bluffs Regional Trail	Conditional Approval	12/28/2023	3/20/2024	-
2023-020	Tramore Heights Addition*	Conditional Approval	8/21/2023	2/21/2024	5/2/2024
2023-022	MAC SSC Phase 2	Active	10/2/2023	5/15/2024	5/25/2024
2023-025	TH35W SP1981-140	Under Review	1/24/2024	-	-
2023-026	CP Pipeline Abandonment	Conditional Approval	1/5/2024	2/21/2024	5/29/2024
2023-027	TH41 ORF Relocation	Active	12/12/2023	6/20/2024	6/20/2024
2024-001	Saint John's Church	No Permit Required	1/15/2024	-	-
2024-002	MnDOT Pond Maintenance	Conditional Approval	3/20/2024	5/15/2024	-
2024-003	Port Cargill Savage	Upcoming	-	-	-
2024-004	35W Early Release	Conditional Approval	2/20/2024	4/17/2024	-
2024-005	Fort Snelling Cemetery	Upcoming	-	-	-
2024-006	T2 North Expansion*	Conditional Approval Rule B/Under Review Rule D	2/28/2024	6/20/2024	-
2024-007	Chalet Driving Range	No Permit Required	2/18/2024	-	-
2024-008	CD Terminal Storage Pad	Under Review	3/22/2024	-	-
2024-009	FWTEC	Under Review	3/28/2024	-	-
2024-010	Lyndale Road	Under Review	3/29/2024	6/20/2024	-
2024-011	Opus Marsh	No Permit Required	4/30/2024	-	-
2024-012	Concourse G Infill Pods Phase 2	Under Review	5/29/2024	-	-
2024-013	Mn DNR Trail 1B	Upcoming	-	-	-

Permit Number	Project Name	Status	Date Received	Conditional Approval	Permit Issued
2024-014	LTS Lateral 2	Under Review	6/3/2024	-	-
2024-015	Boiling Springs Drainage Improvements	Under Review	6/21/2024	-	-

In addition to the application and inquiry reviews, the LMRWD also tracks expiration dates, renewals, and inquires for currently active or conditionally approved projects. The LMRWD has renewed nine permits in Quarter 1 2024 and seven permits in Quarter 2 2024.

The LMRWD has begun conducting inspections for the construction season, having inspected six completed construction projects and closed out three permits. Inspections will continue throughout the construction season.

Performance metric and assessment: Young Environmental has two criteria for measuring its work: 1) finishing and suggesting the next step for permit applications that are complete within the legally mandated time frame; and 2) performing a yearly inspection of the project. Young Environmental is completing reviews within the mandated time frame, and project site inspections are underway, with the bulk expected to be completed by the interns during the third quarter.

Information for board consideration: Young Environmental anticipates reviews to take 20 to 40 hours, depending on the complexity of the project. However, we have been experiencing significant delays due to inadequate documentation that requires multiple rounds of review. We ask the board to instruct staff on presenting a new permit fee schedule to adjust permit fees to recover the costs related to these expensive reviews.

Municipal Permits

The LMRWD acknowledges that LGUs are responsible for land use decisions and regulations. The municipal permit allows municipalities to grant permits and monitor activities as the primary permitting authority if they have adopted official controls needed to conform local water management with the LMRWD plan. The LGU must adopt official controls and request a municipal permit from the LMRWD. Municipal permits are valid for five years from the date of approval.

Performance metric and assessment: Young Environmental has one criterion for measuring its work: 1) permitting all LGUs or quasi-governmental organizations. Of the ten entities eligible for LGU permits, Young Environmental has completed the permitting process for all but three. The Metropolitan Airport Commission (MAC) submitted an LGU permit to the LMRWD in Quarter 2. The LMRWD has finished its initial review and provided MAC with initial comments. The City of Chanhassen is updating its codes and plans to work on municipal permits early in 2025, while the City of Savage stated it is in the process of code updates and intends to send ordinances to the LMRWD for review in mid-August.

Education and Outreach (E&O) Program

In 2024, work continues to engage the community through the E&O Program service areas:

- Board of managers coordination
- Management of the Citizen Advisory Committee (CAC)

- Social media activities
- Signage design and placement
- School engagement efforts
- Partnerships for community outreach and engagement activities

The E&O program aims to increase public awareness and involvement in water quality and natural resource protection in the LMRWD. The program consists of several components, including:

- Signage design and placement: Interpretive signs have been installed at Courthouse Lake and Quarry Lake to inform visitors about the ecological and recreational values of these sites. Resource signs are being planned for the Ike's Creek headwaters and Bass Ponds area of the Minnesota Valley Wildlife Refuge to discourage dumping and educate hikers about the importance of this water source.
- School engagement efforts: Five educators were awarded mini-grants in March 2024 to implement water-related projects in their classrooms. The program provides funding and technical assistance to teachers who want to engage their students in hands-on learning about water quality and conservation.
- Partnerships for community outreach and engagement activities: The program collaborates with local organizations and events to promote water stewardship and engage with residents. The program also supports the CAC, which is composed of four active members who volunteer at tabling events and recruit new members.
- Board of Managers Coordination: The program held a workshop in January 2024 with the LMRWD board, the CAC, and staff to talk about the vision, goals, and challenges of the E&O program. The workshop produced a draft action plan and an updated social media strategy. However, the board has not given directions because these items have been tabled.

Performance metric and assessment: The budget and timeline are the criteria for evaluating performance. Performance will be measured by how well the approved activities are completed after the comprehensive action plan is accepted. We have gone through half of the year and used up around 54 percent of the budget.

Fen Stewardship Program

We have completed stewardship plans for four fens and identified actions to protect and improve them: collecting more groundwater data, surveying vegetation, removing invasive plants, educating and reaching out to the public, and working with MnDNR to acquire land around the fens. We met with MnDNR staff in March to discuss our plans and priorities. We are combining the plans into one matrix that shows the priority actions for each fen.

We held a board workshop on May 15, 2024 to update the board and stakeholders on our actions. The board members asked us to work more with universities and stakeholders, find more funding opportunities, and form "friends of the fens" groups or partnerships. We are planning a workshop in September or October 2024 to share information, discuss priorities, and collaborate with various stakeholders to help find funding, research, and future actions.

For Ground and Surface Water Resources, we are upgrading the equipment at Seminary Fen wells to get better groundwater-level data. We are working with Carver County and MnDNR to ensure the equipment meets the needs and to decide who will do what. We also visited Seminary Fen in May to

check the drain tile locations and record where they are. Some areas had a lot of buckthorn and were hard to get through. We found two places with drain tile; one was flowing and draining part of the fen, and the other one was crushed and not flowing. We informed MnDNR staff about this and will discuss how to stop the drain tiles from affecting the fen. We are also making maps to show where the groundwater that feeds the fens comes from. We expect to finish the maps in August 2024.

For vegetation, we are planning to control buckthorn and purple loosestrife with MnDNR staff and map more native and invasive plants in the fens. MnDNR will start a project in Seminary Fen in late 2024 or early 2025 to remove and treat buckthorn for four to five years inside the Scientific and Natural Area boundary. We are working with MnDNR and the county staff to plan more buckthorn removal in fall 2024 in Savage Fen and in parts of Seminary Fen High Value Resource Area that are outside the SNA boundary.

For property acquisition, we will talk more with MnDNR about buying private properties around the fens. We will hire a consultant to research the properties and determine their values and how to buy them.

Performance metric and assessment: As mentioned earlier, we plan to do most of the work for this program in the last two quarters of 2024. We have finished about 35 percent of the project budget and tasks, leaving 65 percent for the remainder of the year.

CAPITAL IMPROVEMENT PROJECTS (CIPS)

Area 3 Minnesota Riverbank and Bluff Stabilization Project

Young Environmental submitted permit applications for the Area 3 project and coordinated with the regulating agencies. We also facilitated the completion of two soil borings and piezometers to assess soil and groundwater conditions. We assisted with the completion of the property acquisition and completed the no-rise analysis required for the project's permitting. We are waiting for approval from the US Army Corps of Engineers (USACE) and the MnDNR to continue with the 90 percent design.

Performance metric and assessment: We have used about 28 percent of the project budget for 20 percent of the project tasks. This is mainly because of complex permitting and helping with the property acquisitions process, which we did not anticipate.

Floodplain Modeling Project

We completed a literature search to investigate methods for estimating future peak discharges on the Minnesota River, which will inform future conditions' floodplain modeling and mapping. Based on the literature review and feedback from the MnDNR floodplain managers, we refined the modeling approach for this project. The approach uses a combination of the 2004 Federal Emergency Management Agency of FEMA effective model and the 2017 Corp Water Management System model. The next step is to present the approach to the LMRWD municipal partners and request feedback. Model updates will commence after concurrence is obtained from municipal partners.

We presented the refined modeling approach to the MnDNR floodplain coordinator. He was supportive of the approach and provided some suggestions for improving the model calibration and validation. We incorporated his feedback and prepared a presentation for the LMRWD municipal partners. We are awaiting their response and approval before proceeding with the model updates.

Performance metric and assessment: About 24 percent of the project budget has been spent on a quarter of the tasks. This seems to be in line with the plan, but this project was supposed to be

finished a year ago, and it has been postponed by working with USACE and the availability of resources.

Gully Feasibility Study

For the 2023 Gully Inventory project, four gullies that need further study in 2024 were selected to evaluate the causes of erosion and find ways to stabilize, restore, or reduce further erosion. Three gullies are located in Shakopee, and one is in Burnsville. The City of Shakopee has a planned riverbank stabilization project near Huber Park that will likely address two of the Shakopee gullies.

This spring, we conducted fieldwork to gather detailed site information and assess possible stabilization methods for the third Shakopee gully and the Burnsville gully. After a closer look at the Burnsville gully, we found out that it is part of the Unnamed Creek #4/5. This creek would need more extensive restoration than what the gully feasibility assessment project can cover. The Shakopee gully is eroding a MnDNR trail along the Minnesota River, and we talked to MnDNR staff after our initial field assessment to update them on the project and inform them of our plan to assess feasible alternatives to stabilize the gully. We have developed a hydrologic model for the small watershed that flows to the gully and are assessing the feasibility of potential stabilization techniques. We will keep coordinating with the MnDNR as the project progresses.

The following tasks have been completed or are underway:

- We have received information from many of the municipalities in the LMRWD about public pipe outfalls and are finishing an assessment of how public pipe outfalls connect to gullies on private properties.
- We have used new light detection and ranging data to conduct a desktop analysis to identify gullies that were not in the previous inventory. We have found several potential gully locations within the LMRWD where there were no gullies inventoried before. Some of the project funding that we will not use on gully assessment will be used to do fieldwork to confirm whether gullies are present at these locations, assess existing gullies, and enter assessment and location data into the gully database.
- We have completed a desktop and GIS assessment of gullies that were previously labeled as inaccessible, and we will conduct fieldwork this fall to try to access these gullies. In some cases, we may be able to access the inaccessible gullies through different routes on land.

Performance metric and assessment: The project is progressing well and will meet the deadline of year's end. We have finished 20 percent of our tasks with 85 percent of the budget left. Most of the remaining tasks are scheduled for the third quarter.

Spring Creek Site Stabilizations

The LMRWD received authorization from the USACE under the Bank Stabilization & Habitat Improvement Regional General Permit shortly after the project initiation. We submitted the wetland conservation act (WCA) application, and comments are expected to go back to the City of Carver (the LGU for WCA) within a month. The City of Carver anticipates approval of the project through the WCA Wildlife Habitat Exemption. ISG, Inc submitted 90 percent construction plans, which are currently under review by Young Environmental.

Performance metric and assessment: The project is progressing as planned, with the goal of finishing the bids by the end of autumn and starting construction in the winter. The project is three-quarters done with about 38 percent of the project budget left.

Trout Stream Geomorphic Assessment

This project follows the recommendations from the initial trout stream evaluation conducted in 2019. Eight trout streams will be resurveyed to see changes in stream alignment, cross-sectional shape, and base flow. Stream width-to-depth ratios, stream bed slope, meander pattern, habitat quality, and other features will be examined to evaluate stream health and stability. Interns started stream surveys in late May and have been gathering and analyzing data to classify streams and evaluate habitat quality. The interns will report on their fieldwork and evaluation progress at the July board meeting and will finish a draft report by the end of July that will be reviewed by the LMRWD board for review. A final report will be ready in September 2024.

Performance metric and assessment: We are on track to complete the project in September. We have finished 70 percent of the project, and we still have about 30 percent of the budget remaining.

Vernon Avenue Road Improvement

The 100 percent construction plans were finalized by Bolton & Menk, Inc., and the Bid Package and Engineer's Opinion of Probable Cost were prepared. The next step in the project is to advertise for bids; however, LMRWD is determining a funding strategy for construction costs.

Performance metric and assessment: The project is on hold pending the funding resolution. Nevertheless, the project is in a good position at 90 percent finished with 10 percent of the budget left.

Item 5.B.
 LMRWD 7-17-2024

BEGINNING BALANCE	31-May-24		\$ 762,276.58
ADD:			
General Fund Revenue:			
June 2024 Interest		\$ 3,620.65	
Scott County 1st half 2024 tax settlement		\$ 261,442.48	
Permit review fee - LMRWD No. 2024-014 LTS MSP Lateral 2		\$ 750.00	
Scott County Payment in Leiu		\$ 31.14	
Total Revenue and Transfers In			\$ 265,844.27
DEDUCT:			
Debits/Reductions			
Wire Transfer to Lakefront Properties LLC	purchase of real property for Area #3 stabilization project	\$ 45,625.58	
MN Department of Natural Resources	public waters work permit fee for Area #3 project	\$ 12,000.00	
US Bank Equipment Finance	June copier lease payment	\$ 206.75	
4M Fund	May 2024 bank service fee	\$ 40.00	
Total Debits/Reductions			\$ 57,872.33
ENDING BALANCE	30-Jun-24		\$ 970,248.52

	2024 Budget	June Actuals	YTD 2024	Over (Under) Budget
Administrative expenses	\$ 377,838.00	\$ 246.75	\$ 146,032.64	\$ (231,805.36)
Cooperative Projects				
Eden Prairie Bank Stabilization Area #3	\$ 100,000.00	\$ 57,625.58	\$ 78,282.08	\$ (21,717.92)
Gully Erosion Contingency Fund	\$ -	\$ -	\$ -	\$ -
Seminary Fen Ravine Restoration site A	\$ -	\$ -	\$ -	\$ -
Seminary Fen Ravine Restoration site C-2	\$ 90,000.00	\$ -	\$ -	\$ (90,000.00)
Eagle Creek Bank Restoration: Town & Country R	\$ 30,000.00	\$ -	\$ -	\$ (30,000.00)
Shakopee River Bank Stabilization	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
509 Plan Budget				
<i>Resource Plan Implementation</i>				
Watershed Resource Restoration Fund	\$ 82,500.00	\$ -	\$ -	\$ (82,500.00)
Fen Private Land acquisition study	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Gully Inventory	\$ 150,000.00	\$ -	\$ 16,329.00	\$ (133,671.00)
MN River Floodplain Model Feasibility Study	\$ -	\$ -	\$ 3,073.00	\$ 3,073.00
Downtown Shakopee Stormwater BMPs	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Spring Creek stabilization project	\$ 100,000.00	\$ -	\$ 656.25	\$ (99,343.75)
Sustainable Lakes Mgmt. Plan (Trout Lakes)	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Geomorphic Assessments (Trout Streams)	\$ 100,000.00	\$ -	\$ 13,658.00	\$ (86,342.00)
Fen Stewardship Program	\$ 75,000.00	\$ -	\$ 33,757.47	\$ (41,242.53)
District Boundary Modification	\$ -	\$ -	\$ -	\$ -
Local Water Management Plan reviews	\$ 5,000.00	\$ -	\$ -	\$ (5,000.00)
Project Reviews	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Project inspections	\$ -	\$ -	\$ -	\$ -
<i>Monitoring</i>	\$ 75,000.00	\$ -	\$ 7,793.50	\$ (67,206.50)
<i>Watershed Management Plan</i>	\$ -	\$ -	\$ 4,910.25	\$ 4,910.25
<i>Public Education/CAC/Outreach Program</i>	\$ 115,000.00	\$ -	\$ 25,121.89	\$ (89,878.11)
<i>Cost Share Program</i>	\$ 20,000.00	\$ -	\$ 940.00	\$ (19,060.00)
Nine Foot Channel				
Return of unused state funds	\$ -	\$ -	\$ -	\$ -
Dredge Site Improvements	\$ 240,000.00	\$ -	\$ 17,920.98	\$ (222,079.02)
Bonded Debt Levy				
Scheduled Area #3 Bond payments	\$ 300,000.00	\$ -	\$ -	\$ (300,000.00)
Total:	\$ 2,110,338.00	\$ 57,872.33	\$ 348,475.06	\$ (1,761,862.94)



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 5. D. – Report from the Citizen Advisory Committee

Prepared By

Linda Loomis, Administrator

Summary

On July 2, 2024, the Citizen Advisory Committee (CAC) met virtually because of the Fourth of July holiday. The agenda for the meeting is attached for the Board's Information.

A postcard has been sent to residential addresses in Burnsville and Savage to recruit CAC members. A copy of the postcard is attached for the Board's information.

Attachments

July 2, 2024, CAC recruitment postcard

Recommended Action

Motion to receive and file report



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Agenda

Citizen Advisory Committee

Tuesday, July 2, 2024 | 4:30 p.m.

Virtual via WebEx

1. Call to Order and Roll Call
2. Citizen Input on Non-agenda Items
3. Consent Agenda
 - a. Approval of the June Agenda
4. CAC Discussion Items
 - a. 2024 Calendar Planning
 - Upcoming Outreach Events (i.e. group volunteering and tabling)
 - i. July 13th at Bloomington Farmers' Market
 - ii. August 11th at Savage Farmers' Market
 - iii. August 13th at Carver Farmers' Market
 - iv. August 7-11th at Carver County Fair
 - v. September 25th (Wednesday)- Metro Children's Water Festival
 - b. CAC Recruitment Updates
 - Survey sent to current CAC members on June 10, 2024. This survey was created to gauge current successes and areas of improvement for the committee in order to establish our recruitment efforts moving forward.
 - i. Discussion:
 1. Why did you join the CAC?
 2. What has been the most meaningful activity you have been involved in while serving on the CAC?
 3. What would you like to see more of?
 4. Is there anything you would like to see less of?
 5. Do you have any suggestions for future meetings?

- Post card has been created
 - i. Dean’s Lake and Savage Fen areas identified to have the most residents and will be prioritized for distribution
 - ii. Carver/Chaska will follow if second round of dispersals is applicable
- Discussion: What does recruitment look like outside of attending events and physical handout materials?
 - i. Offer alternate meeting times to accommodate different working schedules
 - ii. Host a “bring a friend” meeting
 - iii. Create a space for CAC members to publish member features (newsletter, social media posts, etc.)
 - iv. Create an invitation email template for current members to send to possible candidates
 - v. Tack on more promotional marketing (ex: videos, testimonials, etc.)
- c. Finalize Ideas for Fall/Winter Newsletter Newsletter Draft: Discuss and Prioritize
 - Introduce winter/dormant seeding (from late October through mid-November)
 - Provide information on native plants that bloom through the fall (different types of aster and goldenrod, brown-eyed Susan’s)
 - Provide information about keeping storm drains clean from leaf debris
 - Present brief project recaps for the year
 - Promote potential fall season cleanup events
 - Continue to repeat pet waste topic for any season.
 - Share information that’s unique to the Minnesota River – i.e. presentations on Minnesota Department of Natural Resources fisheries or fishing on the river.
 - Show new resource signage (Ike’s Creek)
 - Introduce nature viewing opportunities (fall color viewing opportunities, bird migrations, hiking trails)

5. Communications

- a. Administrator Report
 - Update on Watershed Activities
- b. CAC Report
 - Open Floor for Announcements and Information Sharing

6. Adjournment

Please RSVP to confirm a quorum



Established in 1960, the Lower Minnesota River Watershed District (LMRWD) is a local, special-purpose unit of government that works to solve and prevent issues related to water. Spanning approximately 80 square miles, LMRWD begins at the confluence of the Minnesota and Mississippi rivers and continues 32 miles upstream to the City of Carver.

What is Stormwater Pollution?

Stormwater is the rainwater that runs off urban landscapes such as streets, roofs, parking lots, sidewalks, and lawns and enters the nearest storm drain and, ultimately, local lakes and rivers. Stormwater contains chemicals, debris, and other pollutants, which are harmful to the environment. Many people do not know that even natural debris (leaves, grass clippings, road salt, and pet waste), can pollute the water. When these natural pollutants break down, they become food for algae, causing it to grow. Preventing stormwater from reaching local waters reduces our footprint and helps maintain healthy habitats for future generations.

How Can I Help Prevent Stormwater Pollution?

Do your part! Follow these simple steps to reduce the threat of urban stormwater contamination on surface waters:

- Replace turf grass or paved areas with native plantings.
- Choose deep-rooting native plants over exotic plants in your own yard.
- Capture rainwater in a rain barrel or other water reuse system.
- Create a rain garden to intercept stormwater (see the following page).
- Sweep up lawn clippings and yard waste (leaves, plant trimmings, etc.).
- Pick up and dispose of trash and debris before it is carried into drains.

Why Choose Native Plants?



While turf grass, such as Kentucky Bluegrass, is the most common landscape cover, it is not native to Minnesota and provides almost no ecosystem benefit compared to native plantings. Native plants are adapted to the local climate and soil conditions where they naturally occur and work well for many landscaping and wildlife habitat plantings. Once established, they seldom need watering, mulching, frost protection, mowing, or chemical fertilizers.

Native plants provide nectar, pollen, and seeds that serve as food for native butterflies, birds, and other animals. They also help stabilize the soil by rooting much deeper into the ground than turf grass, which is especially beneficial along steep slopes and shorelines to prevent erosion.

Keep in mind, lack of mowing and fertilizer application doesn't automatically qualify a lawn as native. In fact, unkept lawns may be a violation of city ordinances, so check in with your city before getting started.



Keeping Storm Drains Clean

Did you know that the storm drains along our city streets lead directly to Minnesota's lakes and rivers? This means that what goes in, must come out! Cleaning storm drains of debris and keeping an eye out for suspicious activity like dumping near storm drains is key to protecting the health of our surface waters.



Want to get involved? Try promoting the Adopt-a-Drain program throughout your community. The Adopt-a-Drain program asks residents to adopt a storm drain in their neighborhood and keep it clear of leaves, trash, and other debris to reduce water pollution.

For additional information, please visit their website at: <https://mn.adopt-a-drain.org/>



LEARN MORE





Create a Rain Garden

In developed areas, rain gardens are a great way to help water soak into the ground rather than running into storm sewers. Rain gardens are depressions filled with native plants, which serve as water filters, collecting polluted stormwater before it reaches our lakes and streams. Stormwater runoff is routed into the rain garden, where it is either used by native plants or allowed to infiltrate into the ground. Find resources below for help on rain garden design, construction, and long-term care.

Benefits of Rain Gardens

- They collect stormwater runoff before it enters the nearest storm drain.
- They act as a natural filter for pollutants before they enter groundwater.
- They promote soil stability and prevent erosion through deep roots.
- They attract wildlife, including pollinating species.
- They require little to no maintenance or watering once established.

Common Rain Garden Plants

- Red osier dogwood
- Purple coneflower
- Ironweed
- Goldenrod
- Blue flag iris
- Joe-Pye weed
- Golden Alexander
- Butterfly milkweed
- Black-eyed Susan
- Native grasses and sedges

Water-tolerant species, or wetland plants, are favorable to have in your rain garden. Check out www.bluethumb.org/native-plant-gardens, or the other listed resources below, to choose the right plants based on soil type, moisture tolerance, sun exposure, natural habitat, color, and bloom time.

Rain Barrels

Rain barrels provide a way to collect rainwater for personal irrigation use while reducing stormwater runoff.

Rain barrels reduce the use of municipal water, leading to lower water bill and less impact on drinking water sources. Many local watershed districts and soil and water conservation districts host annual sales, making rain barrels easier to acquire.

Cost-Share Program

The LMRWD has a cost-share program that provides funds to public or private landowners within LMRWD to carry out projects with an overall goal of protecting water quality. Rain gardens make for great cost-share projects! Visit the [Grants & Cost Sharing](#) page LMRWD's website for more information.

Not in the LMRWD?

Visit www.bwsr.state.mn.us/I2/ to find cost-share resources through Lawns to Legumes!

Resources

- Minnesota Department of Natural Resources: [What is a native Plant?](#)
- Carver County Water Management Organization: [Funds available to add native plants to your yard](#)
- City of Shakopee: [Landscaping & Property Maintenance](#)
- US Environmental Protection Agency: [Soak Up the Rain: Rain Gardens](#)
- University of Minnesota (U of M) Extension: [Building a rain garden](#)
- Minnesota Pollution Control Agency: [Minnesota Stormwater Manual: Rain gardens \(bioretention\) 101](#)
- U of M Extension: [Rain barrels in the home landscape](#)
- Blue Thumb: [Create a Rain Garden](#)



LOWER MINNESOTA RIVER
WATERSHED DISTRICT



UNIQUE RESOURCES IN YOUR BACKYARD

lowermnrivier.org



Join our **Citizen Advisory Committee** and make an impact on your local community! You'll be part of a passionate team working to protect, improve, and maintain priceless water and natural resources. **SCAN THE QR CODE TO GET STARTED!**

What are water and natural resources?



Savage Farmers Market, Savage, MN



Savage Fen, Savage, MN



Dean Lake, Shakopee, MN



Eagle Creek, Savage, MN

The Lower Minnesota River Watershed District (LMRWD) is a local, special-purpose unit of government that works to solve and prevent issues related to water. From habitat for native species to commercial navigation on the Minnesota River, the LMRWD manages something special.

Scan the QR code to check in from your home location, find unique resources in your area, and learn where to meet our team this summer.

Lower Minnesota River Watershed District
112 5th Street East, Suite 102
Chaska, MN 55318

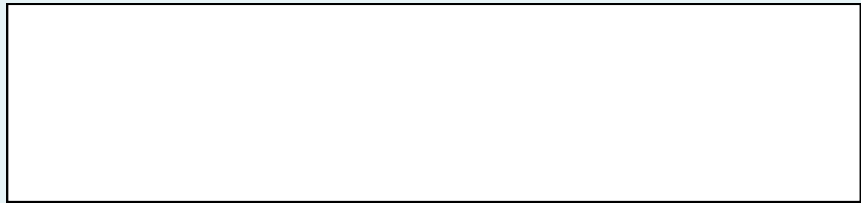


Protect. Improve. Maintain.



The Citizen Advisory Committee tours the CHS Plant in 2024. The LMRWD manages a dredge site along the river in Savage, which keeps the river navigable for important commerce.

START
PROTECTING
RESOURCES
TODAY!



This postcard was sent to residents within the Lower Minnesota River Watershed District who are located near a resource of importance. If you know someone who may also benefit from this information, please pass it on.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 5. E. – Authorize partial payment for Bloomington Neighbors Nurturing Nature Cost Share Project

Prepared By

Linda Loomis, Administrator

Summary

In June 2023, the Lower Minnesota River Board of Managers approved a Cost Share application for Bloomington Neighbors Nurturing Nature (BNNN) to restore a wetland at Olson Middle School. BNNN is requesting partial reimbursement for expenses incurred by the project so far.

The Applicant requested \$7,444 at the time of the grant application. BNNN is now requesting reimbursement of \$3,137.97, which is the total spent on plant materials so far. BNNN has submitted pictures of the project, so manager can judge the amount of work contributed by volunteers clearing invasives, preparing the area and planting.

Attachments

Cost Share Application from Bloomington Neighbors Nurturing Nature

Excerpts from April 2024 and June 2024 LMRWD meeting minutes approving the Cost Share Application

Cost Share Agreement between BNNN and the LMRWD

Email from BNNN requesting reimbursement and receipts

Photos

Recommended Action

Motion to authorize partial reimbursement for the grant for Bloomington Neighbors Nurturing Nature

A. Bloomington Neighbors
Nurturing Nature 2023 Cost
Share Application



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

Cost Share Grant Application 2023

Application type (check one) Homeowner Non-profit - 501(c)(3) School

Business or corporation Public agency or local government unit

Project type (check all that apply) Raingarden Vegetated Swale Infiltration Basin

Wetland restoration Buffer/shoreline restoration Conservation practice Habitat restoration

Pervious hard surface Other _____

Applicant Information

Name of organization or individual applying for grant (to be named as grantee):

Bloomington Neighbors Nurturing Nature

Address (street, city and ZIP code):

10125 Drew Ave S

Phone:

612-222-8580

Email address:

dan.j.niziolek@gmail.com

Primary Contact (if different from above)

Name of organization or individual applying for grant (to be named as grantee):

Address (street, city and ZIP code):

Phone:

Email address:

Project location

Address (street, city and ZIP code):

4551 102nd Street West

Property Identification Number (PID)

1902724120004

Property owners:

(Bloomington) Independent School District 271

Project Summary

Title Olson Natural Area Wetland Restoration

Total project cost \$16,789

Grant amount requested **\$7,444**

Estimated start date When grant contracted

Estimated completion date June 2025 (or sooner if grant requires)

Is project tributary to a water body? No, water remains on site Yes, indirectly Yes, directly adjacent

Is this work required as part of a permit? No Yes
(If yes; describe how the project provides water quality treatment beyond permit requirement on a separate page.)

Project Details

Checklist To be considered complete the following must be included with the application.

- | | |
|--|---|
| <input checked="" type="checkbox"/> location map | <input checked="" type="checkbox"/> project timeline |
| <input checked="" type="checkbox"/> site plan & design schematic | <input checked="" type="checkbox"/> proof of property ownership |
| <input type="checkbox"/> contracted items | <input checked="" type="checkbox"/> plant list & planting plan (if project includes plants) |

Project description Describe the project, current site conditions, as well as site history, and past management. Note any potential impacts to neighboring properties.

The Olson Natural Area Wetland Restoration Project is a multiphase restoration and environmental education project to be conducted by a community-public school partnership that is lead by Bloomington Neighbors Nurturing Nature (BNNN). The end goal is the restoration of a natural wetland that will serve as a centerpiece of environmental education for the Olson Middle and Elementary Schools. Phase 1 (the basis of this grant request) will restore a native shoreline buffer/habitat, native emergents, and upland habitat, as well as start water sampling and create initial environmental education features. Future phases will address storm water system inflows to support the full restoration of the wetland. In addition, additional environmental education features will be created.

Currently, the 3 acre site is overrun with invasive plants (e.g. purple loosestrife, buckthorn, and honeysuckle) and unmanaged prolific trees (e.g. ash and basswood) as well as lacks appropriate native vegetation. This results in significant erosion issues, lack of habitat, and excessive nutrient flow into the wetland. There are remnant native plants, including pagoda dogwood, Solomon's Seal, and sedges. The wetland has 2 storm water inflows (which will be addressed in future phase) that deposit sediment, vegetation debris, chemicals, and garbage. There is a rustic school amphitheater on one side of the wetland and a primitive dirt path that goes around the upland edge of the wetland.

All historical photos and maps indicate the wetland was/is natural. Sometime in the past, the wetland was integrated into the city storm sewer infrastructure. In addition, the school property parking lot drains into the wetland. The site receives minimal maintenance, generally in the form of mowing and brush removal along the exterior edge. The site is currently used by Olson teachers for limited environmental education. The city currently does not collect water samples from the wetland/storm pond, but is willing to assist and support future water sampling, including involving students.

The wetland is designated by the **Nine Mile Creek Watershed** as a High Priority Wetland – Protection.

What are the project objectives and expected outcomes? Give any additional project details.

Project Goal:
Restore degraded wetland and create an environmental education resource for Bloomington Public Schools. Restoration will 1) improve water quality, 2) decrease shoreline erosion, 3) remove invasive plants, 4) reestablish native vegetation to support pollinators, wildlife, and sustainable landscaping, and 5) increase environmental education opportunities for public school students.

Grant Objectives:

- Decrease non-native species on site -
- Success will be measured by a 75% decrease in buckthorn and non-native species in 2 1/2 years.
- Increase native species on site -
- Success will be measured by an increase in native vegetation by 200% in 2 1/2 years.
- Increase in habitat -
- 3 acres restored in 2 1/2 years

Improved environmental education and water resources awareness -

- Success will be measured by completion of three new environmental education features, including the initiation of regular water sampling
- Increased water resources education and involvement in the restoration project by students, teachers, and community members.
- Success will be measured by the involvement of more than 50 individual resident volunteers in 2 1/2 years.

Grant Details

- Restoration and Environmental Education Design Plan - Meet with teachers and District staff to record teachers' current environmental education on the site and identify new features
- Remove buckthorn, invasive vegetation, and inappropriate densities (overpopulated) of trees to: 1) support native vegetation, 2) reduce plant matter levels entering wetland, 3) reduce shoreline erosion, and 4) reduce deterioration of habitat. Techniques will be non-chemical and prevent erosion during the project. Removal will include hand tool plant removal, occupation, buckthorn bagging, and potentially biological (beetles) control of purple loosestrife. The former strategies have proven successful in other restoration efforts.
- Plant Native Vegetation - plant location-appropriate native vegetation to 1) create natural shoreline buffer strip to decrease shore land erosion and excessive plant matter entering pond and 2) create appropriate vegetation throughout the site to support a healthy ecosystem and habitat for pollinators and wildlife.
- Implement Environmental Education Design - install and create features to support, enhance, and grow environment education for the Public Schools. Potential features include: demonstration/observation areas, planting areas, tree stumps/logs, and the list goes on...

Which cost share goals does the project support? (check all that apply)

- | | |
|---|---|
| <input checked="" type="checkbox"/> improve watershed resources | <input checked="" type="checkbox"/> foster water resource stewardship |
| <input checked="" type="checkbox"/> increase awareness of the vulnerability of watershed resources | |
| <input checked="" type="checkbox"/> increase familiarity with and acceptance of solutions to improve waters | |

How does the project support the goals you checked?

Bloomington Neighbors Nurturing Nature board members are leading a number of natural resources restoration projects in Bloomington. Water resources are a key element in all of these projects.

Each of these efforts (as this current proposed project will also) focus on engaging and educating residents (adults and youth) in the awareness, understanding, and creation of healthy ecosystems that include water resources. Through visuals and hands on restoration, we grow residents awareness of what makes healthy ecosystems - emphasizing the importance of how property (non-chemical) maintained native vegetation supports soil health and water quality. We raise residents awareness of the impacts of their landscaping practices - from chemical use and types of vegetation to vegetation debris and run off. We use the health issues of water resources in Bloomington to help residents visually see the impact of their own as well as our collective actions on water quality. Finally, we use regular newsletters and social media to educate and celebrate success. Our Winchester Pond restoration project is one of our greatest successes thus far. We have involved more than 50 residents over 5 years to improve water quality, through collective efforts of 1) installation of floating islands, 2) reduction of lawn chemicals, 3) restoration of shoreline buffers, 4) creation of 3 rain gardens, and 5) removal of invasive plants and overpopulated trees and the planting of native plants. Our success has included drawing upon the expertise of many natural resources experts.

Project Details (continued)

Project benefits Estimate the project benefits in terms of restoration and/or annual pollution reduction. If you are working with a designer or contractor, they can provide these numbers. If you need help contact the district administrator. Computations should be attached.

Benefit	Amount
Water captures	gal/year
Water infiltrated	gal/year
Phosphorus removed	lbs/year
Sediment removed	lbs/year
Land restored	130,680 sq. ft.

How will you share the project results with your community and work to inform others about your projects environmental benefit?

We will:

- Offer and provide presentations to the Bloomington School Board as well as the City of Bloomington's Sustainability Commission.
- Generate informational pieces for District and Sustainability Commission Newsletters
- Generate social media posts throughout the project. This includes regular posts on our website and FaceBook pages.
- Utilize the project events, updates and results to engage more residents in this and other restoration projects

Please note that by obtaining cost share funding from the Lower Minnesota River Watershed District, your project may be shared with the community through our website, social media, or other media. Your project may also be highlighted on a tour or training event, with prior notice and agreement.

Maintenance Describe the anticipated maintenance and maintenance schedule for your project.

Once the restoration is implemented, the following will be performed for a minimum of 5 years by BNNN:

Annually

- Walk the site and pull invasive plants
- Seed to repair negatively impacted areas

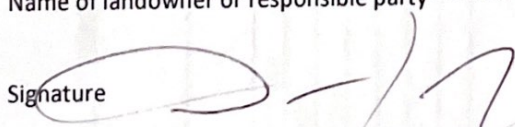
Every 3 years

- Biomass harvesting (via mowing, fire, grazing, and/or cutting and hauling away)

I acknowledge that receipt of a grant is contingent upon agreeing to maintain the project for the number of years outlined in the cost share guidelines. Yes

Authorization

Name of landowner or responsible party Dan Niziolek - BNNN President

Signature 

Date 3/28/23

Type or handwrite your answers on this form. Attached additional pages as needed.

For questions, contact Linda Loomis at [Naiad Consulting@gmail.com](mailto:NaiadConsulting@gmail.com) or call 763-545-4659.

Mail the completed application to

Lower Minnesota River Watershed District
c/o Linda Loomis, Administrator
112 E. Fifth St., Suite 102
Chaska, MN 55318

or email to:

Linda Loomis, Administrator
naiadconsulting@gmail.com



Hennepin County Property Map

Date: 3/28/2023



Division in Process

The displayed parcel boundary may not be the actual boundary because this property is in the process of being divided or replatted.

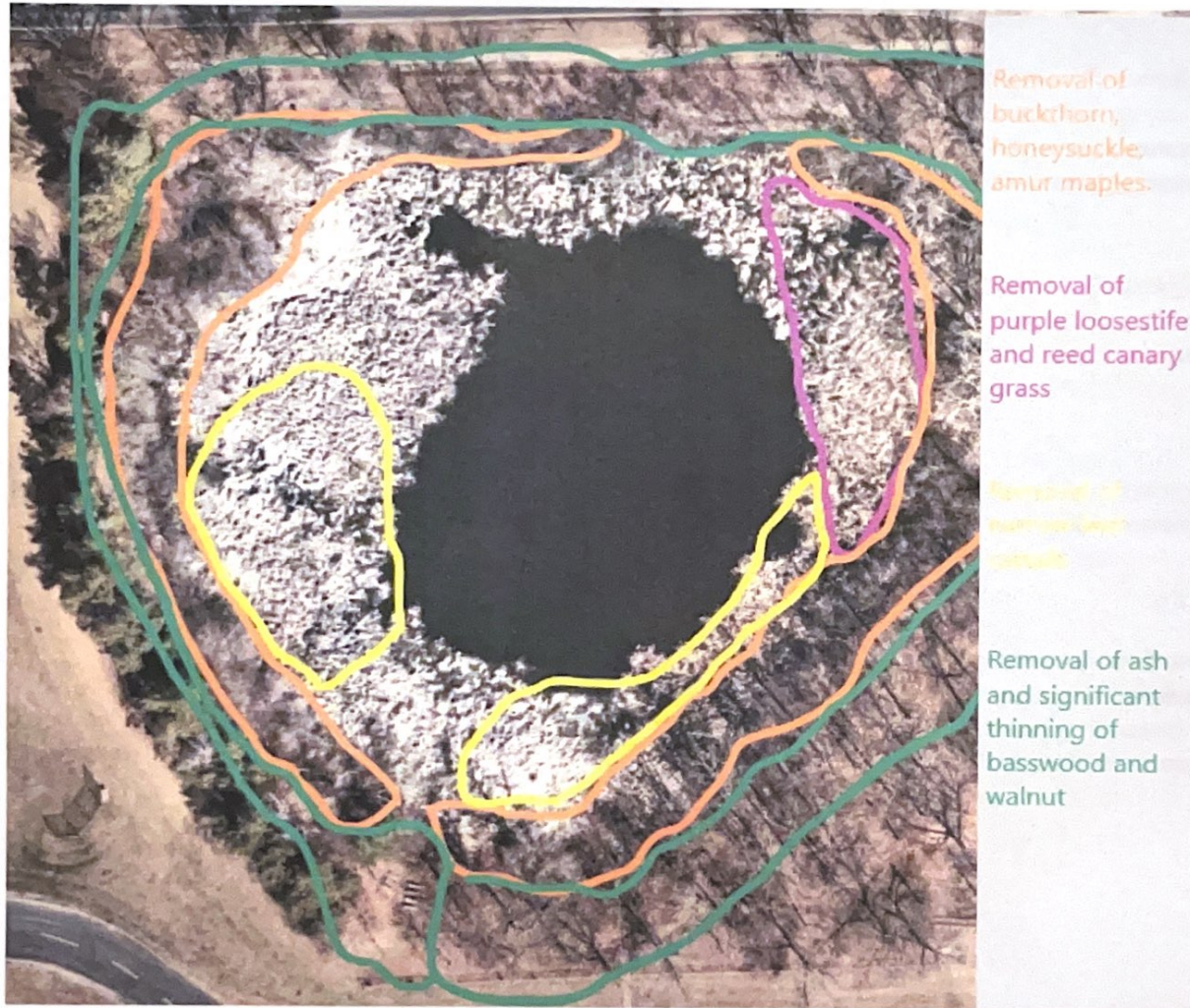
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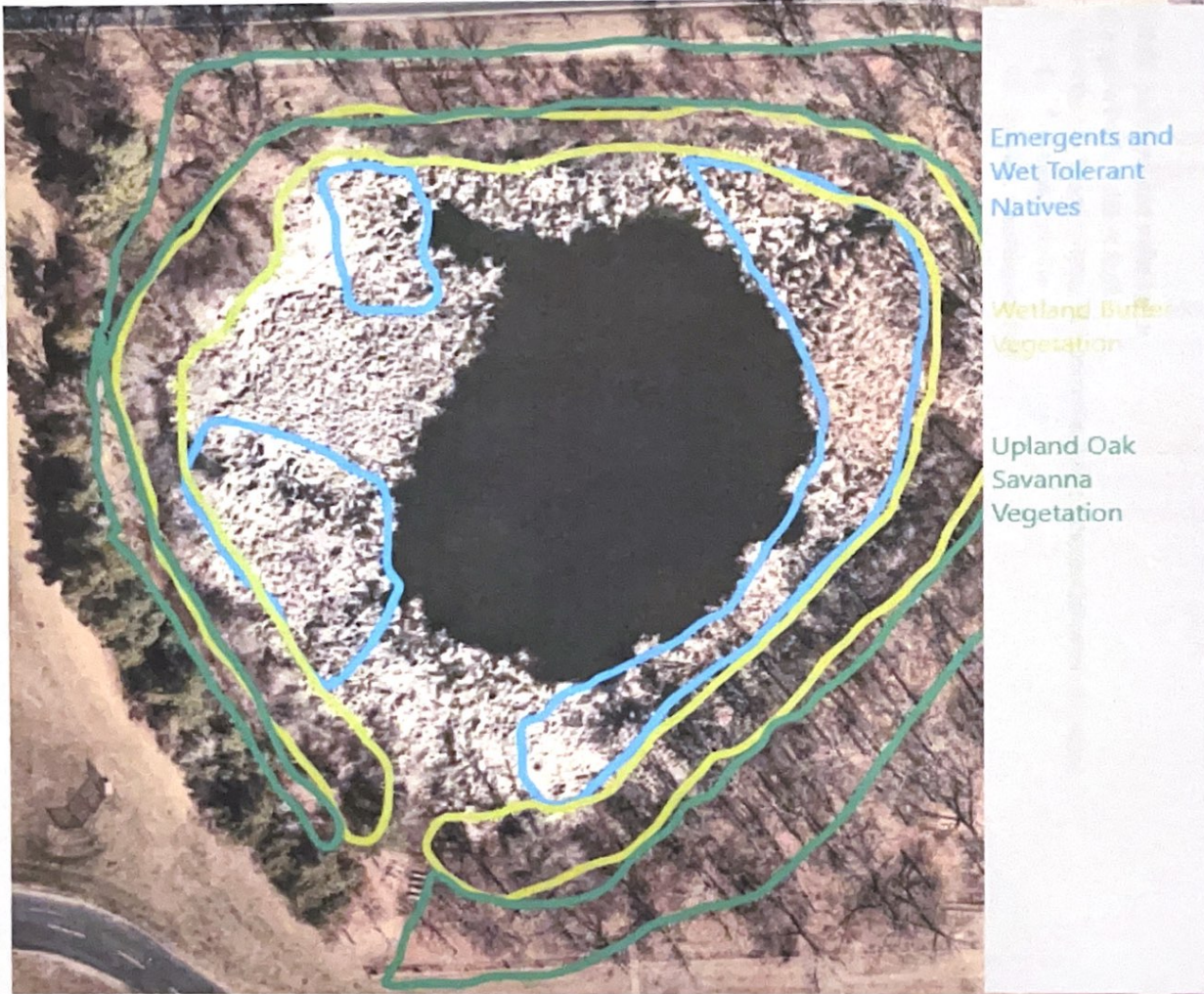
ADDRESS: 4501 102nd St W, Bloomington MN 00000

Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy, (ii) is furnished with no warranty of any kind, and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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COUNTY 2023





Project Major Tasks and Timeline

- Spring 2023 – Finalize Restoration and Environmental Education Implementation Plan.
- Spring-Fall 2023 – Buckthorn/invasive plants and overpopulated trees removal (begin in southwest corner of the site and move to the Northeast). Utilize erosion mats and occultation fabric in specific locations. Implement initial education design features. Initial spot seeding and planting.
- Fall 2023 – Prep areas for winter seed sowing. Harvest native grass/flower seeds off-site.
- Winter 2023/24 – Finish overpopulated tree and buckthorn removal. Winter seed sowing.
- Spring-Summer 2024 – Prep and native plantings.
- Summer 2024 – Weeding and education features implementation.
- Winter 2024/25 – Winter seed sowing.
- Spring-Summer 2025 – In fill plantings and seeding, and of course weeding
- Summer 2025 – Assessment.

Project staff, partners, and volunteers:

- Bloomington Public Schools Staff
 - Operations – Timothy Rybak (Bloomington Public Schools Operation Manager)
 - Technical expertise
 - Oversee maintenance staff
 - Vegetation debris transportation
 - Education
 - Principal Tim Ciavarrì (Olson Middle School)
 - Technical expertise
 - Manager of teachers and school programming
 - Environmental Education
 - Science Teachers (Bloomington Public Schools)
 - Environmental Education expertise
 - Perform environmental education on the site
- Bloomington City Staff – Dave Hansen (Forester, 30 years with City of Bloomington, numerous years as Parks Maintenance Manager and recently hired as Natural Resources Manager).
 - Technical expertise
 - Vegetation disposal site
- Community Volunteers. (BNNN annually engages more than 50 volunteers in restoration efforts.)
 - Community organizer – 25+ years leading community improvement projects
 - Landscaping equipment company owner
 - Numerous gardeners – talents and plants to share
 - Fund raiser – years of successful fundraising
 - Physical labor, tools, refreshments, and plants
 - Social media development and maintenance
 - Master Naturalist
- **Match funding:** Is a monetary or in-kind match provided or being sought. If your project includes match dollars, please describe the entity providing those dollars, what is being provided, whether it is monetary or in-kind, and in what amounts. Describe the status of the matching fund (e.g., if additional grant funds are being sought or are already secured). Attach supporting documents where necessary.
- **Total project cost:**

	\$28,545
▪ Vegetation debris pickup and transport	\$245
▪ Vegetation disposal	\$700

Additional Information

Our Non-Chemical, People-Based Buckthorn Removal Approach:

Step 1: Winter-Spring: Cut off all the large (>1" diameter) buckthorn at 4 feet.

Three reasons:

- Immediately allows sunlight to reach the ground (supporting existing native plant growth)
- Forces the buckthorn to expend energy resprouting on the remaining stump.
- Minimizes suckering, which is common for buckthorn cut off at the ground.

Step 2: Spring-Summer: Pull small (<1" diameter) buckthorn. Install erosion fabric where necessary.

Step 3: Early Summer: Plant native plugs in areas of buckthorn pulling with limited native vegetation.

Step 4: Late summer: Either 1) pull out previously cut large buckthorn that has died or 2) cut living previously cut large buckthorn at 6" and apply buckthorn baggie. Leave on 1 year.

Step 5: Following season, pull new growth buckthorn (as well as garlic mustard which will likely appear).

Step 6: Plant plugs and seed throughout entire area of buckthorn pulling and cutting.

Step 7: Monitor bagged buckthorn for pioneers and remove.

Step 8: 1 year after installing, remove buckthorn baggies and remove any medium size root balls.

Step 9: Following season, pull new growth buckthorn and conduct in fill seeding.

Step 10: Regular maintenance.

Removal Acreage:

- Removal of buckthorn/honeysuckle/amur maples/other invasive plants followed by planting/seeding native wetland buffer. **(Approximately 1 acre)**
- Removal of purple loosestrife/narrow-leaf cattails followed by planting of emergents/wet tolerant natives. **(Approximately ½ acre)**
- Removal of ash/overpopulated basswood trees/invasive plants followed by planting upland oak savanna native grasses/sedges/ flowers/oaks. **(Approximately 1 acre)**



**MNL Stormwater
Basin Mix**

Native mix for stormwater & retention basin pond edges. Height 3-6'

	Scientific Name	Common Name	% of Mix	Seeds/ Sq Ft	PLS lbs/ac	Bloom Season
Grasses:	Andropogon gerardii	Big Bluestem	8.00	2.64	0.72	
	Calamagrostis canadensis	Blue-joint Grass	0.35	3.24	0.03	
	Bromus ciliatus	Fringed Brome	3.10	1.13	0.28	
	Elymus virginicus	Virginia Wild Rye	16.50	2.29	1.49	
	Glyceria grandis	Reed Manna Grass	3.50	9.23	0.32	
	Leersia oryzoides	Rice Cutgrass	10.00	11.24	0.90	
	Panicum virgatum	Switchgrass	5.00	2.31	0.45	
	Sorghastrum nutans	Indian Grass	16.00	6.35	1.44	
	Spartina pectinata	Prairie Cordgrass	7.00	1.53	0.63	
Sedges/Rushes:	Carex hystericina	Porcupine Sedge	0.60	0.60	0.05	
	Carex stipata	Awl-fruited Sedge	0.75	0.84	0.07	
	Carex vulpinoidea	Fox Sedge	1.00	2.68	0.09	
	Scirpus atrovirens	Green Bulrush	0.50	7.60	0.05	
	Scirpus cyperinus	Woolgrass	0.25	14.05	0.02	
Forbs:	Anemone canadensis	Canada Anemone	0.20	0.05	0.02	Spring
	Asclepias incarnata	Swamp Milkweed	4.00	0.63	0.36	Summer
	Bidens cernua	Nodding Beggarstick	2.00	1.39	0.18	Summer
	Desmodium canadense	Showy Tick-trefoil	3.00	0.55	0.27	Summer
	Eutrochium maculatum	Joe-pye Weed	0.55	2.19	0.05	Summer
	Eupatorium perfoliatum	Boneset	0.20	1.06	0.02	Fall
	Helenium autumnale	Sneezeweed	0.80	3.44	0.07	Fall
	Hypericum pyramidatum	Great St. Johnswort	0.40	2.51	0.04	Summer
	Liatris pycnostachya	Prairie Blazing Star	1.25	0.45	0.11	Summer
	Mimulus ringens	Monkey Flower	0.10	7.60	0.01	Summer
	Monarda fistulosa	Wild Bergamot	0.75	1.74	0.07	Summer
	Ratibida pinnata	Yellow Coneflower	1.45	1.44	0.13	Summer
	Silphium perfoliatum	Cup Plant	2.50	0.12	0.23	Summer
	Solidago rigida	Stiff Goldenrod	1.50	2.03	0.14	Fall
	Sparganium eurycarpum	Giant Burreed	2.00	0.03	0.18	Summer
	Symphyotrichum novae-angliae	New England Aster	0.75	1.64	0.07	Fall
	Thalictrum dasycarpum	Purple Meadow Rue	0.60	0.40	0.05	Summer
	Verbena hastata	Blue Vervain	1.00	3.07	0.09	Summer
	Vernonia fasciculata	Ironweed	3.00	2.38	0.27	Summer
	Veronicastrum virginicum	Culver's Root	0.20	5.29	0.02	Summer
	Zizia aurea	Golden Alexanders	1.20	0.44	0.11	Spring
Seeds/sq ft:	104.00		100.00	104.18	9.00	
Grass Species:	9					
Sedges/Rushes:	5					
Forb Species:	21					

Seed mixes are subject to change based on availability

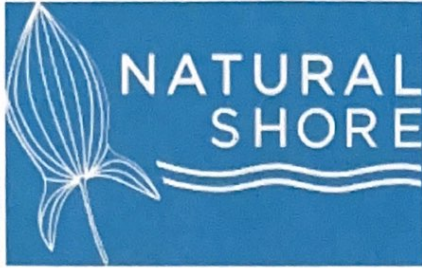


MNL Savanna Mix Shortgrass

Great mix for part-sun oak savanna and woodland edge sites
with 25-50% tree cover. Grass height 2-3'

	Scientific Name	Common Name	% of Mix	Seeds/ Sq Ft	PLS lbs/ac	Bloom Season
Grasses:	Bouteloua curtipendula	Side-oats Grama	19.75	8.66	2.37	
	Bromus kalmii	Prairie Brome	1.25	0.44	0.15	
	Elymus trachycaulus	Slender Wheat Grass	10.00	3.04	1.20	
	Elymus villosus	Silky Wild Rye	12.00	2.91	1.44	
	Elymus virginicus	Virginia Wild Rye	11.00	2.04	1.32	
	Schizachyrium scoparium	Little Bluestem	18.00	11.90	2.16	
Sedges/Rushes:	Carex brevior	Plains Oval Sedge	4.00	5.11	0.48	
	Carex molesta	Troublesome Sedge	2.00	2.20	0.24	
	Carex sprengeii	Long-beaked Sedge	2.00	0.88	0.24	
Forbs:	Achillea millefolium	Yarrow	0.15	1.16	0.02	Summer
	Agastache foeniculum	Fragrant Giant Hyssop	0.40	1.59	0.05	Summer
	Amorpha canescens	Leadplant	0.50	0.35	0.06	Summer
	Anemone canadensis	Canada Anemone	0.15	0.05	0.02	Spring
	Anemone virginiana	Tall Thimbleweed	0.25	0.31	0.03	Summer
	Aquilegia canadensis	Columbine	0.20	0.33	0.02	Spring
	Asclepias syriaca	Common Milkweed	1.30	0.23	0.16	Summer
	Ceanothus americanus	New Jersey Tea	0.40	0.13	0.05	Summer
	Dalea purpurea	Purple Prairie Clover	4.00	2.64	0.48	Summer
	Dalea candida	White Prairie Clover	1.50	1.26	0.18	Summer
	Desmodium canadense	Showy Tick-trefoil	2.50	0.61	0.30	Summer
	Drymocallis arguta	Prairie Cinquefoil	0.30	3.04	0.04	Summer
	Lespedeza capitata	Round-headed Bushclover	1.00	0.35	0.12	Summer
	Liatris aspera	Rough Blazing Star	0.20	0.14	0.02	Summer
	Lupinus perennis	Wild Lupine	0.50	0.02	0.06	Spring
	Monarda fistulosa	Wild Bergamot	0.35	1.08	0.04	Summer
	Oenothera biennis	Common Evening Primrose	0.60	2.38	0.07	Fall
	Rosa arkansana	Prairie Rose	0.50	0.02	0.06	Summer
	Rudbeckia hirta	Black-eyed Susan	1.25	5.07	0.15	Summer
	Rudbeckia triloba	Brown-eyed Susan	0.85	1.27	0.10	Summer
	Solidago nemoralis	Gray Goldenrod	0.10	1.32	0.01	Fall
	Solidago rigida	Stiff Goldenrod	0.75	1.36	0.09	Fall
	Solidago speciosa	Showy Goldenrod	0.30	1.26	0.04	Fall
	Symphyotrichum laeve	Smooth Blue Aster	0.10	0.24	0.01	Fall
	Symphyotrichum oolentangiense	Sky-blue Aster	0.50	1.76	0.06	Fall
	Verbena stricta	Hoary Vervain	0.80	0.99	0.10	Summer
	Veronicastrum virginicum	Culver's Root	0.05	1.76	0.01	Summer
	Zizia aurea	Golden Alexanders	0.50	0.24	0.06	Spring
			100.00	68.17	12.00	
Seeds/sq ft:	68.00					
Grass Species:	6					
Sedge/Rush Species:	3					
Forb Species:	28					

Seed mixes are subject to change based on availability



Plug and Plant List

- Butterfly Weed (*Asclepias tuberosa*)
- Sideoats Grama (*Bouteloua curtipendula*)
- Lance Leaved Tickseed (*Coreopsis lanceolata*)
- White Prairie Clover (*Dalea candida*)
- Purple Prairie Clover (*Dalea purpurea*)
- Dotted Blazing Star (*Liatris pycnostachya*)
- Little Bluestem (*Schizachyrium scoparium*)
- Aromatic Aster (*Symphotrichum oblongifolium*)
- Swamp Milkweed (*Asclepias incarnate*)
- Lake Sedge (*Carex lacustris*)
- Joe Pye Weed (*Eutrochium maculatum*)
- Sneezeweed (*Helenium autumnale*)
- Blue Flag Iris (*Iris versicolor*)
- Blue Lobelia (*Lobelia siphilitica*)
- Obedient Plant (*Physostegia virginiana*)
- New England Aster (*Symphotrichum novae-angliae*)
- Blue Vervain (*Verbena hastata*)
- Bebb's Sedge (*Carex bebbi*)
- Fox Sedge (*Carex vulpinoidea*)
- Boneset (*Eupatorium perfoliatum*)
- Prairie Blazing Star (*Liatris pycnostachya*)
- Cardinal Flower (*Lobelia cardinalis*)
- Bur-reed (*Sparganium eurycarpum*)
- Arrowhead (*Sagittaria latifolia*)
- Ironweed (*Vernonia fasciculata*)
- Culver's Root (*Veronicastrum virginicum*)
- Common Three-square (*Schoenoplectus pungens*)
- Hardstem Bulrush (*Schoenoplectus acutus*)
- Softstem Bulrush (*Schoenoplectus tabernaemontani*)
- Tussock Sedge (*Carex stricta*)
- Green Bulrush (*Scirpus atrovirens*)
- Woolgrass (*Scirpus cyperinus*)
- Bottlebrush Grass (*Elymus hystrix*)
- Black-eyed Susan (*Rudbeckia hirta*)
- Gray-headed Coneflower (*Ratibida pinnata*)
- Zig Zag Goldenrod (*Solidago flexicaulis*)

B. Excerpts from April 2024
and June 2024 LMRWD
meeting minutes approving
Cost Share Application from
Bloomington Neighbors
Nurturing Nature

want to be more proactive with this and request the data more frequently and work with the DNR to see if they have mitigation measures in place to address the appropriation.

Lindsey Albright, Dakota Soil and Water, asked if there was a way that the district could get added to the DNR's database so that they can view the data. Ms. Young stated that this information is being monitored but the DNR is not as proactive monitoring this data as the LMRWD would like.

Manager Salvato asked about the additional costs. Mr. Kuphal explained that they kept the budget the same this year and may have more expenses. He stated that next year there will be an increase. Administrator Loomis added that there is a maximum, not to exceed number, which is rarely reached.

Administrator Loomis stated that there has been a lot of requests for increase of appropriations that need to be discussed with the DNR.

Manager Amundson asked about the high chloride levels in August and if that was the result of low water levels. Ms. Roberts stated that was likely the cause but stated that there is not much of a concern for chloride in Eagle Creek. Mr. Kuphal added that it is not unlikely to see this increase due to concentration.

Mr. Kuphal explained that in the agreement there is not a line item under Deans Lake for equipment. He stated that there was some vandalism on the ultrasonic sonar that reads the water levels and shared concern that the device was damaged and may cost \$300 to repair or replace this. He asked if part of the budget could be used for equipment replacement. The Board said yes.

Manager Salvato made a motion to approve Agreement between the Lower Minnesota River Watershed District and the Scott Soil and Water Conservation District for Monitoring, Technical, Education and other Conservation Services and 2023 Statement of Work and authorize execution. President Hartmann seconded the motion. Upon a vote being taken motion carried unanimously.

B. Appletree Condominium 2023 Cost Share Project

Administrator Loomis introduced and provided background on this item. She stated that there is a greater number of people interested in this cost share program than previous years. She shared concerns with potentially exceeding the budgeted amount. She stated that if this project and the Bloomington Neighbors Nurturing Nature project is approved that they may not approve them at the full amount.

Manager Salvato recommended making more stringent criteria for projects under this program.

Ms. Young recommended holding the applications from consideration at this meeting and consider all applications after the May 15 deadline and also checking in with the applicants if they would still have a viable project if they received less than their requested amount.

Administrator Loomis agreed with this suggestion. She stated that they are more conservative with their cost share program than other watershed districts. She suggested having different

categories for these cost share projects. She recommended that applicants apply this year for projects that will be done next year.

Manager Amundson made a motion to table the Appletree Condominium cost share application and the Bloomington Neighbors Nurturing Nature cost share application until all after the May 15 deadline to consider all application received at the June Board Meeting. Manager Salvato seconded this motion. Upon a vote being taken motion carried unanimously.

C. Bloomington Neighbors Nurturing Nature Cost Share Application

This item was discussed and voted on in conjunction with item B.

D. 2022 Dakota County Monitoring Report

Administrator Loomis introduced Lindsey Albright, Water Resource Specialist for the Dakota County Soil and Water Conservation District. Ms. Albright presented a report on the results of 2022 monitoring in Dakota County.

Ms. Albright reviewed the results of the fen well monitoring in Quarry Island, Fort Snelling, and Nichols Fens. She discussed the devices used for monitoring. She reviewed the trends at each site. She recommended continuing data sharing and looking at the viability of continuing to monitor all the wells.

Ms. Young shared the importance of Ms. Albright's monitoring. She stated that the LMRWD recently spoke with the DNR and since the MET Council is doing monitoring that the district should look at stopping monitoring. She said that they are not in agreement with this as the data that the LMRWD is looking at is different than what the MET Council is looking at.

Manager Salvato asked if the fen stewardship does any vegetation sampling and how often this is being done. Ms. Young stated that this has happened at Nichols and other locations are being looked at now. She stated that the DNR did not have the capacity to sample vegetation, so the LMRWD has taken it on.

Manager Amundson asked why the water levels fluctuate so much. Ms. Young explained that with Nichols there is some sensitivity with the pumping that is happening through the MET Council. She stated that at some of the other fens they are looking at this with the DNR to determine what might be causing these trends.

6. OLD BUSINESS

A. 2021 Financial Audit

Administrator Loomis introduced and provided an update on the status of the audit. She stated that they have not yet received the audit, but the auditor said that he would have the report to them by April 15th. She noted that it was not received by that date and has not gotten a response back from the auditor. She added that the accountant has spoken to another accounting firm about taking over the 2021 audit to get this done.

Manager Salvato asked how much money has been spent on the audit. Administrator Loomis stated that Global Portfolio Consulting has been paid \$12,000-\$13,000 to get started on the audit.

Attorney Kolb mentioned that he can help come up with a plan of how to handle this.

Attorney Kolb reviewed his presentation on the One Watershed One Plan operational arrangements. He discussed joint power entities, determining an appropriate structure, and the decisions that need to be made prior to entering one of these agreements. He also discussed the key elements of implementation for a One Watershed One Plan. He stated that they do not have to decide tonight on whether or not they participate in this, but they will need to make the decision soon.

Administrator Loomis discussed that part of this has to do with the amount of sediment and nutrients that are coming from upstream, in areas that are outside of a certain district. She gave the example of Scott County and how the upper part of Sand Creek is outside of their county, and they are not able to do projects in that area. She added that it is possible that this plan may impact the LMRWD's ability to get watershed-based implementation funding as funding may be split.

The Board discussed the values and the drawbacks of this plan.

Attorney Kolb reviewed the difference between a joint powers collaboration or a joint powers entity.

Administrator Loomis shared that the LMRWD has given funding to projects that were outside of the district and stated that there is nothing prohibiting them from giving these funds as long as they see it as beneficial to the district.

The Board gave feedback on the information that was presented at this meeting. No action required.

6. OLD BUSINESS

A. 2021 Financial Audit

Administrator Loomis introduced this item and shared that Redpath and Company has agreed to doing a two year audit which will cost \$25,000 per year. She shared the recommendation from legal counsel to get the legislature to give resources to the Office of the State Auditor so that they can provide audit services to some of the smaller, local governmental units, such as watershed districts. Legal counsel noted that the LMRWD is not alone in its difficulty finding auditors and getting audits prepared. She stated that they will be sending a letter to the former audit firm. Attorney Kolb stated that this letter should go out within the next week.

President Hartmann made a motion to authorize a request for proposals to provide audit services for FY 2023. Manager Amundson seconded the motion. Upon a vote being taken, the motion carried unanimously.

B. 2027 World EXPO – “Healthy People, Healthy Planet – Wellness and Well Being for All”

Administrator Loomis introduced and provided background on this item. Bloomington was not chosen as the site of the 2027 World Expo.

C. 2023 Cost Share Applications

Administrator Loomis reviewed the five applications for cost share projects. She stated that the total of all five projects would come to over \$21,000 and funding could come from the Water Resource Restoration fund.

The Board asked if they would not accept any other applications for the rest of the year.

Administrator Loomis explained that decision is up to the Board. She noted that there is an applicant that is interested in submitting an application, but that is for a project for 2024.

The Board discussed potentially limiting funding to the same groups to every other year and not back to back years.

Administrator Loomis shared that she has looked into cost share programs for other watershed districts and stated that the LMRWD is the most conservative. She added that there will be a draft budget at the July meeting.

The Board discussed the May deadline being a little late in the year for these applications to be submitted.

Manager Amundson made a motion to approve all cost share applications as presented and the amounts requested. Manager Kuplic seconded the motion. Manager Salvato offered a friendly amendment to the motion, asking that LMRWD staff evaluate cost share programs offered by other watershed districts and recommend changes to the LMRWD. Managers Amundson and Kuplic accepted Manager Salvato's amendment. Upon a vote being taken, the motion carried unanimously.

D. City of Carver Levee

No new information to report since the last update.

E. Dredge Management

i. Vernon Avenue Dredge Material Management site

Administrator Loomis introduced this item and provided an update on the project to improve Vernon Avenue.

ii. Private Dredge Material Placement

No new information to report since last update.

F. Watershed Management Plan

No new information to report since the last update.

G. 2023 Legislative Action

Administrator Loomis introduced and provided background on this item. She discussed the projects that received funding.

The Board asked about the funding provided for water storage. Administrator Loomis explained that BWSR is going to try to identify larger projects and how they can make more of a difference with water storage.

H. Education and Outreach Plan

No new information to report since the last update.

I. LMRWD Projects

(Only projects that require Board action will appear on the agenda. Informational updates will appear on the Administrator Report)

i. Area #3

Administrator Loomis introduced and provided background on this item. She shared that she met with the property owners on site at the property and she asked them to consider selling the portion of their property or allowing an easement for the property in the City's right-of-way for Riverview Road and the river. She noted that State funds can be used for this purchase. She stated that they will need to determine how they can raise their match from the State. She added that she contacted a consulting firm who may be able to assist and

C. Cost Share Agreement
between Bloomington
Neighbors Nurturing Nature
and LMRWD

LOWER MINNESOTA RIVER WATERSHED DISTRICT
2023 COST SHARE INCENTIVE AND WATER QUALITY RESTORATION PROGRAM
Cost Share Grant Agreement

The parties to this Agreement, made this 21st day of June 2023, are the Lower Minnesota River Watershed District, a Minnesota Watershed District ("LMRWD") a public body with purposes and powers set forth in Minnesota Statutes Chapters 103B and 103D and Bloomington Neighbors Nurturing Nature ("APPLICANT"). The purpose of this Agreement is to provide for the installation and maintenance of a project designed to protect and improve natural resources within the District, by managing storm water and said project to be located at: Olson Middle School, 4501 West 102nd Street, Bloomington, MN 55437.

1. Scope of Work. APPLICANT will install the Project in accordance with the Application submitted to the LMRWD, attached as Exhibit A. A final report must be presented to the LMRWD upon completion of the project. An initial reimbursement will be made upon meeting certain milestones as specified in as specified in Section 2 of this Agreement.

2. Reimbursement. The LMRWD, upon receipt of adequate documentation, will reimburse the Applicant as follows:

1st reimbursement: The Applicant may request reimbursement after completion of the following items: installation of erosion and occultation materials, winter seeding, and spring plantings.

2nd reimbursement: The Applicant may request a second and final reimbursement After completion of the following items: winter seeding and final spring planting. The second reimbursement assumes the installation of the project is complete in accordance with Exhibit A.

The LMRWD, on receipt of adequate documentation, will reimburse the APPLICANT up to 50% of the APPLICANT's cost to install the Project, including materials, equipment rental, delivery of materials and labor, in an amount not to exceed \$7,444. APPLICANT will document with receipts all direct expenditures. At the time reimbursement is requested, APPLICANT will provide the LMRWD with copies of all documents concerning the work. Volunteer time and labor will be considered an in-kind contribution and may be used as a match, but APPLICANT will not receive reimbursement for in-kind contributions. Labor may be credited at \$20.00 per hour.

3. Public Access. LMRWD may enter APPLICANT's property at reasonable times to inspect the work to ensure compliance with this Agreement and monitor or take samples for the purpose of assessing the performance of the Project. APPLICANT will permit the LMRWD, at its cost and discretion, to place reasonable signage on APPLICANTs property informing the general public about the Project and the LMRWD's Cost Share Incentive and Water Quality Restoration Program. The LMRWD may request APPLICANT's permission to allow members of the public periodically to enter APPLICANT's property to view the Project in the company of a LMRWD representative. This paragraph does not create any right of public entry onto APPLICANT's property except as coordinated with APPLICANT and accompanied by a LMRWD representative.

4. Maintenance. APPLICANT will maintain the Project for at least five (5) years from the date installation is complete. If APPLICANT does not do so, the LMRWD will have a right to reimbursement of all amounts paid to APPLICANT, unless:
 - a. The LMRWD determines that the failure to maintain the Project was caused by reasons beyond the APPLICANT's control; or
 - b. APPLICANT has conveyed the underlying property, provided APPLICANT notifies the LMRWD at least 30 days before the property is conveyed and facilitates communication between the LMRWD and the prospective owner regarding continued maintenance of the project.
5. Agreement Void. This Agreement is void if the project installation is not complete by July 30, 2025. This Agreement may not be modified in any way except in writing and signed by both parties.
6. Indemnification. The LMRWD will be held harmless against all liability and loss in connection with the installation of the Project.
7. Compliance with Laws. APPLICANT is responsible to comply with any permits or other legal requirements applicable to the work.
8. Notices. Any notice or demand, authorized or required under this Agreement shall be in writing and shall be addressed to the other party as follows:

To LMRWD:

Administrator
 Lower Minnesota River Watershed District
 112 East Fifth Street, Suite 102 Chaska, MN 55318

To APPLICANT:

Dan Niziolek, Primary Contact
 Bloomington Neighbors Nurturing Nature
 10125 Drew Avenue South
 Bloomington, MN 55431

The parties being in agreement to be signed as follows:

APPLICANT:

LOWER MINNESOTA RIVER WATERSHED DISTRICT:

By: 
 By: Den Niziolek (Aug 2, 2023 11:15 CDT)

By: _____

Its: President

Its: President

Date: Aug 2, 2023

Date: _____

D. Request for
Reimbursement from
Bloomington Neighbors
Nurturing Nature and
Receipts



Linda Loomis <naiadconsulting@gmail.com>

BNNN - Reimbursement Request...

1 message

Dan Niziolek <bloomingtonnnn@gmail.com>

Wed, Jul 10, 2024 at 8:14 AM

To: Linda Loomis <naiadconsulting@gmail.com>

Cc: Laura Peterson <lauraptrsn1@gmail.com>, Heidi Niziolek <heidi.niziolek@yahoo.com>

Linda,

I hope your summer is going well.

I write to request our first reimbursement for the Olson Schools Nature Area Project:

1st reimbursement: The Applicant may request reimbursement after completion of the following items: installation of erosion and occultation materials, winter seeding, and spring plantings.

Our first ten months have gone very well, with good community engagement, significant removal of invasive plants and prolific trees, and the planting and seeding of native plants.

Summary of our work thus far:

- at least monthly restoration events, involving more than 50 community members (totaling more than 200 hours)
- removal of many loads of buckthorn, honeysuckle, and other invasive plants (cut, dragged, and stacked by volunteers and hauled away by the School District)
- volunteer services of 2 tree removal companies to remove more than 15 dead and dying ash and overly prolific trees (e.g. black walnut)
- planting of 1,200 native plugs (including emergents, shoreline, and upland plants)
- Installation of erosion control logs and straw
- obtained permit for purple loosestrife beetle for biological control
- seeding of approximately 1,000 square feet
- regular sharing of events and progress through Facebook and website
- installation of occultation

We (Bloomington Neighbors Nurturing Nature) are seeking reimbursement of - \$3,137.97

I will forward invoices and photos in subsequent emails. Please let me know if you have any questions or need additional information.

Also, we are always open to providing tours of the area.

Thanks!!

Dan

Bloomington Neighbors Nurturing Nature 501c(3)

Natural Shore Technologies Inc
 6275 Pagenkopf Road
 Maple Plain, MN 55359 US
 612-703-7581
 rob.l@naturalshore.com
 naturalshore.com

Invoice

BILL TO
Dan Niziolek Bloomington Neighbors Nurturing Nature 10125 Drew Ave S Bloomington, MN 55431 USA

SHIP TO
Dan Niziolek Bloomington Neighbors Nurturing Nature 10125 Drew Ave S Bloomington, MN 55431 USA

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
6194	05/29/2024	\$0.00	05/31/2024	Due on receipt	

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
3" Foxglove Beardtongue	3" Foxglove Beardtongue (Penstemon digitalis)	32	2.25	72.00T
3" Joe-Pye Weed	3" Joe-Pye Weed (Eutrochium maculatum)	32	2.25	72.00T
3" Swamp Milkweed	3" Swamp Milkweed (Asclepias incarnata)	32	2.25	72.00T
3" Purple Coneflower	3" Purple Coneflower (Echinacea purpurea)	32	2.25	72.00T
3" Prairie Phlox	3" Prairie Phlox (Phlox pilosa)	32	2.25	72.00T
3" Obedient Plant	3" Obedient Plant (Physostegia virginiana)	32	2.25	72.00T
3" Zig Zag Goldenrod	3" Zig Zag Goldenrod (Solidago flexicaulis)	32	2.25	72.00T
3" Anise Hyssop	3" Anise Hyssop (Agastache foeniculum)	32	2.25	72.00T
3" Golden Alexander	3" Golden Alexander (Zizia aurea)	32	2.25	72.00T
3" Boneset	3" Boneset (Eupatorium perfoliatum)	32	2.25	72.00T
3" Cardinal Flower	3" Cardinal Flower (Lobelia cardinalis)	32	2.25	72.00T
4" Pickerel Weed	4" Pickerel Weed (Pontederia cordata)	18	6.00	108.00T
4" Arrowhead	4" Arrowhead (Sagittaria latifolia)	18	4.00	72.00T
3" Side Oats Grama	3" Side Oats Grama (Bouteloua curtipendula)	32	2.25	72.00T
3" Bottlebrush Grass	3" Bottlebrush Grass (Elymus hystrix)	32	2.25	72.00T
3" June Grass	3" June Grass (Koeleria macrantha)	32	2.25	72.00T
4" Bebb's Sedge	4" Bebb's Sedge (Carex bebbii)	18	4.00	72.00T
4" Burreed	4" Burreed (Sparganium eurycarpum)	18	4.00	72.00T
4" Bottle Brush Sedge	4" Bottle Brush Sedge (Carex comosa)	18	4.00	72.00T
4" Sweet Flag	4" Sweet Flag (Acorus americanus)	18	4.00	72.00T

SUBTOTAL	1,476.00
TAX	0.00
TOTAL	1,476.00
PAYMENT	1,476.00
BALANCE DUE	\$0.00

E. Photos



Before pictures





Before pictures





During Construction





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During Construction





During Construction







During Construction





During Construction





During Construction





During Construction





During Construction





During Construction





Post Construction





Post Construction





8740 77th St NE
Otsego, MN 55362

INVOICE

HEAL THE EARTH!

BILLING DATE	INVOICE #
6/3/2024	45503

BILLING ADDRESS
Bloomington Neighbors Nurturing Nature 10125 Drew Ave S Bloomington, MN 55431

TERMS	DUE DATE	CUST. PO NO.
Due on receipt	6/3/2024	

SHIPPING ADDRESS
Bloomington Neighbors Nurturing Nature 10125 Drew Ave S Bloomington, MN 55431

PROJECT	PROJECT #

QTY	U/M	UNITS	ITEM	DESCRIPTION	UNIT PRICE	EXTENTION
684		Each	XL Plugs	Native Plant Plugs	1.60	1,094.40T
1		Each	Packets	5000sq ft MNL Songbird Mix	165.00	165.00T
1		Each	Shipping a...	Shipping and Handling Charges (MNL Delivered)	265.00	265.00T
				MN/Henn/Bloom/HennTR/MetTR/ MetH	9.025%	137.57

Thank you for your business. Please place the invoice number on your check.	Total	\$1,661.97
Any amount remaining unpaid beyond the due date, will incur a 1.5% per month finance charge.	Payments/Credits	\$0.00
Phone: (763) 295-0010 ● www.MNLcorp.com ● AP@MNLcorp.com	Balance Due	\$1,661.97

10 Million Acres Impacted by 2030!



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 4. D. – Report from the Citizen Advisory Committee

Prepared By

Linda Loomis, Administrator

Summary

On July 2, 2024, the Citizen Advisory Committee (CAC) met virtually because of the Fourth of July holiday. The agenda for the meeting is attached for the Board's Information.

A postcard has been sent to residential addresses in Burnsville and Savage to recruit CAC members. A copy of the postcard is attached for the Board's information.

Attachments

July 2, 2024, CAC recruitment postcard

Recommended Action

Motion to receive and file report



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Agenda

Citizen Advisory Committee

Tuesday, July 2, 2024 | 4:30 p.m.

Virtual via WebEx

1. Call to Order and Roll Call
2. Citizen Input on Non-agenda Items
3. Consent Agenda
 - a. Approval of the June Agenda
4. CAC Discussion Items
 - a. 2024 Calendar Planning
 - Upcoming Outreach Events (i.e. group volunteering and tabling)
 - i. July 13th at Bloomington Farmers' Market
 - ii. August 11th at Savage Farmers' Market
 - iii. August 13th at Carver Farmers' Market
 - iv. August 7-11th at Carver County Fair
 - v. September 25th (Wednesday)- Metro Children's Water Festival
 - b. CAC Recruitment Updates
 - Survey sent to current CAC members on June 10, 2024. This survey was created to gauge current successes and areas of improvement for the committee in order to establish our recruitment efforts moving forward.
 - i. Discussion:
 1. Why did you join the CAC?
 2. What has been the most meaningful activity you have been involved in while serving on the CAC?
 3. What would you like to see more of?
 4. Is there anything you would like to see less of?
 5. Do you have any suggestions for future meetings?

- Post card has been created
 - i. Dean’s Lake and Savage Fen areas identified to have the most residents and will be prioritized for distribution
 - ii. Carver/Chaska will follow if second round of dispersals is applicable
- Discussion: What does recruitment look like outside of attending events and physical handout materials?
 - i. Offer alternate meeting times to accommodate different working schedules
 - ii. Host a “bring a friend” meeting
 - iii. Create a space for CAC members to publish member features (newsletter, social media posts, etc.)
 - iv. Create an invitation email template for current members to send to possible candidates
 - v. Tack on more promotional marketing (ex: videos, testimonials, etc.)
- c. Finalize Ideas for Fall/Winter Newsletter Newsletter Draft: Discuss and Prioritize
 - Introduce winter/dormant seeding (from late October through mid-November)
 - Provide information on native plants that bloom through the fall (different types of aster and goldenrod, brown-eyed Susan’s)
 - Provide information about keeping storm drains clean from leaf debris
 - Present brief project recaps for the year
 - Promote potential fall season cleanup events
 - Continue to repeat pet waste topic for any season.
 - Share information that’s unique to the Minnesota River – i.e. presentations on Minnesota Department of Natural Resources fisheries or fishing on the river.
 - Show new resource signage (Ike’s Creek)
 - Introduce nature viewing opportunities (fall color viewing opportunities, bird migrations, hiking trails)

5. Communications

- a. Administrator Report
 - Update on Watershed Activities
- b. CAC Report
 - Open Floor for Announcements and Information Sharing

6. Adjournment

Please RSVP to confirm a quorum



Established in 1960, the Lower Minnesota River Watershed District (LMRWD) is a local, special-purpose unit of government that works to solve and prevent issues related to water. Spanning approximately 80 square miles, LMRWD begins at the confluence of the Minnesota and Mississippi rivers and continues 32 miles upstream to the City of Carver.

What is Stormwater Pollution?

Stormwater is the rainwater that runs off urban landscapes such as streets, roofs, parking lots, sidewalks, and lawns and enters the nearest storm drain and, ultimately, local lakes and rivers. Stormwater contains chemicals, debris, and other pollutants, which are harmful to the environment. Many people do not know that even natural debris (leaves, grass clippings, road salt, and pet waste), can pollute the water. When these natural pollutants break down, they become food for algae, causing it to grow. Preventing stormwater from reaching local waters reduces our footprint and helps maintain healthy habitats for future generations.

How Can I Help Prevent Stormwater Pollution?

Do your part! Follow these simple steps to reduce the threat of urban stormwater contamination on surface waters:

- Replace turf grass or paved areas with native plantings.
- Choose deep-rooting native plants over exotic plants in your own yard.
- Capture rainwater in a rain barrel or other water reuse system.
- Create a rain garden to intercept stormwater (see the following page).
- Sweep up lawn clippings and yard waste (leaves, plant trimmings, etc.).
- Pick up and dispose of trash and debris before it is carried into drains.

Why Choose Native Plants?



While turf grass, such as Kentucky Bluegrass, is the most common landscape cover, it is not native to Minnesota and provides almost no ecosystem benefit compared to native plantings. Native plants are adapted to the local climate and soil conditions where they naturally occur and work well for many landscaping and wildlife habitat plantings. Once established, they seldom need watering, mulching, frost protection, mowing, or chemical fertilizers.

Native plants provide nectar, pollen, and seeds that serve as food for native butterflies, birds, and other animals. They also help stabilize the soil by rooting much deeper into the ground than turf grass, which is especially beneficial along steep slopes and shorelines to prevent erosion.

Keep in mind, lack of mowing and fertilizer application doesn't automatically qualify a lawn as native. In fact, unkept lawns may be a violation of city ordinances, so check in with your city before getting started.



Keeping Storm Drains Clean

Did you know that the storm drains along our city streets lead directly to Minnesota's lakes and rivers? This means that what goes in, must come out! Cleaning storm drains of debris and keeping an eye out for suspicious activity like dumping near storm drains is key to protecting the health of our surface waters.



Want to get involved? Try promoting the Adopt-a-Drain program throughout your community. The Adopt-a-Drain program asks residents to adopt a storm drain in their neighborhood and keep it clear of leaves, trash, and other debris to reduce water pollution.

For additional information, please visit their website at: <https://mn.adopt-a-drain.org/>



LEARN MORE





Create a Rain Garden

In developed areas, rain gardens are a great way to help water soak into the ground rather than running into storm sewers. Rain gardens are depressions filled with native plants, which serve as water filters, collecting polluted stormwater before it reaches our lakes and streams. Stormwater runoff is routed into the rain garden, where it is either used by native plants or allowed to infiltrate into the ground. Find resources below for help on rain garden design, construction, and long-term care.

Benefits of Rain Gardens

- They collect stormwater runoff before it enters the nearest storm drain.
- They act as a natural filter for pollutants before they enter groundwater.
- They promote soil stability and prevent erosion through deep roots.
- They attract wildlife, including pollinating species.
- They require little to no maintenance or watering once established.

Common Rain Garden Plants

- Red osier dogwood
- Purple coneflower
- Ironweed
- Goldenrod
- Blue flag iris
- Joe-Pye weed
- Golden Alexander
- Butterfly milkweed
- Black-eyed Susan
- Native grasses and sedges

Water-tolerant species, or wetland plants, are favorable to have in your rain garden. Check out www.bluethumb.org/native-plant-gardens, or the other listed resources below, to choose the right plants based on soil type, moisture tolerance, sun exposure, natural habitat, color, and bloom time.

Rain Barrels

Rain barrels provide a way to collect rainwater for personal irrigation use while reducing stormwater runoff.

Rain barrels reduce the use of municipal water, leading to lower water bill and less impact on drinking water sources. Many local watershed districts and soil and water conservation districts host annual sales, making rain barrels easier to acquire.

Cost-Share Program

The LMRWD has a cost-share program that provides funds to public or private landowners within LMRWD to carry out projects with an overall goal of protecting water quality. Rain gardens make for great cost-share projects! Visit the [Grants & Cost Sharing](#) page LMRWD's website for more information.

Not in the LMRWD?

Visit www.bwsr.state.mn.us/I2/ to find cost-share resources through Lawns to Legumes!

Resources

- Minnesota Department of Natural Resources: [What is a native Plant?](#)
- Carver County Water Management Organization: [Funds available to add native plants to your yard](#)
- City of Shakopee: [Landscaping & Property Maintenance](#)
- US Environmental Protection Agency: [Soak Up the Rain: Rain Gardens](#)
- University of Minnesota (U of M) Extension: [Building a rain garden](#)
- Minnesota Pollution Control Agency: [Minnesota Stormwater Manual: Rain gardens \(bioretention\) 101](#)
- U of M Extension: [Rain barrels in the home landscape](#)
- Blue Thumb: [Create a Rain Garden](#)



LOWER MINNESOTA RIVER
WATERSHED DISTRICT



UNIQUE RESOURCES IN YOUR BACKYARD

lowermnriver.org



Minnesota River

IMMEDIATE
SEATS OPEN:
HOP ON
BOARD!



Join our **Citizen Advisory Committee** and make an impact on your local community! You'll be part of a passionate team working to protect, improve, and maintain priceless water and natural resources. **SCAN THE QR CODE TO GET STARTED!**

What are water and natural resources?



Savage Farmers Market, Savage, MN



Savage Fen, Savage, MN



Dean Lake, Shakopee, MN



Eagle Creek, Savage, MN

The Lower Minnesota River Watershed District (LMRWD) is a local, special-purpose unit of government that works to solve and prevent issues related to water. From habitat for native species to commercial navigation on the Minnesota River, the LMRWD manages something special.

Scan the QR code to check in from your home location, find unique resources in your area, and learn where to meet our team this summer.

Lower Minnesota River Watershed District
112 5th Street East, Suite 102
Chaska, MN 55318

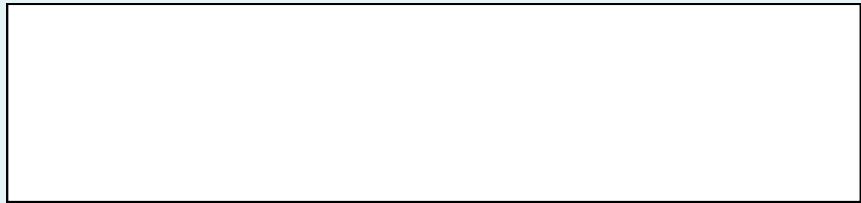


Protect. Improve. Maintain.



The Citizen Advisory Committee tours the CHS Plant in 2024. The LMRWD manages a dredge site along the river in Savage, which keeps the river navigable for important commerce.

START
PROTECTING
RESOURCES
TODAY!



This postcard was sent to residents within the Lower Minnesota River Watershed District who are located near a resource of importance. If you know someone who may also benefit from this information, please pass it on.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 6. A. – Fred Wells Tennis Education Center (FWTEC) Parking Lot Improvements (LMRWD No. 2024-009)

Prepared By

Linda Loomis, Administrator

Summary

Minneapolis Parks & Recreation is planning to make improvements to the parking lot at the Fred Wells Tennis Education Center in an unincorporated area of Hennepin County (Fort Snelling). Young Environmental Consulting Group has reviewed the permit application and applicable documentation on behalf of the LMRWD. They are recommending conditional approval of a permit based on their review. Findings of the permit review and the recommendations are contained in Technical Memorandum – Fred Wells Tennis Education Center (FWTEC) Parking Lot Improvements (LMRWD No. 2024-009), dated July 10, 2024, which is attached.

Attachments

Technical Memorandum – Fred Wells Tennis Education Center (FWTEC) Parking Lot Improvements (LMRWD No. 2024-009), dated July 10, 2024

Recommended Action

Motion for conditional approval of a permit for Fred Wells Tennis Education Center Parking Lot Improvements contingent upon receipt of a copy of the MPDES construction stormwater permit, final construction plans signed by a professional engineer and a copy of the Sidewalk Permit from the City of Minneapolis

Technical Memorandum



To: Linda Loomis, Administrator
Lower Minnesota River Watershed District (LMRWD)

From: Rachel Kapsch, Water Resources Scientist
Hannah LeClaire, PE, Project Manager

Date: July 10, 2024

Re: Fred Wells Tennis Education Center (FWTEC) Parking Lot Improvements
(LMRWD No. 2024-009)

The Minneapolis Park and Recreation Board (MPRB) has applied for an individual project permit from the LMRWD to perform pavement replacement and minor storm sewer improvements as part of the FWTEC Parking Lot Improvements Project (FWTEC Project). The improvements are to add additional parking spaces to the current FWTEC parking lot. The project is located in St. Paul, northwest of the Minnesota State Highway 62 (MN62) and Minnesota State Highway 5 (MN5) commons (Figure 1). The applicant's engineer, TKDA, submitted the permit application, associated application exhibits, and site plans for the FWTEC Project.

The FWTEC Project will disturb 1.13 acres of developed parking lot and grassy areas and proposes 0.13 acres of new impervious surfaces. Minor storm sewer improvements and landscaping (sod, mulch, rock, and plantings) will be implemented in the disturbed areas. Locations of proposed activities are detailed in Figure 2.

No new permanent stormwater best management practices (BMPs) will be constructed as part of this project. The project is not located within a High Value Resource Area, Steep Slopes Overlay District, or 100-year floodplain of the Minnesota River. The applicant proposes to begin construction in August of 2024. The project triggers LMRWD Rule B—Erosion and Sediment Control.

Because the City of St. Paul does not have their municipal permit, the project requires an LMRWD individual project permit.

SUMMARY

Project Name:

FWTEC Parking Lot Improvements Project

Purpose:

Pavement replacement, minor storm sewer improvements and landscaping.

Project Size:

Area Disturbed	Existing Impervious Area	Proposed Impervious Area	Net Increase Impervious Area
1.13 acres	0.78 acres	0.91 acres	0.13 acres

Location:

100 Federal Drive, Saint Paul, MN 55111

LMRWD Rules:

Rule B – Erosion and Sediment Control

Recommended Board Action:

Conditional approval of Rule B

DISCUSSION

The LMRWD received the following documents for review:

- LMRWD online permit application; received March 27, 2024.
- FWTEC Parking Lot Improvement Plan Set (dated March 28, 2024); received March 27, 2024.
- FWTEC Parking Lot Improvement Project – Addendum No. 1 (plan set dated March 28, 2024. Addendum No. 1 dated April 17, 2024); received May 15, 2024.
- Authorization of Agent Form (signed by U.S. Department of Veterans Affairs on June 18, 2024); received June 18, 2024.
- FWTEC 2411 Preliminary Schedule (dated June 11, 2024); received June 20, 2024.
- The following exhibits were received on June 21, 2024:
 - Blackstone Contractor’s contact information.
 - Revised Plan Set (Sheets L2.0 and L4.0, revision dated June 20, 2024).
 - Screenshot of Revised Plan Set.

The application was deemed complete on June 21, 2024, and the documents received provide the minimum information necessary for a Rule B permit review.

Rule B – Erosion and Sediment Control

The LMRWD regulates land-disturbing activities that affect one or more acres under Rule B. The proposed project would disturb approximately 1.13 acres within the LMRWD boundary. The applicant has provided a Stormwater Pollution Prevention Plan (SWPPP). Temporary erosion and sediment control measures include storm drain inlet protection and sediment control logs (conforming with MnDOT Spec. 3897). Disturbed areas are to be sodded (unless trap rock or mulch are specified).

The contractor and individuals responsible and liable for the inspection and maintenance of erosion and sediment control features are:

Contractor:

- Blackstone Contractors, LLC – 763-291-7728, barb@blackstonecontractorsllc.com

Erosion and Sediment Control:

- Brent Karvonen – Blackstone Contractors, LLC, 763-657-6276, brent@blackstonecontractorsllc.com
- Paul Keranen – Blackstone Contractors, LLC, 763-377-2395, paul@blackstonecontractorsllc.com
- Tyler Davidson – Blackstone Contractors, LLC, 763-291-5542, tyler@blackstonecontractorsllc.com

This project generally complies with Rule B, but a copy of the National Pollutant Discharge Elimination System (NPDES) construction stormwater permit, and a copy of the Sidewalk Permit from the City of Minneapolis are needed before the LMRWD can issue a permit.

Recommendations

Based on review of the project, we recommend conditional approval contingent on the receipt of the following:

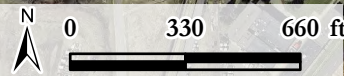
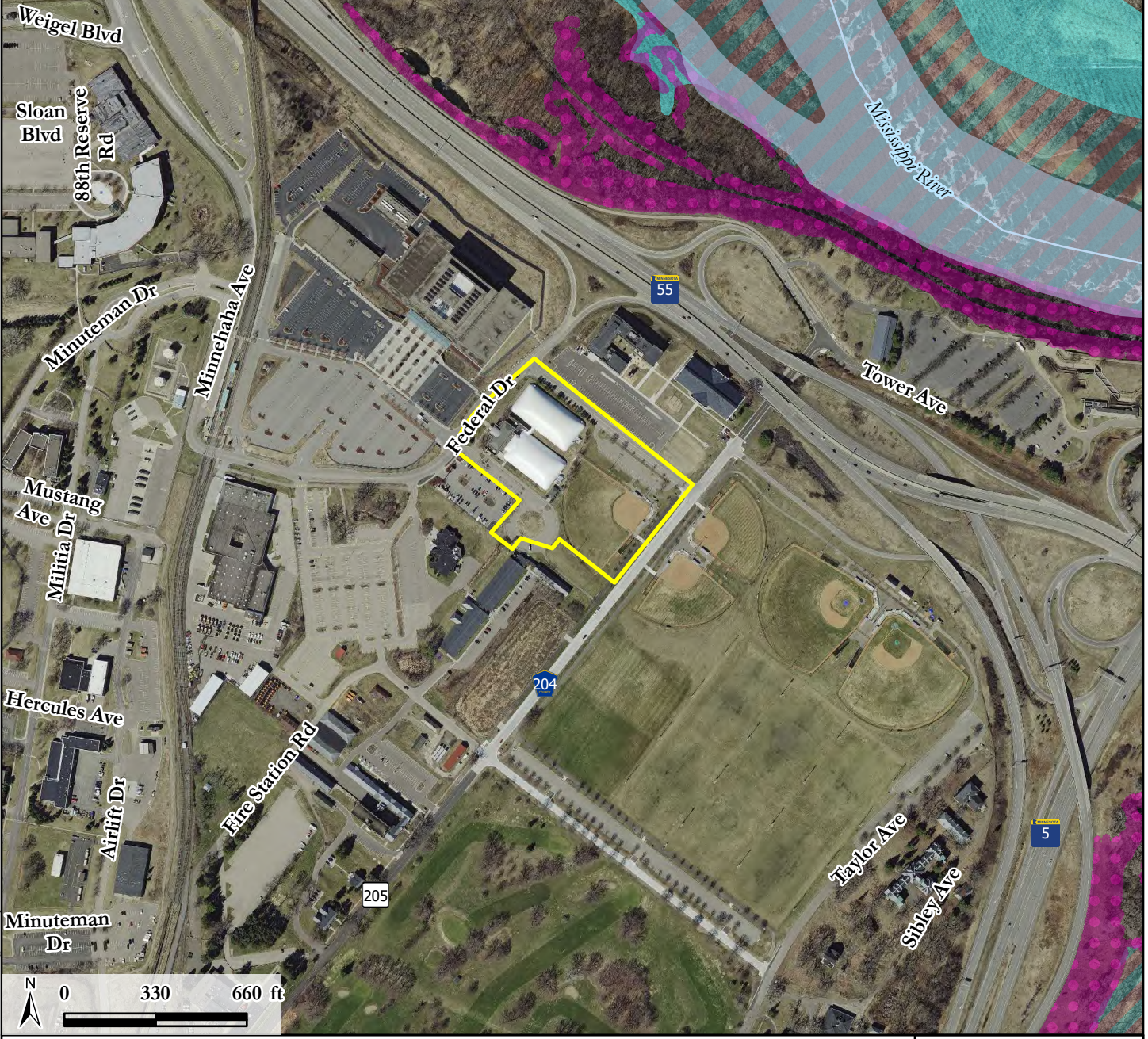
- Copy of the NPDES construction stormwater permit.
- Final construction plans signed by a professional engineer.
- Copy of the Sidewalk Permit from the City of Minneapolis

Attachments

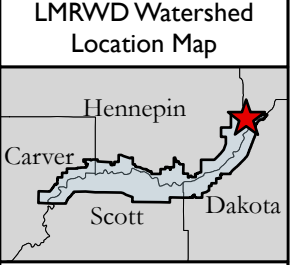
- Figure 1—FWTEC Parking Lot Improvements Project Location (LMRWD 2024-009)
- Figure 2—FWTEC Parking Lot Improvements (LMRWD 2024-009)



Figure I: FWTEC Parking Lot Improvements Project Location
LMRWD No. 2024-009



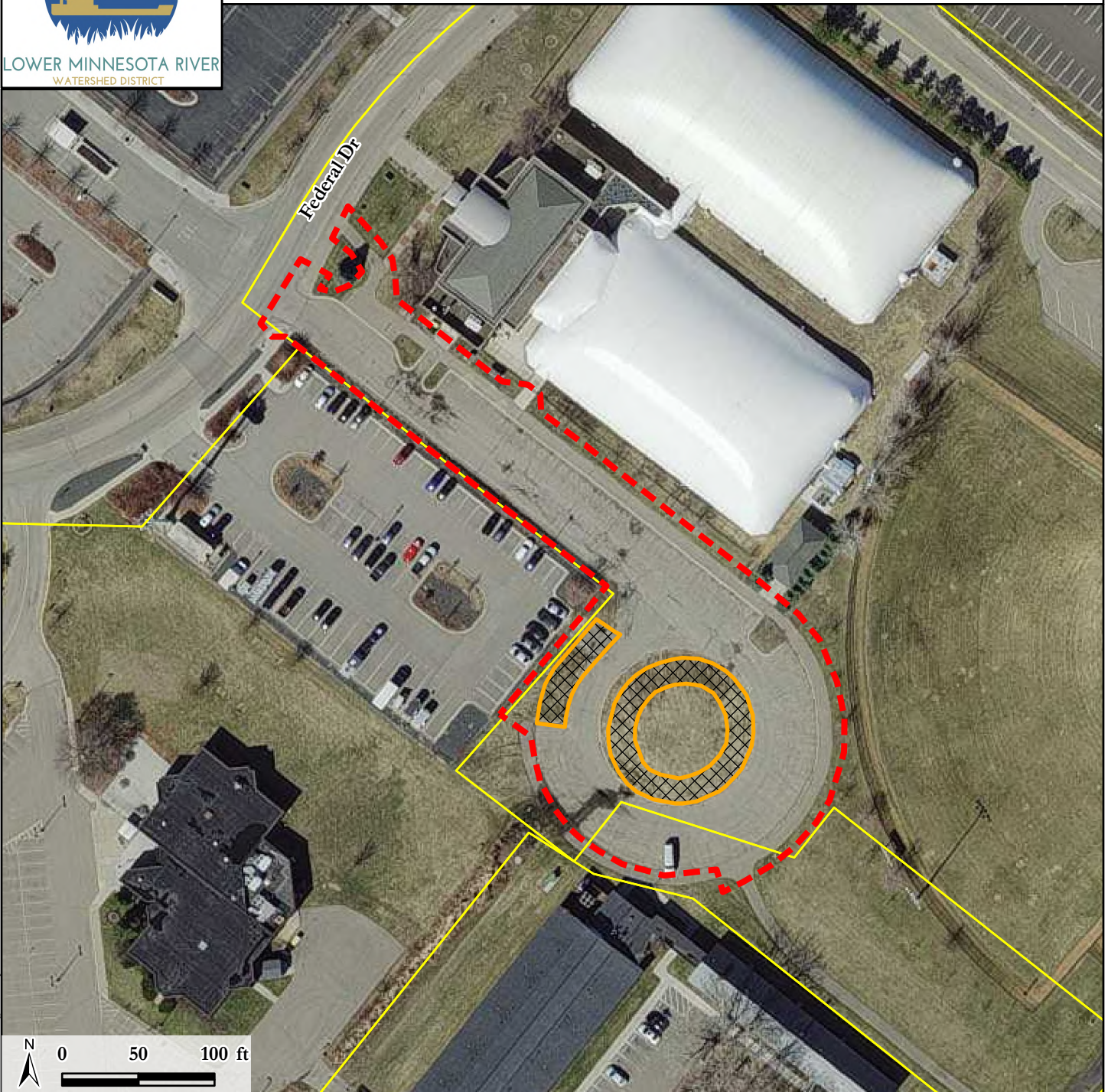
- Legend**
- Project Location
 - ~ Public Waters
 - Public Waterbodies
 - Steep Slope Overlay District
 - 100-yr Floodplain
 - Floodway






Projects\LMRWD\Project Reviews\02 In Process\2024-009 FWTEC Parking Lot Improvements\04 GIS



Figure 2: FWTEC Parking Lot Improvements
LMRWD No. 2024-009



Legend

-  Proposed Impervious
-  Construction Limits
-  Parcels

LMRWD Watershed Location Map





LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 7. A. – Public Hearing regarding the State of the Minnesota River

Prepared By

Linda Loomis, Administrator

Summary

President Barisonzi has requested that the LMRWD hold a Public Hearing to discuss the State of the Minnesota River, the impact that artificial drainage has on the river and if there is any recourse available to reduce the downstream impacts that are becoming more and more frequent. In discussing this with President Barisonzi, his intent was to work with policy makers from impacted communities; counties, municipalities and others to plan a public hearing to take testimony and develop an agreed upon course of action.

The Public Hearing could be scheduled for October, giving time to publicize the Hearing. The LMRWD could use the River Tour in September as a kick-off to the Public Hearing. The Board may wish to consider using VoCouer, Inc. to help organize and publicize the Public Hearing. President Barisonzi has had initial discussion with partners on this item and can update other Board members at the meeting.

The Board may want to appoint Managers to assist in the planning of the Public Hearing.

Attachments

No attachments

Recommended Action

Motion to approve holding a Public Hearing on the State of the MN River and authorize staff to schedule and plan for Public Hearing.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 7. B. – Education and Outreach

Prepared By

Linda Loomis, Administrator

Summary

- Appointments to Citizen Advisory Committee (CAC)
The LMRWD received two applications to join the CAC. Staff has held preliminary conversations with both individuals and some background on each of them can be found in Technical Memorandum – New Applicants for the LMRWD Citizen Advisory Committee, dated July 8, 2024. Resolution 24-09 – 2024 Citizen Advisory Committee Appointments is attached for adoption by the Board.
- Signage Proposal for Ike’s Creek Resource Signs
The LMRWD has been working with US Fish & Wildlife Service to develop educational signage to be placed at Ike’s Creek. The proposal is to install a series of signs to inform people of the unique nature of Ike’s Creek and hopefully encourage people to assist in the protection of the resource. Technical Memorandum – Signage Proposal for Ike’s Creek Resource Signs dated July 9, 2024, is attached which presents the proposed sign design and locations for installation. The Technical Memorandum includes estimated cost for fabrication and installation. The Board should make a motion to authorize the expenditure.
- Discussion of Education & Outreach program
On January 11, 2024, the LMRWD held a workshop to discuss education and outreach priorities for 2024. The Board postponed subsequent discussion of the workshop pending the outcome of the biennial solicitation for professional services. The Board selected Young Environmental Consulting Group (YECG) as its Education and Outreach provider but has not had any discussion of the E & O priorities since then. YECG would like feedback from the Board of Managers that Education and Outreach services are being provided in accordance with the goals of the current Board of Managers. The Board should provide direction to YECG. The summary of the January 11 workshop is attached for the Board’s information.

Attachments

Technical Memorandum – New Applicants for the LMRWD Citizen Advisory Committee, dated July 8, 2024

Resolution 24-09 2024 Citizen Advisory Committee Appointments

Technical Memorandum – Signage Proposal for Ike’s Creek Resource Signs dated July 9, 2024

Technical Memorandum – Education and Outreach (E & O) Program – 2024 Action Plan, dated May 7, 2024

Recommended Action

Motion to adopt Resolution 24-09 2024 Citizen Advisory Committee Appointments

Page 2

Executive Summary

Item 7. B. – Education and Outreach

July 17, 2024

Motion to authorize expenditure for fabrication and installation of up to 15 signs

Provide direction to staff regarding the 2024 Education and Outreach Program

Technical Memorandum



To: Linda Loomis, Administrator
Lower Minnesota River Watershed District (LMRWD)

From: Jess Norby, Education and Outreach Coordinator
Suzy Lindberg, Communications Manager

Date: July 8, 2024

Re: New Applicants for the LMRWD Citizen Advisory Committee

Young Environmental received applications from two community members, Holley Wlodarczyk and Dan Ehrke, who are interested in joining the LMRWD Citizen Advisory Committee (CAC). We introduce the applicants below for your consideration:

Holley Wlodarczyk was encouraged to join the CAC after a great interaction at the Burnsville Native Plant Market on May 18th where volunteers discovered she is a resident of the LMRWD (near Mound Springs Park in Bloomington). She is an independent writer, artist, and surface pattern designer that is currently serving as a Board Member for the Twin Cities Chapter of Wild Ones, where she served in various leadership positions for more than 10 years. Her current term ends in December 2024 and Holley mentioned she will have more time to become an active and involved member of the LMRWD CAC after this commitment has ended. She is “interested in learning more about how to protect our watershed and local ecosystem, participating in community education around those issues, and providing resources to help decision-making that affects water quality, plant communities, and wildlife in our area.” Holley has a PhD from the University of Minnesota in Comparative Studies in Discourse and Society, and her dissertation was on the rhetoric of sustainability in suburbia. Check out her full dissertation titled “Somewhere That’s Green? Visions of Sustainable Suburbia” here: <https://conservancy.umn.edu/items/0d2d94bb-98bf-49ff-abac-4242333b6c01>

Dan Ehrke submitted an application from the website to join the CAC and lives near Grace Lake in Chaska. Although he is located outside of the LMRWD boundary, Dan has recently moved to the area and is interested in becoming involved in local organizations because he is passionate about the environment and water resources. He has an educational background in planning and economic

development and worked in city government for more than 20 years. Currently, he is a manager at a regional electrical cooperative and is also a member of Pheasants Forever and McLeod Fish and Wildlife Alliance.

Young Environmental has reviewed both Holley and Dan's application responses and recommend that the Board of Managers approve the candidates for a one-year appointment (on their chosen start date) to serve on the CAC. The applications are available upon request. Both candidates can use their experience to bolster the existing CAC, contributing new perspectives to complete meaningful work that fulfills the Board of Managers' vision. Additional recruitment efforts are continuing in parallel to drive membership and promote retention among current members.

RESOLUTION 24-09

RESOLUTION OF THE LOWER MINNESOTA RIVER WATERSHED DISTRICT BOARD OF MANAGERS

2024 Citizen Advisory Committee Appointments

Manager _____ offered the following Resolution and moved its adoption, seconded by Manager _____:

WHEREAS, pursuant to Minnesota Statute 103D.331, the Lower Minnesota River Watershed District (LMRWD) Board of Managers must annually appoint a Citizen Advisory Committee (CAC), organized to assist the LMRWD Board of Managers on matters affecting the interests of the watershed district; and

WHEREAS, the CAC is organized to assist the LMRWD Board of Managers on matters affecting the interests of the watershed district; and

WHEREAS, statute requires the committee consist of at least five (5) members; and

WHEREAS, in 2024 the LMRWD received two applications for the CAC; and

WHEREAS, LMRWD staff has reviewed the applicant's background, experience, community service and geographic representation within the watershed and recommends the appointment.

NOW, THEREFORE, BE IT RESOLVED NOW, THEREFORE, BE IT RESOLVED that the Lower Minnesota River Watershed District Board of Managers hereby appoint the following individuals to the 2024 Citizen Advisory Committee:

Holley Wlodarczyk

Dan Ehrke

The question was on the adoption of the Resolution and there were ___ yeas and ___ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
BARISONZI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
KUPLIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LAMMERS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SALVATO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VISWANATHAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(signatures on following page)

Adopted by the Board of Managers of the Lower Minnesota River Watershed District this 17th day of July 2024.

Joseph Barisonzi, President

ATTEST:

Lauren Salvato, Secretary



Technical Memorandum

To: Linda Loomis, Administrator
Lower Minnesota River Watershed District (LMRWD)

From: Jess Norby, Education and Outreach Coordinator
Suzy Lindberg, Communications Manager

Date: July 9, 2024

Re: Signage Proposal for Ike's Creek Resource Signs

Young Environmental has been working collaboratively with the US Fish & Wildlife Service (USFWS) on behalf of the LMRWD to develop resource identification signs for Ike's Creek (headwaters and Bass Ponds). The project began after concern about dumping in the area above Ike's Creek, which is a developed area near the Mall of America in Bloomington, MN. The resource signs will help identify Ike's Creek for area businesses, residents, and visitors, and protect the precious resource using positive messaging about its value. The concept has been presented to the Board of Managers in the past, and the sign design is now approved by USFWS and ready to be fabricated and installed.

The following memo provides recommendations for sign placement given a field walk completed with USFWS in June 2024. We have presented a range of options for the number of signs and associated costs that we believe will have the best impact to protect this ecologically important creek (see page 9). The second phase of the project involves developing an interpretive sign with additional information, which will begin once the resource signs have been completed.

About Ike's Creek

Ike's Creek, located in the Lower Minnesota River Basin Watershed, starts near the Mall of America, and flows to Long Meadow Lake in the Minnesota Valley National Wildlife Refuge. Ike's Creek was named after the Izaak Walton League conservation group, which raised fish in nearby ponds in the early 1900s. The Bass Ponds are now part of the Minnesota Valley National Wildlife Refuge and are managed by the USFWS. The headwaters are surrounded by two hotel properties and a recreational attraction so the area can receive a high volume of visitors that are currently unaware of the unique resource below because the creek is hidden from originating out of the bluffs in the ravine below.

The creek is fed almost entirely from groundwater springs that provide cold, clear, and well oxygenated groundwater that can support trout. There is a reproducing population of brook trout that can be found in Ike's Creek. While the creek supports trout, it is not a designated trout stream; however, it is protected by other rules and permits that preserve the creek.

Resource Identification Sign Draft (9x12”)

The following draft was developed in collaboration with USFWS staff as a co-branded sign. It has been approved by our partners at their organization as well as the City of Bloomington. The intent was to identify the resource and share quick strategies for protection as well as a link to more detailed information and recognition of the entities responsible for management.



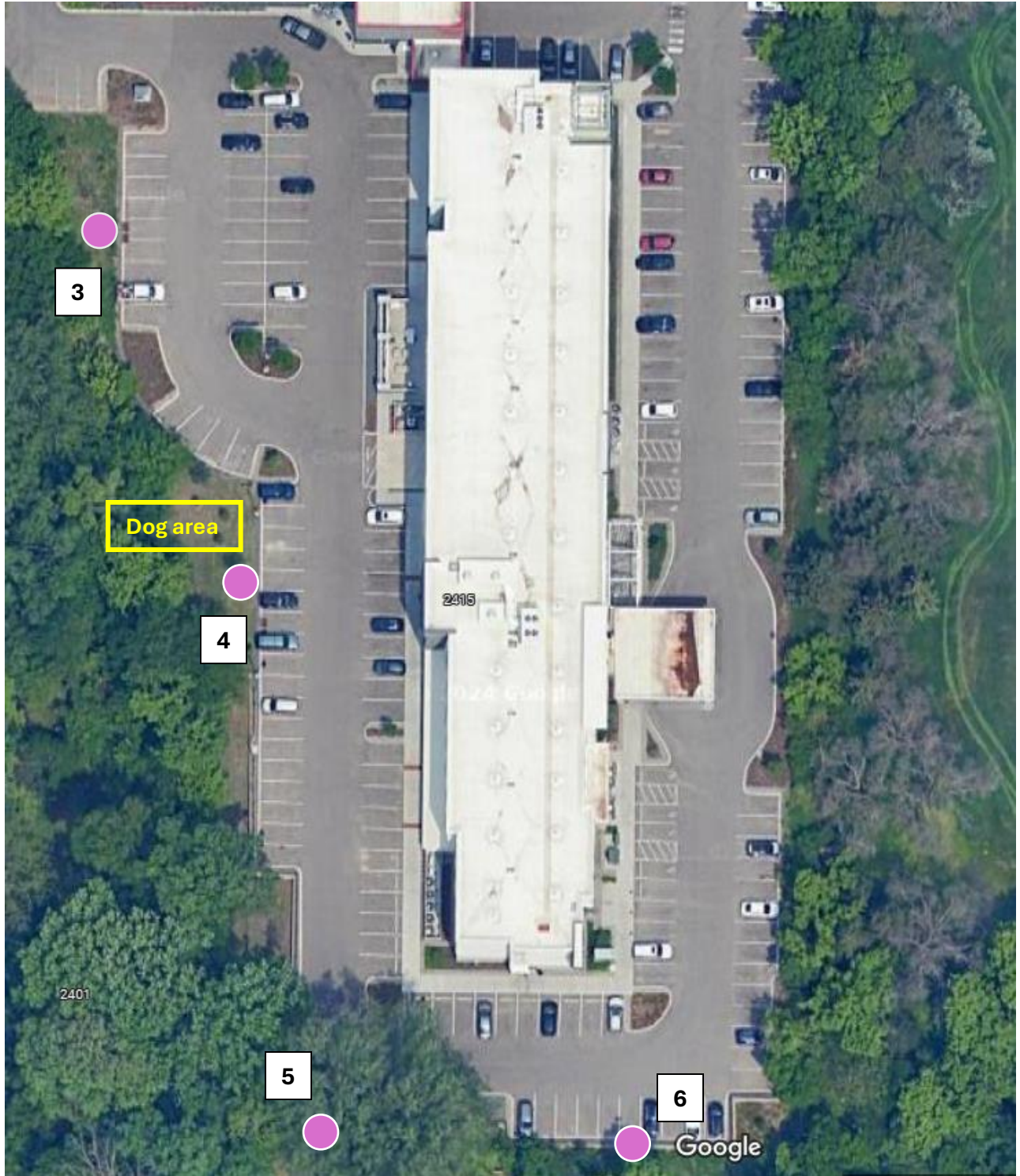
Recommended Sign Placement: Ike's Creek Headwaters to Bass Ponds



Figure 1. Map showing the suggested locations of resource identification signs for Ike's Creek after a scoping walk with USFWS staff. Ike's creek originates from groundwater supplying flow into the ravine below the surrounding properties. The area is prone to dumping of trash and other unwanted items, being thrown over the retaining wall, where they eventually fall into the creek below. An additional 5 signs are recommended for the Bass Ponds trail located nearby on USFWS property.



1. One priority sign is near the parking lot corner where snow piles have been observed. The creek starts just beyond the retaining wall. Other signs are recommended in multiple areas around the perimeter of the parking lot to notify the users of the creek below.



Additional sign locations are shown in detail on the following page.



4. One sign at dog area, could affix on southern pole (nearest in photo) if waste bin is adjusted



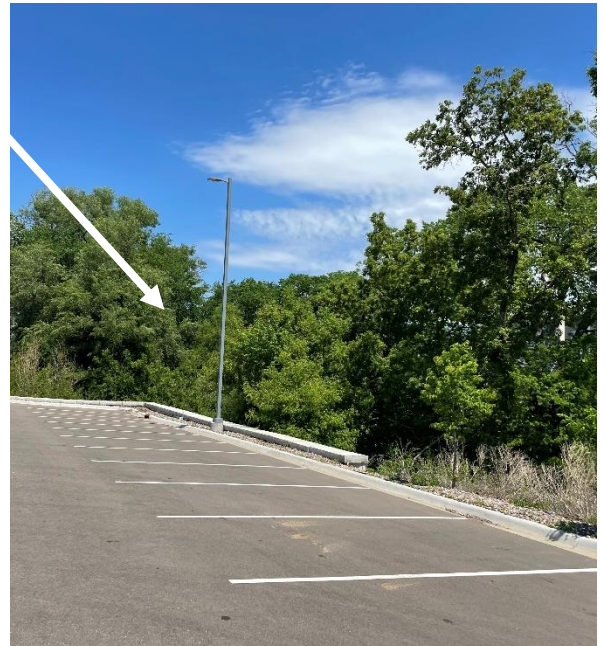
5. In the southwest corner of the parking lot, a sign could be placed and potentially affixed to the existing light pole (pending approval from property owners).



6. South parking lot, could affix to far light pole if allowed



7. One sign from walking path, where excess trash was observed.



8. One sign at northeast corner of lot, where dumping over the retaining wall is common.

10. Non-sanctioned trail forming from people in the area venturing downhill.

Recommendation

Young Environmental and USFWS staff recommend that as many as 15 signs be installed surrounding the headwaters of Ike's Creek (10) and replacing aged signs or adding to the Bass Ponds Trail walking paths on USFWS property (5). The areas around the headwaters have been observed by USFWS and City staff as dumping areas for trash and unwanted items tossed over the retaining wall. The trash and debris can eventually reach Ike's Creek below. The problem is exacerbated because the properties surrounding the headwaters are hotels and an indoor recreation area, so the area is frequented by short-term occupants, and requires sufficient signage to notify the community of the high-value resource below. USFWS staff have initiated coordination with the surrounding property owners for approval of the sign locations.

Pricing Estimate

Item	Quantity	Estimated Price
Resource sign fabrication	15	\$285.02 (quote)
8-foot signpost	3	\$112*
6-foot signpost	5	\$116*
Hardware for install (screws, bolts, pole affixing items)	TBD	\$25-\$50
Total		\$538-\$563

*Prices provided are estimates based on online shopping searches and may vary slightly depending on item pricing the day they are purchased. Any significant variation in costs will be reported.



Technical Memorandum

To: Linda Loomis, Administrator
Lower Minnesota River Watershed District (LMRWD)

From: Della Schall Young, PMP, CPESC, CTF, Principal Scientist
Jess Norby, Project Manager, Senior Water Resources Scientist

Date: May 7, 2024

Re: Education and Outreach (E&O) Program —2024 Action Plan

After being re-selected as the Education and Outreach (E&O) Consultant, Young Environmental will continue to execute the 2024 work plan that was approved by the Board of Managers while offering recommendations for future restructuring to incorporate continuous feedback on LMRWD's education and outreach goals. The goal of this technical memo is to clearly define the scope of our current 2024 work plan, outline additional needs as summarized from Board and Citizen Advisory Committee (CAC) feedback, and offer suggestions for future work plan considerations. We presented an update on 2024 E&O Program progress in April's Board of Managers Quarterly Progress Report. The Draft Action Plan includes a summary of feedback gained from the January E&O workshop and the accompanying Roles and Responsibilities charts outlining the items in the 2024 work plan followed by *additional needs outside of the scope of the current work plan (italicized)*. Young Environmental is open to restructuring the E&O Program as recommended by the Board of Managers and incorporating feedback into future work plans.

Next Steps

Immediate efforts will be made to increase LMRWD Citizen Advisory Committee (CAC) membership to fill two open positions and increase public awareness of the CAC and associated events. Young Environmental will create and distribute promotional postcards to residents and past cost share recipients advertising for CAC members, pursue additional outreach through local government websites or other local environmental groups, revamping the CAC website landing page, and utilizing the existing LMRWD network for recruitment (i.e. current CAC members, Board members,

and educators). Recruitment efforts will also be made while hosting educational outreach tables at local events to promote the CAC and share information on how to pursue membership. In addition to ongoing recruitment and retention efforts, we will work to increase the involvement and visibility of the CAC and ensure they are given meaningful work to advance the LMRWD's mission.

We will move forward with reframing social media outreach, which was summarized in the attached Technical Memorandum from February's Board packet (see Attachment 1). In short, we plan on reducing duplicative content creation like general water quality awareness and increasing content specific to LMRWD, including species in bloom, recreation and volunteer opportunities, important project updates, and picturesque views that highlight LMRWD resources in a unique way. We will increase collaboration and cross-sharing of partner information and applicable resources so that water quality information continues to be shared and the purpose of LMRWD is not lost.

Young Environmental will offer additional support (as part of the General Engineering - On Call Services) toward the immediate planning of the LMRWD summer barge tour, which has been noted as an important activity for E&O outreach. We will also continue to make progress in the other areas of the current work plan as we aim to achieve the Key Performance Indicators (KPIs) outlined in the charts below.

Suggestions for Consideration

We understand there are additional needs for increased public relations and communications content in addition to traditional E&O services. Young Environmental has supported these priorities, which are requested as additional services (*billed toward General Engineering - On Call Services*) and can be requested by the Board (website updates, press releases, presentations, annual reporting, etc.). When the 2025 work plan is established, we can clarify whether these deliverables should be defined and included in future work plans.

While some additional outreach goals can partially be addressed with current social media objectives, we may want to explore other outreach methods to successfully target audiences like private contractors, local businesses, policy-makers, homeowner associations (HOAs), and other audiences. We suggest reviewing and creating targeted mailing lists, brainstorming the best outreach strategies, and developing specific action items to include in future work plans to successfully educate the desired audience group if work exists outside of the current community outreach approach

Managing the cost-share grant program is currently outside of the scope of work for the E&O Program; however, we recognize the important role it plays in E&O goals. The roles and responsibilities for this program could be reevaluated to incorporate CAC review of applications, an approach used in neighboring organizations, and to provide more community awareness of cost-share projects. We recognize the lasting E&O

benefits of water quality improvement projects on private property and suggest a KPI goal of maximizing the amount of cost-share dollars distributed in the community through approved projects.

We look forward to continuing our consulting role for leading LMRWD's E&O Program and welcome any feedback from you have, as the Board of Managers, in reaching your vision of a successful program!

Background for the Draft Action Plan

On January 11, 2024, Young Environmental facilitated a joint workshop for the LMRWD Board of Managers and Citizen Advisory Committee (CAC) to discuss the 2024 priorities for the ongoing E&O Program, connected to the work plan approved at the October 2023 Board meeting.

The workshop was designed to inform program goals, which include:


- Continuing a successful program that connects the goals and objectives of the Board, CAC, and staff with the intended audience, driving engagement and action.
- Creating and delivering key messaging through education and outreach campaigns, high-priority materials, and memorable events.



The 3-hour workshop was held at the Chaska Community Center to provide educational background information on the program, foster a facilitated conversation, and provide a space for the Board, CAC, and staff to collaborate with each other. The meeting was designed to identify priorities for the E&O Program, establish consensus on shared goals, and create a targeted wish list for ongoing watershed district education and community outreach. Additional goals included establishing benchmarks and metrics to assess the success of the E&O Program and a process to adjust the strategy as needed.



At this point, the group acknowledged that there were 15 individual audiences that could not be grouped together any further and it was that participants voted on their top audiences in the hopes of narrowing in further. The draft action plan was established to focus on these targeted audiences and align not only the Young Environmental work plan, but all LMRWD programs and partnerships, with this outreach.




Lower Minnesota River Watershed District Draft Action Plan


Education and outreach priority audiences and messaging needs.

 Workshop Target Audience: YOUTH			
Audience Need	LMRWD Offerings (see Roles and Responsibilities charts)	Partner Organizations	Action Items
Hands-on experiences, excursions, and classroom programs.	Work Plan Objective 5: School Engagement	<p>Nine Mile Creek Watershed District: Classroom Presentations</p> <p>City of Burnsville and Dakota County Soil and Water Conservation District (SWCD): Classroom Curriculum</p> <p>Metro Children's Water Festival sponsorship</p> <p>Scott County SWCD's Outdoor Education Days sponsorship</p> <p>River Watch sponsorship</p>	<ul style="list-style-type: none"> • Continue to explore partnerships to engage youth in the LMRWD through city, SWCD, and county partners in classroom and excursion settings. • Expand ideas for youth activities at CAC tabling events. • Continue to explore sponsorship of existing partner events targeted at youth to create visibility without the added cost of organizing.
Enhancing mini-grant program	Work Plan Objective 5: School Engagement		<ul style="list-style-type: none"> • Continue to grow network of teachers and educators to share educator mini-grant promotions.
<i>Determine what to incorporate from Texas A&M student project</i>	<i>Special Project: Texas A&M Student Research</i>	<i>Texas A&M students</i>	<ul style="list-style-type: none"> • <i>Reach out to relevant 4H clubs for outreach/collaboration opportunities.</i> • <i>Coordinate and promote clean-ups of the Minnesota River.</i> • <i>Create PR materials as outlined in student campaign.</i>

 Workshop Target Audience: HOMEOWNERS ASSOCIATIONS (HOAs)/URBAN RESIDENTS			
Audience Need	LMRWD Offerings	Partner Organizations	Action Items
<p><i>Providing technical assistance or contractor recommendations (sustainable practices)</i></p>	<p>Work Plan Objective 3: Social Media</p> <p><i>Cost-Share Grant Program</i></p>	<p><i>Minnesota Pollution Control Agency: Smart Salting Training, Turf Grass Maintenance Training, Guidance for Construction Stormwater, Sustainable Building Group Process</i></p> <p><i>Explore partner MS4 cities to determine overlap of education and outreach.</i></p>	<ul style="list-style-type: none"> • <i>Review existing materials and identify gaps. Consider developing materials as part of the permit customer audience need.</i> • Continue to promote partner resources on LMRWD digital platforms.
<p><i>Increasing outreach surrounding property management training (grass/turf management, low-salt no-salt MN, smart salting practices)</i></p>	<p>Work Plan Objective 3: Social Media</p> <p><i>Public Relations/ Communication Services (Internal, External)</i></p>	<p><i>Nine Mile Creek Watershed District: Turf Grass Management</i></p> <p><i>Hennepin County: Chloride Initiative (Low-Salt, No Salt)</i></p> <p><i>Minnesota Pollution Control Agency: Smart Salting Training</i></p> <p><i>Explore partner MS4 cities to determine overlap of education and outreach.</i></p>	<ul style="list-style-type: none"> • <i>Create a direct mailing (physical and/or email) list for better distribution of technical training announcements.</i> • Continue to promote partner resources on LMRWD digital platforms.
 Workshop Target Audience: PRIVATE CONTRACTORS/COMMERCIAL BUSINESSES AND INDUSTRY/DREDGE CUSTOMERS			
Audience Need	LMRWD Offerings	Partner Organizations	Action Items
<p><i>Raised awareness on best management practices (BMPs)/general awareness</i></p>	<p>Work Plan Objective 3: Social Media</p> <p><i>Public Relations/ Communication Services (Internal, External)</i></p>	<p><i>Minnesota Pollution Control Agency: Smart Salting Training, Turf Grass Maintenance Training, Guidance for Construction Stormwater, Sustainable Building Group Process</i></p>	<ul style="list-style-type: none"> • <i>Review existing materials and identify gaps. Consider developing materials as part of the permit customer audience need.</i> • <i>Focus on the need of industry/dredge customers to further identify gaps and opportunities for education and outreach.</i> • Continue to promote partner resources on LMRWD digital platforms.

 Workshop Target Audience: ONE WATERSHED, ONE PLAN (1W1P) EAST PLANNING GROUP			
Audience Need	LMRWD Offerings	Partner Organizations	Action Items
<i>Define what partnership looks like</i>		<i>Partners in 1W1P East Planning Group Process</i>	<ul style="list-style-type: none"> • <i>Work with this group to engage with upstream partners that can affect agriculture/conservation practices with an impact to the health of the Minnesota River.</i> • <i>Develop an understanding of relationship network and how it can be employed on mutually beneficial projects.</i>
 Workshop Target Audience: RECREATIONISTS			
Audience Need	LMRWD Offerings	Partner Organizations	Action Items
<i>Connect the audience with reliable information (ex: what fish can be eaten safely?)</i>	<i>Website Content Updates</i>	<i>Minnesota Department of Natural Resources</i> <i>Minnesota River Congress – Recreation Team</i>	<ul style="list-style-type: none"> • <i>Identify additional information needed and how to disseminate it in addition to the website and social media (i.e. newsletter or flyer at tabling events or proactive connection to local recreation groups).</i>
Increased signage to convey information to this audience	Work Plan Objective 4: LMRWD Signage		<ul style="list-style-type: none"> • Consider recreational signs as part of interpretive sign placement and development.

 Workshop Target Audience: PERMIT CUSTOMERS (END CLIENTS)			
Audience Need	LMRWD Offerings	Partner Organizations	Action Items
Establish cover letter with permit approval (potentially BMP-specific/giving maintenance advice)	Public Relations/ Communication Services (Internal, External)		<ul style="list-style-type: none"> Consider investment in promotional piece to be included to permit customers and end clients (i.e. a cover letter from LMRWD): Additional communications services.
 Workshop Target Audience: LMRWD BOARD, CAC, STAFF			
Audience Need	LMRWD Offerings	Partner Organizations	Action Items
Create a standard presentation for staff, Board of Managers, and the CAC to use as a resource to inform meetings	Public Relations/ Communication Services (Internal, External)		<ul style="list-style-type: none"> Consider investment in promotional presentation to be used regularly by Board of Managers, LMRWD staff, and CAC if relevant: Additional communications services. Identify list of targeted partnership groups and key influencers to schedule Board of Managers outreach presentations. Populate in "Partner Organizations" for future use. Coordinating a Watershed 101 presentation for educating on watershed district roles in local government organization
More active involvement in E&O program	Communication Services (Internal, External)		<ul style="list-style-type: none"> Continue communicative feedback between all members identified in the Roles and Responsibilities matrices to ensure progress.
 Workshop Target Audience: POLICY-MAKERS			
Audience Need	LMRWD Offerings	Partner Organizations	Action Items
Create a standard presentation to give when the opportunity allows (ex: "Who we are", "what we regulate")	Internal, External Communications		<ul style="list-style-type: none"> Consider investment in promotional presentation to be used regularly by Board of Managers, LMRWD staff, and CAC if relevant: Additional communications services. Identify list of targeted partnership groups and key influencers to schedule Board of Managers outreach presentations. Populate in "Partner Organizations" for future use.

<p><i>Establish annual meeting procedure and targeted briefing with different contracts</i></p>	<p><i>Internal, External Communications</i></p>		<ul style="list-style-type: none"> • <i>Consider investment in promotional materials and event planning: Additional communications services.</i>
<p> Workshop Target Audience: PUBLIC DURING EMERGENCY</p>			
<p>Audience Need</p>	<p>LMRWD Offerings</p>	<p>Partner Organizations</p>	<p>Action Items</p>
<p><i>Promote the District's work to manage and prevent future emergencies.</i></p>	<p><i>Work Plan Objective 3: Social Media</i></p> <p><i>Public Relations/ Communication Services (Internal, External)</i></p> <p><i>Website Content Updates</i></p>	<p><i>Media Contact Relationships</i></p>	<ul style="list-style-type: none"> • <i>Develop process for PR and external communications: Additional communications services.</i> • <i>Continuously evaluate social media and website's effectiveness at rolling out information to the public in a time-sensitive manner to prepare for urgent events.</i>

Roles and Responsibilities Chart

Internal tool to highlight chain of communication and responsibility



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

	Program Pillars and Tasks	Associated KPIs	BOARD OF MANAGERS	STAFF	CITIZEN ADVISORY COMMITTEE	YOUNG ENVIRONMENTAL
Task #	Work Plan Objective 1: Project Management and Board of Managers Coordination					
1.1	Project plan development and project management	Work plan and progress	Informed	Accountable	Informed	Responsible
1.2	Board Workshop	Workshop outcomes	Consulted	Informed	Consulted	Responsible
1.3	Quarterly Updates	Quarterly updates	Informed	Authority	Informed	Responsible
	Work Plan Objective 2: Citizen Advisory Committee					
2.1	Maintain a CAC of five members or more and focus on retaining existing members	Number of CAC members and involvement	Accountable	Consulted	Informed	Responsible
2.2	Plan and facilitate CAC meetings	Monthly meetings/activities	Informed	Accountable	Informed	Responsible
2.3	Monitor and assist the CAC	Monthly meetings/activities	Accountable	Consulted	Informed	Responsible
2.4	Develop educational materials as directed by the CAC (up to 4 items throughout 2024)	Materials created	Accountable	Consulted	Informed	Responsible
	Work Plan Objective 3: Social Media					
3.1	Maintain social media sites with approved content calendars	Social media metrics	Consulted	Accountable	Informed	Responsible
3.2	Enhance social media messaging by adjusting content towards highlighting the uniqueness of LMRWD	Social media metrics	Consulted	Accountable	Informed	Responsible
3.3	Grow social media following by increasing visibility of accounts	Social media metrics	Consulted	Accountable	Informed	Responsible
	Work Plan Objective 4: LMRWD Signage					
4.1	Identify sites for interpretive signage while working with local partners on locations and messaging (up to 5 signs completed in 2024)	Number of signs	Accountable	Consulted	Consulted	Responsible
4.2	Resource identification and protection signs	Number of signs	Accountable	Consulted	Consulted	Responsible
	Work Plan Objective 5: School Engagement					
5.1	Explore education opportunities in schools and build on partnerships to increase awareness of existing youth programs, hands-on experiences, and other classroom programs relevant to LMRWD (i.e. CCWMO internships, Evening with the Bugs program)	Youth participation numbers, creating classroom material	Informed	Accountable	Consulted	Responsible
5.2	Mini-grant program for educators	Maximizing grant dollars distributed	Accountable	Consulted	Consulted	Responsible
	Work Plan Objective 6: Community Outreach and Engagement					
6.1	Maintain and build partnerships that promote community outreach	Maintaining partnerships with other entities	Accountable	Consulted	Consulted	Responsible
6.2	Coordinating involvement of CAC members and staff for local events	Number of events and estimating outreach metrics	Accountable	Consulted	Consulted	Responsible
6.3	Creating relevant tabling materials for outreach events	Maintaining breadth of hand-outs/talking points	Accountable	Consulted	Consulted	Responsible

Roles and Responsibilities Chart

Internal tool to highlight chain of communication and responsibility



Program Pillars and Tasks	Associated KPI	BOARD OF MANAGERS	STAFF	CITIZEN ADVISORY COMMITTEE	YOUNG ENVIRONMENTAL
Additional Education and Outreach Needs					
Public Relations/Communication Services (Internal, External)					
7.1 Create branded materials for internal and external use (i.e. press releases, presentations, process documents)	To be determined	Accountable	Responsible / Consulted	Informed	Responsible / Consulted
7.2 Create a standard presentation for staff, Board of Managers, and the CAC to use as a resource to inform meetings	Standard presentation				
7.3 Increase communications to recreationists (i.e. create Recreation Landing page on website, safe fish consumption guidance or signage)	content	Accountable	Consulted	Consulted/Informed	Responsible
7.4 Increase LMRWD visibility with permit holders (i.e. LMRWD cover letter materials/informational page or BMP specific information page)	Related permit materials	Accountable	Consulted	Informed	Responsible
7.5 Increase outreach to HOAs/private contractors by improving awareness of technical events hosted by partners (grass/turf management, low-salt no-salt MN, smart salt training)	Targeted campaigns	Accountable	Consulted	Informed	Responsible
7.6 Raised awareness on best management practices/general awareness directed towards private contractors, commercial businesses, and industry/dredge customers	Targeted campaigns	Accountable	Consulted	Informed	Responsible
7.7 Create public emergency response plan	Public emergency response plan	Accountable	Consulted	Consulted/Informed	Responsible
7.8 Planning and outreach surrounding the LMRWD barge tour	Successful barge tour	Accountable	Responsible	Informed	Consulted
Website Content Updates					
8.1 Maintain website with up-to-date content, news, and events	Website content	Accountable	Responsible / Consulted	Informed	Responsible / Consulted
Update/revise the CAC landing page on the website and maintain with up-to-date announcements, events, and volunteer opportunities	CAC webpage updates	Accountable	Responsible / Consulted	Consulted/Informed	Responsible/Consulted
Annual Reporting					
9.1 Develop annual report as part of BWSR requirement and communication with LMRWD community	Annual report and related PR	Accountable	Responsible / Consulted	Informed	Responsible / Consulted
Hennepin County Monitoring Program (in effect, on-going) and general chloride outreach					
10.1 Continue chloride monitoring efforts (sampling and analyses)		Informed	Consulted	Informed	Accountable/Responsible
10.2 Informational report of YE chloride work for the CAC and Board	Report/presentation	Accountable	Informed	Informed	Responsible
Developing targeted chloride awareness/reduction initiatives	Targeted campaigns	Accountable	Consulted	Consulted/Informed	Responsible
10.3 Salt Watch partnership (IWLA) exploration	Number of residents to sign up for the program	Accountable	Consulted	Consulted/Informed	Responsible
Cost-Share Grant Program					
11.1 Manage cost share grant applications	Usage of cost share grant budget	Accountable	Responsible / Consulted	Informed	Responsible / Consulted
11.2 Create cost share promotional items	Promo items	Accountable	Consulted	Consulted/Informed	Responsible / Consulted
11.3 Outreach initiatives to commercial property owners in LMRWD	Successful projects	Accountable	Responsible / Consulted	Informed	Responsible / Consulted
11.4 Providing technical assistance or contractor recommendations (sustainable practices)	Ability to offer technical assistance and/or list of approved contractors				
Increase CAC Involvement/Awareness					
12.1 Find gaps in CAC outreach and visibility, determine expectations of members, and revise CAC meetings to increase attendance and involvement	CAC members and involvement	Accountable	Responsible / Consulted	Consulted/Informed	Responsible/Consulted
Presentations to Council Members					
13.1 Board of Managers provide regular presentations to targeted partner audiences	Presentations	Responsible	Consulted	Informed	Consulted
Special Project: Texas A&M Student Research					
14.1 Work with students to develop strategy for education and outreach for basin-wide approach	Incorporated feedback	Responsible	Consulted	Informed	Informed

Technical Memorandum

To: Lower Minnesota River Watershed District Board of Managers

From: Suzy Lindberg, Communications Manager
Della Schall Young, CPESC, PMP, CTF, Principal Scientist

CC: Linda Loomis, Administrator
Lower Minnesota River Watershed District

Date: February 14, 2024

Re: Lower Minnesota River Watershed District Social Media Content and Strategy

As part of the 2024 Education and Outreach Program Work Plan, Young Environmental is reconfiguring its strategy and content related to the Lower Minnesota River Watershed District's (LMRWD) social media presence. The following memo highlights the details of this ongoing effort.

SUMMARY

Project Name: LMRWD Education and Outreach—Social Media

Purpose: Reconfigure the LMRWD's social media content and strategy to enhance social media messaging and grow social media following.

BACKGROUND

Young Environmental reviewed previous LMRWD social media content (Facebook, Instagram, and X) from 2023 to adjust its 2024 strategy. Based on this review by our new staff members, we conceptualized the following improvements to establish a clearer identity unique to the LMRWD on social media.

We present the suggested shifts in social media strategy below:

- **Reduce Redundant Content.**
 - Reduce the amount of redundant water quality information already being represented by other watershed districts and watershed management organizations, such as the following:
 - National water quality/world awareness days
 - Salt/chloride awareness
 - Reduce posting frequency to one to three times per week depending on news and events.

- Discontinue posting on the X platform (focus on Facebook and Instagram).
- **Increased Unique Content.**
 - Increase the spotlight of unique features of the LMRWD.
 - More placeholders in the content calendars for highlighting weather-dependent or seasonal facets such as native plants in bloom.
 - General picturesque views unique to the LMRWD captured by our team.
 - Timely LMRWD or partner project updates.
 - Engage citizens.
 - Increased awareness of the cost-share program and highlighting of previous cost-share projects.
 - Photo contest, calendar, or photographer-in-residence campaign.
 - Boost partnership awareness and collaboration.
 - Highlighting of partnership events and local outreach opportunities.
 - Increased awareness through youth outreach activities and internships hosted by partners.
 - Increased awareness of statewide grant initiatives like Lawns to Legumes.
 - Reposting other organization's evergreen content.

The overarching goals of the proposed changes are to enhance social media messaging through more unique and creative content, enhance partnership awareness, and grow LMRWD's social media following (Young Environmental Work Plan Tasks 3.2 and 3.3). Analytics will be collected to verify traction gained or additional improvement items needed. Additionally, Young Environmental has noted an underutilization of the cost-share program. Our staff can use social media as a means of integrating and promoting the cost-share program as an active component of the Education and Outreach Program.

JUSTIFICATION AND COMPARISON ANALYSIS

Upon review, the two local watersheds with the greatest social media success (measured in average number of likes for the five most recent posts, number of followers across platforms, etc.) are Capitol Region Watershed District (CRWD) and Ramsey-Washington Metro Watershed District (RWMWD).

To increase the engagement on LMRWD posts across social media platforms and expand the audience beyond other government agencies and units, we propose adjusting content and post frequency to mirror the success of the CRWD and RWMWD. Across platforms, the CRWD and RWMWD averaged roughly one post per week.

Topics presented in their recent posts included the following:

- Local projects and features within their district (e.g. the Trout Brook Storm Sewer Interceptor, and ice tracking on Como Lake).
- Reposts from other organizations.
- Seasonal posts: salting, and winter native seeding.
- Lawns to Legumes grant announcement.

Young Environmental noted these watershed districts found success in posting less frequently and focusing the content of their posts around unique projects and features of their district, presenting different seasonal ideas (e.g. winter native seeding), and reposting content from other organizations. These ideas guided Young Environmental's changes to social media content and strategy, beginning with the winter content calendar draft.

RECOMMENDATIONS

To accomplish this overall shift in strategy, Young Environmental recommends the LMRWD Board of Managers solidify goal(s) and desired target social media audience(s) to refocus attention on the LMRWD's unique identity. This solidification will improve Young Environmental's ability to curate social media content around targeted groups and overarching Board goals.

Young Environmental recommends the LMRWD Board of Managers approve the suggested shift in social media content upon reviewing the winter content calendar. We believe it more fully encompasses elements of the shift while maintaining the organization's current identity. Following Board approval and feedback, Young Environmental recommends curating future content calendars to reflect the continued shift envisioned by our staff.

In addition, Young Environmental recommends a more intricate look at the cost-share program to understand how to best apply social media to increase awareness of the program. This primarily includes understanding the roles of all parties involved (e.g. LMRWD Board of Managers, Administrator, Citizen Advisory Committee, Young Environmental) as well as how we can increase involvement in the program to maximize use of the cost-share funds.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 7. D. – Study Area #3 Riverbank Stabilization Project

Prepared By

Linda Loomis, Administrator

Summary

There is not any new information to report since the last Board meeting. We are still waiting for a permit from the US Army Corps of Engineers and for approval of the subdivision and rezoning of the property.

One development is that Mr. Shannon Sweeney recommended that the Board adopt a resolution that preserves the ability of the Board to reimburse capital project costs with the proceeds of tax-exempt Bonds. Area #3 was included in Resolution 24-10, which was included under the Item 7. C. – Dredge Management; Vernon Avenue Improvement Project.

There may be additional information to report and actions that may need to be taken by the Board at the meeting.

Attachments

No attachments

Recommended Action

No recommended action



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 7. C. – Dredge Management

Prepared By

Linda Loomis, Administrator

Summary

- Vernon Avenue Improvement Project

At the April 17, 2024, Board of Managers meeting, the Board authorized staff to go out for bids for construction of the improvements to Vernon Avenue. The Board was advised that the engineer's estimate exceeded the amount of money that the LMRWD has available to pay for the project and that the LMRWD should not advertise for bids until it has determined how to pay for the project. The Board can finance the project with debt and once the Board makes that decision, the project will be bid on. The LMRWD will know how much is needed to pay for the project once the bids have been received and the project awarded to the lowest responsible bidder. The Board will then know how much money will be needed to finance the project. The Technical Memorandum that was included in the April 17, 2024, meeting materials, is attached for the Board's information.

A letter from Mr. Shannon Sweeney from David Drown Associates is attached for the Board's information. Mr. Sweeney also suggested that the Board adopt the attached resolution.

In addition, the LMRWD was waiting for a determination from BWSR as to whether the funds the LMRWD receives from the State of Minnesota can be used to repay debt. BWSR has said that those funds can be used to make debt payments. This will impact the amount that the LMRWD will need to levy to repay debt incurred for this project.

- Flood Damage Assessment

The President of the United States has approved the Federal Disaster Declarations [DR-4797-MN](#) for the severe storms and flooding in Minnesota. The MN Board of Water and Soil Resources (BWSR) sent information out regarding its Disaster Recovery Assistance Program (DRAP). In 2020, the LMRWD completed a capital project at its Dredge Material Management site in Savage, MN. We have begun assessment of damage that may have occurred at the site after being inundated by floodwater. The LMRWD retained the services of ISG, who was able to fly a drone over the dredge site, as it was inaccessible from Vernon Avenue. Physical observation of the site will be conducted once the floodwaters have receded far enough to get out to the site. The LMRWD will follow the guidelines provided by BWSR to apply for disaster recovery funds if damage is observed.

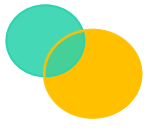
Attachments

1. Technical Memorandum – Vernon Avenue Improvements – Project Summary and Bidding Instructions, dated April 10, 2024
2. Letter from Mr. Shannon Sweeney, David Drown Associates, Inc. dated June 18, 2024

3. Resolution 24-10 – Declaring the Official Intent of the LMRWD to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the Watershed District
4. Project and Practice Repair in Disaster Declaration Area Guidance dated July 2, 2024

Recommended Action

Motion to adopt Resolution 24-10 - Declaring the Official Intent of the LMRWD to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the Watershed District



DDA

David Drown Associates, Inc.
Public Finance Advisors

Cologne Office:
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Cologne, MN 55322
Phone: (952) 356-2992
shannon@daviddrown.com

June 18, 2024

Lower Minnesota River Watershed District
Attn: Linda Loomis, Administrator
6677 Olson Memorial Highway
Golden Valley, MN 55427

RE: Watershed District Project Finance

Honorable Board Members and Administrator Loomis:

Administrator Loomis recently provide me with an update on the Vernon Avenue and Riverbank Stabilization Projects for the purpose of continuing our project financing discussions. In order to satisfy federal reimbursement requirements for the issuance of tax-exempt bonds I have recommended the adoption of a reimbursement resolution (attached).

The attached resolution preserves the ability of the Board to reimburse capital project costs with the proceeds of tax-exempt bonds in the event that the capital costs are incurred more than 60 days in advance of having bond proceeds available. The enclosed resolution does not obligate the Board to issue bonds or undertake the project.

In addition to the reimbursement resolution, Administrator Loomis and I discussed the method of sale for bonds that could potentially be issued to fund the projects mentioned above. I have indicated that unless the District is able to have both the 2022 and 2023 audits completed in advance of the issuance of bonds, we would be limited in the method of sale based on our ability to obtain a credit rating. The lack of available audits translates into an interest rate that would be approximately three-quarters of one percent higher if we are unable to obtain a credit rating. I would encourage the continued focus on the completion of the 2022 and 2023 audits in advance of securing project funding.

Administrator Loomis and I also discussed the debt service levy for collection in 2025. I recommended that a similar levy as was made for collection in 2024 (\$300,000) be implemented and collected in 2025, as it could either be used for initial debt service payments for projects to be implemented prior to the collection of the 2026 levy, or it could be used as a cash contribution to either the Vernon Avenue or Riverbank Stabilization Projects which would reduce the amount to be borrowed. As previously discussed, one of our goals is to keep the property tax levy relatively flat with incremental increases for inflation. Based on our identified capital projects, the recommended levy assists in meeting that goal.

Please feel free to contact me if you have any questions regarding the information provided. Thank you for your time and consideration.

Sincerely,

Shannon Sweeney
David Drown Associates, Inc.

LOWER MINNESOTA RIVER WATERSHED DISTRICT, MINNESOTA

RESOLUTION NO. 24-10

**DECLARING THE OFFICIAL INTENT OF THE
LOWER MINNESOTA RIVER WATERSHED DISTRICT TO REIMBURSE
CERTAIN EXPENDITURES FROM THE PROCEEDS
OF BONDS TO BE ISSUED BY THE WATERSHED DISTRICT**

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the Lower Minnesota River Watershed District (the “District”) expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a tax-exempt bond;

WHEREAS, the District has determined to make this declaration of official intent (the “Declaration”) to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE LOWER MINNESOTA RIVER WATERSHED DISTRICT AS FOLLOWS:

1. The District proposes to undertake the following projects (the “Projects”).

Vernon Avenue Dredge Management Site Improvements
Riverbank Stabilization Project – Eden Prairie

2. The District reasonably expects to reimburse the expenditures made for certain costs of the Projects from the proceeds of bonds in an estimated maximum principal amount of \$3,600,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of the lesser of \$100,000 or 5 percent of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20 percent of the aggregate issue price of the issue or issues that finance or are reasonably expected by the District to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the District based on the facts and circumstances known to the District as of the date hereof. The anticipated original expenditures for the Projects and the principal amount of the bonds described in paragraph 2 are consistent with the District’s budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the District are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the District’s budget or financial policies to pay such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

The question was on the adoption of the Resolution and there were ___ yeas and ___ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
BARISONZI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
KUPLIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LAMMERS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SALVATO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VISWANATHAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Adopted by the Board of Managers of the Lower Minnesota River Watershed District this 17th day of July, 2024.

LOWER MINNESOTA RIVER
WATERSHED DISTRICT, MINNESOTA

Attest:

Joseph Barisonzi, President

Lauren Salvato, Secretary

I, Lauren Salvato, Secretary of the Lower Minnesota River Watershed District, do hereby certify that I have compared the above Resolution with the original thereof as the same appears of record and on file with the LMRWD and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I hereunto set my hand this 17th day of July 2024.

Lauren Salvato, Vice President

Memorandum

Date: July 2nd, 2024

To: SWCD Managers, Watershed District Administrators, County Water Planners

From: Justin Hanson, Asst. Director for Regional Operations

RE: Project and Practice Repair in Disaster Declaration Area Guidance

The President has approved the Federal Disaster Declarations [DR-4797-MN](#) for the severe storms and flooding from June 16, 2024, and continuing.

This declaration triggers the implementation of the Board of Water and Soil Resources (BWSR) [Disaster Recovery Assistance Program \(DRAP\)](#). BWSR established the DRAP and associated guidance per Minnesota Statutes 12A.05 to address critical conservation problems. The declaration makes federal funding available to local governments and some nonprofits on a cost-sharing basis for emergency work and the repair or replacement of facilities damaged by the severe storms and flooding in the counties of Blue Earth, Carver, Cass, Cook, Cottonwood, Faribault, Fillmore, Freeborn, Goodhue, Jackson, Lake, Le Sueur, Murray, Nobles, Pipestone, Rice, Rock, St. Louis, Steele, Wabasha, Waseca, and Watonwan.

State funding specifically intended for recovery projects through DRAP may be dependent on future action by the Minnesota State Legislature. BWSR understands some of these disaster-impacted projects may be further damaged and degraded in the interim, resulting in more costly repairs in the future.

In response, BWSR is advising local government units in areas covered under a federal declaration to prioritize urgent projects and first seek and utilize any available federal funds to begin repair efforts. If consistent with the purposes of the appropriation, local government units may be authorized to utilize current BWSR grants to repair previously installed conservation practices damaged because of DR-4749-MN. Please contact BWSR staff prior to acting on any changes in activities for the use of funds available through currently executed grant agreements.

BWSR has established an [inventory spreadsheet](#) that can be helpful in your work to record these areas. BWSR will use this spreadsheet to document the statewide needs. We are asking you to use this document to begin an inventory and collection of private land damages from this summer's events that occurred on or after June 16, 2024. BWSR may ask you to submit the worksheets for compilation at a future date and it may be important in informing legislative or other funding decisions.

It may be helpful to coordinate with other LGUs in your area to assure that projects are not double counted. You may also want to consider submitting inventory information through your local SWCD so that the issue areas are represented in one location.

If authorized, the use of currently executed grant agreement funds for disaster recovery purposes must be used in accordance with the following:

1. To repair a conservation project or practice that was documented as damaged because of the events identified in the disaster declarations.
2. The project or practice was installed using approved standards, damage was caused by reasons beyond the control of the land occupier, and damage or failure of the practice was not due to improper maintenance or removal of the practice within the effective life.
3. The use of the funds must be necessary to prevent further degradation of the project or practice that may result if the repair is postponed until other funding sources may become available, including those noted in Section 2.0 Funding Source Priorities of [the BWSR Disaster Recovery and Assistance Program Policy](#) (See attached Policy).
4. Funds are not allowed for routine maintenance activities.

If DRAP funding is made available, BWSR will notify impacted local government units how to redirect, replace, or otherwise utilize existing BWSR funding and dedicated disaster recovery funding.

Please contact your Board Conservationist for further assistance on this matter.

Justin Hanson, Assistant Director for Regional Operations

Minnesota Board of Water and Soil Resources



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 8. A. 2025 LMRWD Budget

Prepared By

Linda Loomis, Administrator

Summary

A draft of the proposed 2025 LMRWD budget is attached along with supporting documentation. A preliminary levy must be submitted to the counties by September 30, 2024. The Board should review the proposed budget. The proposed budget can be discussed at both the August and September Board of Manager meetings. Once the Board is satisfied with the proposed budget, resolutions will be drafted for adoption by the Board. A public hearing must be noticed and held before preliminary certification of the levy.

A copy of Table 4-1 of the Implementation Program from the LMRWD Watershed Management Plan is attached. 2025 budget items are highlighted. The line for administration expenses is shown in the plan as \$250,000. In 2023 the MN Legislature increased the amount watershed districts can levy for administration from the previous maximum of \$250,000 to 0.096 percent of estimated market value, or \$500,000, whichever is less. In the LMRWD \$500,000 is less than 0.096 percent of the estimated market value of the LMRWD. The proposed General Fund levy for 2025 is \$428,450.00.

The amount included in the budget for Education and Outreach was doubled. It is not clear the direction the Board want to go with education, so the budget was increased to give the Board flexibility.

The line item for project and permit reviews has been increased. When the LMRWD Watershed Management was updated and rules were formulated, the LMRWD had no experience reviewing projects and issuing permits. Estimated amounts were used in the implementation table. Experience has shown that the amount estimated is too low for a few reasons. The LMRWD anticipated that all municipalities would be granted LGU permits; not all the municipalities have received those permits, so the LMRWD reviews projects in those municipalities. The LMRWD does not charge permit review fees to state agencies, particularly MN Department of Transportation and Counties. There have been a significant number of projects within the LMRWD that are projects of other governmental units. The LMRWD does not expect this trend to decrease, so the budgeted amount for project and permit reviews was increased to \$100,000.

Lastly, \$5,000 was included for local plan reviews. While none of the municipalities are scheduled to update plans, there are always amended plans that must be reviewed and approved (by MN Statute) by the LMRWD. So a nominal amount was added to the 2025 budget for local surface water management plan reviews.

An explanation of certain line items will be shared with the Board once it is finalized.

Attachments

Draft proposed 2025 LMRWD budget – total organization
Draft proposed 2025 LMRWD Administrative budget – general fund
Draft proposed 2025 Levy Allocation
Table 4.1: Lower Minnesota River Watershed District – Implementation Program Budget for 2023-2027
Preliminary Certificate of Apportioned Levy

Recommended Action

No action recommended – for review only

2025 LMRWD Budget for Administration Operations
2023 Adopted Budget/2023 Actuals/2024 Adopted/ 2024 YTD/2024 Projected/2025 Proposed

Account	Adopted 2023	2023 Actuals	2024 Adopted	2024 Actual YTD (Through 6/30/24)	Projected 2024	Proposed 2025
Revenues:						
General Property Tax						
1 Carver County	\$ 42,871.43	\$ 46,558.34	\$ 76,691.08	\$ 437.77	\$ 76,691.08	\$ 112,273.20
2 Dakota County	\$ 72,959.65	\$ 76,518.99	\$ 112,757.70	\$ 1,559.33	\$ 112,757.70	\$ 171,268.20
3 Hennepin County	\$ 318,293.13	\$ 286,572.54	\$ 473,452.15	\$ 6,311.06	\$ 473,452.15	\$ 697,615.20
4 Scott County	\$ 290,875.80	\$ 332,061.92	\$ 512,099.08	\$ 263,729.67	\$ 512,099.08	\$ 818,843.40
Total Levy:	\$ 725,000.01	\$ 741,711.79	\$ 1,175,000.01	\$ 272,037.83	\$ 1,175,000.01	\$ 1,800,000.00
5 Interest Income	\$ -	\$ 61,326.62	\$ -	\$ 23,869.18	\$ -	\$ -
6 MCES WOMP Grant	\$ 5,000.00	\$ 4,500.00	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00	\$ 4,500.00
7 State of MN Grant for Dredge Material Management	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00	\$ -	\$ 240,000.00	\$ 240,000.00
8 Metro-Area Watershed Based funding grants	\$ -	\$ 91,021.00	\$ -	\$ 96,866.00	\$ 96,866.00	\$ -
9 License Revenue from placement of dredge	\$ 25,000.00	\$ 20,513.00	\$ 25,000.00	\$ 11,979.00	\$ 25,000.00	\$ 25,000.00
10 Revenues from sale of dredge material	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 109,778.00	\$ -	\$ 5,000.00
11 Permit Fees	\$ -	\$ 7,400.00	\$ -	\$ 1,500.00	\$ 5,000.00	\$ -
12 Miscellaneous Income	\$ -	\$ 11,279.44	\$ -	\$ -	\$ -	\$ -
Total Revenues:	\$1,000,000.01	\$ 1,177,751.85	\$1,450,000.01	\$521,530.01	\$ 1,547,366.01	\$ 2,074,500.00
Expenses:						
13 Administration (from Administrative Budget Page)	\$ 250,000.00	\$ 297,304.50	\$ 377,838.00	\$ 146,032.64	\$ 377,838.00	\$ 428,450.00
Cooperative Projects						
14 Eden Prairie Bank Stabilization -Area #3	\$ -	\$ 154,736.24	\$ 100,000.00	\$ 78,282.08	\$ 100,000.00	\$ 100,000.00
15 Gully Erosion Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16 Seminary Fen Ravine C-2	\$ 20,000.00	\$ -	\$ 90,000.00	\$ -	\$ 90,000.00	\$ 80,000.00
17 Eagle Creek Bank Restoration Town & Country RV Park Study	\$ -	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 69,800.00
18 Shakopee River bank Stabilization Project	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00
509 Plan Budget						
Resource Plan Implementation						
19 Watershed Resource Restoration Fund	\$ 100,000.00	\$ -	\$ 82,500.00	\$ -	\$ 82,500.00	\$ 100,000.00
20 Fen Private Land Acquisition Study	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 25,000.00
21 Gully Inventory	\$ 90,500.00	\$ 81,264.54	\$ 150,000.00	\$ 16,329.00	\$ 150,000.00	\$ 150,000.00
22 Minnesota River Corridor Management Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23 Gun Clun Fen Intrusion Investigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24 Assumption Creek Hydrology Restoration Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25 Groundwater Screening Tool Model	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26 Minnesota River Floodplain Model Feasibility Study	\$ 75,000.00	\$ 9,547.85	\$ -	\$ 3,073.00	\$ -	\$ -
27 Schroeder's Acres Park/Savage Fen Stormwater Management P	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28 Downtown Shakopee Stormwater BMPs	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
29 PLOC Realignment/Wetland Restoration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30 Spring Creek Project	\$ 90,000.00	\$ 54,396.52	\$ 100,000.00	\$ 656.25	\$ 100,000.00	\$ 100,000.00
31 West Chaska Creek Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32 Sustainable Lakes Management Plan (Trout Lakes)	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00
33 Geomorphic Assessments (Trout Streams)	\$ -	\$ -	\$ 100,000.00	\$ 13,658.00	\$ 100,000.00	\$ -
34 Fen Stewardship Program	\$ 75,000.00	\$ 51,540.00	\$ 75,000.00	\$ 33,757.47	\$ 75,000.00	\$ 75,000.00
35 District Boundary Modification Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36 East Chaska Creek Bank Stabilization Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
37 Minnesota River Sediment Reduction Strategy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
38 Local Water Management Plan reviews	\$ 5,000.00	\$ 31.25	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00
39 Project Reviews	\$ 50,000.00	\$ 108,379.50	\$ 50,000.00	\$ 47,735.85	\$ 50,000.00	\$ 100,000.00
40 Monitoring	\$ 75,000.00	\$ 48,750.94	\$ 75,000.00	\$ 6,020.75	\$ 75,000.00	\$ 75,000.00
41 Watershed Management Plan						
42 Legal expense related to rule enforcement & implementation	\$ -	\$ -	\$ -	\$ 1,869.00	\$ 1,869.00	\$ -
43 Technical expense related to plan & rule development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
44 Municipal Coordination	\$ -	\$ -	\$ -	\$ 3,041.25	\$ 3,041.25	\$ -
45 Rule Enforcement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
46 Public Education/Citizen Advisory Committee/Outreach Program	\$ 85,000.00	\$ 78,753.95	\$ 115,000.00	\$ 25,121.89	\$ 115,000.00	\$ 150,000.00
47 Cost Share Program	\$ 20,000.00	\$ 20,586.50	\$ 20,000.00	\$ 940.00	\$ 20,000.00	\$ 20,000.00
Nine Foot Channel						
48 Dredge site operations	\$ 240,000.00	\$ 305,473.35	\$ 240,000.00	\$ 17,920.98	\$ 240,000.00	\$ 240,000.00
49 Dredge Site Restoration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bonded Debt Levy						
50 Area #3 Bonds	\$ -	\$ -	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 300,000.00
51 Total Non-administrative Expenses:	\$ 975,500.00	\$ 913,460.64	\$ 1,432,500.00	\$ 248,405.52	\$ 1,437,410.25	\$ 1,689,800.00
52 Total Administrative Expenses (from line 13)	\$ 250,000.00	\$ 297,304.50	\$ 377,838.00	\$ 146,032.64	\$ 377,838.00	\$ 428,450.00
53 Total Expenses	\$ 1,225,500.00	\$ 1,210,765.14	\$ 1,810,338.00	\$ 394,438.16	\$ 1,815,248.25	\$ 2,118,250.00
54 Revenue less Expenses	\$ (225,499.99)	\$ (33,013.29)	\$ (360,337.99)	\$ 127,091.85	\$ (267,882.24)	\$ (43,750.00)
55 Beginning Fund Balance - January 1		\$ 1,953,659.65		\$ 1,376,420.36		\$ 1,503,512.21
56 Total Revenue		\$ 1,177,751.85		\$ 521,530.01		\$ 2,074,500.00
57 Total Expenses		\$ 1,210,765.14		\$ 394,438.16		\$ (2,118,250.00)
58 Ending Fund Balance - December 31 (bold figures are projected)		\$ 1,953,659.65		\$ 1,376,420.36		\$ 1,459,762.21

2024 proposed LMRWD Budget for Administration Operations
2023 Adopted Budget/2023 Actuals/2024 Adopted/ 2024 YTD/2024SProjected/2024 Proposed

Account	Adopted 2023	2023 Actual (unaudited)	Adopted 2024	YTD 2024 (Through 6/30/24)	Projected 2024	Adopted 2025
Expenses:						
59 Wages-General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60 Severance Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61 Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
62 PERA Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
63 Payroll Tax (FICA/Medicare)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
64 Unemployment compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
65 Manager Per Diem	\$ 11,250.00	\$ 4,500.00	\$ 15,000.00	\$ 375.00	\$ 15,000.00	\$ 15,000.00
66 Manager Expense (mileage/food/registrations)	\$ 3,000.00	\$ 549.20	\$ 4,500.00	\$ 75.43	\$ 4,500.00	\$ 4,500.00
67 Telecommunications-Cell-Internet/Phone	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
68 Office Supplies	\$ 300.00	\$ 181.68	\$ 300.00	\$ 186.35	\$ 300.00	\$ 300.00
69 Meeting Supplies/Expense	\$ 100.00	\$ 94.25	\$ 100.00	\$ -	\$ 100.00	\$ 300.00
70 Rent	\$ 7,800.00	\$ 6,500.00	\$ 7,800.00	\$ 3,250.00	\$ 7,800.00	\$ 7,800.00
71 Dues	\$ 7,500.00	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -
72 Miscellaneous-General	\$ 3,000.00	\$ 2,086.00	\$ 3,000.00	\$ 694.50	\$ 3,000.00	\$ 3,000.00
73 Training & Education	\$ 1,500.00	\$ 330.00	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00
74 Insurance & Bonds	\$ 11,000.00	\$ 10,318.00	\$ 12,000.00	\$ 180.00	\$ 12,000.00	\$ 12,000.00
75 Postage	\$ 375.00	\$ 21.63	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
76 Photocopying	\$ 875.00	\$ 171.34	\$ 750.00	\$ -	\$ 750.00	\$ 500.00
77 Legal Notices-General	\$ 1,500.00	\$ 800.40	\$ 2,000.00	\$ 67.50	\$ 2,000.00	\$ 2,000.00
78 Subscriptions & License Fees	\$ 250.00	\$ 580.99	\$ 400.00	\$ 162.00	\$ 400.00	\$ 500.00
79 Mileage	\$ 5,000.00	\$ 2,433.80	\$ 5,000.00	\$ 599.12	\$ 5,000.00	\$ 4,000.00
80 Taxable meal reimbursement	\$ 500.00	\$ 59.99	\$ 500.00	\$ 7.03	\$ 500.00	\$ 500.00
81 Lodging/ Staff Travel	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00
82 Accounting/Financial Services	\$ 5,580.00	\$ 26,436.71	\$ 25,438.00	\$ 12,220.43	\$ 25,438.00	\$ 30,000.00
83 Audit Fees	\$ 15,000.00	\$ 3,279.81	\$ 30,000.00	\$ 3,000.00	\$ 30,000.00	\$ 30,000.00
84 Professional Services-General	\$ 104,970.00	\$ 98,718.75	\$ 153,000.00	\$ 57,000.00	\$ 153,000.00	\$ 175,000.00
85 Legal Fees-General	\$ 10,000.00	\$ 21,634.00	\$ 15,000.00	\$ 4,999.00	\$ 15,000.00	\$ 15,000.00
86 Engineering-General	\$ 35,000.00	\$ 100,290.05	\$ 75,000.00	\$ 55,062.37	\$ 75,000.00	\$ 100,000.00
87 Equipment-Maintenance	\$ 500.00	\$ 3,405.34	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
88 Equipment-Lease	\$ 2,500.00	\$ 1,739.12	\$ 2,500.00	\$ 1,327.23	\$ 2,500.00	\$ 2,500.00
89 Lobbying	\$ 20,000.00	\$ 11,873.44	\$ 20,000.00	\$ 6,666.68	\$ 20,000.00	\$ 20,000.00
90 Bank fees and charges	\$ -	\$ 5,080.01	\$ 750.00	\$ 160.00	\$ 750.00	\$ 750.00
91 Total Expense for Administration:	\$ 250,000.00	\$ 297,304.50	\$ 377,838.00	\$ 146,032.64	\$ 377,838.00	\$ 428,450.00

Proposed Levy 2025

General Fund	428,450.00
Planning and Implementation Fund	1,071,550.00
Debt Service on Bond repayment	<u>300,000.00</u>
Apportioned Payable 2025 Levy	1,800,000.00

<u>County</u>	<u>Net Tax Capacity % Distribution</u>	<u>Apportioned Payable 2025 Levy</u>
Carver	6.2374%	112,273.20
Dakota	9.5149%	171,268.20
Hennepin	38.7564%	697,615.20
Scott	45.4913%	818,843.40
Watershed Total	100.0000%	1,800,000.00

Table 4-1: Lower Minnesota River Watershed District - Implementation Program Budget for 2023 - 2027

ACTION	Year				
	2023	2024	2025	2026	2027
EXPENDITURE					
Administrative and Managerial					
General Administrative Services, Conferences, Coordination with LGUs, Stakeholders and other Project Partners, LGU Program Reviews, 9-Foot Channel, and Advisory Committees (Technical and Citizen)	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Administrative/Managerial Budget Total	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Studies and Programs					
Cost Share Incentive and Water Quality Restoration Program	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Dredge Management	\$240,000	\$240,000	\$240,000	\$126,000	\$240,000
Eagle Creek Bank Restoration at Town & Country RV Park Feasibility Study		\$30,000			
Education and Outreach Program	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Fen Private Land Acquisition Study		\$50,000	\$25,000		
Fen Stewardship and Management Program	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Gully Inventory and Assessment Program	\$90,500	\$150,000	\$150,000	\$150,000	\$150,000
Trout Streams Geomorphic Assessments		\$100,000			\$100,000
Monitoring Program and Detailed Data Assessments	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000
Project and Permit Reviews	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Implementation of the Sustainable Lake Management Plans		\$50,000	\$50,000		\$50,000
Seminary Fen Ravines Site C-2 Feasibility Study	\$20,000	\$40,000			
Spring Creek Site 3 Design Feasibility Study	\$50,000				
Watershed Management Plan				\$50,000	\$100,000
Water Resources Restoration Fund	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Studies and Programs Budget Total	\$795,500	\$1,055,000	\$860,000	\$721,000	\$1,035,000
Capital Improvements					
Minnesota River Study Area 3 – Bluff Stabilization Project		\$100,000	\$100,000		
Seminary Fen Restoration Site B		\$50,000	\$25,000		
Seminary Fen Ravines Site C-2 and C-3 Design and Construction			\$55,000	\$50,000	\$65,000
Dredge Site Culvert Replacement				\$51,500	
Eagle Creek Bank Restoration at Town & Country RV Park Project			\$69,800	\$90,200	
Eagle Creek Brown Trout Habitat Improvements Project					\$70,000
Minnesota River Floodplain Modeling	\$75,000				
Shakopee Riverbank Stabilization Project		\$50,000	\$50,000		
Spring Creek Sites 1 and 2 Design and Construction Stabilization Project	47,100	\$100,000	\$100,000	\$70,000	
Spring Creek Vegetation Management Project	\$40,000				
Stormwater BMP at Parking Lot near Lewis Street West and Second Avenue West Project	\$50,000	\$50,000			
Vernon Avenue Upgrade at the Dredge Site				\$62,500	
Capital Improvements Budget Total	\$212,100	\$350,000	\$399,800	\$324,200	\$135,000
TOTAL EXPENDITURES	\$1,257,600	\$1,655,000	\$1,509,800	\$1,295,200	\$1,420,000
General Levy	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Planning and Implementation Levy	\$525,000	\$625,000	\$650,000	\$675,000	\$700,000
Metropolitan Council Grant	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500
Dredge Material Management Grant	\$240,000	\$240,000	\$240,000	\$240,000	\$240,000
Grants	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Closed or Unrealized Projects	\$137,100	\$434,500	\$264,300	\$24,700	\$124,500
TOTAL REVENUE	\$1,257,600	\$1,655,000	\$1,509,800	\$1,295,200	\$1,420,000



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 8. B. – Minnesota River Boat Tour

Prepared By

Linda Loomis, Administrator

Summary

The Anson Northup has been booked for Thursday, September 12, 2024. The Tour will depart from CHS at 3:00 and will dock at Harriet Island in St. Paul. Buses will pick all passengers up at Harriet Island and return them to CHS. I asked if we could load in Shakopee and was told that they can't get that far upriver with the boat. (The navigation channel ends at River Mile Post 14.7 and Shakopee is a little bit farther upstream than River Mile Post 25.)

A [survey](#) has been sent to the Board to help with planning the program. Please respond to the survey as soon as possible, so that speakers can be contacted. The survey will also help to determine who to invite to table on board during the event.

The Cruise Agreement is attached for the Board's information

Attachments

Cruise agreement with Padelford Riverboats

Recommended Action

Complete the survey



Cruise Agreement

Lower Minnesota River Watershed District
Linda Loomis

Order #: 64368
Contract Date: Wednesday, July 3, 2024 2:54 PM
Created By: Jen Berger

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763-545-4659 Home
naiadconsulting@gmail.com

Balance Due: \$3,234.06 USD

Cruise Date: Thursday, September 12, 2024
Boat: Anson Northrup
Aboard (Capacity): All Decks (250)
Cruise From: Padelford Landing

Arrival Time: 2:30 PM
Boarding Time: 2:30 PM
Sailing Time: 3:00 PM
Returns to Dock: 6:00 PM
Estimated No. of Guests: 1

Description	Quantity	Unit Cost	Item Total
Private Charter Harriet Island, Saint Paul, MN Charter Booking:			
Adult	1	\$0.00	\$0.00
Fuel Charge	1	\$100.00	\$100.00
Anson Northrup	3	\$750.00	\$2,250.00
Deadhead Fee	1	\$500.00	\$500.00

Payment Type	Date	Amount
		Subtotal \$2,850.00
		Port Fee \$112.50
		Regular Sales Tax \$271.56
		Total \$3,234.06
		Amount Paid: \$0.00 USD
		Amount Due: \$3,234.06 USD

Notes

Ticket Details

Deposits

\$1000 at order creation
100% 10 days before event

Jen Berger

Linda Loomis
Client Signature

7-3-2024
Date

Padelford Riverboats Charter Contract

The Motor Vessel will be at the landing for boarding passengers 30 minutes prior to and 20 minutes following time chartered without extra charge. The navigational route of the Motor Vessel is at all times to be at the sole discretion of Padelford Riverboats.

The Chartering Party, in consideration of the above performance of the Motor Vessel, agrees to pay Padelford Riverboats a minimum fare of total listed on page one. Padelford Riverboats restricts the right of admission to capacity of the vessel and is not responsible for accident, loss, or damage to property.

The nonrefundable deposit is required upon signing this contract to confirm the reservation and to bind the Chartering Party to their reserved date and full payment. Forfeiture of charter does not negate the liability for payment of minimum contract. The



Chartering Party agrees to pay collection costs if necessary including reasonable attorney fees. The Chartering Party agrees that any litigation arising out of or relating to vessel passage shall be conducted in the state of Minnesota, and accordingly agrees and consents to the jurisdiction of the courts of the State of Minnesota.

Total fare (less deposit), food service (including applicable taxes), fuel and port charge and estimated host bar is payable in full no later than 10 days prior to departure in accordance with the total number of passengers and length of charter reserved. A \$250.00 service charge will be assessed if full payment is not made prior to the 10 day requirement. Any returned item (check, cashier check, money order, credit card, etc.) will be subject to a \$250.00 penalty. Any remaining charges for additional services must be paid in full by the end of your cruise. Please be prepared to pay with cash or credit card. We do not bill. If balance is not received by the end of your cruise, you will be subject to a \$250.00 service charge.

Please initial to indicate you have fully read and understand the policies and procedures which are attached.

*** LL ***

The Chartering Party agrees to pay for all catering ordered, whether consumed or not. Our insurance requires that catered food cannot be taken off the boat for home consumption. An 18% facility charge will be added to all catering orders. Final food count is due no later than 10 days prior to the event date.

In the event either party is unable to perform its obligations, under this agreement, as a result of a force majeure, neither party shall be liable to the other for consequential damages resulting from lack of performance. "Force Majeure" shall mean: fire, earthquake, flood, act of God, riots or civil commotions, epidemics, pandemics, war or other act of any foreign nation, power of government, or governmental agency or authority, or any other cause like or unlike any cause above mentioned which is beyond the control of either party.

Full refund of initial deposit plus any other payment for fares or food service will be made if uncertainties of breakdown, lay-up repairs, or any other cause which, at the discretion of Padelford Riverboats, the Motor Vessel should be unable to make the trip as agreed. The Chartering Party hereby releases Padelford Riverboats from damages resulting therefrom. We reserve the right to use the Jonathan Padelford, Betsey Northrup, or Anson Northrup.

The Motor Vessel will be available for boarding one-half hour prior to departure. Prior to embarkation an authorized representative of the Chartering Party will be given boarding passes equal to the number of prepaid passengers. This representative will be responsible for distributing these passes to the proper members/guests and the Crew Chief will collect the passes upon boarding. This same procedure will be followed even if the Chartering Party has issued their own tickets.

Padelford Riverboats will supply XM radio upon request at no charge. All entertainment staff must be included in the total capacity count of the Vessel. Any other form of dancing or special entertainment other than a band or disc jockey is not permitted without consent obtained prior to the trip from Padelford Riverboats. Music and entertainment provided in connection with the cruises and charters shall be of a kind and quality which will not detract from the general family atmosphere expected in City parks and recreation facilities. Any form of decoration on the Motor Vessel must have prior consent of Padelford Riverboats.

Padelford Riverboats reserves all catering, refreshment, and casino entertainment privileges, alcoholic beverage sales, and concessions, whether sold or given away. No liquor, beer, or food may be brought on board by any member of the chartering party. To do so may result in premature termination of your trip without return of fares.

We reserve the right to examine any carry-on bags/purses and/or to refuse admittance to obviously intoxicated individuals. Pre-boarding parties offering consumption of alcoholic beverages in the parking lot or adjacent park areas are prohibited.

The Chartering Party is responsible for preserving order among its members/guests and preventing damage from occurring to the Motor Vessel and its equipment by reason of the conduct of its members/guests. The Chartering Party hereby agrees to be responsible for any cost of expense incurred by the Padelford Riverboats as a result of damage to the Vessel or its equipment inflicted by its members/guests.

Any deviation from any contract terms, such as extra time, special services, etc. will be paid for in addition to the above agreed upon charter rates as indicated in the attached invoice.

Authorized Signature of the Chartering Party Linda Loomis

Date 7-3-2024

In addition to signing this contract please initial the starred paragraph and return one copy of this contract to Padelford Packet



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 8. C. – 535 Lakota Lane – recovery of legal fees

Prepared By

Linda Loomis, Administrator

Summary

At the June 2024 LMRWD Board of Manager meeting, the Board approved an after the fact permit for the property located at 535 Lakota Lane contingent upon the receipt of payment of expenses incurred by the LMRWD for investigation and inspection of the property. President Barisonzi inquired as to whether legal fees were included in the fee request. Attorney John Kolb explained that legal expenses were not included in the payment request.

President Barisonzi asked for an explanation as to why legal fees were not requested. A request by President Barisonzi for an explanation is attached. A response from legal counsel is attached. Attorney Kolb is not able to attend the July Board of Managers meeting.

Attachments

Request from President Barisonzi dated June 27, 2024

Office Memorandum Re: Attorney Fees in Permitting vs. Enforcement Actions dated July 9, 2024

Recommended Action

No action recommended

Joseph Barisonzi
President, Board of Managers
Lower Minnesota River Watershed District
112 E Fifth St., Suite 102
Chaska, MN 55318
info@lowermnriverwd.org
(952) 856-5880

June 27, 2024

John Kolb
Rinke Noonan Law Firm
1015 W St Germain St #300,
St Cloud, MN 56301

Dear John,

Subject: Request for Official Opinion Regarding Legal Authority in Settlement for After-the-Fact Permit

I hope this letter finds you well. During our last board meeting of the Lower Minnesota River Watershed District (LMRWD), we discussed the settlement of an "after-the-fact" permit and the authority to recover legal expenses incurred. Your responses raised concerns we need to clarify and document officially.

Specifically, we request an opinion on the following points:

1. **Recovery of Legal Bills:** Confirmation on whether the LMRWD can request recovery of legal expenses during a settlement.
2. **Cost Recovery Restrictions:** Clarification on whether the LMRWD is limited to recovering only the costs incurred during the permit evaluation and assessment.
3. **Statutory Limitations:** Confirmation that unless explicitly stated otherwise, the LMRWD is restricted by statute in what it can request or demand to resolve an "after-the-fact" permit issue.
4. **Legal Compliance Costs:** Your opinion on whether there is a legal mechanism for the LMRWD to recover its legal costs associated with bringing a homeowner into compliance with its permitting rules.
5. **Authority in the Absence of Specific Rules:** Clarification on whether the absence of specific rules governing the process limits our authority to ask for anything during a settlement proceeding.
6. **Judgment vs. Settlement:** Explanation on whether the statute allows for the recovery of legal costs only from a court judgment, and not from a settlement agreement, and if so, the rationale behind this interpretation.

Please provide the specific legal basis, including relevant statutes, regulations, or precedents, supporting your opinion on these matters.

This opinion letter will be presented to the Board of Managers and will become a matter of public record. We aim to have this matter resolved by our July board meeting. Therefore, we kindly request your response by [specific date before the July meeting].

Thank you for your prompt attention and continued support.

Sincerely,

Joseph Barisonzi
President, Board of Managers
Lower Minnesota River Watershed District



RINKE NOONAN
attorneys at law

1015 W. St. Germain St., Ste. 300, P.O. Box 1497
St. Cloud, Minnesota 56302-1497
Telephone 320-251-6700, Fax 320-656-3500

Office Memorandum

To: Board of Managers, Lower Minnesota River Watershed District
From: John C. Kolb (320) 656-3503
Re: Attorney Fees in Permitting vs. Enforcement Actions
Date: July 9, 2024

At President Barisonzi's request, Ms. Loomis asked that I address the collection of fees in permitting actions vs. court enforcement of Board orders.

Watershed District permitting is authorized by statutes chapter 103D, Watershed District Law. Section 103D.341 requires the managers to adopt rules to accomplish the purposes of this chapter (103D) and to implement the powers of the managers.¹ In most cases, Watershed District rules create permitting programs to manage and implement performance standards for activities identified in the Watershed Management Plan. In the seven-county metropolitan area, the authority of Watershed Districts to regulate activities is further authorized and constrained by provisions of section 103B.211 (part of the metropolitan surface water management act).

Section 103B.235 requires, upon adoption of the Watershed Management Plan, each local government unit with land use planning and regulatory responsibility for territory within the watershed to prepare a local water management plan, capital improvement program, and official controls as necessary to bring local water management into conformance with the watershed plan within the time period prescribed in the implementation program of the watershed plan and, as necessary, shall prepare, or cause to be prepared, amendments to the local comprehensive plan. In the absence of conforming local controls, a Watershed District may implement its own permitting program. Lower Minnesota River Watershed District has chosen to authorize a municipal permit to those local government units with conforming local controls. Where local controls are not enforced, the municipal permit allows the Watershed District to enforce performance standards consistent with its rules.

¹ 2024 statutory amendments reword this section to say, "to accomplish the purposes of this chapter and to implement the regulatory powers of the managers. (2024 Laws Chapter 90, Article 3, Section 38, effective August 1, 2024).

Section 103D.345 provides standards for Watershed District permitting programs. The statute constrains the collection of application and other fees related to permitting. A person applying for a permit required by the managers under a rule controlling the use and development of land must accompany the application with a permit application fee to defray the cost of recording and processing the application. The managers may set the fee not to exceed \$10. (103D.345, subd. 1). The managers may charge, in addition, a field inspection fee of at least \$35. The inspection fee must be used to cover actual costs related to a field inspection. Inspection costs include investigation of the area affected by the proposed activity, analysis of the proposed activity, services of a consultant, and any required subsequent monitoring of the proposed activity. Costs of monitoring an activity authorized by permit may be charged and collected as necessary after issuance of the permit. (103D.345, subd. 2). By its plain language, the statute does not authorize collection of attorney fees as part of the permitting program.

The limitations on permitting fees stand in contrast to costs and fees that may be awarded by the district court in enforcement actions. The district courts may enforce the provisions of chapter 103D, and a rule adopted or order issued by the managers by injunction or other appropriate order. (103D.551). A court action may be initiated to enforce a permit or order of the board. Enforcement may be pursued either as criminal prosecution or as a civil action seeking injunction, action to compel performance, restoration, abatement, and other appropriate action. (103D.545, subd. 2). In any civil action arising from or related to a rule, order, or stipulation agreement made or a permit issued or denied by the managers under this chapter, the court may award the prevailing party reasonable attorney fees and costs.

An award of attorney fees in a civil action lies solely within the discretion of the District Court and requires the action to be pursued to a verdict. An award of attorney fees is not mandated or guaranteed by statute.

In the Lakota Lane matter, the District, from the beginning, sought to work with the landowner to resolve non-compliant conditions through the issuance of a permit. When the owner failed to respond to repeated requests, the Board adopted and recorded an order finding the property to be non-compliant with the District's rules and performance standards. Following recording of the order, the Board authorized initiation of a civil action to obtain compliance.

The civil action worked as intended – gained the attention of the landowner and coerced development of a plan to correct non-conformities. The landowner ultimately applied for and has been granted an after-the-fact permit. The basis of the civil action is now moot – assuming the landowner complies with the requirements of the permit. The District has obtained compliance and, likely, the full extent of relief the District Court could have issued in the action. Since the matter will not be pursued to a verdict, the Court has no authority to award fees.

It is possible that attorney fees could have been negotiated as part of a settlement of the civil action. However, the after-the-fact permit was pursued and actioned outside of the civil action and prosecution of the civil action and incurring of costs were intentionally delayed to allow the permitting process to proceed. As part of the permitting process, however, there is no statutory authority to include attorney fees as a cost to the applicant.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, July 17, 2024

Agenda Item

Item 8. D. – LMRWD Bylaws Review

Prepared By

Linda Loomis, Administrator

Summary

LMRWD bylaws are to be reviewed by the board at least every 5 years. A copy of the current bylaws is attached for the Board review. Also attached is a red-lined version of the bylaws that reflect some suggested changes by staff. The changes are based on the Ethics in Government Act, Minnesota Statutes Section 10A.07, recommendation by the MN Board of Water and Soil Resources and bylaws adopted by other Watershed Districts.

The Board should review the bylaws and make recommendations for revisions. Once the Board is satisfied with proposed revisions notice will be issued, or at the discretion of the Board notice can be waived by unanimous consent of the Managers.

Attachments

Current LMRWD bylaws

Red-lined version of recommended revision to LMRWD bylaws

Recommended Action

Review bylaws

**BY-LAWS OF
LOWER MINNESOTA RIVER WATERSHED DISTRICT**

(By-Laws adopted by Lower Minnesota River Watershed District under Minn. Stat. § 103D.315: Subd. 11. “Administration By-Laws: *“The managers shall adopt bylaws for the administration of the business and affairs of the watershed district.”*”)

ARTICLE I.

NAME

Section 1. NAME: Lower Minnesota River Watershed District.

Section 2. ABBREVIATIONS: Throughout these By-Laws whenever it is desirable to abbreviate the name of the Lower Minnesota River Watershed District, the initials “LMRWD” or the word "District" shall be used.

ARTICLE II.

PURPOSE

Pursuant to Minn. Stat. § 103D.201, the District's General Purpose is as follows:

1. Protect, preserve, and use natural surface and groundwater storage and retention systems.
2. Minimize public capital expenditures needed to correct flooding and water quality problems.
3. Identify and plan for means to effectively protect and improve surface and groundwater quality.
4. Establish more uniform local policies and official controls for surface and groundwater management.
5. Establish, adopt and enforce standards to promote responsible and sustainable land use and development.
6. Prevent erosion of soil into surface water systems.
7. Promote groundwater recharge.
8. Protect and enhance fish and wildlife habitat and water recreational facilities.
9. Secure the other benefits associated with the proper management of surface and groundwater.
10. Cooperate with, aid and assist the state and/or federal government to provide for commercial river transportation.

ARTICLE III

LMRWD OFFICE and WATERSHED DISTRICT'S BOUNDARIES

Section 1. DISTRICT OFFICE: LMRWD office is located at 112 East 5th Street, Suite 112, Chaska, MN 55318.

Section 2. BOUNDARIES of LMRWD: The LMRWD covers an area of 64 square miles of Carver, Hennepin, Dakota, Scott and Ramsey counties. It also includes the Minnesota River Valley from Fort Snelling at the confluence of the Minnesota and Mississippi rivers, upstream to Carver Minnesota. The width of the District includes the bluffs on both sides of the Minnesota River within this reach of the river. In addition, included in its boundaries are fourteen (14) cities or townships, partially or in their entirety.

ARTICLE IV

BOARD OF MANAGERS

Section 1. DISTRIBUTION of MANAGERS and APPOINTMENT THEREOF: Pursuant to Minn. Stat. § 103D.301, Distribution of Manager Positions, Subd. 1: More than one affected county. *“If more than one county is affected by a watershed district, the board must provide that managers are distributed by residence among the counties affected by the watershed district.”* Minn. Stat. § 103D.301 Subd. 3: *“...The county board of commissioners of a county affected by the watershed district...”* appoints the manager.

Section 2. COMPOSITION OF LMRWD BOARD OF MANAGERS: The LMRWD is composed of five managers appointed by the four counties in the District: Hennepin County, two (2) managers; Dakota County, one (1) manager; Carver County, one (1) manager; and Scott County, one (1) manager. Ramsey County is no longer represented because there is no population from Ramsey County in the District.

Section 3. TERMS OF OFFICE: Appointments made by the respective counties' Board of Commissioners to the LMRWD Board of Managers are for three-year terms. Terms of office begin in March of the year they are appointed unless a county delays in the appointment of a manager. Per Minn. Stat. § 103D.315, Subd. 6., a manager's term continues until a successor is appointed and qualified.

Section 4. BONDING: Before assuming the duties of a Board member, each Board member, at District expense, will obtain and file a bond in accordance with Minn. Stat. §103D.315, Subd. 2. The Board, at District expense, will provide for insurance for its members to provide liability protection on such terms and in such amounts as the Board decides.

Section 5. VACANCIES: Any manager who is unable to fulfill his/her three-year term of office on LMRWD Board of Managers shall notify his/her respective county Board of Commissioners of the fact he/she will leaving his/her position as manager on the LMRWD so the

county he/she represents can appoint another manager as soon as possible to complete the departing manager's term in office.

Section 6. COMPENSATION: Minn. Stat. § 103D.315 Subd. 8: *“The compensation of managers for meetings and for performance of other necessary duties may not exceed the amount specified by law. Managers are entitled to reimbursement for traveling and other necessary expenses incurred in the performance of official duties.”*

Managers shall be compensated the statutory maximum per diem for meetings and the performance of other necessary duties authorized by the Board. Managers are entitled to reimbursement for mileage, travel expenses, and lodging in accordance with the LMRWD travel policy. Managers cannot be reimbursed for alcoholic beverages.

Section 7. SUBMISSION OF MANAGER'S EXPENSES: A claim form shall be filled out by each Manager and submitted to the LMRWD office to be processed and approved in the same manner as other claims in June and December. In order to facilitate proper audit and closure of the fiscal year, all claims for expenses or per diem incurred in a preceding fiscal year, shall be submitted within 60 days of the close of the fiscal year.

Section 8. DUTIES OF MANAGERS IN STATUTE: Minn. Stat. § 103D.315
“Managers” defines additional duties of the District’s Managers.

In addition to statutory duties, Managers shall abide by the following principles:

- (a) The Board of Managers acts as the unified voice of LMRWD and the president serves as the spokesperson for the Board of Managers..
- (b) No individual Manager may provide direction, instructions or authorization to the Administrator or a District consultant unless specifically authorized to do so by the Board of Managers.
- (c) A Manager’s request for information that would require a significant amount of the Administrator’s time must be approved by the Board of Managers.
- (d) A Manager must notify the Administrator when a request for information is made from consultants to the District.
- (e) A Manager may not request or authorize on behalf of the District performance of services by the Administrator or consultant unless authorized by action of the Board of Managers.
- (f) Individual managers cannot bind the District to agreements or expenditures.

ARTICLE V OFFICERS

Section 1. ELECTION OF OFFICERS: The following officers shall be elected each calendar year on or before the first regularly scheduled meeting in September: President, Vice-President, Secretary and Treasurer and Assistant Treasurer. Terms are for one-year unless re-elected.

Section 2. OFFICER VACANCIES: Minn. Stat. § 103D.315 Subd. 3: *“The managers must fill vacancies occurring in the officers’ positions.”*

Section 3. TEMPORARY AND CONCURRENT APPOINTMENTS OF OFFICERS: The Board may appoint a Board member as officer *pro tem* if an officer is absent or disabled and action by that officer is required. When the composition of the Board is less than five members, a member may hold concurrent offices or the office of Assistant Treasurer may remain vacant.

Section 4. DUTIES OF OFFICERS:

- (a) President: The President shall preside at all meetings of the Board of Managers. The President shall serve under the supervision and direction of the Board and shall see that all orders and resolutions of the Board are carried into effect. The President shall execute all contracts or instruments requiring an officer’s signature, unless otherwise directed by the Board, and shall have the general powers and duties usually vested in the office of President of the Board and shall have such other powers and perform such other duties as the Board may from time to time prescribe.
- (b) Vice-President: In the absence of the President at a regularly held LMRWD meeting, the Vice-President shall preside at the meeting. The Vice-President shall exercise and perform the authorities and duties of the President in the event of the latter’s absence, death, disqualification, or incapacity until the LMRWD Board of Managers elects a new President. The Vice-President shall exercise and perform such other authorities and duties as may be prescribed or limited from time to time by the Board of Managers.
- (c) Secretary: The Secretary shall cause to be recorded all votes and the minutes of all proceedings of the Board of Managers in a book to be kept for that purpose. The Secretary shall give, or cause to be given, notice of all meetings of the Board, and shall perform such other duties as may from time to time be prescribed by the Board or by the President. These duties may be delegated to the Administrator as directed by the Board of Managers.
- (d) Treasurer: The Treasurer shall have the care and custody of the funds and securities and shall disburse the funds of the LMRWD as may be ordered from time to time by the Board. The Treasurer shall keep or cause to be kept full and accurate accounts of receipts and disbursements in books belonging to the LMRWD, and shall deposit all monies, securities and other valuable effects of the LMRWD in the name and to the credit of the LMRWD in such depositories as

may be designated from time to time by the Board. Except to the extent that some other person or persons may be specifically authorized by the Board to do so, the Treasurer shall make, execute, and endorse all checks and other commercial paper on behalf of the LMRWD when requested by the Board and shall perform such other duties as may be prescribed by the Board.

- (e) Assistant Treasurer: In the absence of the Treasurer, the Assistant Treasurer shall perform the duties of the Treasurer. The Assistant Treasurer shall exercise and perform the authorities and duties of the Treasurer in the event of the latter's absence, death, disqualification, or incapacity until the LMRWD Board of Managers elects a new Treasurer. The Assistant Treasurer shall exercise and perform such other authorities and duties as may be prescribed or limited from time to time by the Board of Managers.

Section 5. AUTHORIZED SIGNATORIES BY MANAGERS: All checks, drafts, or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the LMRWD shall be signed by two members of the LMRWD Board of Managers. Checks may be endorsed through electronic signature.

Section 6. COMMUNICATIONS: Unless it is a personnel issue, when communicating with the LMWRD consultants Board members should inform the Administrator about the communication to keep her/ him updated about ongoing issues and business of the LMRWD.

Section 7. HARRASSMENT AND DISCRIMINATION: Board members and those with whom they work have the right and responsibility to work in an environment free from harassing or discriminating behavior. It is the responsibility of each Board member to refrain from creating a discriminatory or harassing environment. Each Board member is also responsible for treating others with dignity and respect and to report all incidents of harassment immediately so that they can be quickly and fairly resolved.

Section 7. REMOVAL FROM OFFICE: Any officer may be removed at any time, with or without cause, upon the affirmative vote of two-thirds (2/3) of the Board of Managers.

ARTICLE VI. MEETINGS OF LMRWD BOARD OF MANAGERS

Section 1. MEETINGS OPEN TO THE PUBLIC: All meetings of the District, whether regular, special or emergency, shall be noticed and held in accordance with the State's Open Meeting Law, Statutes Chapter 13D.

Section 2. REGULAR MEETINGS: The Managers shall hold regular meetings at least once a month according to a schedule adopted by the Board and filed with the District. The regular meeting schedule shall be made available to the public by posting on the District's website. The meetings may be cancelled and rescheduled at any time that the Managers deem necessary.

Section 3. SPECIAL MEETINGS: Special meetings to conduct the business of the LMRWD may be called by the President independently or upon the request of a member of the Board. Special meetings shall be noticed as required by the Open Meeting Law.

Section 4. PUBLIC HEARINGS: Public hearings shall be conducted as required by law or, in addition, as directed by the Board of Managers.

Section 5. MEETING CALLED BY MANAGER: Minn. Stat. § 103D.315 Subd. 10, states: *“A meeting may be called at any time at the request of any manger. When a manager requests a meeting, the secretary of the watershed district must mail a notice of the meeting to each member at least eight (8) days before the meeting.”* The District’s office administrator shall notify the Managers as soon as possible of the time and place of the pending meeting and shall provide other notice as required by law. Statutory notice may be waived with the consent of all Managers.

Section 6. QUORUM and ADJOURNED MEETING: At all meetings of the Managers, a majority of the appointed Managers shall constitute a quorum to do business but a smaller number may adjourn from time to time. Unless otherwise required by law, all decisions must be approved by the affirmative vote of a majority of the Managers present at a meeting where there is a quorum.

Section 7. CHAIR of MEETINGS: The President shall preside as chairperson at all meetings of the Managers. In the absence of the President, the Vice-President shall preside. In the absence of both, the Secretary shall serve as temporary President. The President and temporary President shall have the same privileges.

Section 8. MEETINGS HELD BY REMOTE MEANS: When necessary, the Board may allow remote participation in meetings by interactive video teleconference or comparable technology. When any member of the Board is participating in a meeting by remote means, the requirements of Statutes Section 13D.02 must be met.

Section 9. MEETING FORMAT:

- (a) At the hour appointed for a meeting of the Board of Managers of the LMRWD, upon reaching a quorum, the Managers shall be called to order by the President or in his/her absence, by the acting President. The Managers shall proceed to do business following a set agenda.
- (b) The President shall preserve order. The President may make motions, second motions or speak on any question, provided, however, that in order to do any of these things, upon demand of any Manager, the President shall vacate the chair and designate a temporary President. The President, or acting President, shall be entitled to vote like other Managers.
- (c) Every Manager, prior to his/her speaking, shall address the President and shall not proceed until he/she has been recognized by the President.

- (d) If a Manager has a personal interest in a matter that comes before the LMRWD Board of Managers, to the extent that it creates a conflict of interest as a matter of law, the Manager shall not vote on said issue.
- (e) No person other than a Manager shall address the Board except with the consent of the President or by a vote of the majority of the Managers present.
- (f) The President has the authority to set a time limit that a Manager or a person addressing the Board may speak, except upon vote of the majority of the Board of Managers present.
- (g) All committees shall be appointed by the President unless expressly ordered by the Board. It shall be the duty of committees to act promptly and faithfully in all matters referred to them, to comply with the Open Meeting Law, if applicable, and to make reports at a future set time/date established by the Board.
- (h) Minutes of all meetings of the LMRWD Board of Managers shall be recorded, reviewed by the Board, adopted and kept at the District's office. They shall be signed by the Secretary and shall constitute an official record of the procedure.
- (i) Any Manager may request that the yeas and nays be recorded on any motion voted on by the Board and such request will be granted by the President.

Section 10. CONFLICTS OF INTEREST: LMRWD seeks to assure public confidence in the integrity of its proceedings by holding itself to high ethical standards. Ensuring that conflicts of interest do not affect the efforts of LMRWD is an essential element of maintaining high ethical standards. If a Manager has a conflict of interest in a matter, he or she shall state that such an interest exists, which will be noted in the minutes. The Manager must abstain from participating in any discussion, offering any motion, or voting on any matter in which the conflict of interest exists. "Conflict of interest" means a material financial interest of the Board Manager, a family member or a close associate; a relationship that limits the Manager's ability to be objective; or that creates the appearance of impropriety. At the request of the President or by any Board Manager, in a matter in which a Manager has a conflict of interest a roll call vote shall be taken and recorded in the minutes, as well as the abstention of the Manager with the conflict of interest.

Section 11. APPEAL OF A CHAIR RULING: A Board Manager may appeal to the Board from a ruling of the President. If the appeal is seconded, the Board Manager may speak once solely on the question involved and the President may explain his or her ruling, but no other Board Manager will participate in the discussion. The appeal will be sustained if it is approved by a majority of the Board Managers present exclusive of the President.

**ARTICLE VII.
PARLIMENTARY AUTHORITY**

Section 1. PARLIMENTARY AUTHORITY: The most current version of Robert’s Rules of Order Newly Revised shall govern the LMRWD’s meetings in all cases to which they are applicable and in which they are not inconsistent with state law, these By-Laws and, or any special rules of order the LMRWD may adopt.

Section 2. SUSPENSION: Robert’s Rules of Order may be temporally suspended by consent of the majority of the Board Managers present. Proceeding in a manner contrary to Robert’s Rules of Order without objection shall be deemed suspension by consent of the Managers.

**ARTICLE VIII.
ANNUAL REPORT**

Section 1. ANNUAL REPORT: Minn. Stat. § 103D.351: “(a) *The managers must prepare a yearly report of the financial conditions of the watershed district, the status of all projects, the business transacted by the watershed district, other matters affecting the interests of the watershed district, and a discussion of the managers plans for the succeeding year.*”

Section 2. COPIES DISTRIBUTED: Minn. Stat. § 103D.351: “(b) *Copies of the report must be transmitted to the Board of Water and Soil Resources, the commissioner, and the director within a reasonable time.*”

**ARTICLE IX.
ANNUAL AUDIT**

ANNUAL AUDIT: Minn. Stat. § 103D.355, Subd 1. Requirement: “*The managers must have an annual audit completed of the books and accounts of the watershed district. The annual audit may be made by a public accountant or by the state auditor.*”

**ARTICLE X.
WATERSHED MANAGEMENT PLAN**

WATERSHED MANAGEMENT PLAN. Minn. Stat. § 103D.401, Subd. 1. Contents:

- (a) “*The managers must adopt a watershed management plan for any and all of the purposes for which a watershed district may be established. The watershed management plan must give a narrative description of existing water and water-related problems within the watershed district, possible solutions to the problems, and the general objectives of the watershed district. The watershed management plan must also conform closely with watershed management plan guidelines as adopted and amended from time to time by the Board of Water and Soil Resources.*”

- (b) *“The watershed management plan may include a separate section on proposed projects. If the watershed district is within the metropolitan area, the separate section of proposed projects or petitions for projects to be undertaken according to the watershed management plan is a comprehensive plan of the watershed district for purposes of review by the Metropolitan Council under section 473.165.”*

**ARTICLE XI.
AMENDMENT TO BY-LAWS**

Section 1. AMENDMENT TO BY-LAWS. These by-laws may be amended, repealed, or adopted by a majority of the LMRWD Board of Managers during any meeting of the LMRWD Board of Managers upon thirty (30) days written notice of the proposed change in its entirety. Notice may be waived by unanimous consent of the Managers. Notice of such alteration or amendment shall be indicated on the agenda of such meeting. The alteration/s or amendment/s must pass by a majority vote of the LMRWD Board of Managers.

Section 2. INTERPRETATION of the By-Laws and any amendment or additions thereto shall rest with the LMRWD Board of Managers.

Section 3. TEMPORARY SUSPENSION OF BYLAWS: These rules may be temporarily suspended by consent of a majority of the Managers present.

**ARTICLE XII.
REVIEW OF BY-LAWS**

THESE BY-LAWS shall be reviewed at least every five years and revised if needed. These bylaws govern internal LMRWD matters and do not create rights in any third parties.

Duly adopted on the 19th day of October, 2022 by the Lower Minnesota River Watershed District Board of Managers and signed by the President and Secretary of the organization.



Jesse Hartmann, President

October 22, 2022

Date



Lauren Salvato, Secretary

October 22, 2022

Date

**BY-LAWS OF
LOWER MINNESOTA RIVER WATERSHED DISTRICT**

(By-Laws adopted by Lower Minnesota River Watershed District under Minn. Stat. § 103D.315: Subd. 11. "Administration By-Laws: *"The managers shall adopt bylaws for the administration of the business and affairs of the watershed district."*)

ARTICLE I.

NAME

Section 1. NAME: Lower Minnesota River Watershed District.

Section 2. ABBREVIATIONS: Throughout these By-Laws whenever it is desirable to abbreviate the name of the Lower Minnesota River Watershed District, the initials "LMRWD" or the word "District" shall be used.

ARTICLE II.

PURPOSE

Pursuant to Minn. Stat. § 103D.201, the District's General Purpose is as follows:

1. Protect, preserve, and use natural surface and groundwater storage and retention systems.
2. Minimize public capital expenditures needed to correct flooding and water quality problems.
3. Identify and plan for means to effectively protect and improve surface and groundwater quality.
4. Establish more uniform local policies and official controls for surface and groundwater management.
5. Establish, adopt and enforce standards to promote responsible and sustainable land use and development.
6. Prevent erosion of soil into surface water systems.
7. Promote groundwater recharge.
8. Protect and enhance fish and wildlife habitat and water recreational facilities.
9. Secure the other benefits associated with the proper management of surface and groundwater.
10. Cooperate with, aid and assist the state and/or federal government to provide for commercial river transportation.

ARTICLE III

LMRWD OFFICE and WATERSHED DISTRICT'S BOUNDARIES

Section 1. DISTRICT OFFICE: LMRWD office is located at 112 East 5th Street, Suite 112, Chaska, MN 55318.

Section 2. BOUNDARIES of LMRWD: The LMRWD covers an area of ~~64-80~~ square miles of Carver, Hennepin, Dakota, Scott and Ramsey counties. It also includes the Minnesota River Valley from Fort Snelling at the confluence of the Minnesota and Mississippi rivers, upstream to the City of Carver Minnesota. The width of the District includes the bluffs on both sides of the Minnesota River within this reach of the river. In addition, included in its boundaries are fourteen (14) cities or townships, partially or in their entirety.

ARTICLE IV

BOARD OF MANAGERS

Section 1. DISTRIBUTION of MANAGERS and APPOINTMENT THEREOF: Pursuant to Minn. Stat. § 103D.301, Distribution of Manager Positions, Subd. 1: More than one affected county. *"If more than one county is affected by a watershed district, the board must provide that managers are distributed by residence among the counties affected by the watershed district."* Minn. Stat. § 103D.301 Subd. 3: *"...The county board of commissioners of a county affected by the watershed district..."* appoints the manager.

Section 2. COMPOSITION OF LMRWD BOARD OF MANAGERS: The LMRWD is composed of five managers appointed by the four counties in the District: Hennepin County, two (2) managers; Dakota County, one (1) manager; Carver County, one (1) manager; and Scott County, one (1) manager. Ramsey County is no longer represented because there is no population from Ramsey County in the District.

Section 3. TERMS OF OFFICE: Appointments made by the respective counties' Board of Commissioners to the LMRWD Board of Managers are for three-year terms. Terms of office begin in March of the year they are appointed unless a county delays in the appointment of a manager. Per Minn. Stat. § 103D.315, Subd. 6., a manager's term continues until a successor is appointed and qualified.

Section 4. BONDING: Before assuming the duties of a Board member, each Board member, at District expense, will obtain and file a bond in accordance with Minn. Stat. §103D.315, Subd. 2. The Board, at District expense, will provide for insurance for its members to provide liability protection on such terms and in such amounts as the Board decides.

Section 5. VACANCIES: Any manager who is unable to fulfill his/her three-year term of office on LMRWD Board of Managers shall notify his/her respective county Board of Commissioners of the fact he/she will leaving his/her position as manager on the LMRWD so the

county he/she represents can appoint another manager as soon as possible to complete the departing manager's term in office.

Section 6. COMPENSATION: Minn. Stat. § 103D.315 Subd. 8: *“The compensation of managers for meetings and for performance of other necessary duties may not exceed the amount specified by law. Managers are entitled to reimbursement for traveling and other necessary expenses incurred in the performance of official duties.”*

Managers shall be compensated the statutory maximum per diem for meetings and the performance of other necessary duties authorized by the Board. Managers are entitled to reimbursement for mileage, travel expenses, and lodging in accordance with the LMRWD travel policy. Managers cannot be reimbursed for alcoholic beverages.

Commented [LL1]: Does the Board want to limit the number of extra meetings per month?

Section 7. SUBMISSION OF MANAGER'S EXPENSES: A claim form shall be filled out by each Manager and submitted to the LMRWD office to be processed and approved in the same manner as other claims in June and December. In order to facilitate proper audit and closure of the fiscal year, all claims for expenses or per diem incurred in a preceding fiscal year, shall be submitted within 60 days of the close of the fiscal year.

Section 8. DUTIES OF MANAGERS IN STATUTE: Minn. Stat. § 103D.315 “Managers” defines additional duties of the District’s Managers. In addition to statutory duties, Managers shall abide by the following principles:

- (a) The Board of Managers acts as the unified voice of LMRWD and the president serves as the spokesperson for the Board of Managers..
- (b) No individual Manager may provide direction, instructions or authorization to the Administrator or a District consultant unless specifically authorized to do so by the Board of Managers.
- (c) A Manager’s request for information that would require a significant amount of the Administrator’s time must be approved by the Board of Managers.
- (d) A Manager must notify the Administrator when a request for information is made from consultants to the District.
- (e) A Manager may not request or authorize on behalf of the District performance of services by the Administrator or consultant unless authorized by action of the Board of Managers.
- (f) Individual managers cannot bind the District to agreements or expenditures.

ARTICLE V OFFICERS

Section 1. ELECTION OF OFFICERS: The following officers shall be elected each calendar year on or before the first regularly scheduled meeting in September: President, Vice-President, Secretary and Treasurer and Assistant Treasurer. Terms are for one-year unless re-elected.

Section 2. OFFICER VACANCIES: Minn. Stat. § 103D.315 Subd. 3: *“The managers must fill vacancies occurring in the officers’ positions.”*

Section 3. TEMPORARY AND CONCURRENT APPOINTMENTS OF OFFICERS: The Board may appoint a Board member as officer *pro tem* if an officer is absent or disabled and action by that officer is required. When the composition of the Board is less than five members, a member may hold concurrent offices or the office of Assistant Treasurer may remain vacant.

Section 4. DUTIES OF OFFICERS:

- (a) **President:** The President shall preside at all meetings of the Board of Managers. The President shall serve under the supervision and direction of the Board and shall see that all orders and resolutions of the Board are carried into effect. The President shall execute all contracts or instruments requiring an officer’s signature, unless otherwise directed by the Board, and shall have the general powers and duties usually vested in the office of President of the Board and shall have such other powers and perform such other duties as the Board may from time to time prescribe.
- (b) **Vice-President:** In the absence of the President at a regularly held LMRWD meeting, the Vice-President shall preside at the meeting. The Vice-President shall exercise and perform the authorities and duties of the President in the event of the latter’s absence, death, disqualification, or incapacity until the LMRWD Board of Managers elects a new President. The Vice-President shall exercise and perform such other authorities and duties as may be prescribed or limited from time to time by the Board of Managers.
- (c) **Secretary:** The Secretary shall cause to be recorded all votes and the minutes of all proceedings of the Board of Managers in a book to be kept for that purpose. The Secretary shall give, or cause to be given, notice of all meetings of the Board, and shall perform such other duties as may from time to time be prescribed by the Board or by the President. These duties may be delegated to the Administrator as directed by the Board of Managers.
- (d) **Treasurer:** The Treasurer shall have the care and custody of the funds and securities and shall disburse the funds of the LMRWD as may be ordered from time to time by the Board. The Treasurer shall keep or cause to be kept full and accurate accounts of receipts and disbursements in books belonging to the LMRWD, and shall deposit all monies, securities and other valuable effects of the LMRWD in the name and to the credit of the LMRWD in such depositories as

may be designated from time to time by the Board. Except to the extent that some other person or persons may be specifically authorized by the Board to do so, the Treasurer shall make, execute, and endorse all checks and other commercial paper on behalf of the LMRWD when requested by the Board and shall perform such other duties as may be prescribed by the Board.

- (e) Assistant Treasurer: In the absence of the Treasurer, the Assistant Treasurer shall perform the duties of the Treasurer. The Assistant Treasurer shall exercise and perform the authorities and duties of the Treasurer in the event of the latter's absence, death, disqualification, or incapacity until the LMRWD Board of Managers elects a new Treasurer. The Assistant Treasurer shall exercise and perform such other authorities and duties as may be prescribed or limited from time to time by the Board of Managers.

Section 5. AUTHORIZED SIGNATORIES BY MANAGERS: All checks, drafts, or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the LMRWD shall be signed by two members of the LMRWD Board of Managers. Checks may be endorsed through electronic signature.

Section 6. COMMUNICATIONS: Unless it is a personnel issue, when communicating with the LMWRD consultants Board members should inform the Administrator about the communication to keep her/ him updated about ongoing issues and business of the LMRWD.

Section 7. HARRASSMENT AND DISCRIMINATION: Board members and those with whom they work have the right and responsibility to work in an environment free from harassing or discriminating behavior. It is the responsibility of each Board member to refrain from creating a discriminatory or harassing environment. Each Board member is also responsible for treating others with dignity and respect and to report all incidents of harassment immediately so that they can be quickly and fairly resolved.

Section 7. REMOVAL FROM OFFICE: Any officer may be removed at any time, with or without cause, upon the affirmative vote of two-thirds (2/3) of the Board of Managers.

ARTICLE VI. MEETINGS OF LMRWD BOARD OF MANAGERS

Section 1. MEETINGS OPEN TO THE PUBLIC: All meetings of the District, whether regular, special or emergency, shall be noticed and held in accordance with the State's Open Meeting Law, Statutes Chapter 13D.

Section 2. REGULAR MEETINGS: The Managers shall hold regular meetings at least once a month according to a schedule adopted by the Board and filed with the District. The regular meeting schedule shall be made available to the public by posting on the District's website. The meetings may be cancelled and rescheduled at any time that the Managers deem necessary.

Section 3. SPECIAL MEETINGS: Special meetings to conduct the business of the LMRWD may be called by the President independently or upon the request of a member of the Board. Special meetings shall be noticed as required by the Open Meeting Law.

Section 4. PUBLIC HEARINGS: Public hearings shall be conducted as required by law or, in addition, as directed by the Board of Managers.

Section 5. MEETING CALLED BY MANAGER: Minn. Stat. § 103D.315 Subd. 10, states: *“A meeting may be called at any time at the request of any manger. When a manager requests a meeting, the secretary of the watershed district must mail a notice of the meeting to each member at least eight (8) days before the meeting.”* The District’s ~~office~~-administrator shall notify the Managers as soon as possible of the time and place of the pending meeting and shall provide other notice as required by law. Statutory notice may be waived with the consent of all Managers.

Section 6. QUORUM and ADJOURNED MEETING: At all meetings of the Managers, a majority of the appointed Managers shall constitute a quorum to do business but a smaller number may adjourn from time to time. Unless otherwise required by law, all decisions must be approved by the affirmative vote of a majority of the Managers present at a meeting where there is a quorum.

Section 7. CHAIR of MEETINGS: The President shall preside as chairperson at all meetings of the Managers. In the absence of the President, the Vice-President shall preside. In the absence of both, the Secretary shall serve as temporary President. The President and temporary President shall have the same privileges.

Section 8. MEETINGS HELD BY REMOTE MEANS: When necessary, the Board may allow remote participation in meetings by interactive video teleconference or comparable technology. When any member of the Board is participating in a meeting by remote means, the requirements of Statutes Section 13D.02 must be met.

Section 9. MEETING FORMAT:

- (a) At the hour appointed for a meeting of the Board of Managers of the LMRWD, upon reaching a quorum, the Managers shall be called to order by the President or in his/her absence, by the acting President. The Managers shall proceed to do business following a set agenda.
- (b) The President shall preserve order. The President may make motions, second motions or speak on any question, provided, however, that in order to do any of these things, upon demand of any Manager, the President shall vacate the chair and designate a temporary President. The President, or acting President, shall be entitled to vote like other Managers.
- (c) Every Manager, prior to his/her speaking, shall address the President and shall not proceed until he/she has been recognized by the President.

- (d) If a Manager has a personal interest in a matter that comes before the LMRWD Board of Managers, to the extent that it creates a conflict of interest as a matter of law, the Manager shall not vote on said issue.
- (e) No person other than a Manager shall address the Board except with the consent of the President or by a vote of the majority of the Managers present.
- (f) The President has the authority to set a time limit that a Manager or a person addressing the Board may speak, except upon vote of the majority of the Board of Managers present.
- (g) All committees shall be appointed by the President unless expressly ordered by the Board. It shall be the duty of committees to act promptly and faithfully in all matters referred to them, to comply with the Open Meeting Law, if applicable, and to make reports at a future set time/date established by the Board.
- (h) Minutes of all meetings of the LMRWD Board of Managers shall be recorded, reviewed by the Board, adopted and kept at the District's office. They shall be signed by the Secretary and shall constitute an official record of the procedure.
- (i) Any Manager may request that the yeas and nays be recorded on any motion voted on by the Board and such request will be granted by the President.

Section 10. ~~CONFLICTS OF INTEREST:~~ ~~LMRWD seeks to assure public confidence in the integrity of its proceedings by holding itself to high ethical standards. Ensuring that conflicts of interest do not affect the efforts of LMRWD is an essential element of maintaining high ethical standards. If a Manager has a conflict of interest in a matter, he or she shall state that such an interest exists, which will be noted in the minutes. The Manager must abstain from participating in any discussion, offering any motion, or voting on any matter in which the conflict of interest exists. "Conflict of interest" means a material financial interest of the Board Manager, a family member or a close associate; a relationship that limits the Manager's ability to be objective; or that creates the appearance of impropriety. At the request of the President or by any Board Manager, in a matter in which a Manager has a conflict of interest a roll call vote shall be taken and recorded in the minutes, as well as the abstention of the Manager with the conflict of interest.~~

Conflict of Interest. ~~The Board seeks to operate in accordance with high ethical standards and wishes to establish clear guidelines for the ethical conduct of District business. Ensuring that conflicts of interest do not affect District proceedings is an essential element of maintaining high ethical standards. Therefore, to specify and supplement its commitment to compliance with the Ethics in Government Act, Minnesota Statutes section 10A.07, the Board adopts the following conflict of interest policy:~~
~~a. Disclosure of conflicts. A manager who has a personal financial interest, or other private interest or relationship that limits the manager's ability objectively to consider, deliberate or vote, in a matter scheduled to come before the Board must prepare a written statement describing the matter requiring action and the nature of the potential conflict. The manager affected will deliver the statement to the president of the Board before the Board considers or takes action on the matter. If a potential conflict arises and a manager does not have sufficient time to prepare a written statement, the manager must orally inform the Board before the matter is~~

discussed.

b. Abstention. A manager must abstain from chairing any meeting, participating in any vote, offering any motion, or participating in any discussion on any matter that may substantially affect the manager's financial interests or those of an associated business or family member, unless the effect on the manager is no more than on any other member of the manager's business classification, profession or occupation. A manager also must abstain from chairing any meeting, participating in any discussion, offering any motion, or voting on any matter in which a private interest or relationship of the manager limits the manager's ability objectively to consider, deliberate or vote. The manager's nonparticipation in the matter will be recorded in the minutes.

Section 11. APPEAL OF A CHAIR RULING: A Board Manager may appeal to the Board from a ruling of the President. If the appeal is seconded, the Board Manager may speak once solely on the question involved and the President may explain his or her ruling, but no other Board Manager will participate in the discussion. The appeal will be sustained if it is approved by a majority of the Board Managers present exclusive of the President.

ARTICLE VII. PARLIMENTARY AUTHORITY

Section 1. PARLIMENTARY AUTHORITY: The most current version of Robert's Rules of Order Newly Revised shall govern the LMRWD's meetings in all cases to which they are applicable and in which they are not inconsistent with state law, these By-Laws and, or any special rules of order the LMRWD may adopt.

Section 2. SUSPENSION: Robert's Rules of Order may be temporally suspended by consent of the majority of the Board Managers present. Proceeding in a manner contrary to Robert's Rules of Order without objection shall be deemed suspension by consent of the Managers.

ARTICLE VIII. ANNUAL REPORT

Section 1. ANNUAL REPORT: Minn. Stat. § 103D.351: "(a) *The managers must prepare a yearly report of the financial conditions of the watershed district, the status of all projects, the business transacted by the watershed district, other matters affecting the interests of the watershed district, and a discussion of the managers plans for the succeeding year.*"

Section 2. COPIES DISTRIBUTED: Minn. Stat. § 103D.351: "(b) *Copies of the report must be transmitted to the Board of Water and Soil Resources, the commissioner, and the director within a reasonable time.*"

**ARTICLE IX.
ANNUAL AUDIT**

ANNUAL AUDIT: Minn. Stat. § 103D.355, Subd 1. Requirement: *“The managers must have an annual audit completed of the books and accounts of the watershed district. The annual audit may be made by a public accountant or by the state auditor. ”*

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Duly adopted on the ~~19th~~ day of ~~October~~, 202~~24~~ by the Lower Minnesota River Watershed District Board of Managers and signed by the President and Secretary of the organization.

By: ~~Jesse Hartmann~~ Joseph Barisonzi _____ Date
President

By: Lauren Salvato _____ Date
Secretary

LMRWD Permit Program Summary



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

Permit Number	Project Name	Status	Pre-Permit Meeting	Date Received	Date Considered Complete	Board Actions			Permit Issued	Permit Expiration Date
						Information Only	Conditional Approval	Approval		
2020-132	77th Underpass	Expired	10/18/2020	10/21/2020	11/12/2020	11/18/2020	12/16/2020		7/27/2021	7/27/2023
2020-135	Canterbury Crossings	Active		11/19/2020	12/3/2020		12/16/2020		5/11/2021	4/20/2025
2021-016	Whispering Waters	Active		4/14/2021	6/4/2021		6/16/2021		7/13/2021	7/14/2025
2021-025	TH13/Dakota Ave Improvement	Active		6/11/2021	6/15/2021		2/16/2022		5/20/2022	5/20/2025
2021-030	Building Renovation Park Jeep	Construction Complete		7/9/2021	7/16/2021		9/15/2021		6/21/2022	8/15/2024
2021-033	MN MASH	Active	6/23/2021	9/17/2021	5/31/2022			6/15/2022	6/17/2022	11/30/2024
2021-035	I35W Frontage Trail	Construction Complete		12/15/2021	12/22/2021		1/19/2022		11/3/2022	11/3/2024
2021-040	Omyr Independent Living	Construction Complete		8/11/2021	8/19/2021		9/15/2021	9/15/2022	8/19/2022	10/1/2024
2021-045	Triple Crown Residences Phase II	Active		9/22/2021	10/27/2021		11/17/2021		11/19/2021	11/17/2024
2021-057	Cliff Road Ramps	Active		12/14/2021	1/4/2022		1/19/2022		6/8/2022	12/1/2024
2022-005	Chaska West Creek Apt	Active		2/8/2022	3/29/2023		4/19/2023		6/6/2023	6/6/2025
2022-007	Engineered Hillside	Active		2/15/2022	3/14/2022			4/20/2022	4/21/2022	9/20/2024
2022-010	Quarry Lake Trail and Ped Bridge	Active		2/24/2022	3/18/2022		4/20/2022		3/1/2023	3/1/2025
2022-014	TH41 & CSAH61 Improvements	Active	1/6/2022	3/23/2022	5/11/2022		5/18/2022		12/13/2022	12/13/2024
2022-015	Xcel Driveway	Active	5/25/2023	6/21/2023	7/31/2023		8/16/2023		9/21/2023	9/21/2024
2022-016	ORF Relocation	Active		4/20/2022	6/30/2023		7/19/2023		7/20/2023	7/20/2025
2022-019	I494 SP 2785-433	Active		4/21/2022	6/24/2022		7/20/2022		4/10/2023	4/10/2025
2022-022	Ace Rent A Car	Construction Complete		5/10/2022	11/3/2023			11/15/2023	11/16/2023	11/16/2024
2022-027	Ivy Brook Northeast	Construction Complete		7/5/2022	7/22/2022		8/17/2022		8/31/2022	10/18/2024
2022-031	RSI Marine	Conditional Approval		9/20/2023	1/24/2024	8/17/2022	2/21/2024			
2022-037	Peterson Wetland Bank	Construction Complete		5/23/2023	6/30/2023	11/16/2022	7/19/2023		1/9/2024	1/9/2025
2022-039	Former Knox Site	Construction Complete		11/3/2022	12/19/2022		1/18/2023		6/6/2023	6/6/2025
2022-040	Burnsville Sanitary Landfill	Active		11/21/2022	2/15/2023		3/15/2023	8/16/2023	8/17/2023	8/17/2025
2022-041	35W SP 2782-352	Active		12/15/2022	2/10/2023		2/15/2023		4/10/2023	4/10/2025

Permit Number	Project Name	Status	Pre-Permit Meeting	Date Received	Date Considered Complete	Board Actions			Permit Issued	Permit Expiration Date
						Information Only	Conditional Approval	Approval		
2022-042	3rd Street Bridge Replacement	Active		12/16/2022	2/2/2023		2/15/2023			5/22/2025
2023-001	Lakota Lane After-the-Fact	Conditional Approval		1/10/2023	5/30/2024			6/20/2024		
2023-002	Eagle Creek Bridge	Construction Complete		1/13/2023	4/19/2023		5/9/2023		7/14/2023	7/14/2025
2023-007	MN River Greenway Trail	Active		3/1/2023	3/15/2023		4/19/2023		11/6/2023	5/15/2025
2023-008	Chaska Tech Center Amendment	Active		3/4/2023	4/11/2023		4/19/2023	7/19/2023	5/15/2023	5/15/2025
2023-009	AT&T Bloomington to Eureka Fiber	Active		3/31/2023	5/19/2023		6/21/2023		6/26/2023	6/26/2025
2023-010	MN River Greenway RR Bridge	Under Review	4/5/2023	5/17/2024						
2023-013	Merriam Junction Trail	Conditional Approval	4/5/2023	5/8/2023	5/31/2024		6/20/2024			
2023-014	KTI Fencing Property	Construction Complete		5/16/2023	7/6/2023		7/19/2023		9/1/2023	9/1/2024
2023-015	City of Bloomington Storm Sewer Maintenance	Construction Complete		5/24/2023	6/15/2023		7/19/2023		8/23/2023	8/23/2024
2023-016	MAC Pond Maintenance Activities	Upcoming	6/15/2023	6/9/2023						
2023-017	MN Bluffs Regional Trail	Conditional Approval	6/14/2023	12/28/2023	2/26/2024		3/20/2024			
2023-018	Sibley Memorial Hwy (1901-195-TH13A)	Upcoming	7/17/2023	6/6/2023						
2023-019	Dean Lake Wetland Fill	Active		8/27/2023	9/10/2023		9/20/2023		10/4/2023	10/4/2024
2023-020	Tramore Heights Addition	Active	9/1/2023	8/21/2023	1/24/2024		2/21/2024	10/18/2023	10/20/2023	5/2/2025
2023-022	Safety and Security Center Phase II	Active		10/2/2023	4/3/2024			5/15/2024	5/28/2024	5/25/2025
2023-023	Vernon Avenue Road Improvements	Conditional Approval		10/6/2023			11/15/2023			
2023-024	Carmeuse Savage Marine Improvements	Conditional Approval		10/11/2023	12/1/2023		12/20/2023			
2023-026	CenterPoint Pipeline Abandonment	Active		1/5/2024	1/24/2024	1/20/2024	2/21/2024		5/29/2024	5/29/2025
2023-027	TH 41 ORF Intersection Reconstruction	Active	11/6/2023	12/12/2023	5/13/2024	1/17/2024	6/20/2024		6/20/2024	6/20/2025
2023-029	Tarnhill Pond	Active		11/15/2023	11/22/2023		12/20/2023		12/27/2023	12/27/2024
2024-002	MnDOT Pond Maintenance	Conditional Approval		3/20/2024	4/26/2024		5/15/2024			
2024-003	Port Cargill Savage	Upcoming	2/18/2024							
2024-004	35W Early Release	Conditional Approval		2/20/2024	4/3/2024		4/17/2024			
2024-005	Fort Snelling Cemetary	Upcoming	2/27/2024							
2024-006	T2 North Expansion	Conditional Approval		2/28/2024	6/4/2024		6/20/2024			

Permit Number	Project Name	Status	Pre-Permit Meeting	Date Received	Date Considered Complete	Board Actions			Permit Issued	Permit Expiration Date
						Information Only	Conditional Approval	Approval		
2024-008	CD Terminal Storage Pad	Upcoming	3/26/2024	3/22/2024						
2024-009*	FWTEC	Conditional Approval		3/28/2024	6/21/2024		7/17/2024			
2024-010	Lyndale Road	Conditional Approval		3/29/2024	5/28/2024		6/20/2024			
2024-012	Concourse G Infill Pods Phase 2	Under Review		5/29/2024						
2024-013	MnDNR Trail 1B	Upcoming								
2024-014	LTS MSP Lateral 2	Under Review		6/3/2024						
2024-015	Boiling Springs Drainage Improvements	Under Review		6/21/2024						

*Staff recommendation only, has not yet been presented to the Board for action

STATUS DEFINITIONS:

Active Permit: Applicant has a valid permit issued by LMRWD

Conditional Approval: LMRWD managers conditionally approved the permit application, pending receipt of additional information from applicant

Expired: Applicant either obtained conditional approval, approval, and/or was issued a permit and the expiration date has passed

Under Review: Permit application is complete and under review by LMRWD staff

Construction Complete: project construction is complete but permit is not closed

Upcoming: Applicant has requested pre-permit application reviews or meetings, but has not yet applied for a permit from LMRWD

