



Please note the meeting will be held in person at the Carver County Government Center on the Wednesday, October 9, 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, October 9, 2024

Carver County Government Center

602 East Fourth Street, Chaska, MN 55318

Agenda Item	Discussion
1. Call to order	A. Roll Call
2. Citizen Forum	<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>
3. Approval of Agenda	A. Additions, Corrections, and Deletions to Agenda
4. Public Hearings & Presentations	A. Report from Scott Sparlin on Water Storage activities B. LMRWD work plan quarterly update (Q3 2024) C. 2025 LMRWD work plans
5. Consent Agenda	<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> A. Approve Minutes September 18, 2024, Regular Meetings B. Receive and file September 2024 Financial report C. Presentation of Invoices for payment <ul style="list-style-type: none"> <li>i. Clifton Larson Allen (CLA) – Financial services through September 2024</li> <li>ii. TimeSavers Off Site Secretarial – Preparation of August 21, 2024, meeting minutes</li> <li>iii. Rinke Noonan, Attorneys at Law – August 2024 legal services for permit fee development, Area #3 and general services</li> <li>iv. Daniel Hron – November 2024 office rent</li> </ul>

	<ul style="list-style-type: none"> <li>v. US Bank Equipment Finance – October 2024 copier lease payment</li> <li>vi. Young Environmental Consulting Group, LLC – September 2024 technical, and Education &amp; Outreach services</li> <li>vii. Naiad Consulting, LLC – September 2024 administrative services, mileage &amp; expenses</li> <li>viii. 106 Group - Archeological survey work for Area #3 (#3193-3036-1)</li> <li>ix. 106 Group - Archeological Field work for Area #3 (#3193-2883-12)</li> <li>x. Bolton &amp; Menk, Inc. – Engineering services related to Vernon Avenue</li> <li>xi. MN Department of Administration – invoice for publication of Request for Qualifications for Government Relations Consultant</li> <li>xii. Star Tribune – Invoice for Publication of Budget Hearing Notice</li> <li>xiii. 4M Fund – August 2024 fund service charges</li> </ul> <p>D. Report from the Citizen Advisory Committee</p> <p>E. LMRWD Personnel Committee agenda and minutes</p> <ul style="list-style-type: none"> <li>o Personnel Committee – March 26, 2024</li> <li>o Personnel Committee – April 10, 2024</li> <li>o Finance Committee – September 3, 2024</li> </ul> <p>F. Receive and authorize distribution of September 2024 ‘Geomorphic and Habitat Assessments of Trout Streams’ report</p> <p>G. Approve Cost Share for 402 Broadway Street N., Carver, MN</p>
6. Permits	<p>A. Metropolitan Airport Commission (MAC) Municipal Local Government Unit (LGU) Permit (Surface Water Management Plan and Ordinance Controls Review)</p> <p>B. Minnesota River Greenway Bridge (LMRWD No. 2023-010)</p> <p>C. CenterPoint Energy (CPE) Xenwood Avenue and West 125<sup>th</sup> Street (LMRWD No. 2024-018)</p>
7. Action Items	<p>A. Award bid for Spring Creek</p> <p>B. Update to LMRWD By-laws</p>
8. Board Discussion Items	<p>A. Standing meetings</p> <p>B. 2025 Legislative Agenda</p>
9. Information Only	<p>A. Dredge Management</p> <p>B. Study Area #3</p> <p>C. State of the Minnesota River Listening Session</p> <p>D. LMRWD Permit Program Summary</p>
10. Communications	<p>C. Administrator Report</p> <p>D. President</p> <p>E. Managers</p> <p>F. Committees</p> <p>G. Legal Counsel</p> <p>F. Engineer</p>
11. Adjourn	<p>Next meeting of the LMRWD Board of Managers is Wednesday, November 6, 2024. (Please note change from the third Wednesday)</p>

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, October 22, 2024, 7:00 pm, Capitol Region Watershed District offices, 595 Aldine, St. Paul, MN
- [Water Resource Conference](#) – October 15 & 16, 2024, 8:00 am to 5:00 pm, St. Paul River Centre, 175 West Kellogg Boulevard, St. Paul, MN
- [Upper Mississippi Waterway Association Annual Meeting](#) – Thursday, October 17, 2024, 6:00 pm, Lilydale Pool & Yacht Club
- [Minnesota Stormwater Seminar Series](#) – October 23, 2024, 10:00 am, in-person at St. Anthony Falls Laboratory Auditorium, 2 Third Avenue SE, Minneapolis and virtual on [Zoom](#) (**note: if you attend in person, there is usually an opportunity for a tour of the St. Anthony Falls Lab**)
- For Love of a River Revival – Thursday, October 24, 2024, 6:00 – 8:00 pm, Treaty Site History Center, 1851 N, Minnesota Avenue, (Hwy, 169), St. Peter, MN (see flyer attached to Administrator Report)
- [BWSR Academy](#) – October 29 through October 31, 2024, Cragun’s Conference Center, 11000 Cragun’s Drive, Brainerd, MN
- LMRWD Citizen Advisory Committee meeting – Tuesday November 12, 2024 4:30 pm, virtual on Webex
- [MN Watershed Annual Conference](#) – December 4 through December 6, 2024, Grandview Lodge, 23521 Nokomis Avenue, Nisswa, MN

### **For Information Only**

- **WCA Notices**
  - Scott County, City of Savage – Notice of Application – CSAH 16 (McColl Drive)
  - Hennepin County, City of Bloomington – Notice of Application – DNR State Trail, Minnesota River Valley
- **DNR Public Waters Work permits**
  - Scott County, City of Shakopee – Temporary Appropriation for construction dewatering for Blue Lake Dig Line by Xcel Energy
- **DNR Water Appropriation permits**
  - Scott County, City of Shakopee – Reinstatement of permit for Biff’s
  - Scott County, City of Savage – Reinstatement of permit for Superior Minerals
- **Well Head Protection Plans**
  - Notice of intent – the communities of Bloomington, Chanhassen, Eden Prairie, Edina, Hopkins, Minnetonka, Richfield, and Saint Louis Park intend to develop a regional, multi-community wellhead protection plan for our shared groundwater resources.



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, October 9, 2024

### Agenda Item

#### Item 4. A. – Report from Scott Sparlin on Water Storage Activities

#### Prepared By

Linda Loomis, Administrator

#### Summary

At the February 21, 2024, meeting of the Lower Minnesota River Board of Managers, the Board agreed to authorize matching contributions to the Coalition for a Clean Minnesota River. The Board authorized \$10,000 over 2024 and 2025 (\$5,000 per year) to the Coalition to continue its work to secure funding for water Storage projects in the Minnesota River Basin. The Board requested that the Coalition make periodic progress reports to the Board.

Mr. Scott Sparling from the Coalition for a Clean Minnesota River will be at the October 9, 2024, Board of Managers meeting to make his report to the Board on progress so far. Mr. Sparlin has provided the following

An agreement between the LMRWD and the Coalition for a Clean Minnesota River has been drafted and is currently under review by President Barisonzi.

As a side note, a basin-wide Minnesota River Water Management Organization is not a new idea. There is a long history of efforts to form a basin-wide water management organization, with the Minnesota River Basin Board being formed in 1995. This Board disbanded in 2013 and made recommendations to the legislature that were never addressed. LMRWD tried throughout several legislative sessions to persuade the legislature to act and address the recommendations made. The LMRWD carried legislation several sessions to reform a basin-wide Water Management Board. The recommendation of the MN River Board is attached. There was a significant amount of opposition to the basin-wide approach in the past.

#### Attachments

LMRWD Matching Funds Statement

Water Storage Initiative Actions

Invoice from Coalition for a Clean MN River

Water Storage Initiative signed endorsements

MN River Management Board Structure

Item 4. A. – Report from Scott Sparlin on Water Storage Activities

Executive Summary

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MN River Management Board Operations

Watershed Initiative Budget

Minnesota River Management Board (the need)

Minnesota River Board Recommendation on Future Basin-Level Coordination and Funding

**Recommended Action**

Motion to Receive and file report and to authorize payment as requested.

## **Matching Funds Statement**

To: Lower Minnesota River Watershed District (LMRWD)

From: The Coalition for a Clean Minnesota River (CCMR)

These funds were given specifically designated for our Water Storage Initiative only and were solicited as being matched and accepted under those circumstances.

Nicollet Conservation Club \$3000

New Ulm Area Sport Fishermen \$1000

CCMR membership matching appeal \$1750

Izaak Walton League Gopher State Chapter \$750

Geri Nelson \$500

Paul Davis \$500

**Total matching funds raised as of 10/1/24 \$7500**

## Water Storage Initiative Related Activities, Actions, Results Report

Scott Sparlin, Ex. Dir. The Coalition for a Clean Minnesota River, Facilitator/Coordinator,  
The Minnesota River Congress

- Engage Minnesota's Congressional Delegation to obtain blocks of federal funding to add to the State's Water Storage Program. This strategy will be measured by the amount of federal dollars received.

I spoke in person to both Minnesota Senators Amy Klobuchar and Tina Smith who are both members of the U.S. Senate AG Committee. The focus was on our new Water Storage Program which both had been aware of and I hand delivered letters urging them to advocate for approval of a 22-million-dollar funding proposal from the Minnesota Board of Soil and Water Resources (BWSR) to USDA/USFWS Rural Conservation Partners (RCPP) Program. Both Senators staff were knowledgeable and aware of the program as well. I also spoke in person to U.S. Representatives from Minnesota Brad Finstad and Angie Craig about the Minnesota Water Storage Program and urged them to advocate for the same proposal and to speak with decision makers at USDA within the RCPP program. I followed up with both staffs and they said they made calls.

- Engage local officials, SWCDs, Watershed Districts, Cities, Landowners, and Joint Powers Organizations, to identify potential projects to be funded by the State's Water Storage Program. This strategy will be measured by the number of new projects identified and that apply for funds. Additionally, the number of landowners/producers who apply for and receive grants from the Water Storage Initiative and/or the Soil Health Program can be measured.

In FY 2023 there were a total of 6 applications to the storage program totaling 3.075 million dollars. 3 of the 6 applicants were totally funded.

In FY 2024 there has been a total of 18 applications to the storage program totaling 9 million dollars. 9 of the 18 applications were funded representing a 3-fold increase in interest and implementation. This represents a significant need for increased funding to meet the desire of landowners and producers who want to participate in the program. We/I feel the growing popularity of the program is due at least in part to our on-going awareness and education building efforts throughout the basin regarding what water storage is and how it benefits all of us. As an example, during 2024 we have brought in new cities and counties such as Sleepy Eye and Hennepin County to our initiative and network of water storage advocates. Articles have been written in newspapers and mentioned on radio every time we have added a city or county to our growing list of support for the initiative. As you will read in bullet point number 4 in this report, I have

engaged in numerous meetings and events that have had a focus of water and land management. At those I have shared information on the aspects of water storage and the availability of the program. I feel this has led to inquires and project proposals as well. Being the driving force to establish the program in 2021 we remain committed to advocate for a substantial increase of appropriations of 50 million dollars per biennium to meet the demand for potential projects. I have met and will have multiple meetings to push for that dollar amount at the state level.

I have also had multiple and on-going contacts with BWSR Ex. Dir. John Jaschke and State Drainage Engineer Rita Weaver. The focus of those conversations were and continues to be on the various aspects of the program with regards to increasing desirability, interest and participation in it.

I created the following press release announcing the federal funding that is now available and sent it to all outlets and targeted all of our agricultural contacts as well as SWCD's and other soil management organizations.

\*\*\*For Immediate Release\*\*\*

Contact: Scott Sparlin

Ex. Dir. The Coalition for a Clean Minnesota River (CCMR)

507 276 2280 [sesparlin@gmail.com](mailto:sesparlin@gmail.com)

<http://mnrivercongress.org>

## USDA Natural Resources Conservation Services Regional Conservation Partnership Program 2023 Awarded Projects

This year, more than \$1 billion is being invested to advance partner-driven solutions to conservation on agricultural land through 81 projects nationally.

Together with the 2023 allocation of 17 Million dollars to the newly created **Minnesota River and Upper Mississippi River in Minnesota Water Storage Program**, it creates a 42-million-dollar pot that begins to address water quantity and quality challenges that currently exist in the watersheds.

[Advancing Soil Health in Minnesota Agriculture](#)



**Through this project the Minnesota Board of Water and Soil resource will focus on near-channel erosion, which is the largest source of sediment to the Minnesota and Mississippi Rivers**, and upland erosion on tilled fields, which is the second largest source of sediment. This project will reduce pounds of nitrogen, phosphorus, and sediment that runoff into the watershed

Lead Partner: Minnesota Board of Water and Soil Resources

Project Type: AFA

Funding Pool: S/M

CCA (if Applicable): N/A

Lead State: MN

### **Total Funding Request Awarded: \$25,000,000.00**

The Advancing Soil Health in Minnesota Agriculture project will provide financial assistance to producers for on-the-ground soil health management practices and systems.

I do not have figures from soil health initiatives at this time, but there are emerging strategies that are being implemented to increase adoption of cover crops, tillage practices and other soil health best management practices which will increase the biological integrity and water holding capacity of the top 6 to 12 inches of soil. Thus reducing the need for additional fertilization and other inputs to produce crops.

- Engage potential applicants to participate in other projects that have water storage potential as a by-product of non-specific water storage projects. This strategy would be measured by the number of non-specific water storage projects.

I attended the Sibley County Shallow Lakes tour on August 14<sup>th</sup>. On the tour which included landowners/producers, MNDNR Regional Director and regional staff, Sibley County SWCD, staff from Ducks Unlimited and High Island Watershed District Managers. The focus was on 5 county shallow lakes which have had actions taken or were in various degrees of water quality restoration activities. Two of the lakes were recently created where formerly persistent wet areas of production agriculture had previously existed. Both of the sites were being expanded this year and had been converted into continuous natural cover for wildlife habitat. Both were projects undertaken initially by the US Fish and Wildlife Service in partnership with Ducks Unlimited I spoke with the group about the new water storage program and potential for partnering and it was noted and followed up on. I told the tour that by-product water storage projects could in the future make all the parties expenditures go much farther. I spoke to the coordinating benefits in shared responsibly as well. The three lakes were all in various phases of drawdowns and

intensive fish management for water quality improvements. Silver Lake, Clear Lake, and High Island Lake all drain to the Minnesota River and when each lake has improved water quality so do the streams that drain from them, delivering better water to the main stem of the Minnesota.

I am currently working with MNDNR Regional Manager Scott Roemhildt to compile the data from recently completed, (within a year) and projects that are underway which have water storage as a by-product but were not planned around it having it be the focus of the outcome. It may be such things as an increase in acreage of an existing wildlife management project or particular species-specific habitat project or similar. It could also be where they are in partnership with particular game species organizations in obtaining and maintaining public access to new hunting, fishing or other related outdoor activities.

- Engage in public outreach and person to person meetings to increase awareness of water storage and direct outcomes. This strategy will be measured by the number of in-person or electronic meetings with individuals and record any direct outcomes related to those meetings.

I participated in the Cottonwood Middle Minnesota River Watershed “One Watershed One Plan” process which involved key citizens and stakeholders from six counties. Many of the attendees were SWCD staff, agricultural organizations, producer/farmers, Redwood Cottonwood Rivers Control Area joint powers board, city staff, and several other organizations. I continually brought up and pushed for the inclusion of water storage as a high priority for inclusion, most in attendance agreed which then in turn was written into the plan as such.

CCMR Board Members and I interacted, engaged and raised awareness to a cross section of over 100 diverse Mankato area citizens who were concerned with Minnesota River water quality at an event called the “State of the River Town Hall” at the Kato Ballroom March 23rd. There I contacted 6 separate individuals who farm corn and soybeans. I urged them to look into any circumstance they may have to store water on their property and made them aware of the new Water Storage Program. I also spoke with them about soil health and BMP’s which would facilitate bio-integrity. Several of them were not aware of the connection between healthy soil and its ability to hold water and at the same time not affect crop production. I also made them aware of the soil health programs that assisted in helping them to pay for and implement the necessary changes needed to accomplish greater soil health.

Representing CCMR at Gustavus Adolphus Eco Day in St. Peter, I raised awareness by speaking individually with approximately 75 attendees about the benefits to water storage

and solicited them to participate in Minnesota River Congress. Five of those individuals did end up attending the Minnesota River Congress session in June. Two individuals were from local farm families and brought their parents to the Congress session.

I gave a presentation to the Minnesota Wastewater Operators Association annual meeting in New Ulm on May 1<sup>st</sup> at Turner Hall. The focus was on the Water Storage Program. There were 124 attendees who operate water treatment plants within cities in the Minnesota River Basin. I raised awareness of how cities were eligible and could apply for funding from the program to implement storage projects within their communities. Attention was high and several cities expressed interest knowing of opportunities that existed in their areas.

I helped to host and facilitate an event in New Auburn on April 6th for the Friends of High Island Watershed organization. There were 130 attendees with approximately 75 landowner/Ag-Producers in attendance. I focused on the Water Storage Program and urged landowners who had circumstances that would be present on their farms which were good areas to hold water on the landscape to contact the SWCD office and apply. After the event the SWCD received 4 inquiries then next week to view potential projects within the High Island Watershed.

On April 15<sup>th</sup> I attended a somewhat high-level invitation only MNDNR planning meeting to set priorities for funding the Southwest Region. At the meeting I continually expressed the need for state agency interaction and program cooperation and coordination regarding the Minnesota River System. I urged the MNDNR staff to not only focus on water storage but also to begin to compile current and future planned projects that have a by-product outcome of water storage. I told them this could have multiple advantages for coordinating and cooperative funding opportunities if compiled and articulated, not to mention the multiple benefits to natural resources involved.

On June 13<sup>th</sup> I was facilitator for the 16<sup>th</sup> Minnesota River Congress session held at the Kato Ballroom in Mankato. Prior to the event I developed the agenda and made all logistical arrangements based on the wishes of the participants from the prior years and in consultations with the CCMR Board of Directors and the MN River Collaborative. I coordinated with all groups associated with the Minnesota River Congress. During the event I compiled all input. Then I created a report based on all responses from participants and distributed that report to all attendees and made it available to the general public electronically. That report can be seen at [MNRiverCongress.org](http://MNRiverCongress.org)

I networked at all 3 days of Farmfest on August 6-8 speaking one on one to producers at the Corn Producers and Soybean Producers booths. I raised awareness regarding the new Water Storage Program and engaged in discussions on how to successfully roll out the

new program among younger producers. The discussions revealed insights into motivational methods of peaking interest and were shared with program managers for potential additions and changes to the parameters of the program.

I also networked with soil health initiative advocates and producers there who were involved in some implementation of innovations of best management practices. Cover crops that could be harvested were of interest as well as innovations in specialization services to smaller amounts of acreage to get a foot in the door for producers showing interest but expressing lack of time to implement such practices.

In May I attended a public outreach meeting facilitated by former U.S. Congressman, Appellate Court Judge, and fellow MN Collaborative member David Minge in Henderson MN. The meeting was held to introduce the Collaborative to the community and to see if there were ways we could work together in the future. We suggested having a representative from Henderson on the Collaborative in order to keep us informed of issues related to the river that they had such as isolation due to flooding. A person was identified and has been participating.

On April 12<sup>th</sup> and 13<sup>th</sup> I attended the Southern Minnesota Lakes Conference at Mayo Civic Center in Mankato which was sponsored by ISG Engineering. They are a major engineering firm with an office in Mankato and are heavily involved in drainage projects. Even though it was a lake attention event the focus was on water quality and projects and methods for reducing pollution coming to Southern Minnesota lakes from overland runoff. Much of the discussion was on rural drainage as well as in-lake treatments. I raised awareness of the new water storage program and shared with attendees that most of our lakes drain to the Minnesota River and that their support and advocacy for water storage would be needed to improve our lakes, at the same time it would be improving our river.

On September 26<sup>th</sup> I attended the Environmental Quality Board's "Environmental Congress event in Mankato at South Central College. The focus of the event was "Tools and programs to scale up agricultural best management practices adoption" Building on past successes. I used every opportunity available to share aspects of water storage and the need for funding and inclusion for consideration in any drainage related project. I also shared successful ways that could lead to adoption of soil health practices and offered ways to remove barriers that exist limiting participation. The Commissioner of the MN Department of AG Thom Petersen, Senator Nick Frenz, State Rep. Jeff Brand were in attendance and I spoke directly to them about increased appropriations for Water Storage as well as the need for a MN River Mgmt. Board.

- Engage in direct involvement with Minnesota River Collaborative. This strategy will be measured by increases in protections implemented which result from collective actions.

In 2024 to date I have participated in 33 Minnesota River Collaborative meetings. Together we have been successful in altering several ill-advised, poorly engineered drainage projects, 4 of which were lowered from an improvement petition to a repair. We intervened in Lyon County on a drainage improvement project on ditch #14 and were successful in seeing it be reduced to a repair with additional water storage to reduce surface water runoff.

We currently have an extensive list of projects we are reviewing using our MN Collaborative engineers to determine downstream negative impacts and where water storage could and should be used. This is being done to not just mitigate but decrease the speed of delivery of the water from a planned, petitioned project.

Working with other collaborative partners I testified successfully to gain protection for all public waters in the State of Minnesota. This press release went out in May describing those protections. This was a significant step forward in state-wide policy which has a profound affect in the Minnesota River Watershed.

**MAY 23, 2024**

**Press Release: Minnesota Legislature Protects Public Waters Statewide  
Clarifies public waters definition and funds comprehensive update to Public Waters  
Inventory**

**Minnesota Legislature Protects Public Waters Statewide**

**SAINT PAUL, MINNESOTA – A compromise that emerged in the final days of the Minnesota Legislature will protect public waters across Minnesota.** The supplemental environment and natural resources budget bill (HF 3911) included clarification of the definition of public waters and eight years of funding to comprehensively update the Public Waters Inventory statewide.

**This comes after a 2022 Minnesota Supreme Court decision in favor of Minnesota Center for Environmental Advocacy (MCEA) and Protecting Public Waters (PPW), a group of local residents who opposed a proposal to ditch the upper reach of Limbo Creek in Renville County.** That decision affirmed that Limbo Creek is a “public water” because it meets the definition in Minnesota statute. But the Court asked the Minnesota Legislature to clarify whether our state’s statute or the Public Waters Inventory (PWI), a list created in the 1980s, should control when there is a discrepancy between the two. Limbo Creek, as well as many other waterways, were erroneously omitted from the PWI, which led to confusion about its legal status. The impact of the clarification is wide-reaching, affecting at least 640 miles of other waterways across the state

Rep. Kirsti Pursell (DFL-Northfield) and Sen. Mary Kunesh (DFL-New Brighton) introduced legislation (HF 3385 / SF 3558) to clarify that a public water that meets the definition in statute is protected, even if a waterway was erroneously left off the PWI. House Committee Chair Rep. Rick Hansen (DFL-South St. Paul) included the clarification in a bill passed by the Legislature and signed by Governor Tim Walz last week.

The law also includes \$8 million in funding to comprehensively update the PWI over the next eight years. Some agricultural lobby groups argued that the PWI should be updated to provide certainty for farmers and landowners, instead of relying solely on the definition in statute. In response, legislative leaders and Governor Walz expanded the fiscal target for the budget bill and now the Minnesota Department of Natural Resources will use that funding to update the forty-year-old PWI with up-to-date technology.

The compromise was lauded by **Carly Griffith, water director for MCEA**, which brought the Limbo Creek lawsuit targeting waters that were erroneously deprived of protections: “This compromise is a win-win. All Minnesotans can now rest assured that public waters, which belong to all of us by law, will have protections; and those folks whose industries are affected by the designation will get an updated inventory map showing exactly which waters are included.”

MCEA was grateful to work with leaders like Rep. Kristi Pursell (DFL-Northfield) to get these public water protections enshrined in state law.

“I’m incredibly proud of the change to the definition of public waters that made it over the finish line this Session,” said **Rep. Kristi Pursell (DFL-Northfield)**. “I fought for this provision to be included in the final environment bill and appreciate House Environment committee chair Rick Hansen, Speaker of the House Melissa Hortman, and Senate Majority Leader Erin Murphy for their dedication to following through on what the Minnesota Supreme Court told us we needed to do in order to make clear what waters belong to every Minnesotan.”

**Local residents and Minnesota River advocates who were involved in the Limbo Creek lawsuit that brought this issue to the forefront of public attention are enthusiastic about this outcome as well.**

**“Public water in Minnesota belongs to all of us, it needs to be treated as if it were our gold,” stated Scott Sparlin, Executive Director of the Coalition for a Clean Minnesota River. “The decision reached by the Minnesota Supreme Court in the Limbo Creek case along with the subsequent clarification of statutory language by the legislature this past session affirms why the scientific definition of public water is the most fail-safe, simplistic, commonsense way to guide the future management of all public water in our state.”**

“This clarification is long overdue,” added **retired conservationist Tom Kalahar**. The Public Waters Inventory (PWI) update process will begin this summer.

\*\*\*Invoice\*\*\*

To: Lower Minnesota River Watershed District (LMRWD)  
112 East 5<sup>th</sup> Street, Suite 102, Chaska, MN 55318

From: The Coalition for a Clean Minnesota River (CCMR)  
PO Box 488, New Ulm, MN 56073

For: Services undertaken and completed regarding CCMR/MN River  
Congress Water Storage Initiative

Full initial report is included

Total amount due: \$5000

## **Water Storage Initiative signed secured endorsements/resolutions and cooperators list. as of 4-15-24**

City of Henderson (signed endorsement and resolution)  
City of Granite Falls (signed endorsement and resolution)  
City of Eden Prairie (signed resolution)  
City of Arlington (signed endorsement)  
City of Amboy (signed endorsement)  
City of New Ulm (signed resolution)  
City of Mankato (signed resolution)  
City of Olivia (signed endorsement)  
City of Nicollet (signed endorsement and resolution)  
City of Redwood Falls (signed resolution)  
City of Springfield (signed resolution and indorsement)  
City of St. Peter (signed endorsement)  
City of Winthrop (signed resolution and endorsement)  
City of LeSueur (signed resolution and endorsement)  
City of Sleepy Eye (signed resolution)  
Hennepin County (signed resolution)  
Minnesota Association of Watershed Districts (resolution passed and signed)  
Lower Minnesota River Watershed District (resolution passed and signed)  
Izaak Walton League MN State Chapter (resolution passed)  
Lake Pepin Legacy Alliance (signed endorsement and resolution)  
Brown County SWCD (signed endorsement)  
Blue Earth County SWCD (signed endorsement)  
Martin County SWCD (signed endorsement)  
Faribault County SWCD (signed resolution)  
Cottonwood County SWCD (signed endorsement)  
McLeod County SWCD (verbal endorsement)  
Nicollet Conservation Club (signed endorsement)  
MASWCD (relative resolution)  
Area 6 SWCD (11 Counties) (in principle)  
Area 5 SWCD (10 Counties) (in principle)  
Friends of Pool 2 (signed endorsement)  
Crystal Waters Project (signed endorsement)  
Minnesota River Congress (signed endorsement)  
New Ulm Area Sport Fishermen (signed endorsement)  
Rural Advantage (signed endorsement)  
Minnesota River Drainage Collaborative (signed endorsement)  
Clean Up the River Environment-CURE (signed endorsement)  
The Coalition for a Clean Minnesota River (signed endorsement and resolution)  
Redwood Country Farmers Union (resolution passed and signed) (State Pending)  
Friends of the Minnesota Valley (signed endorsement)  
Izaak Walton League MN Valley Chapter (signed resolution)  
Minnesota Center for Environmental Advocacy (signed endorsement)  
Anglers for Habitat (signed endorsement)  
Minnesota Conservation Federation (signed endorsement)  
Fish and Wildlife Legislative Alliance (signed endorsement)  
Blue Earth Project (signed endorsement)  
Save the Kasota Prairie (signed endorsement)



# Potential Structure Makeup Considerations

These are the 1994 recommendations

## **The following structure is recommended.**

Citizens-These members should be chosen to represent the diversity of interests in the river basin farmers, businesspeople, educators, and conservationists. These citizens should be knowledgeable about and actively interested in the Minnesota River. To convince the general public that the Commission is not just another government agency, it is essential that at least half the members of the Commission come from this group.

### **Local organizations**

These members should be elected officials or agency staff who have already been working to clean up the river and who have been cooperating with other local organizations in that effort.

### **State agencies**

These members should be the Commissioners or Deputies of agencies directly involved in Minnesota River issues, including MPCA, BWSR, MDA, and MDNR. In addition, one or more top representatives from Minnesota Extension Service (MES) or the University of Minnesota should be included.

### **Dakota communities**

Members should include representatives of the Shakopee Mdewakanton, Lower Sioux, Upper Sioux, and Prairie Island Dakota communities.

## Other potential member organizations to consider for inclusion

### (A list for discussion on membership makeup and size)

Minnesota State University Mankato, Water Resources Center	Minnesota Watershed Dist. Mgrs.
Minnesota Farmers Union	County Commissioners
MN Corn Growers Assn.	US Fish and Wildlife Service
MN Soybean Growers Assn.	Area 2 Joint Powers Board
MN Cattlemen's Assn.	Redwood Cottonwood Rivers C A
Land Stewardship Project	US Army Corps of Engineers
Minnesota Soil Health Coalition	Conservation Minnesota
Izaak Walton League (UMRI)	MN Well Owners Assn.
Ducks Unlimited	MN Wastewater Operators Assn.
Pheasants Forever	Catholic leadership representation
MN Fish	Lutheran leadership representation
The Coalition for a Clean Minnesota River	Faith Community representation
Clean Up our River Environment	Districts 5 and 6 SWCD Reps.
Friends of the Minnesota Valley	
Minnesota Center for Environmental Advocacy	
Lake Pepin Legacy Alliance	
MN Conservation Federation	
Anglers for Habitat	
Mankato Paddling and Outing Club	
Retired Land Engineers	

**(Could these be categorized and specialized?)**

Potential Operations Considerations for Minnesota River  
Management Board  
(what would/could it do/provide for?)

These are only first draft ideas

- A hearing communications setting and opportunity, to consider and identify basin specific systemic water management process changes needs. Subsequent policy change/modification considerations for recommendation to all accountable implementing state and/or local entities. A place to present high profile sets of circumstances as an example of what potential large scale actions need to be set in motion to affect a more desirable outcome.
- Coordination and up to date information sharing among all participants and provide for regular public outreach communications of all forms of public media.
- A potential for scale sized partnerships to accomplish basin-wide positive outcomes for multiple interests.
- The potential to collectively develop innovative basin-wide initiatives for needed major funding proposals.
- A chance for state agencies to show/report they can work together to accomplish a goal which has been a state focus of interest since 1988.
- A chance for innovations coming from the private sector to showcase outcomes related to water quality/quantity condition improvements.
- A place for the public to have truly relevant questions directed appropriately and answered.

Projected Water Storage Initiative (WSI) Budget FY 2024/25  
From The Coalition for a Clean Minnesota River (CCMR)  
By Scott Sparlin Coordinator/Facilitator Minnesota River Congress/ Ex. Dir. CCMR

Hours specific to **Water Storage Initiative** @ \$45 hr. Actual hours recorded until Oct. 1, after that the figures are projected hrs.

<b>2024</b>			
<b>March</b>	<b>35 hrs.</b>	<b>September</b>	<b>41 hrs.</b>
<b>April</b>	<b>27 hrs.</b>	October	35 hrs.
<b>May</b>	<b>14 hrs.</b>	November	40 hrs.
<b>June</b>	<b>25 hrs.</b>	December	28 hrs.
<b>July</b>	<b>10 hrs.</b>	<b>2025</b> January	50 hrs.
<b>August</b>	<b>23 hrs.</b>	February	50 hrs.

**Total Hours Logged 3/1/24 thru 9/30/24 175 = \$7,875**

A similar projected set of budget circumstances  
is expected for 3/1/25 thru 2/28/26

**In person meetings, actual miles logged 3/1/24 thru 9/30/24**

Mileage @ \$.54 (Mankato 10) 590, (St. Paul 5) 1,100, (Nicollet 2) 56, (Henderson 3) 270  
(St. Peter 3) 210, (Gaylord 1) 60, (Morton 3) 180, (Sleepy Eye 2) 60, (Springfield 3) 150,  
**Total Mileage 2,666 miles = \$1,440**

Ballroom rental \$1500

Coffee, soft drinks, cookies, \$300

Event printing \$36

**Total event cost \$1836**

**Total WSI expenses from 3/1/24 to 9/30/24 \$11,151**

A similar projected WSI total expenses is expected for 3/1/25 thru 2/28/26

Regular tasks include

- Weekly two-hour meetings with MN River collaborative partners
- Meetings with federal and state level elected representatives and their staffs.
- Meetings with state agency staff and commissioners
- Meetings with SWCD and Watershed District personnel and supervisors.
- Planning, marketing, and creating agenda and program for annual Minnesota River Congress
- Minnesota River Network data base management
- Meetings with key agricultural contacts

All facts and figures submitted are true and accurate

Signed: 

Executive Director CCMR

## The need for a Minnesota River Management Board

In 1988 an extensive study of the Minnesota River began at the direction of the Minnesota Pollution Control Agency (MPCA) called the Minnesota River Assessment Project. After 2 years of comprehensive scientific study, it revealed what firsthand observers had already intuitively anticipated, a severely polluted river system.

Subsequently in 1990 Minnesota Governor Arne Carlson directed the MPCA to begin a two-year planning process called the Minnesota River Implementation Project. This process was designed to create and develop actions which would result in the improvement of water quality conditions in the main stem and thirteen tributary watersheds. Those assembled by the MPCA represented a diverse cross section of stakeholders and citizens called the Citizens Advisory Committee (CAC). After 2 years of scientific presentations and extensive debate the committee produced a set of 10 recommendations for action.

One of the ten recommendations was to establish a Minnesota River Commission whose charge would be to ensure government accountability and citizen participation in meeting Minnesota River cleanup goals. The first charge of the new commission would be establishing goals for the cleanup effort. (It is hoped that this report and the work of the Minnesota River Assessment Project will guide and expedite the planning efforts of the Commission.) The board would also provide a broad oversight of major agency activities related to the Minnesota River and facilitate inter-agency cooperation. Further the board would evaluate the effectiveness of expenditures. They would also advocate for and educate people about the river and the restoration effort. Another responsibility would be to hold an annual event on the state of the river. The Commission would not be involved in the day-to-day operations of agencies but would have access to information and the decision-makers within those agencies. In addition to being accountable to the citizens of Minnesota the Commission would also report to the Governor and the Legislature.

In 1994 Senator Dennis Frederickson introduced a bill in the Minnesota Legislature of which I testified on behalf of to establish the Minnesota River Commission. The components of that bill are reflected in the Citizens Advisory Committee recommendation which are attached ([the full report can be found here](#)) with this document. Although it has been 30 years since that time, many of the elements and personnel included need to be options considered today.

During that same session of the Legislature of which that bill was introduced, another bill had been introduced to create a different entity which membership consisted exclusively of one County Commissioner from each of the 36 counties of the Minnesota River Basin.

The state was quite willing at the time to turn the responsibility over to counties to see what they would do about the pollution challenges the river had at the time. Subsequently

the county entity structure idea passed, and the Minnesota River Commission bill failed. The Minnesota River Basin Joint Powers Board then was created and signed into law.

Fast forward to 2014, after 20 years of existence, 2 years of planning and even providing a way forward with funding options, the counties decided to call it quits and turn the responsibility of reducing pollution and damages caused in the Minnesota River Watershed over to the State of Minnesota.

After that there was no collective response from the State of Minnesota to address the continuing decline of water quality and quantity conditions which remains today.

That brings us to now. We have reached a water management crisis in the Minnesota River Watershed. Due to land use practices both urban and rural we continue to experience increased losses to infrastructure, business, recreation and a host of other societal costs which are at an unacceptable rate putting many Minnesotans at various degrees of risk. Exacerbating this condition is the climatic trend and future prediction of increased rainfalls in short periods of time. Flood rates from Summer rainfall now contribute more to flooding than normal spring snowmelt. The combination of all these factors leads first to small and medium sized tributary streambank erosion. Then the dislodged sediments combined with the increased rate flows enable even more sediments and nutrients to be delivered to our lakes, major tributaries, and main stems where they then flow downstream to the Mississippi River, Lake Pepin and ultimately the Gulf of Mexico. The time to get serious about this at a state level is long past due. That is why we feel it is time to create a Minnesota River Management Board that reflects a true cross-section of greater public representation than what was attempted prior. The makeup of the management board is certainly up for discussion/debate; however our network believes strongly that citizen membership should make up at least half of the voting membership. This was clearly reflected in feedback we received from our 16<sup>th</sup> Minnesota River Congress event held in June of this year.

# ESTABLISH A MINNESOTA RIVER COMMISSION TO OVERSEE RESTORATION

## **Rationale**

A new institutional structure is needed to ensure government accountability and citizen participation in meeting Minnesota River cleanup goals. The Citizens' Advisory Committee proposes the creation of the Minnesota River Commission.

**Action Plan** The functions of the Commission will include:

- Establishing goals for the cleanup effort. (It is hoped that this report and the work of the Minnesota River Assessment Project will guide and expedite the planning efforts of the Commission.)
- Providing broad oversight of major agency activities related to the Minnesota River and facilitating inter-agency cooperation.
- Evaluating the effectiveness of expenditures.
- Advocating for and educating people about the river and the cleanup effort.
- Holding an annual conference on the state of the river.
- The Commission will not be involved in the day-to-day operations of agencies, but will have access to information and the decision-makers within those agencies. In addition to being accountable to the citizens of Minnesota the Commission will report to the Governor and the Legislature.

## **The following structure is recommended.**

**Citizens**-These members should be chosen to represent the diversity of interests in the river basin farmers, businesspeople, educators, and conservationists. These citizens should be knowledgeable about and actively interested in the Minnesota River. To convince the general public that the Commission is not just another government agency, it is essential that at least half the members of the Commission come from this group.

## **Local organizations**

These members should be elected officials or agency staff who have already been working to clean up the river and who have been cooperating with other local organizations in that effort.

## **State agencies**

These members should be the Commissioners or Deputies of agencies directly involved in Minnesota River issues, including MPCA, BWSR, MDA, and MDNR. In addition, one or more top representatives from Minnesota Extension Service (MES) or the University of Minnesota should be included.

## **Dakota communities**

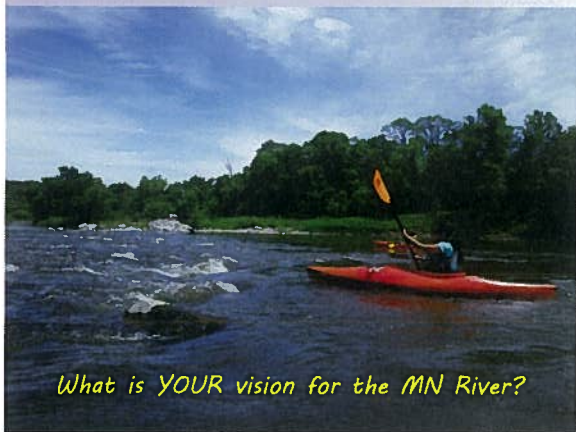
Members should include representatives of the Shakopee Mdewakanton, Lower Sioux, Upper Sioux, and Prairie Island Dakota communities.

**Costs** The costs, estimated at \$100,000 per year, will include staff and administrative support as well as per diem expenses for Commission members.



December 16, 2013: Be heard and be a part of history!

# Minnesota River Board to Make Recommendation on Future Basin-Level Coordination and Funding



*What is YOUR vision for the MN River?*

## 1994: A call for collaboration...

In 1994, the Minnesota River Citizen’s Advisory Committee (MRCAC) released “Working Together: A Plan to Restore the Minnesota River.” The MRCAC recommended a coordinated effort to clean up the Minnesota River. As a result, the Minnesota River Basin Joint Powers Board (*aka*, Minnesota River Board; MRB) was legislatively formed in 1995 (MN Statute 103F.378).

The state’s namesake river was in need of help, and 37 counties in the basin stepped up to form what is still the state’s largest joint powers organization. The counties were joined by countless watershed, agency, private, and citizen partners and with great intentions, the MRB was born in 1996.

### MN River Basin Coordination: Information YOU should know!

- MRB Adds Reform to its Strategic Plan* **2**
- Bigger Associates Report Recommendations* **2**
- Assumptions and Guiding Principles for Change* **3**
- MRB to Make Basin Entity and Funding Recommendation* **3**
- Options for Future Coordination and Funding* **4**
- Be a Part of History: Basin Forum 12/16* **4**

### MRB Mission

*“To provide leadership, build partnerships, and support efforts to improve and protect water quality in the Minnesota River Basin”*

### MRB Vision

*“Conservation and restoration of Minnesota River resources and our way of life can only be achieved by a cooperative effort between citizens and all levels of government and business.”*

## 2012: A call for change...

After nearly 20 years of initiatives, challenges, and calls for change from valued partners, the MRB delegates passed Resolution 12-01 in September 2012 to dedicate funds for a full external review of the MRB governance, mission, services, and funding.

A review process that included steering committee representation from SWCDs, Watershed Districts/projects, agricultural organizations, and citizen-based organizations held focus groups, gathered stakeholder information, and developed recommendations about future basin-level coordination (see Bigger Associates Report on page 2). The steering committee identified guiding principles that have shaped the future basin entity and funding discussion.

**Change is coming and the MRB wants input! This is about the future of Minnesota River LGUs and conservation partners, not just a basin entity!**



*Flathead catfish, just one of many MN River treasures!*



## MRB Adds Reform to its Strategic Plan

FY13-17

### MRB Strategic Plan Priorities

- 1) **Basin Board Structure and Management Modifications**
- 2) **Funding Stabilization and Support Mechanisms**
- 3) **Drainage System Redetermination of Benefits**
- 4) **Public Waters Buffers**
- 5) **Water Storage and Drainage Management**
- 6) **Threats to the MN River**



*Minneopa Falls—A natural feature of the Minnesota River*

In 2011, the MRB initiated an internal process to identify mechanisms to better serve and support watershed partners.

The MRB collected data by asking our delegates and partners to address several critical questions:

- 1) What roles should a Basin-level entity have?
- 2) What river-related matters will be most challenging for you/your organization during the next decade?
- 3) How can a basin-level entity support and enhance local conservation efforts?
- 4) The MRB needs “big ideas” in our strategic plan that will have an impact and result in something that our delegates, staff, and partners can be proud of - what are some “big ideas” we should evaluate?

### Partner Feedback

The responses clearly indicated that *change was needed!*

- ◆ To advance a basin-wide mission and provide effective support, resource deficiencies (both labor and funding) must be addressed.
- ◆ A basin entity must have innovative and aggressive strategic approaches with measurable results implemented by local on-the-ground partners.
- ◆ Basin wide efforts should be focused and higher profile.
- ◆ Basin-level governance must be more broadly represented to improve collaboration.

The MRB heard its constituents and the feedback was a driving force behind the FY13-17 MRB Strategic Plan. The plan called for Board structure modifications, funding stabilization plans to support the Minnesota River watersheds, and priority focus areas (see left sidebar).

## Bigger Associates Report Recommendations

*“While there were several calls for the MRB to disband, there were many more voices that see a need for a basin entity.”*

*—Cindy Bigger,  
External Review Lead*

January 2013 –

Minnesota River watershed professionals and citizens brought their concerns to the table and helped identify needed changes if a basin entity is to continue.

**Bottom Line**  
*Is the will there to move forward and do what needs to be done?*

Primary Recommendations (summarized/paraphrased)

- ◆ A basin board needs to include diverse representation.
- ◆ Representation should be based on major watersheds.
- ◆ The mission must be clear, effective, and statutory.
- ◆ Board should be based on enabling legislation that clearly defines authorities, funding, and representation.
- ◆ Needs to be led by a full-time Director and staff.
- ◆ Commit to issue-based input strategies to set priorities.
- ◆ Change the dues structure to be more equitable.
- ◆ **Implement these recommendations or disband!**





# Assumptions and Guiding Principles for Change

The external review committee (members listed on page 4), along with input from agency staff, MRB delegates, citizens, and other partners, established guiding principles and assumptions to shape discussions about a new basin entity and funding.

## What would a new basin board do? What would it look like?

### A new Minnesota River Basin entity shall....

- ◆ be based on integrity, transparency, accountability, and inclusiveness,
- ◆ advocate for processes that enhance organizational stability,
- ◆ strive to attract and retain a talented workforce in all the watersheds,
- ◆ support major watershed conservation plans and local implementation,
- ◆ recognize local relationships as critically important to resolving watershed issues,
- ◆ establish equitable collection, use, and distribution of resources,
- ◆ include complete basin coverage,
- ◆ be a strong advocate for targeted/prioritized practices with measurable outcomes,
- ◆ advocate for conservation that provides the greatest benefit to the basin,
- ◆ deliver rapid responses to legislative, legal, and funding actions, and
- ◆ establish a “living document” that is flexible and pro-active.

*“A new Minnesota River Basin entity will be significantly different than the current model.”*

*–MRB Executive Committee and Executive Director*

### Furthermore, a new Minnesota River Basin entity will....

- ◆ be significantly different than the current model,
- ◆ be established and mandated in whole or in part by law,
- ◆ have a governing body based on major watershed representation,
- ◆ have inclusive governance of the basin conservation community,
- ◆ strive to implement a mechanism of locally-generated revenue,
- ◆ have local government revenue collection/controls, and
- ◆ anticipate major watershed organizations and plans for the entire basin.

### It boils down to this...

- 1) Major Watershed Foundation
- 2) New Board Structure from #1
- 3) Major Watershed Water Plans
- 4) Defined Support for #3
- 5) Locally Generated Revenue

## MRB to Make Basin Entity & Funding Recommendation

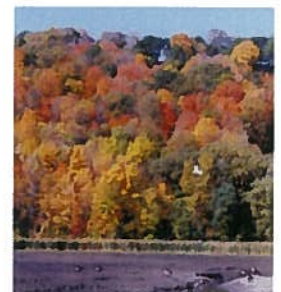
The MRB, at least as we know it, is coming to an end. Our job is to make a recommendation about how a new basin-level entity should be structured and funded. The over-arching duties and responsibilities of a new basin entity are outlined above. Over the past 18 months, various options have been brought forward for consideration.

### The Four Key Options (outlined on page 4 of this report)

- Option A:** Bottom-up watershed-based planning w/local revenue generation (w/MRB outreach/legislative support)
- Option B:** Option A PLUS additional basin board revenue generation (w/MRB outreach/legislative support)
- Option C:** Recommendation to the State for Option A or B (no additional MRB involvement)
- Option D:** Recommendation of other alternative(s) or no recommendation (no additional MRB involvement)

Options A and B assume 1) that the current MRB will provide outreach and legislative support to advance the recommendation, 2) collection of the second half of the FY14 dues, 3) collection of any incurred costs associated with final task completion, and 4) postpones current MRB sunset/dormancy until at least June 30, 2014.

Options C and D assume 1) immediate provision of recommendation to the State with no additional MRB involvement, 2) collection of any incurred costs associated with final task completion, and 3) a sunset/dormancy of approximately March 15, 2014.



Fall on the MN River!



# Options for Future Coordination and Funding

## Option A Summary:

- ◆ Bottom up watershed-based planning and implementation scheme.
- ◆ Counties, SWCDs, WD/WMOs as the primary LGUs.
- ◆ Major watershed plans used to set new Basin Board priorities and functions.
- ◆ New Basin Board funded through a process of budgeting and certification.
- ◆ The new Basin Board would develop and adopt budget, counties would collect.
- ◆ Flexible Revenue collection options may include
  - water management fees (e.g., storm water utility),
  - fee based on per parcel/per acre charge sufficient to generate budget amount,
  - new fee authority for Basin counties, and/or
  - ad valorem* dedication.
- ◆ Requires major watershed organization via formal agreements.
- ◆ Two Basin Board delegates appointed/elected by each watershed entity.
- ◆ Three at-large delegates selected by basin-wide process to assure fair representation.
- ◆ New fiscal authorities to SWCDs/Counties to implement major watershed plans.
- ◆ Local revenue provides competitive match for state/federal funding for all basin partners.
- ◆ "Failure to implement provision" would be required and sets performance standards.
- ◆ Current MRB maintains support role for legislative/outreach needs through FY14.

## Option B Summary:

Option B Includes all aspects of Option A plus the additional components listed below.

- ◆ Additional funding authority specifically for the Basin Entity (similar to Red River Model).
- ◆ Funds collected by the counties in addition to revenue identified in Option A.
- ◆ Allows more funds in Option A to remain local, rather than be re-distributed.
- ◆ Revenue would be subject to a legislative cap.
- ◆ Funds would target large capital improvement projects and basin-wide initiatives.
- ◆ A project selection process, with priorities and conditions, would be established.

## Options C and D Summary:

- ◆ MRB would make a Basin Entity recommendation to the State of Minnesota.
- ◆ Beyond the recommendation, no additional involvement from the current MRB.
- ◆ MRB would immediately begin process of business closure (e.g., sunseting or dormancy).



Questions? Comments?  
Director Fisher: 507.389.5491  
or [Shannon.fisher@mnsu.edu](mailto:Shannon.fisher@mnsu.edu)

### All are invited to provide input on the options!

Email your comments, resolutions, etc... for the record to [shannon.fisher@mnsu.edu](mailto:shannon.fisher@mnsu.edu) (must be received by 1:00 pm, Dec. 13, 2013) or provide testimony in person (info below).

**All are welcome!**

December 16, 2013 @ 9:00 AM  
Sheep Shedde Inn/Max's Grill  
2425 W. Lincoln Ave.  
Olivia, MN 56277

*A special **THANK YOU** to all the counties that have supported the MRB by remaining full members and to the delegates that have dedicated their time and energy to the effort!*

*The MRB also extends our sincere appreciation to the External Review Team*

**Drew Campbell**  
Blue Earth Commissioner  
and MRB Treasurer

**Thomas Egan**  
Dakota Commissioner and  
past MRB Vice Chair

**Shannon J. Fisher**  
MRB Exec. Director

**Warren Formo**  
Exec. Director, MN Ag.  
Water Resources Center

**Bill Groskreutz**  
Faribault Commissioner  
and MRB Vice Chair

**Kerry Netzke**  
Exec. Director, Area II MN  
River Basin Projects, Inc.

**Diane Radermacher**  
Administrator, Upper MN  
River Watershed District

**John Schueller**  
Redwood Commissioner  
and MRB Chair

**Paul Setzepfandt**  
Renville Commissioner  
and MRB Secretary

**Scott Sparlin**  
Exec. Director, Coalition for  
a Clean MN River

**Mark Zabel**  
Carver SWCD Supervisor  
and MASWCD President

Thanks also to  
**Doug Thomas, BWSR**,  
for assistance with program  
information and examples.

***THANK YOU** to our partners who have been at the table and contributed the MN River conversation over the past two decades!*



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, October 9, 2024

### **Agenda Item**

#### **Item 4. B. – LMRWD Work Plan Quarterly Report (Q3 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 third quarter of 2024 is attached for the Board's information.

Young Environmental Consulting Group will present the update to the Board at the October 9<sup>th</sup> Board of Managers meeting and answer questions from Board members.

### **Attachments**

Technical Memorandum – Lower Minnesota River Watershed District – Project and Programs Quarter 3 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:** October 2, 2024

**Re:** Lower Minnesota River Watershed District—Projects and Programs Quarter 3  
Progress Report

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This report presents the third quarter status update of LMRWD projects and programs that Young Environmental (YE) completed in 2024. This report includes performance metrics or key performance indicators, 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 projects, and LGUs that have opted to have the LMRWD maintain specific rules through 2024. This quarter, we have 30 active permits, have issued five permits, have closed 10 projects, and have inspected 24 projects.

YE introduced a revised permit fee structure at the August 2024 board meeting, and it was approved. In addition to this approved structure, the board requested that the district administrator, Rinke Noonan (LMRWD legal counsel), and YE examine further modifications to the fee structure, including options that board president Barisonzi suggested, in an effort to recover funds spent on permit reviews. Recommendations from the team are expected to be presented at the November board meeting.

**Performance metric and assessment:** YE 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
- 2) performing a yearly inspection of the project

We are completing reviews within the mandated time frame as well as performing inspections of project sites. Effective October 1, 2024, YE will transfer all active projects to a new system for tracking expenses by project.

### Municipal Permits

The LMRWD recognizes that LGUs are responsible for land use decisions and regulations. The LMRWD municipal permit empowers municipalities to issue permits and oversee activities as the

primary permitting authority, provided they have adopted the necessary official controls to align local water management with the LMRWD plan. The LGU must establish these official controls and request a municipal permit from the LMRWD. Municipal permits have a validity of five years from the approval date. Currently, there are three pending municipal permits: those from the Metropolitan Airport Commission (MAC) and the cities of Chanhassen and Savage. The MAC submitted an LGU permit to the LMRWD in the second quarter. The application was deemed complete on September 23, 2024, and will be presented to the Board of Managers for a vote during the October 2024 board meeting. The City of Chanhassen is updating its codes and aims to address municipal permits early in 2025, whereas the City of Savage has indicated it is in the process of updating its codes and plans to submit ordinances to the LMRWD for review within the next six months.

**Performance metric and assessment:** YE has one criterion for measuring its work: permitting all LGUs or quasi-governmental organizations. Of the ten entities eligible for LGU permits, YE has completed the permitting process for all but the two mentioned above.

### **Education and Outreach Program**

In Quarter 3, YE focused on two core initiatives:

- 1) a strategic Citizen Advisory Committee (CAC) recruitment campaign
- 2) the Minnesota River Barge Tour cruise event

In addition to these initiatives, we continued to facilitate CAC meetings, including the organization of an in-person onboarding event; coordinated outreach tabling events with the CAC volunteers; finalized placement and approval of resource signs at Ike's Creek; and finalized the educator mini-grant announcement for the fall season. For this quarterly update, we've focused our reporting on the two completed primary initiatives. YE has initiated the early planning phases for the flood listening session, starting with a coordination meeting with board president Barisonzi. This session is slated for January 2025, and the majority of the project will take place in Quarter 4 and extend into the following year.

### **Minnesota River Barge Tour—Event Planning and Staffing (September 10)**

In January 2024, the board identified a public experiential event as a priority to connect with key decision-makers. To implement this vision, the Minnesota River tour has been expanded into an annual event that includes tabling organizations, music, and a curated program. Beginning in 2024, YE supported the LMRWD administrator in planning, organizing, and executing the event.

During the planning phase, YE designed a survey to capture board input to ensure development aligned with big-picture goals. Using the survey results, we worked as a staff planning committee designing an agenda, finalizing a thematic program for the event, coordinating speakers and tabling groups, and promoting the event to key stakeholders.

During event promotion, we worked with the LMRWD administrator to develop a mailing list that included both state and local government partners, elected officials, community organizations, and other priority groups. Through this research, our team sent personalized invitations to several elected representatives, resulting in representation from Senator Amy Klobuchar's office. The mailing list identified partners with decision-making and funding authority to share the LMRWD messaging about watershed challenges, ongoing needs, and partnership opportunities. The barge

tour program was provided through previous board updates, and these details are available upon request.

YE led the promotion of the event through a targeted email campaign to the mailing list. We created an Eventbrite listing to host registration and monitor the sign-ups. Throughout the lifecycle of the process, a series of eight emails were sent to promote the event, share news, and process feedback. As registration closed, the mailing list became tailored to registrants only.

**Lessons learned:** In addition to sending mass email invitations via Mailchimp, we recommend the Board of Managers send personalized invitations to their representative county commissioners to encourage attendance. We also recommend ensuring a fall date that does not coincide with the annual county commissioners' meeting. Selecting the annual date no later than the January board meeting will allow for sufficient planning time. Finally, most elected officials cannot receive mass emails, so invitations must be made through a contact form on their websites. Adequate time should be incorporated in the planning process to make these personal invitations to wish list guests.

Online registration generated a total of 150 participants representing a broad range of government, organization, and community partners. Based on responses from a post-event survey, 86 percent of guests responded that this was their first time attending an LMRWD event. From the online registrants, a total of 110 guests checked in on the barge during the day of the event for a 70 percent attendance rate.

The barge event was completed during the scheduled time frame; speakers and tabling organizations arrived seamlessly and completed an effective program that addressed key messaging. Board managers Joseph Barisonzi and Lauren Salvato represented the LMRWD during the program, with managers Apollo Lammers and Theresa Kuplic present. Several CAC members were also in attendance. Overall, the program was very well received with an average rating of 4.4 out of 5 from post-event survey responses.

**Lessons learned:** One logistical issue proved to be the transportation from the parking lot at CHS Inc. to the boat launch on the river. Guests were not allowed to walk on the road, so they needed a shuttle to get to the boat; creating a bottleneck that delayed the tour's launch time. Although the time was made up on the water and guests were returned to their cars at the advertised time, a more seamless boarding and check-in process will be necessary for future events. Following the event, LMRWD staff extended a special thank-you to CHS for their accommodation during the pre-tour loading. In future events, early coordination with CHS will be integral to mitigate this issue.

Following the event, we sent customized surveys to three groups: attendees, speakers, and tabling organizations. Full results of the survey are available upon request.

### CAC Recruitment Campaign and Onboarding of New Members

In early 2024, we identified CAC membership as a concern because membership dipped below the five-person goal identified in the Minnesota statute. Beyond the statutory requirements, the Board of Managers has identified the need for a fully staffed CAC, beyond the minimum, to complete meaningful work that promotes the LMRWD's purpose and goals. To meet this goal and drive both membership and engagement, YE implemented a proactive recruitment and engagement strategy in Quarter 3 of the year.

To actively recruit members, YE targeted residents living near key resources in the watershed. We also studied current representation from CAC members and identified areas in the LMRWD where greater representation was needed. To achieve this, we created a targeted mailing list focused on Savage, Shakopee, and Burnsville. YE designed a customized postcard focused on Dean's Lake and other resources in the area with compelling action-oriented messaging sharing the CAC's value proposition. The postcard included a QR code that led directly to a new landing page on the CAC website. This campaign resulted in several new applications, bringing the current CAC membership to 11 citizens.

In addition to the direct mail campaign, CAC members used the July 2024 meeting to brainstorm ideas for recruitment and made a targeted recruitment push during summer tabling events in communities throughout the LMRWD. This effort also led to an increase in membership.

Increasing membership gets the LMRWD one step closer to its vision of an actively engaged CAC. To continue making progress, YE will release targeted social media messages and showcase the CAC's work and activities. One final tabling event for the season will be held on October 12, where CAC members can continue to recruit. Two new members will be participating in the outreach event under the direction of experienced CAC members. The direct mail campaign can also be replicated as needed in other areas of the watershed, using geographic information systems to create targeted mailing lists and customized postcard content to highlight unique resources as an entry point to potential members.

For the October CAC meeting, YE has designed an in-person event where all members can build rapport and meet representatives from the LMRWD, including board managers and staff. The meeting will include a discussion about the CAC's future vision and areas where they can contribute to the LMRWD's work in meaningful ways. Results of this meeting will be synthesized and serve as an action plan for the CAC as it continues to evolve and grow in its self-governance and support of board initiatives.

**Performance metric and assessment:** The budget and timeline are the criteria for evaluating performance against how well the approved activities are completed after the comprehensive action plan is accepted. We have gone through three quarters of the year and used up around 70 percent of the budget. Working under the direction of the Board of Managers to focus on strategic priorities, YE made key progress on the education and outreach mission by executing CAC growth, hosting a successful river cruise with the LMRWD's core audience, and creating targeted signage. Through early planning efforts for the flood listening session, we are also establishing a public hearing process that can be replicated by the board to quickly enable a response to time-sensitive issues, creating opportunities to engage both the public and key stakeholders on critical resource needs.

## **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 the Minnesota Department of Natural Resources (MnDNR) to acquire land around the fens. We met with MnDNR staff in March to discuss our plans and priorities. We combined the plans into one matrix that shows the priority actions for each fen.

As mentioned in the May fen workshop, staff are actively organizing a fen workgroup meeting in October to share information; discuss priorities; and collaborate with stakeholders around funding, research, and future actions. YE staff are in the process of developing the agenda for the meeting to

ensure the overall goals and intent are being met.

For fen recharge mapping, YE staff completed the memos for Nicols, Gun Club Lake, and Savage. The memos were reviewed by both MnDNR and local government staff. Included within each memo is a description of the location, site geology and hydrogeology, groundwater-shed, recharge, and groundwater use from permitted wells and dug pits. Each memo contains general recommendations as well.

For vegetation, 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 (SNA) boundary. YE is working with MnDNR and the county staff to determine the best and most efficient methods to remove buckthorn in Savage Fen and in parts of the Seminary Fen High-Value Resource Area that are outside the SNA boundary.

For property acquisition, YE has spoken to MnDNR about how best to assist in acquiring properties around the fens. With the board's removal of the property acquisition item from the 2025 budget, YE is finalizing the memo providing options and prioritizing which areas to purchase when the opportunities arise for future consideration.

**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 45 percent of the project budget and tasks, leaving 55 percent for the remainder of the year.

## **CAPITAL IMPROVEMENT PROJECTS (CIPS)**

### **Area 3 Minnesota Riverbank and Bluff Stabilization Project**

The Area 3 project received an MnDNR Public Waters Permit on August 13, 2024. To complete the subdivision of the parcel that LMRWD purchased followed by rezoning, the City of Eden Prairie requires a boundary survey, completed and signed by a professional land surveyor as part of the subdivision and rezoning process. YE assisted with contracting a professional land surveyor from the engineering pool (Bolton & Menk) to complete the boundary survey and tree survey required for rezoning and project implementation. We are waiting for approval from the US Army Corps of Engineers (USACE) for Section 404, which is dependent on the receipt of the results from the Phase 1 Archaeological Survey, which is expected to be completed at the end of October.

**Performance metric and assessment:** We have used about 36 percent of the project budget for 30 percent of the project tasks. This is mainly because of complex permitting and helping with the property acquisitions process, which we did not anticipate. The project design is on hold at 60 percent until we receive approval from the USACE for Section 404.

### **Floodplain Modeling Project**

In Quarter 3 we began updating the effective FEMA model that was originally built in 2004. Updates include using the latest data and technology to increase accuracy, recalculating the peak flows based on 20 more years of data (which resulted in higher estimates for the 100-year flood), and adjusting the geometrics of the model to reflect current land cover conditions. These updates will help us better understand flooding along the Lower Minnesota River and make more informed decisions when it comes to evaluating and regulating the cumulative impacts of floodplain development.

**Performance metric and assessment:** About 44 percent of the project budget has been spent on half 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 due to working with USACE and the availability of resources.

## Gully Feasibility Study

For the 2023 Gully Inventory project, four gullies that needed further study in 2024 were evaluated to research the cause of erosion and find ways to stabilize, restore, or reduce further erosion. Three gullies are in Shakopee, and one is in Burnsville. The City of Shakopee has a planned riverbank stabilization project near Huber Park that will address two of the Shakopee gullies. Following discussions with the City of Burnsville and the U.S. Fish and Wildlife Service regarding the Burnsville gully, it became apparent that there was limited interest in restoration due to the gully system's size, complexity, and connection to Unnamed Creek 5/6—a designated trout stream. Further coordination with these entities is planned for Quarter 4 to clarify their intentions for future restoration efforts. While the gully ranking from the 2023 Gully Inventory was shared with municipal partners during late 2023, more focused and direct meetings with both municipal partners and landowners may be required to proceed with future gully feasibility studies. This approach will help us identify projects that have both support and a realistic chance of implementation in the future.

YE completed the following tasks in Quarter 3:

- We created maps showing the gullies that were previously labeled as inaccessible and have identified potential access routes. We listed potential barriers to accessibility on each map, such as steep slopes or fencing, and plan to contact our municipal partners to discuss the feasibility of the identified access routes.
- We began researching existing educational materials for steep slope and gully management that can be disseminated to private property owners with gullies on their land.
- We developed the outline for the feasibility report for Shakopee Gully 16 to guide the completion of the feasibility study.

**Performance metric and assessment:** In Quarter 3, the project progressed to approximately 30 percent complete, and we have spent 36 percent of the budget.

## Spring Creek Site Stabilizations

The LMRWD received the Notice of Decision from the City of Carver (the LGU for Wetland Conservation Act [WCA]) on August 5, 2024. The project is approved through the WCA Wildlife Habitat Exemption. ISG resolved all YE's comments on the 90 percent plans and finalized the 100 percent plans, specifications, and engineer's opinion of probable cost (EOPC). Rinke Noonan reviewed the project specifications and confirmed that the insurance coverage required in the specifications adequately protects structures located on the private property. This was an important confirmation due to the location of the project being entirely on private land and bank stabilization occurring adjacent to a private garage overhanging the creek bank. Additionally, Rinke Noonan provided landowner agreement templates that the LMRWD will use to obtain signatures from the landowners whose properties will be used for construction access. The EOPC was shared with the LMRWD administrator, who confirmed the LMRWD has sufficient funds to pay for the construction of the project. Advertisements for bids began on September 10, 2024, and a pre-bid meeting was hosted on September 23, 2024. Bids will be opened on October 1, 2024, and a recommendation will be brought to the October LMRWD board meeting.

**Performance metric and assessment:** The project is progressing as planned, with the goal of

starting construction in the winter. The project is approximately 90 percent complete with about 27 percent of the project budget left.

### **Trout Stream Geomorphic Assessment**

YE interns completed field work at the beginning of August. Remaining budget was spent classifying the trout streams, compiling survey data, and writing a report. The report provides background on the goals and methods used in the project and details the erosion and habitat issues at each trout stream. The interns presented their preliminary assessment results to the LMRWD Board of Managers during the July board meeting. The results from this assessment will be reviewed with the results from the previous assessment in 2019 and the Trout Streams Gaps Analysis to determine next steps. The final report was submitted to the LMRWD administrator on September 18, 2024, for review. The successful completion of this project underscores the value of the internship program. The interns gained valuable experience while contributing their fresh perspectives and expertise to the team. This collaboration not only benefits the next generation of water resource professionals but also allows the LMRWD to tackle large-scale projects that require extensive fieldwork and data analysis.

**Performance metric and assessment:** The project is 99 percent complete, pending any comments from the LMRWD administrator or Board of Managers. We have spent 97 percent of the budget.

### **Vernon Avenue Road Improvement**

The EOPC for the road improvement was submitted in September 2023. The total cost for construction of the project exceeded the amount in the LMRWD budget, and therefore, the LMRWD had to investigate alternative funding strategies to proceed with construction. Coordination regarding the funding strategy and project schedule was completed in Quarter 3. The project will be advertised for bid beginning October 3, 2024, and bids will be opened on October 24, 2024.

**Performance metric and assessment:** Because the project was on hold for funding for most of the third quarter, the project remains at 90 percent complete with 10 percent of the budget left.



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, October 9, 2024

### Agenda Item

#### Item 4. C. – 2025 LMRWD Workplans

#### Prepared By

Linda Loomis, Administrator

#### Summary

Work plans for 2025 have been developed for Board approval. The work plans are based on Goals found in the LMRWD Watershed Management Plan and the Table 4.1 Lower Minnesota River Watershed District – Implementation Program Budget, which can be found in Section 4 of the Plan.

Della Schall Young will be at the meeting to walk the Board through the work plans and answer questions Managers may have. There are nine areas that correspond to items approved in the LMRWD 2025 Budget.

Workplans are attached as follows:

- Education and Outreach Plan
- Water Resources Restoration Fund
- Fens Stewardship Program
- Gullies Inventory and Assessment
- Spring Creek Sites 1 and 2
- Sustainable Lakes Management Plans
- Individual Permit Program
- LGU Permit Program
- Area 3 Project
- Watershed Management Plan (Additional)

The Watershed Management Plan is an addition to allow the Board to begin the process of solidifying its vision for the future of the LMRWD.

#### Attachments

Workplans as listed above

#### Recommended Action

Motion to approve work plans as presented or provide direction to staff to amend

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### 2025 Education and Outreach Plan

Work Plan—October 2, 2024

Young Environmental continues to administer the Lower Minnesota River Watershed District's (LMRWD's) public education and outreach program. The tasks below fulfill the Watershed Management Plan, Goal 9: Public Education and Outreach, which works to increase public participation and awareness of the Minnesota River and its unique natural resources.

For the work plan, **education** is the action of sharing resources with the intent of educating a targeted audience about science-based problems and solutions related to water and natural resources. **Outreach** is the act of reaching out to targeted audiences, with the strategic intent of delivering key messages intended to build partnerships, drive engagement, and elicit a desired action. Outreach also refers to the sharing of news specific to the LMRWD.

#### Summary

Outcome:	2025 Education and Outreach Plan
Project Partners:	City partners, residents, and businesses of the LMRWD; US Fish and Wildlife Service; nongovernmental organizations (NGOs); Citizen Advisory Committee (CAC); and public and private schools
Timeline for Completion:	January 2025–December 2025
Total Fees:	\$84,700
Total Project Budget:	\$150,000

Note: The LMRWD has created a total budget of \$150,000 for education and outreach. This work plan introduces services and deliverables related only to Young Environmental.

### Objective 1. Project Management and Board of Managers Coordination

*Target Audiences: Board of Managers, Subconsultants*

*Task 1.1. Project plan development and plan management.* Finalize the work plan, assign project tasks, determine whether additional resources are needed, set dates for deliverables, generate and maintain project schedule, and perform monthly invoicing.

*Task 1.2. Consensus and partnership building.* Maintain alignment between the Education and Outreach Plan and the Board of Managers' goals and vision by soliciting feedback twice a year through a digital survey. Young Environmental will administer the survey, synthesize results, and propose adjustments to the work plan through a technical memo for approval. Young Environmental will also maintain one list of existing education and/or sustainability program

partnerships with local cities, counties, nonprofits, and NGOs, and potential new partnerships that the CAC will evaluate for relevancy.

*Task 1.3. Quarterly updates.* Young Environmental will provide quarterly updates on Education and Outreach Plan tasks and deliverables to keep the Board of Managers informed on progress, evolving needs, and lessons learned from the CAC and the broader community as applicable.

*Task 1.4. Coordinate complementary communications.* Maintain a dual-purpose outreach strategy while differentiating roles of the Board and Young Environmental. Dual-purpose strategy consists of (a) Young Environmental providing education and outreach campaigns based on water resource science and watershed behavior best practices, and (b) the Board providing locally engaged advocacy as it sees fit to carry out its mission or achieve advocacy-oriented objectives. Young Environmental will work with external consultants and stakeholders as directed to publish advocacy work through maintained channels (Task 2.3–2.5). The Board and Young Environmental will reference this task through quarterly updates (Task 1.3) as appropriate to either party.

*Task 1.5. Printing, postage, and other expenses.* Printing, postage, and other expenses are covered as needed across any of the listed objectives and tasks. Expenses may include in-person events within the watershed (travel, materials) or production of educational handouts for community events. We may investigate the purchase and rental of interactive displays and present the cost findings to the Board. Displays and prints will be organized and maintained through a print memorandum. We have budgeted expenses up to \$5,000.

## **Objective 2. Districtwide Education and Outreach**

This objective includes districtwide education and outreach to inform a variety of audiences using many channels. The outreach and engagement activities that Young Environmental leads will reach the community of decision-makers and residents with water quality and natural resources messaging and will involve targeted outreach to the LMRWD's specific work, progress, and needs. Outreach will take place through both in-person and digital channels to reach a variety of stakeholders through a diversified approach.

### **Outreach Channels**

Young Environmental will plan and execute a number of special events to reach key decision-makers needed to promote the LMRWD's mission.

### ***Target Audiences: State Officials, County Boards, Legislators, and City Officials***

*Task 2.1. Minnesota River boat tour.* Young Environmental will coordinate the annual Minnesota River boat tour, including event promotion and staffing. The tour serves as a venue to gather valuable stakeholders such as soil and water conservation districts, local government staff and elected officials, and partners from county, school, nonprofit, and business representations. *To enhance engagement, targeted discussions will focus on specific policy areas, and stakeholders will receive structured engagement materials both before and after the event to foster continued dialogue.* The event is likely to occur in the fall; however, we will set the date in January 2025.

*Task 2.2. Adaptable community outreach and engagement for high-profile issues and special resources:* Adaptable community outreach and engagement uses funding resources to support

and provide adaptability to all objectives as they relate to community outreach and engagement throughout the year. Examples include but are not limited to special events such as a Flood Listening Session (January 2025), tabling activities, relevant training and seminars for the CAC or Board with partnering organizations, and invitation of specialists for speaking engagements, demonstrations, and workshops. The LMRWD Board will coordinate whatever communications it deems necessary to reach decision-makers (legislative, county, city, elected officials, and state agencies) with targeted messaging and opportunities. This task also includes coordination of the Fen Technical Work Group, developing education and outreach materials to assist the public in understanding fens' unique characteristics. We will provide materials to landowners during permitting and public events. This task also involves necessary coordination with the LMRWD's legislative advisor. *Instead of hosting independent events, the LMRWD will focus on supporting partner organizations by participating in their established community events through tabling and informational displays to build visibility and goodwill.*

### **Educational Channels**

Young Environmental will maintain the following educational channels to reach all intended audiences. In addition to educational themes on water quality best practices and water and natural resource management, the content will focus on LMRWD-specific issues, news, projects, and updates.

### ***Target Audiences: All Audiences***

*Task 2.3. Maintain social media accounts.* Manage social media sites on behalf of the LMRWD and publish content for a variety of project, event, and watershed best practices communications. Starting in 2025, we will audit the effectiveness of the current channels used and recommend discontinuations and adoption of new platforms (e.g., retiring X and adopting LinkedIn to reach commercial businesses). Young Environmental will monitor statistics, maintain public input, and report any significant conversations gained through social media. This social media monitoring will take place on a campaign basis, organized by a content calendar and using CAC input for photos and storytelling. Social media campaigns will target the LMRWD's mission-relevant goals and serve as a supplement to these goals. Campaigns may include networking and use of relevant partner content from counties and other local watershed organizations. If the Board authorizes work from advocacy groups and develops such content, Young Environmental will coordinate its publication through social media channels with citation of the contribution to the Board.

*Task 2.4. Maintain content updates on website.* Young Environmental will continue to maintain website content, periodically updating projects, technical resource pages, LMRWD staff and advisory group photos and bios, and the news page with relevant stories. Information published on the website will mirror campaigns on social media, and we will collaborate with the technical consultant to ensure resource information and data are up to date. Our team will contribute content updates up to the \$5,700 approved annual retainer and work in coordination with the LMRWD's technical website consultant, HDR.

*Task 2.5: District signage.* Identify sites for LMRWD project and resource interpretive signage and make recommendations for proposed interpretive sign locations. Young Environmental will continue to work with local partners and the CAC on locations and messaging and with the current signage contractor for design and fabrication. The Board of Managers will receive estimates for proposed signs as project completion occurs and as relevant local events promote public understanding. Signage may be large, small, permanent, or temporary depending on context and need.

### **Objective 3. Empowering Successful Advisory Committees (CAC and Technical Advisory Committee)**

*Target Audiences: Citizens (i.e., residents, homeowners' associations, recreationists, youth, businesses) accessed through the CAC and technical advisory partners (i.e., cities, soil and water conservation districts, counties, state agencies) accessed through the Technical Advisory Committee (TAC)*

**CAC:** Young Environmental supports the CAC by preparing meeting agendas and minutes; securing educational presentations, tours, and learning opportunities; creating educational materials; coordinating attendance at local events; and increasing membership. With success in growing membership throughout 2024, the current CAC has the numbers and enthusiasm to meet its education and outreach goals in 2025. Throughout the coming year, Young Environmental will continue to provide resources that empower the CAC to grow and lead meaningful work on the LMRWD's behalf. Based on the October 2024 CAC meeting and vision of the CAC's new membership, Young Environmental will create a structure that empowers an engaged, dedicated, and self-directed CAC. This includes creating CAC-approved roles, processes (scheduling assignments for content creation and member attendance at Board meetings), and meeting frameworks that give the CAC the required tools to succeed.

**TAC:** We understand that effective education and outreach will involve a high level of collaboration with TAC members. This targeted audience includes city, county, and state partners with concurrent education and outreach responsibilities. Our team will continuously look for opportunities to partner on projects and use of resources with aligned goals and expand outreach through existing networks by maintaining regular communication with these partners.

*Task 3.1. Maintain CAC recruitment support.* We will contribute to maintaining a strong CAC membership and incorporate CAC recruitment efforts as needed using a combination of digital announcements (website and social media), in-person events, and direct mail campaigns throughout the year. Young Environmental will also continue to provide resources for CAC members to engage in recruitment.

*Task 3.2. Plan and facilitate CAC meetings.* To create effective meetings that accomplish their intended purpose, we will plan and facilitate regular meetings, co-create agendas with input from the LMRWD and CAC as directed by the Board, and submit meeting minutes for Board approval. Young Environmental can serve as a timekeeper and offer support in keeping conversations targeted and on message. As part of agenda development, Young Environmental may also organize guest speakers and visits to projects and high-value resource sites. Young Environmental and the CAC will formulate agendas with a blend of opportunities for local and regional learning, networking, and outreach. To plan for 2025, we will audit the effectiveness of monthly meetings and explore models for frequency and venues (i.e., virtual and in-person) that are most engaging to recruiting and retaining members. This audit will explore the CAC's availability and align activities with the most return on investment to create an active group that lends unique talents to the LMRWD's mission. We will also promote the adoption of roles defined in the bylaws—chair, vice-chair, and secretary—to improve meeting function. *Sixty percent of the CAC's efforts will focus on providing quarterly reports and recommendations to the Board of Managers to align with the LMRWD's key initiatives. The remaining 40 percent will focus on outreach initiatives, particularly in collaboration with partner organizations.*

*Task 3.3. TAC and CAC assistance.* Provide communications support such as fielding questions or providing technical information to make necessary mission-related connections among the TAC, CAC, Board of Managers, and LMRWD staff. Young Environmental will draft technical memos and requests to formalize recommendations and requests from the CAC to the Board of Managers. In support of the TAC, we may employ regular meetings or communication to ensure that relevant education and outreach is occurring and that we are not duplicating work already done through existing programs (i.e., municipal separate storm sewer requirements). We will continue to coordinate with TAC members to ensure they align with LMRWD news, issues, projects and solutions, and opportunities for partnership. *Integrate River Watch and monitoring programs with Soil and Water Conservation Districts to ensure cohesive data collection and promote broader participation involving schools and local organizations.*

*Task 3.4. Develop and maintain CAC roles and responsibilities.* Young Environmental will work closely with the CAC to define and establish clear roles and responsibilities that empower members to contribute independently to the LMRWD’s mission. CAC members will take on various responsibilities, including representing the LMRWD at community events to promote initiatives and engage directly with the public, facilitating informal public tours of project and resource sites to enhance community understanding of water resource management, and conducting outreach activities on watershed best practices. They will also promote key LMRWD initiatives such as the mini-grant program through both digital and in-person outreach. Additionally, CAC members will assist in tracking and addressing recurring issues from the public and summarizing them for consideration by the Board of Managers. The CAC will also play a key role in recruitment efforts to expand membership and will support the development of localized educational resources and public outreach campaigns.

Young Environmental will provide templates and supportive structures and materials for the CAC to build familiarity and routines for the resulting roles and responsibilities. We will create a calendar of meetings and coordinate with both the Board and TAC to maintain the flow of communication annually. Young Environmental and the CAC will codevelop this effort in 2025, potentially developing subcommittees that the CAC and the Board identify. Young Environmental will serve as an editor to formalize and publish materials, ensuring that items are technically sound and compliant with LMRWD branding.

## **Objective 4. Facilitate Schools Engagement**

### ***Target Audiences: Youth and Educators***

School-age youth and college students are a primary targeted audience for education and outreach. Education not only involves community members in watershed management from a young age, but it also provides inroads to other adult family members who can take action. Throughout the previous years, Young Environmental has actively built a mailing list of educators within and surrounding the LMRWD and continued to gain more traction for mini-grant opportunities. We recommend a systematic approach that packages curriculum, resources, and grant opportunities to local educators, allowing replicable outreach to multiple schools rather than infrequent one-off events. Our team can also serve as a conduit to connect educators with resources such as local county technical partners and nonprofit organizations.

*Task 4.1. Develop formal education resources.* Develop water resource curriculum and supplemental educational resources for students within our partner cities to grow and expand our relationship with schools. Young Environmental will develop education plans for the 2024–2025



and 2025–2026 academic years. Resources may include strategies such as a DIY curriculum for teachers, local resources such as county and state education tools, and/or local guest speakers. Based on CAC discussion, consider outreach to colleges in the district with environmental programs.

*Task 4.2. Administer mini-grant program.* Evaluate proposals, award grants, and compile reports and reimbursement requests for the educator mini-grant program. Young Environmental and the CAC will collaborate on grant promotion, planning, and the sharing of success stories. *Collaborate with partner organizations to use microgrants for expanding their reach within our district rather than run the mini-grant program independently. This could support watershed monitoring projects, educational programs, or habitat restoration efforts. Launch two joint projects annually in collaboration with partner organizations and expand existing programs.*

## **Objective 5. Sponsorships**

As part of the overall education and outreach budget, the LMRWD contributes a number of sponsorships. Young Environmental typically does not provide services related to sponsorships; however, we will publicize them as part of Objective 2.

*Task 5.1. Sponsorship support.* The LMRWD will continue its membership in and support of the **Scott County Water Education Program.**

*Task 5.2. Sponsorship support.* The LMRWD will continue its sponsorship of the **Minnesota River Congress.**

*Task 5.3. Sponsorship support.* The LMRWD will continue its sponsorship of the **Salt Symposium and Water Summit events.**

*Task 5.4. Sponsorship support.* The LMRWD will continue its sponsorship of the **Metro Children’s Water Festival.**

*Task 5.5. Sponsorship support.* The LMRWD will continue its membership in and support of the **Friends of the Minnesota (MN) Valley River Watch.**

*Task 5.6. Sponsorship support.* The LMRWD will continue its membership in and support of the **Coalition for a Clean MN River.**

<b>Task</b>	<b>Deliverable description</b>	<b>Measurable (if applicable)</b>	<b>Budget</b>
<b>Objective 1: Project Management and Board of Managers Coordination</b>			
1.1	Maintain work plan, tasks, schedule, and invoicing	Monthly invoices	\$10,000
1.2	Digital survey	Two per year	
1.3	Quarterly updates	Four per year	

<b>Task</b>	<b>Deliverable description</b>	<b>Measurable (if applicable)</b>	<b>Budget</b>
1.4	Maintain outreach strategy per work plan, reference as needed	N/A	
1.5	Printing, postage, tabling materials, and other expenses (\$5,000)	Printing, mileage, and supply expenses (as needed).	
<b>Objective 2: Districtwide Education and Outreach</b>			
2.1	Minnesota River boat tour (\$4,000)	One boat tour	\$44,700
2.2	Adaptable community outreach and engagement for high-profile issues and special resources (\$15,000)	Minimum one fen outreach campaign per permitting or earth moving activities; other campaigns as needed and relevant	
2.3	Maintain social media accounts (\$10,000)	Minimum of four campaigns per year with minimum three posts per campaign, one content calendar	
2.4	Maintain content updates on website (\$5,700)	Monthly content contributions, updates, or housekeeping as needed	
2.5	District signage (\$10,000)	Minimum of three permanent or temporary signs per year	
<b>Objective 3: Empowering Successful Advisory Committees</b>			
3.1	Recruitment efforts and resources to CAC members for recruitment	Minimum of six recruitment efforts per year	\$15,000
3.2	Facilitate CAC meetings	Minimum of eight CAC meetings and minutes per year	
3.3	CAC assistance	On call	
3.4	Develop CAC roles and responsibilities	Minimum of five role outlines	
<b>Objective 3: Facilitate Schools Engagement</b>			
4.1	Develop formal education resources	Minimum of five DIY teacher activities, minimum of five local partnership opportunities	\$15,000
4.2	Administer mini-grant program	Essential tasks according to number of grant applications	
<b>Objective 5: Sponsorships</b>			

<b>Task</b>	<b>Deliverable description</b>	<b>Measurable (if applicable)</b>	<b>Budget</b>
5.1	Scott County Water Education Program	Outside of Young Environmental Work Plan	\$7,500
5.2	Sponsorship of MN River Congress	Outside of Young Environmental Work Plan	\$400
5.3	Sponsorship of Salt Symposium and Water Summit	Outside of Young Environmental Work Plan	\$500
5.4	Sponsorship of Metro Children's Water Festival	Outside of Young Environmental Work Plan	\$1,650
5.5	Friends of the MN Valley River Watch	Outside of Young Environmental Work Plan	\$20,000
5.6	Coalition for a Clean MN River	Outside of Young Environmental Work Plan	\$5,000
Young Environmental/Consultant Services			<b>\$84,700</b>
Total LMRWD Education and Outreach Budget			<b>\$150,000</b>

LOWER MINNESOTA RIVER WATERSHED DISTRICT

**Water Resources Restoration Fund**

Work Plan—October 2, 2024

*This broad-based fund implements Goals 2 and 3 of the Watershed Management Plan to protect, improve, and restore surface water and groundwater quality within the Lower Minnesota River Watershed District (LMRWD). This program will fund projects sponsored by local government units (LGUs) that reduce urban nonpoint source pollution, improve and protect groundwater quality, and promote surveys and studies of wetland (fen) health and management.*

**Summary**

<i>Outcome:</i>	Award project grant funds to eligible LGU projects in 2025
<i>Project Partners:</i>	LGUs within the LMRWD
<i>Timeline for Completion:</i>	January 2025–December 2025
<i>Total Fees:</i>	\$ up to 10,000
<i>Total Expenses:</i>	\$90,000
<i>Total Project Budget:</i>	\$100,000

**Objective 1. Program Administration**

*Task 1-1: Program administration.* LMRWD staff will use funding criteria developed in 2023 to solicit applications for funding requests and review eligible projects in 2025. Staff will prepare a technical memorandum to summarize applications received and provide recommendations to the board of managers to award the funds.

This is a summary of the review process and funding of Water Resources Restoration Fund applications:

1. The Water Resources Restoration Fund application materials that Young Environmental developed for 2024 will be reused in 2025.
2. Application materials will be distributed to LGUs within the LMRWD by Friday, January 10, 2025.
3. LGUs will have until Friday, February 28, 2025, to submit a completed Water Resources Restoration Fund application.
4. Young Environmental will review eligible, complete applications according to the criteria and scoring metrics that have been developed.
5. Young Environmental will provide a funding recommendation to the LMRWD Board of Managers, in accordance with Table 1, at the April 2025 board meeting.

Table 1. LMRWD Funding Request Scoring Priority

Project Score	Priority	Recommended Action
0–19	Low	Do not recommend funding the request at this time; additional information may be needed to evaluate the potential project more fully.
20–40	Low-to-moderate	Work with project sponsors to incorporate more LMRWD goals, policies, or strategies.
41–61	Moderate-to-high	Consider partial funding requests, with funding amount and design components that align with LMRWD priorities.
62–82	High	Recommend full funding request as presented.

The following items will be completed for each project that is awarded funds:

1. The LMRWD Board of Managers will vote on the funding recommendations. After a funding request has been approved, the LMRWD and the LGU will execute a grant contract and maintenance agreement that Young Environmental will develop.
2. After both parties have signed the agreement, the LMRWD will provide funding on a reimbursement basis when receipts and summaries are submitted, up to 25 percent of the total project cost. Young Environmental will review summaries to ensure the work is performed as part of the grant contract. No invoices of work completed prior to an executed agreement may be submitted to the LMRWD for reimbursement.
3. For applicable construction projects, a site visit will be required to document project status and ensure the work is being performed in compliance with the grant contract.
4. The LMRWD will hold 10 percent of the funds until the project is successfully completed and a final report is submitted.

*Timeline for Completion:* January 2025–December 2025

*Deliverables:* Invoices and project updates, funding recommendations, and grant contracts and agreements

*Estimated Budget:* \$ up to 10,000

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Fen Stewardship Program

Work Plan—October 2, 2024

*The Lower Minnesota River Watershed District (LMRWD), in partnership with the Minnesota Department of Natural Resources (MnDNR), developed a fen stewardship program for fens within the district. In 2025, LMRWD allocated funds for fen stewardship to implement the actions defined in the completed stewardship plans, including but not limited to ongoing monitoring and mapping efforts, public engagement, and vegetation management.*

#### **Summary**

*Outcome:* Completion of drain tile mapping at Gun Club and Savage Fens; reconvening Fen Technical Work Group and holding two meetings; completion of invasive species mapping and development of fen invasive species management plans (which includes strategies) for Gun Club, Nicols, Seminary, and Savage Fens.

*Project Partners:* MnDNR, Metropolitan Council

*Timeline for Completion:* January 2025–December 2025

*Total Project Budget:* \$85,000

#### **Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize the work plan, assign project tasks and determine additional resources needed, set dates for deliverables, and generate and maintain project schedule and budget.

*Task 1-2: Contract management.* Young Environmental will provide contract management support, including procuring and awarding a contract for fen invasive species mapping and managing the contract throughout the project.

*Task 1-3: Coordination with the MnDNR.* Young Environmental will organize two meetings with the MnDNR to prioritize implementation strategies and timelines as well as pool resources to address actions from the completed stewardship plans. The first meeting will reaffirm the scope of the work and review data needs, and the second meeting will discuss findings and recommendations with MnDNR staff.

*Timeline for Completion:* January 2025–December 2025

*Deliverables:* Project plan and schedule, meeting agendas and summaries, completed contract document with consultants for board consideration as necessary, invoices, and project updates.

*Estimated Budget:* \$8,500

## **Objective 2. Mapping**

*Task 2-1: Drain tile mapping.* Young Environmental staff will utilize GPS equipment to conduct drain tile mapping within Gun Club North, Gun Club South, and Savage Fen. This information will be placed into ArcGIS, with the intent to use the data in future planning efforts to assess whether existing drain tiles alter the hydrology of the fen. This effort is a crucial tool for protecting and preserving fen resources because drain tiles can disrupt the balance of water flow by artificially lowering water levels and altering the natural hydrology of the fen.

*Timeline for Completion:* January 2025–December 2025

*Deliverables:* Drain tile maps for Gun Club North, Gun Club South, and Savage Fen.

*Estimated Budget:* \$24,500

## **Objective 3. Fen Technical Work Group Coordination**

*Task 3-1: Stewardship plan engagement.* Young Environmental staff will hold two meetings with stakeholders to discuss ongoing stewardship plans and activities. These meetings will be held in conjunction with existing community events to increase participation.

*Task 3-2: Fen work group.* Young Environmental staff will hold two Fen Technical Work Group meetings with the intent of coordinating and discussing past, present, and future work as it relates to the fens, reviewing gaps and issues/concerns, and discussing potential resources available (including funding and staff) and opportunities to collaborate.

*Timeline for Completion:* January 2025–December 2025

*Deliverables:* Agendas and meeting summaries and supplemental reports.

*Estimated Budget:* \$2,000

## **Objective 4. Fen Invasive Species Management Program**

*Task 4-1: Plan and program development.* As outlined in the stewardship strategies, Young Environmental staff will develop a tiered approach to control invasive species in Gun Club, Nicols, Seminary, and Savage fens. This approach will involve mapping and identifying invasive species (including buckthorn) at each fen site and creating a comprehensive management plan that includes both short-term and long-term strategies to address ongoing issues. The mapping will serve as a baseline for determining the severity of the invasives. The developed plans will include a management approach that will be scaled based on severity and magnitude and consider future long-term management options for continued success. At the end of the plan development, Young Environmental will hold a meeting with LMRWD and MnDNR staff to discuss results and options to move forward, including the development of a fen invasive species management program (as noted in the stewardship strategies).

*Task 4-2: Develop a draft fen invasive species management plan.* Young Environmental will develop a draft fen invasive species management plan for each fen, which will include strategies

and future actions to aid in successful removal of invasive species at each fen. Each plan will be provided to MnDNR and LMRWD for review.

*Task 4-3: Develop a final fen invasive species management plan.* Submit the final plan to the District and the MnDNR, incorporating the written feedback from Task 4-2.

*Timeline for Completion:* January 2025–December 2025

*Deliverables:* Invasive species mapping at Gun Club, Nicols, Seminary, and Savage Fens; development of invasive species management plans; and agenda and summary from LMRWD and MnDNR meeting.

*Estimated Budget:* \$50,000



## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Gully Restoration Feasibility Studies

Work Plan – October 2, 2024

*In 2023 the Lower Minnesota River Watershed District (LMRWD) reevaluated 315 gullies through a field assessment and gully ranking process to identify gullies in the district that should be prioritized for restoration. We will conduct a restoration feasibility study for the recommended gullies. In addition to the feasibility studies, the survey identified additional gullies and inaccessible gullies as part of the 2024 gully assessment and required field survey. In 2024 a feasibility study should be completed for Shakopee Gully 16 (SHK16), which will lead to a final design by a consultant from the engineering pool.*

#### **Summary**

*Outcome:* Conduct feasibility studies for prioritized gullies, add gullies to the LMRWD gully inventory, and complete the final design for Gully SHK16

*Project Partners:* Minnesota Department of Natural Resources (MnDNR), US Fish and Wildlife Service (USFWS), Cities and Counties of LMRWD

*Timeline for Completion:* January 2025–December 2025

*Total Project Budget:* \$160,000

#### **Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize work plan, assign project tasks, determine whether additional resources are needed, set dates for deliverables, generate and maintain project schedule, and perform monthly invoicing.

*Timeline for Completion:* January 2025–December 2025

*Deliverables:* Project approach and schedule, invoices, and project updates

*Estimated Budget:* \$5,000

#### **Objective 2. Coordination with Project Partners**

*Task 2-1: Municipal meetings.* In 2023 Young Environmental prioritized gullies in the district for restoration. Young Environmental will host meetings with LMRWD partner municipalities to discuss these gullies to determine if 2023 recommendations align with City goals and priorities. The purpose of this task is to identify overlapping efforts being completed by the Cities and determine if the Cities are interested in partnering on a feasibility study or restoration project. This task includes developing meeting agendas and summaries.

*Timeline for Completion:* January 2025–December 2025

*Deliverables:* Meeting agendas and summaries

*Estimated Budget:* \$6,000

### **Objective 3. Gully Feasibility Studies**

The team will complete each of the recommended gully restoration sites based on the outcomes from Objective 2.

*Task 3-1: Desktop analysis.* Use available background resource information to identify potential causes of gully erosion and gain a holistic perspective of important factors in gully erosion. Contact property owner to assess progression of gully erosion and determine primary issues and concerns.

*Task 3-2: Field condition assessment.* Conduct site visit at gully to collect photographs, waypoint locations, and notes detailing area conditions by using field collection sheets. Determine if drone imagery may be helpful to fully assess site conditions.

*Task 3-3: Hydrologic and hydraulic modeling.* Evaluate historic and current drainage area to determine if recent changes may be contributing to erosion. Utilize publicly available LiDAR data to build hydraulic model to further assess current gully stability and potential continued erosion to inform proposed restoration design.

*Task 3-4: Restoration design practices.* Identify primary cause of erosion based on desktop analysis, field assessment, and hydraulic analysis. Determine appropriate restoration and stabilization practices to address gully erosion and provide an engineer's opinion of probable costs of recommended restoration design.

*Task 3-5: Feasibility study report.* Develop a feasibility report to document data collection, methods and software used, analysis results, and recommendations for stabilization based on concept drawings. Submit draft memo to LMRWD and project partners for consideration and written feedback for incorporation into final report.

*Timeline for Completion:* January 2025–October 2025

*Deliverables:* Maps, photographs, field notes and collection sheets, survey data, topographic map, hydraulic model, geomorphic assessment, engineer's opinion of probable cost, draft report, and final report

*Estimated Budget:* \$27,000/gully feasibility study (planning for two studies for a total of \$54,000)

### **Objective 4. Gully Inventory**

*Task 4-1: Gully Field Survey.* As part of the 2024 gully assessment, LiDAR (updated in 2023) was reviewed to identify gullies in the watershed district that have not yet been inventoried. Additionally, Young Environmental, in partnership with property owners and municipal partners, identified access routes for inaccessible gullies during the 2023 Gully Inventory. This task includes conducting a field survey of the newly identified gullies and previously inaccessible gullies and adding them to the LMRWD Gully Inventory. We will share the new surveys with LMRWD municipal partners. We recommend that field surveys be conducted in the fall after leaf-off to avoid access being obstructed by heavy vegetation.

*Timeline for Completion:* October 2025–December 2025

*Deliverables:* Outfall assessment, LiDAR comparison, accessibility assessment

*Estimated Budget:* \$10,000

### **Objective 5. Final Design of Gully Restoration at SHK16**

*Task 5-1: Request for proposal.* Young Environmental will develop a request for design and construction for the LMRWD consultant pool, review proposals, and recommend the best consultant to move forward for the final design of gully restoration at SHK16. LMRWD will execute the consultant contract, and Young Environmental will manage it, including specific deliverables.

*Task 5-2: Project kickoff meeting.* After choosing a consultant for design, Young Environmental will host a project kickoff meeting with the LMRWD and the consultant to introduce the project team, reaffirm or modify work scope and schedule, and review preliminary data needs. This task includes developing a meeting agenda and summary.

*Task 5-3: Data collection and topographic survey.* Use available background resource information and modeling developed as part of the SHK16 Gully Feasibility Study in 2024. Verify and update data as needed. If necessary, complete a topographic survey to support detailed design development and hydraulic updates.

*Task 5-4: Engineering design.* This task includes using the data collected in Task 5-3 to support the development of final design plans for stabilization measures at gully SHK16, final specifications, preparation of a technical design memorandum, and engineer's opinion of probable construction costs (EOPCC). The engineering consultant selected from the LMRWD pool will be expected to submit 60 percent, 90 percent, and final plans to the LMRWD for review and concurrence. Additionally, we will update the hydraulic model from the feasibility study with survey information and develop a model based on the proposed stabilization measures.

*Task 5-5: Permits.* This task includes preparation and submission of appropriate permit applications based on final design plans. The engineering consultant will coordinate with identified permitting agencies to present the project and confirm permit requirements and timelines as well as reconcile agency comments to meet permit requirements.

*Task 5-6: Design review.* Young Environmental will review the design, hydraulic model, and construction plans and provide comments and feedback for incorporation. Reviews will be completed at 60 percent, 90 percent, and final submittal. Young Environmental will work closely with consultant to ensure that LMRWD scope and goals are met.

*Timeline for Completion:* March–December 2025

*Deliverables:* Final construction plans, hydraulic modeling, EOPCC, specifications, technical design memorandum, permit applications

*Budget:* \$85,000 (Young Environmental Budget: \$5,000 and **Consultant Budget: \$80,000**)

LOWER MINNESOTA RIVER WATERSHED DISTRICT

**Spring Creek Sites 1 and 2 Stabilization Project—Construction**

Work Plan—October 2, 2024

The Spring Creek Sites 1 and 2 Stabilization Project (Project) is in the City of Carver. Site 1 is located at 112 5th Street West, and Site 2 is located at 404 Broadway. In 2023, the Lower Minnesota River Watershed District (LMRWD) awarded the design for final construction plans for the stabilization of Sites 1 and 2 to ISG Inc., a firm from the LMRWD consultant pool. This work plan focuses on construction of the bank stabilization measures at Spring Creeks Sites 1 and 2, proposed from the design prepared by ISG.

**Summary**

*Outcome:* Construction of bank stabilization measures at Spring Creek Sites 1 and 2

*Project Partners:* Sites 1 and 2 landowners; Carver Soil and Water Conservation District (SWCD); engineering consultant (ISG); and contractor (TBD)

*Timeline for Completion:* January 2025–June 2025

*Total Project Budget:* \$110,000

**Objective 1. Construction**

This work plan covers the construction of the Project. Funding for construction administration tasks from the 2023 work plan will carry over into 2025.

*Task 1-1: Project Construction.* This task includes the construction activities necessary to build the project to permitted and approved design specifications. Depending on the final construction cost, the Project may need to be completed in phases. Winter construction is recommended.

*Timeline for Completion:* Construction will be completed in the winter during low flows. Vegetation planting and establishment will extend through late spring 2025.

*Estimated Budget:* \$110,000

## **LOWER MINNESOTA RIVER WATERSHED DISTRICT**

### **Sustainable Lake Management Plans of Trout Lakes in District**

Work Plan, October 2, 2024

*The Lower Minnesota River Watershed District (LMRWD), in partnership with the cities of Shakopee and Chaska, has developed sustainable lake management plans for Courthouse, Brickyard Clayhole, and Quarry Lakes. In 2025, were allocated to implement the actions identified in these plans, including but not limited to assessing the shoreline condition of Quarry Lake, reviewing and adjusting the high-value resource area for Quarry Lake, and conducting bathymetric surveys on each lake.*

#### **Summary**

*Outcome:* Completion of the request for proposal and execution of the consultant contract; bathymetric survey work at Quarry, Brickyard Clayhole, and Courthouse Lakes; and the shoreline assessment mapping and finalization of the shoreline assessment memo provided to the LMRWD.

*Project Partners:* Minnesota Department of Natural Resources (MnDNR), Metropolitan Council, and Cities of Shakopee and Chaska

*Timeline for Completion:* January 2025–October 2025

*Total Project Budget:* \$55,000

#### **Objective 1. Project Management**

*Task 1.1: Project Plan Development and Project Management.* Finalize the work plan, assign project tasks, and determine necessary additional resources. In addition, specify dates for deliverables and generate and maintain the project schedule. If necessary, Young Environmental will provide contract management, including procuring, awarding, and monitoring contracts supporting the project.

*Timeline for Completion:* January 2025–October 2025

*Deliverables:* Project plan and schedule, invoices, and project updates

*Estimated Budget:* \$5,500

#### **Objective 2. Bathymetric Survey**

*Task 2.1: Request for Proposal.* Young Environmental will develop a request for proposal for the bathymetric survey work at Quarry, Brickyard Clayhole, and Courthouse Lakes. Young Environmental will also review proposals, recommend a consultant, and administer the consultant's contract, including specifying the required deliverables.

*Task 2.2: Depth Sounding and Bathymetric Survey.* The consultant will conduct surveys to determine the maximum depth, create detailed maps, and assess general features. The survey will also measure the depth at various points (as recommended by industry standards) and analyze the collected data to create depth profiles and contour maps.

*Timeline for Completion:* May 2025–September 2025

*Deliverables:* Bathymetric maps, depth profiles, and a report summarizing the findings for Quarry, Brickyard Clayhole, and Courthouse Lakes.

*Estimated Budget:* \$32,500–\$37,500

### **Objective 3. Assess Shoreline Conditions**

*Task 3.1: Assess Shoreline Conditions.* Young Environmental will first gather background information by analyzing existing lidar data. Once completed, Young Environmental will validate the shoreline conditions. Quarry Lake is a 70-acre, MnDNR-designated trout lake. Staff from MnDNR’s Restore Your Shore Program will supervise Young Environmental as it validates the shoreline conditions.

*Task 3.2: Draft Shoreline Assessment Memo.* Young Environmental will develop a draft memo that includes a description of the assessment methodology, results of the assessment and mapping, and future recommendations.

*Task 3.3: Finalize Shoreline Assessment Memo.* Young Environmental will incorporate comments and finalize the shoreline assessment memo.

*Timeline for Completion:* May 2025–September 2025

*Deliverables:* Shoreline assessment mapping and shoreline assessment memo with recommendations for Quarry Lake

*Estimated Budget:* \$12,000

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### **Individual Project Permit Program**

Work Plan—October 2, 2024

*On February 19, 2020, the Lower Minnesota River Watershed District (LMRWD) Board of Managers adopted rules to govern soil erosion and sediment control, floodplain and drainage alteration, stormwater management, and development on steep slopes within the boundaries of the district. The board adopted these rules to protect the public's health and welfare as well as the natural resources of the district. Young Environmental oversees the permitting program that enforces these rules. An individual permit is required for projects the Minnesota Department of Transportation proposes as well as all projects occurring in the Fort Snelling Historic District or other unincorporated areas of the district (i.e., where there is no local government unit exercising official controls).*

#### **Summary**

*Outcome:* Issue individual permits to qualifying projects that comply with watershed district rules and protect the health of water and natural resources within the LMRWD.

*Project Partners:* Landowners in the LMRWD, LMRWD municipalities, other regulating agencies

*Timeline for Completion:* January 2025–December 2025

#### **Task 1. Pre-Application Meetings**

Applicants are strongly advised to contact the LMRWD early in the project development process. This early contact allows for a nonbinding, informal review to assess conformity with LMRWD rules. Task 1 includes scheduling and hosting pre-application meetings with potential applicants to the LMRWD individual permit program. In addition to attending the meeting, Young Environmental may need to review project documents and materials before and after the meeting to address applicant questions. Young Environmental will take notes during the meeting and share a concise summary with all attendees via email.

*Deliverables:* Meeting agendas, meeting notes and summaries, and email correspondence

#### **Task 2. Completeness Review**

All permit applications must include a completed application form, all required exhibits, and a check (if applicable). Upon receipt of a permit application, Young Environmental sends an acknowledgement email to the applicant notifying them of the 15-business-day timeline for a completeness review. After we download the permit application materials, we perform a completeness review. The completeness review involves identifying the LMRWD rules that the project triggers and using the associated required exhibits and information that are outlined in the

applicable rules to determine if the applicant has submitted all the appropriate materials. Incomplete applications will be returned to the applicant within 15 business days with a request for additional information. Upon receipt of a complete application, Young Environmental will proceed to a more detailed review as outlined in Task 3. The completeness review includes regular communication with the applicant through emails, phone calls, and meetings.

*Deliverables:* Acknowledgement email, meeting agendas, meeting notes and summaries, completeness review spreadsheet, and email correspondence

### **Task 3. Project Evaluation**

After a complete application is received, Young Environmental can begin a more detailed review of the project to determine whether the project complies with LMRWD rules. Depending on the complexity of the project, project evaluation includes review of one or more of the following project materials:

- Project narrative
- Stormwater management plan
- Construction plans (grading plans, storm sewer plans, plan and profiles, erosion and sediment control plans, etc.)
- Hydrologic and hydraulic models (HydroCAD, XPSWMM, HEC-RAS)
- No-rise certification memo
- SWPPP

If a project fails to comply with the LMRWD rules, Young Environmental will notify the applicant of the deficiencies and request necessary information or modifications to guide the applicants toward compliance. Throughout the project evaluation process, we will maintain regular communication with the applicant through email, phone calls, and meetings. For projects that comply with LMRWD rules, Young Environmental will notify the applicant and prepare a technical memorandum detailing the proposed project and its adherence to LMRWD regulations. Additionally, the memorandum will feature at least one location map created in ArcGIS Pro, highlighting the proposed project's location and key components.

*Deliverables:* Meeting agendas, meeting notes and summaries, technical memorandum, location map(s), and email correspondence

### **Task 4. Board Recommendation**

The technical memorandum prepared by Young Environmental in Task 3 will include a recommendation for project approval, conditional approval, or denial. The memorandum will be circulated to the board of managers prior to the LMRWD board meeting for review. If the board of managers approves the project, Young Environmental will issue the permit. For conditional approval, Young Environmental will inform the applicant of the necessary requirements for permit issuance. In the case of denial, the applicant will be notified of their option to resubmit a permit application if they wish to make revisions and attempt to comply with LMRWD rules.

*Deliverables:* Board recommendations, email correspondence, permits



## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### **Municipal Permit Program**

Work Plan—October 2, 2024

*On February 19, 2020, the LMRWD Board of Managers adopted rules to govern soil erosion and sediment control, floodplain and drainage alteration, stormwater management, and development on steep slopes within the boundaries of the district. These rules were adopted to protect the public's health and welfare as well as the district's natural resources. Young Environmental oversees the permitting program that enforces these rules. The municipal local government unit (LGU) permit allows local municipalities to issue permits and manage actions as the primary permitting authority and allows the LMRWD to act in the event the LGUs are unable to permit.*

#### **Summary**

*Outcome:* Provide a Municipal LGU permit to qualifying LGUs that comply with watershed district rules and protect the health of LMRWD water resources.

*Project Partners:* LMRWD municipalities and LGUs

*Timeline for Completion:* January 2025 – December 2025

#### **Task 1. Pre-application Meetings**

Applicants are strongly advised to contact the LMRWD before beginning the official application process to allow for nonbinding information review of the official controls. This task includes scheduling and hosting pre-application meetings with potential LGU permit applicants. In addition to attending the meeting, Young Environmental may need to review official control documents before and after the meeting to address applicant questions. Young Environmental will take notes during the meeting and share a concise summary with all attendees via email.

*Deliverables:* Meeting agendas, meeting notes and summaries, and email correspondence

#### **Task 2. Official Control and Standards Review**

LGUs that wish to obtain a municipal permit must submit a permit application that addresses how they intend to implement and enforce the LMRWD rules through official controls. All municipal permit applications must include a completed application form and all required exhibits. Upon receipt of a municipal permit application, Young Environmental will send an acknowledgement email to the applicant notifying them of the 15 business day timeline for a completeness review. After we download the permit application materials, we perform a completeness review. The completeness review involves identifying the LMRWD rules that the LGU is requesting a municipal permit for and determining if the applicant has submitted all the appropriate materials. Incomplete applications will be returned to the applicant within 15 business days with a request for additional information. Upon receipt of a complete application, Young Environmental will proceed to a more detailed review of the LGU's official controls as

outlined in Task 3. The completeness review involves regular communication with the applicant through emails, phone calls, and meetings.

*Deliverables:* Acknowledgement email, meeting agendas, meeting notes and summaries, and email correspondence

### **Task 3. Project Evaluation**

After a complete application is received, Young Environmental can begin a more detailed review of the LGU's official controls to determine whether the LGU has implemented the appropriate mechanisms to enforce LMRWD rules. If an LGU's official controls fail to comply with the LMRWD rules, Young Environmental will notify the LGU of the deficiencies and request necessary information or modifications to guide the LGU toward compliance. Throughout the project evaluation process, we will maintain regular communication with the applicant through emails, phone calls, and meetings. For LGUs that comply with LMRWD rules, Young Environmental will notify the LGU and prepare a technical memorandum detailing the LGU's official controls and standards and their adherence to LMRWD regulations.

*Deliverables:* Meeting agendas, meeting notes and summaries, technical memorandum, official controls review table, and email correspondence

### **Task 4. LGU Permit Program Audit**

Young Environmental will perform regular audits of the LGUs to maintain continuous compliance with and efficacy of the Municipal LGU permit program. These audits will assess whether the LGUs continue to implement and enforce the LMRWD rules appropriately. The audit process will include the review of documentation, site visits, and interviews with key personnel. Young Environmental will prepare an audit report summarizing the findings and provide recommendations for any necessary improvements.

*Deliverables:* Audit schedules, audit reports, meeting notes and summaries, and email correspondence

### **Task 5. Board Recommendation**

The technical memorandum prepared by Young Environmental in Task 3 will include a recommendation for municipal permit approval, conditional approval, or denial. The memorandum will be circulated to the board of managers prior to the LMRWD board meeting for review. If the board of managers approves the municipal permit, Young Environmental will issue the permit. For conditional approval, Young Environmental will inform the LGU of the necessary requirements for permit issuance. In the case of denial, the LGU will be notified of their option to resubmit a permit application if they wish to make revisions to better comply with LMRWD rules.

*Deliverables:* Board recommendations, email correspondence, permits

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Minnesota River Study Area 3 Bluff Stabilization Project—Construction

Work Plan—October 2, 2024

Area 3 is located on the north bank of the Minnesota River in the City of Eden Prairie. Previously, the Lower Minnesota River Watershed District (LMRWD) contracted Inter-Fluve to develop 90% plans to address the bluff slope stability, riverbank erosion, and removal of the City of Eden Prairie’s failed stormwater pond. This work plan will build on previous tasks to advance the Area 3 stabilization measures to final design, permitting, and initiation of construction.

#### **Summary**

<i>Outcome:</i>	Construction of bank stabilization measures at Area 3
<i>Project Partners:</i>	City of Eden Prairie, United States Army Corps of Engineers, Inter-Fluve, Houston Engineering Inc., 106 Group, Barr Engineering
<i>Timeline for Completion:</i>	January 2024–December 2024
<i>Total Consultant Fees:</i>	\$220,000
<i>Total Young Environmental Fees:</i>	\$40,000
<i>Construction Costs:</i>	\$40,000
<i>Total Project Budget:</i>	\$300,000

#### **Objective 1. Project Management**

*Task 1-1: Project plan updates and project management.* Young Environmental will update the project plan from 2023 to assign new project tasks, determine whether additional resources are needed, set dates for deliverables, generate and maintain a project schedule, and conduct monthly invoicing.

*Task 1-2: Contract management.* Young Environmental will provide contract management support including procuring, awarding, and monitoring contracts with consultants supporting the project, including Barr Engineering, Inter-Fluve, Houston Engineering, and 106 Group. As part of the State of Minnesota Capital Grant appropriated to the Area 3 project, Young Environmental will complete all tasks necessary to obtain the funds. This includes providing information requested by the state agency, handling payment requests, and completing all necessary grant reporting.

*Timeline for Completion:* January 2025–December 2025

*Deliverables:* Project plan and schedule, executed contract with engineering consultants, meeting agendas and summaries, grant applications, invoices, and board updates

*Young Environmental Budget: \$12,000*

### **Objective 2. Permitting**

*Task 2-1: Permit applications and regulatory agency coordination.* Young Environmental will continue to correspond as necessary with regulatory agencies to keep them informed about project updates as the project moves through the 90% and 100% plans. Young Environmental will submit 90% and final construction plans to the appropriate agencies for final approval.

*Timeline for completion: January 2025—June 2025*

*Deliverables: Permit applications, meeting agendas, and summary notes*

*Young Environmental Budget: \$7,000*

### **Objective 3. Final Engineering Design**

*Task 3-1: 100% design package.* Inter-Fluve will update the 90% design plans to final 100% construction plans. Inter-Fluve will conduct a construction survey; finalize the design; and update construction drawings, the engineer's cost estimate, and specifications. Houston Engineering will update the 90% design plans to final 100% construction plans for the storm sewer outlet.

*Task 3-2: 100% design package review.* Young Environmental will review the final design package, including revisions to construction plans, the design memorandum, technical specifications, and the engineer's cost estimate to ensure all previous comments from LMRWD, stakeholders, and regulatory agencies have been addressed. Young Environmental will work closely with the consultants to ensure that LMRWD's scope and goals are being met.

*Task 3-3: Coordination with project team.* Young Environmental will host and facilitate up to two meetings with the consultants at the final submittal to communicate project progress, discuss issues encountered, develop potential solutions, and share any new information. This task also includes coordination with consultants throughout 100% plan development.

*Timeline for Completion: January 2025–June 2025*

*Deliverables: Final construction plans, specifications, and technical design memorandum*

*Young Environmental Budget: \$11,000*

*Consultant Budget: \$70,000*

### **Objective 4. Construction Administration**

*Task 4-1: Preparation of bid package.* Inter-Fluve will prepare the bid package for advertisement. The bid package will include all relevant specifications, contract documents, and final signed construction plans. Inter-Fluve will coordinate an on-site pre-bid meeting, answer bidder's questions, issue addenda, and review bids for conformation with bid requirements during the bidding process.

*Task 4-2: Bid opening.* Inter-Fluve will coordinate the bid opening, tabulate the bids, and coordinate the contract award and execution.

*Task 4-3: Construction administration.* Inter-Fluve will complete construction staking and receive and respond to contractor questions throughout construction. Their team will lead project inspection activities during construction, providing weekly summary reports.

*Task 4-4: Construction management.* Young Environmental will facilitate construction coordination activities to ensure the LMRWD's scope of work and goals are being met. This task includes attending the bid opening, recommending the best contractor for the project, facilitating document signatures, conducting site inspections to monitor project performance, and answering contractor and consultant questions when necessary. Depending on the requirements for cultural resource permitting in Task 2-1, state and federal regulations may require an archaeologist or tribal representative to be on-site during construction. If it is determined that this is necessary, an additional fee can be added to the work plan.

*Task 4-5: As-built survey.* Inter-Fluve will complete a final as-built survey and produce record drawings to document final constructed conditions.

*Task 4-6: Project closeout.* Young Environmental will complete a final inspection for construction conditions and coordinate changes prior to final payment. This task also includes construction contract closeout.

*Timeline for Completion:* March 2025–December 2025

*Deliverables:* Bid package, comment and addenda log, meeting summary and notes, construction summary reports, record drawings, and closeout documents

*Young Environmental Budget:* \$10,000

*Consultant Budget:* \$150,000

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### **Comprehensive Watershed Management Plan (CWMP) Initiation**

Work Plan—October 2, 2024

As required by M.S. 103B and 103D and Minnesota Rules 8410, the LMRWD staff is recommending this workplan to use leftover funds from the gullies inventory project. Approximately \$75,000 remains unused, providing an opportunity to update the Comprehensive Watershed Management Plan (CWMP) earlier than initially scheduled. The process will begin with the completion of an updated Land and Natural Resources Inventory, followed by a facilitated visioning process to establish priorities and set a strategic direction before engaging with communities and partnering agencies. The Board of Water and Soil Resources (BWSR) Metro Update process highlights the importance of early coordination, starting with a comprehensive inventory of land and water resources. This will include updating data on surface water, climate, precipitation, geology, water quality and quantity, groundwater, and other critical components. The updated inventory will guide subsequent phases of the CWMP and lay the foundation for an effective stakeholder engagement process.

#### **Summary**

*Outcome:* The updated Land and Natural Resources Inventory will provide a solid data foundation for the CWMP update, along with four facilitated workshops that will establish a clear vision and strategic direction for the district. The workplan will also yield a comprehensive stakeholder engagement framework, ensuring effective involvement from the Technical Advisory Committee (TAC), Citizen Advisory Committee (CAC), and other stakeholders. Additionally, a detailed project plan with regular board updates will maintain alignment and transparency, supporting a well-coordinated approach to effective watershed management.

*Project Partners:* BWSR, MPCA, MDH, MDA, MnDNR, Metropolitan Council, Cities, Counties

*Timeline for Completion:* January 2025–December 2025

*Total Project Budget:* \$75,000

#### **Objective 1: Project Management**

*Task 1-1: Project Plan Development, Gantt Chart, Board Updates, and Facilitation Consultant Management.* Develop a comprehensive project plan, assign project tasks, determine additional resources needed, set dates for deliverables, and generate and maintain a project schedule. Develop a Gantt chart outlining key milestones and accomplishments necessary for the CWMP update. Young Environmental will manage the project, including hiring and managing a

facilitation consultant as a subconsultant to conduct facilitated workshops. Regular updates will be provided to the board to ensure alignment and transparency throughout the planning process.

*Timeline for Completion:* January 2025–September 2025

*Deliverables:* Project plan, Gantt chart, schedule, board updates, invoices, and project updates

*Estimated Budget:* \$5,000

## **Objective 2: Consultant-Led Facilitation, Visioning, and Stakeholder Engagement Preparation**

*Task 2-1: Facilitation Services and Visioning Workshops.* Conduct a series of four facilitated workshops with board and staff (consulting staff) members. Young Environmental’s subconsultant will lead these workshops to initiate the CWMP update, capturing legacy data, identifying key issues, and guiding the board through a visioning process to establish shared goals and desired outcomes for the district.

*Timeline for Completion:* January 2025–August 2025

*Deliverables:* Four facilitated workshops, including agendas, meeting summaries, and a visioning document to guide subsequent planning phases

*Task 2-2: Stakeholder Mapping.* Conduct a stakeholder mapping exercise to determine the involvement of the Technical Advisory Committee (TAC), Citizen Advisory Committee (CAC), and other stakeholders. This will ensure inclusion of the right voices throughout the planning process.

*Timeline for Completion:* June 2025–August 2025

*Deliverables:* Stakeholder mapping report identifying TAC, CAC, and other key stakeholders

*Task 2-3: Engagement Approach Framework.* Develop an engagement approach framework aligned with the initial visioning outcomes. This framework will outline the structure, goals, and timeline for TAC, CAC, and community meetings, ensuring stakeholders are effectively engaged at the appropriate stages of the planning process.

*Timeline for Completion:* June 2025–September 2025

*Deliverables:* Engagement approach framework, including a meeting structure, goals or objectives, timeline of accomplishments, and key questions for each engagement

*Estimated Budget for Objective 2:* \$40,000

## **Objective 3: Land and Natural Resources Inventory Update**

*Task 3-1: Review of Existing Inventory.* Review existing data on hydrological, biological, physical, and land components, ensuring alignment with recent changes in land use and other significant factors. The updated inventory will be crucial for informed decision-making and future planning stages.

*Task 3-2: Draft Land and Natural Resources Inventory.* Compile updated information on surface water, climate, geology, water quality, groundwater, soils, unique resources, and land use impacts. This draft will form the basis for discussions in the facilitated workshops.

*Task 3-3: Finalization of Inventory.* Review and adjust based on feedback, with the finalized Land and Natural Resources Inventory serving as a foundation for the CWMP update.

*Timeline for Completion:* January 2025–September 2025

*Deliverables:* Updated Land and Natural Resources Inventory

*Estimated Budget:* \$30,000





# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Minutes of Regular Meeting

### Board of Managers

Wednesday, September 18, 2024

Carver County Government Center, 602 East 4th Street, Chaska, MN 7:00 p.m.

Approved \_\_\_\_\_, 2024

#### 1. CALL TO ORDER

##### A. ROLL CALL

On Wednesday, September 18, 2024, at 7:00 PM CST, in the Board Room of the Carver County Government Center, 602 East 4th Street, Chaska, Minnesota, President Barisonzi called to order the meeting of the Board of Managers of the Lower Minnesota River Watershed District (LMRWD).

President Barisonzi asked for the roll call to be taken. The following Managers were present: President Joseph Barisonzi, Manager Theresa Kuplic, Manager Apollo Lammers, Manager Lauren Salvato and Manager Vinatha Viswanathan.

In addition, the following attended the meeting in-person: Linda Loomis, Naiad Consulting, LLC, LMRWD Administrator; and Della Schall Young, Young Environmental Consulting Group, LLC, LMRWD Technical Consultant. Hannah LeClaire, Water Resource Engineer, Young Environmental Consulting Group, LLC; John Kolb, Rinke Noonan Attorneys at Law, LMRWD Legal Counsel; and Scott County Commissioner Jody Brennan attended the meeting virtually.

#### 2. CITIZEN FORUM

No one was present to address the Board of Managers.

#### 3. APPROVAL OF THE AGENDA

##### A. Additions, Corrections and Deletions to the Agenda

President Barisonzi introduced this item. Administrator Loomis asked to add Item 7.B. – LMRWD Bylaws Revision to the meeting agenda.

**Manager Lammers made a motion to approve the agenda with the addition of Item 7.B. – LMRWD Bylaws Revision. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.**

#### 4. PUBLIC HEARINGS & PRESENTATION

A. There were no hearings or presentations scheduled.

#### 5. CONSENT AGENDA

President Barisonzi introduced the item.

A. Approve Minutes August 21, 2024, Regular Meeting and September 11, 2024, Special Meeting

B. Receive and file August 2024 Financial Report

C. Approval of Invoices for payment

- i. **Clifton Larson Allen (CLA) - Financial services through August 2024**
- ii. **TimeSavers Off Site Secretarial – Preparation of July 17, 2024, meeting minutes & Board Workshop minutes**
- iii. **Rinke Noonan, Attorneys at Law – legal services related to Area #3 through July 2024**
- iv. **Rinke Noonan, Attorneys at Law - general legal services, Vernon Avenue project and Lakota Lane through July 2024**
- v. **Daniel Hron - October 2024 office rent**
- vi. **US Bank Equipment Finance – September 2024 copier lease payment**
- vii. **Young Environmental Consulting Group, LLC – August 2024 technical, and Education and Outreach services**
- viii. **Naiad Consulting, LLC – August 2024 administrative services, mileage, and expenses**
- ix. **Bolton & Menk – Engineering Services, related to Vernon Avenue**
- x. **Barr Engineering – July 2024 Design Development related to Area #3**
- xi. **Barr Engineering – August 2024 Design Development related to Area #3**
- xii. **Frenette Legislative Advisors – July, August & September 2024 services**
- xiii. **4M Fund - July 2024 fund service charges**

**D. Report from the Citizen Advisory Committee**

President Barisonzi asked that the August 21, 2024, meeting minutes be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**Manager Kuplic made a motion to approve the Consent Agenda with the August 21, 2024, meeting minutes removed. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.**

President Barisonzi introduced the August 21, 2024, meeting minutes and noted that the recording of the meetings did not reflect a second to the motion approving agenda item **7.C. – Adding and Additional Seat to the Board for Scott County**. The Board directed that the minutes reflect Manager Salvato as making the second. The meeting recording did not reflect who made the motion for agenda item **8.B. – Review Meeting Schedule for the Remainder of 2023**, or who seconded the motion. The Board directed that the minutes be amended to reflect that Manager Kuplic made the motion and that Manager Lammers seconded the motion.

**Manager Lammers made a motion to approve the August 21, 2024, meeting minutes as amended to reflect the above changes. Manager Salvato seconded the motion. Upon a vote being taken, the motion was carried unanimously.**

**6. PERMITS & REPORTS ON STANDING BUSINESS ITEMS**

**A. LMRWD Permit Renewals**

President Barisonzi introduced this item.

**Manager Lammers made a motion to approve renewal requests listed in Table 1. Summary of September 2024 permit renewal requests detailed in Technical Memorandum – September 2024 Permit Renewal Requests dated September 11, 2024. Manager Kuplic seconded the motion. Upon a vote being taken the motion was carried unanimously.**

**B. 2024 Minneapolis-St. Paul (MSP) International Airport Terminal 1 Concourse G Infill Pods 2-3 (LMRWD No.2024-012)**

President Barisonzi introduced this item.

**Manager Kuplic made a motion to conditionally approve a permit for 2024 Minneapolis-St. Paul (MSP) International Airport Terminal 1 Concourse G Infill Pods 2-3 (LMRWD No.2024-012) subject to receipt of contact information for the contractor(s) undertaking land-disturbing activities, contact information for the person(s) responsible for erosion control inspections and maintenance, designation of an individual liable to the LMRWD for performance under Rule B and final construction plans signed by a professional engineer. Manager Lammers seconded the motion. Upon a vote being taken the motion was carried unanimously.**

President Barisonzi asked what percentage of the airport is in the LMRWD. He also asked how involved they could be in discussions surrounding the environmental impacts of the airport as a whole. Administrator Loomis shared that most of the airport is in the LMRWD. Attorney Kolb explained that they would be limited by the content and objectives in the Watershed Management Plan, including having the authority to adopt rules that are specifically related to land use and other water-impacting activities. He noted they would likely need to have a plan amendment or review to see the scope of environmental issues they can engage in.

President Barisonzi asked if the dumping of fuel or antifreeze into tanks falls within their authority. Attorney Kolb said it does not fall into the authority of the LMRWD; however, this could be addressed as these materials need to be properly handled and disposed of without discharge to the environment.

President Barisonzi shared that he took his daughter to the airport to watch planes landing and while he was parked in the observation area, fuel was being dumped and it landed on his car. Administrator Loomis noted that this is likely Federally regulated by the FAA and the EPA.

President Barisonzi stated he would like to add looking at the scope of the LMRWD's role on this matter to their next planning review process.

Administrator Loomis shared that at one time the airport had run deicing agents into the river and the LMRWD Board was able to work with MSP and to have them develop a process and practices to confine areas where planes are treated with de-icing agents and the collect the materials used for de-icing.

Ms. Young explained that at a previous consulting firm, she had to do a lot of work with airports to ensure they were complying with these types of activities.

## **7. ACTIONS ITEMS**

### **A. Election of LMRWD Officers**

President Barisonzi introduced this item and suggested adding Manager Viswanathan as the Assistant Treasurer.

Manager Kuplic suggested leaving all appointments as is.

**Manager Salvato made a motion to reappoint all of the existing officers and appoint Manager Viswanathan as Assistant Treasurer. Manager Lammers seconded the motion. Upon a vote being taken the motion was carried unanimously.**

### **B. LMRWD Bylaws Update**

This item was added to the agenda at the request of Administrator Loomis. She noted that at the August 21, 2024, the Board tabled this item to the September 18, 2024, Board of Managers meeting. The revision requested by the Board were not ready to present at this meeting, so staff requested the item be tabled again.

**Manager Lammers made a motion to table this item until a time when the requested revisions to the LMRWD bylaws are ready for Board review and approval. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.**

**8. BOARD DISCUSSION ITEMS**

**A. There were no items on the agenda for Board discussion.**

**9. FOR INFORMATION ONLY**

**A. 2025 Legislative Agenda and solicitation for lobbying services**

President Barisonzi introduced this item.

Manager Kuplic asked if they have had any interest from their post. Administrator Loomis shared that she did hear from one firm, and she believes they will be sending a proposal soon. She added that this will be posted in the State Register next week.

President Barisonzi shared that he spoke with the lobbyist for the Freshwater Society who was recommended to him. Administrator Loomis noted that there may be a conflict of interest between the LMRWD and another one of their clients.

President Barisonzi stated they will discuss this in more detail at the Personnel Committee. He shared that he hopes to have someone on board in time to help with legislative planning.

Ms. Young shared that President Barisonzi wanted to have the government relations consultant position decided to assist with planning the MN River flood listening session. She asked if this process can be expedited so that they can have the lobbyist on board by the end of October at the latest. President Barisonzi said he is pushing this as hard as he can, and it has been posted with the legal advisement that the role can be filled as soon as they find someone.

**B. Spring Creek**

President Barisonzi introduced this item.

Ms. LeClaire shared that they advertised the request for construction bids in the Star Tribune once this week and will advertise again next week. She stated they plan to have a pre-bid meeting on September 23 to open bids on October 1. She added that they hope to have a recommended contractor to bring forward at the October 9 Board Meeting.

**C. Dredge Management**

President Barisonzi introduced this item.

Ms. LeClaire shared that their plan is to start advertising for this project on October 3, at the latest, and open bids on October 24 to bring a recommendation to the Board at the November Board Meeting.

**D. Study Area #3**

President Barisonzi introduced this item.

Administrator Loomis noted that the City of Eden Prairie is insisting that the LMRWD go through the normal process for re-platting and rezoning, rather than do it administratively. She shared that the City asked for the LMRWD to get signatures from the property seller requesting the re-plat. She advised legal counsel to get signatures requested by the City to move this project

along. She stated 106 Group was going to start their field investigation. She added that the LMRWD will hold an on-site neighborhood meeting on October 2. She said postcards will go out to addresses in this area that were provided by the City.

Manager Salvato asked if Administrator Loomis will be leading this neighborhood meeting or Young Environmental. Ms. Young stated it is generally led by Young Environmental; however, Administrator Loomis will be in attendance.

Manager Salvato asked if they anticipate anyone being in opposition of this project. Administrator Loomis said they have not gotten an indication that anyone will be opposed to this. She explained that some of the actions by the property owners have caused the neighbors to start gossiping about what is going on. She shared the City thought it would be beneficial to hold a neighborhood meeting so they can clear up any confusion. She noted that the last time they went out to explain the work to residents in the area, they were all very supportive.

President Barisonzi said he would like the two representatives from Hennepin County to be invited to this meeting as well, so they are aware of the meeting taking place.

**E. Minnesota River Boat Tour**

No update for this item.

**F. State of the Minnesota River Listening Session**

President Barisonzi introduced this item. He shared that he would like to hold this as a planning committee and have as many people involved as possible. He said they can coordinate this as quickly as possible.

**G. LMRWD Permit Program Summary**

President Barisonzi introduced this item.

Ms. Young shared that they are looking at including more information in this summary moving forward.

President Barisonzi asked if there is a way to designate which permits are coming from municipalities and which are coming from private entities. Ms. Young said they can add this information.

No action required.

**10. COMMUNICATIONS**

- A. **Administrator Report:** Administrator Loomis shared that they are currently making changes to the website to meet the accessibility standards that are in place for government agencies.

Manager Salvato asked if they can have accessibility toggles on the website. Administrator Loomis said she did not know but can look into it. She noted that they do need to change some of the documents to meet the accessibility requirements.

Administrator Loomis shared that they have a Personnel Committee meeting coming up on October 3 and legal counsel has advised on Open Meeting Laws for this meeting so they will be meeting in a public place and allow outside attendance.

President Barisonzi asked if they had scheduled an Open Meeting Law training. Administrator Loomis said it is not yet scheduled but she will look to get it on the calendar.

- A. **President:** No report.

- B. **Managers:** Manager Kuplic asked what percentage of the dredge material is being sold. Administrator Loomis said the last sale they made was for 55,000 cubic yards. She added that she did just speak with a representative from the company that purchased the dredge material, and they have only removed around 11,000 cubic yards off of the site so far. She shared that there was some flooding of this area over the spring and summer. She said she can have an update on this at the next meeting.

Manager Kuplic said the River Boat Tour was amazing and thanked everyone who was involved in the event.

President Barisonzi stated there is an opportunity for them to think through some partners for this event in the future who will have a vested interest in the river.

Manager Salvato shared that she will be attending the University of Minnesota's Water Resource Conference in October, and she will report back anything of interest.

- C. **Committees:** No report
- D. **Legal Counsel:** No report.
- E. **Engineer:** Ms. Young shared that she will be bringing draft work plans for 2025, as well as their quarterly update to the next Board Meeting.

#### 11. ADJOURN

**Hearing no further business, President Barisonzi adjourned the meeting at 7:50 pm.**

**The next regular meeting of the LMRWD Board of Managers meeting will be at 7:00, Wednesday, October 9, 2024. The meeting will be held at the Carver County Government Center, 602 East 4th Street, Chaska, MN. Electronic access will also be available.**

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Lauren Salvato, Secretary

Attest:

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Linda Loomis, Administrator

Item 5.B.  
LMRWD 10-09-2024

<b>BEGINNING BALANCE</b>	<b>31-Aug-24</b>	<b>\$ 1,061,497.19</b>
<b>ADD:</b>		
<b>General Fund Revenue:</b>		
September 2024 Interest		\$ 3,870.49
<b>Total Revenue and Transfers In</b>		<b>\$ 3,870.49</b>
<b>DEDUCT:</b>		
<b>Debits/Reductions</b>		
106 Group	July 2024 services for Area #3 archeological research	\$ 518.00
Barr Engineering Company	June 2024 services for design development for Area #3	\$ 2,221.50
Bolton & Menk, Inc.	July 23, 2024 invoice for Vernon Avenue project services	\$ 173.00
Clifton Larson Allen LLP	July 2024 financial services	\$ 913.50
Daniel Hron	September 2024 office rent payment	\$ 650.00
I & S Group, Inc.	July 2024 services for Spring Creek	\$ 1,112.00
I & S Group, Inc.	July 2024 services to assess damage at dredge site	\$ 5,700.00
Rinke Noonan, Attorney at Law	June 2024 services related to Lakota Lane - enforcement	\$ 708.50
Rinke Noonan, Attorney at Law	June 2024 General legal counsel services	\$ 788.50
Rinke Noonan, Attorney at Law	June 2024 legal services for Area #3 property acquisition	\$ 1,440.00
Scott County SWCD	Q2 2024 monitoring In Scott County, TACS & SCWEP	\$ 6,838.75
TimeSaver Off Site Secretarial Service	Preparation of June 2024 meeting minutes	\$ 211.75
US Bank Equipment Finance	August 2024 copier lease payment	\$ 206.75
Young Environmental Consulting Group	July 2024 Education & Outreach, and Technical services	\$ 76,042.42
Friends of the MN Valley	Payment #1 for River Watch Program	\$ 10,000.00
Naiad Consulting, LLC	July 2024 administrative services, expenses & mileage	\$ 16,937.36
Barr Engineering Company	July 2024 services for design development for Area #3	\$ 604.00
Barr Engineering Company	August 2024 services for design development for Area #3	\$ 1,351.00
Bolton & Menk, Inc.	August 15, 2024 invoice for Vernon Avenue Project Services	\$ 1,317.00
Clifton Larson Allen LLP	August 2024 financial services	\$ 3,476.90
Daniel Hron	October 2024 office rent	\$ 650.00
Frenette Legislative Advisors	July, August, & September government relations services	\$ 5,000.01
Naiad Consulting, LLC	August 2024 administrative services, expenses & mileage	\$ 14,416.32
Rinke Noonan, Attorney at Law	July 2024 legal services for Vernon Avenue Project	\$ 456.50
Rinke Noonan, Attorney at Law	July 2024 services related to Lakota Lane - enforcement	\$ 533.50
Rinke Noonan, Attorney at Law	July 2024 legal services for Area #3 property rezoning	\$ 624.00
Rinke Noonan, Attorney at Law	July 2024 General legal counsel services	\$ 1,378.00
TimeSaver Off Site Secretarial Service	Preparation of July 2024 Board meeting & workshop minutes	\$ 364.50
US Bank Equipment Finance	September 2024 copier lease payment	\$ 247.38
Young Environmental Consulting Group	August 2024 Education & Outreach, and Technical services	\$ 52,079.30
Padelford Packet Boat Company	Balance due on boat rental and refreshments	\$ 6,123.64
Dean Spencer	Musicians for MN River Boat Tour	\$ 700.00
4M Fund	August 2024 bank service fee	\$ 40.00
<b>Total Debits/Reductions</b>		<b>\$ 213,824.08</b>
<b>ENDING BALANCE</b>	<b>30-Sep-24</b>	<b>\$ 851,543.60</b>

	2024 Budget	September Actuals	YTD 2024	Over (Under) Budget
<b>Administrative expenses</b>	\$ 377,838.00	\$ 64,070.25	\$ 283,013.80	\$ (94,824.20)
<b>Cooperative Projects</b>				
Eden Prairie Bank Stabilization Area #3	\$ 100,000.00	\$ 8,282.15	\$ 123,647.88	\$ 23,647.88
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)
<b>509 Plan Budget</b>				
<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	\$ 1,677.50	\$ 23,160.75	\$ (126,839.25)
MN River Floodplain Model Feasibility Study	\$ -	\$ 6,620.50	\$ 12,006.00	\$ 12,006.00
Downtown Shakopee Stormwater BMPs	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Spring Creek stabilization project	\$ 100,000.00	\$ 2,278.00	\$ 12,187.85	\$ (87,812.15)
Sustainable Lakes Mgmt. Plan (Trout Lakes)	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Geomorphic Assessments (Trout Streams)	\$ 100,000.00	\$ 31,212.54	\$ 92,777.78	\$ (7,222.22)
Fen Stewardship Program	\$ 75,000.00	\$ 21,880.75	\$ 77,913.82	\$ 2,913.82
District Boundary Modification	\$ -	\$ -	\$ -	\$ -
Local Water Management Plan reviews	\$ 5,000.00	\$ -	\$ -	\$ (5,000.00)
Project Reviews	\$ 50,000.00	\$ 12,085.75	\$ -	\$ (50,000.00)
Project inspections	\$ -	\$ 18,730.11	\$ 25,672.77	\$ 25,672.77
<i>Monitoring</i>	\$ 75,000.00	\$ 4,822.50	\$ 23,641.00	\$ (51,359.00)
<i>Watershed Management Plan</i>	\$ -	\$ 1,564.50	\$ 7,739.25	\$ 7,739.25
<i>Public Education/CAC/Outreach Program</i>	\$ 115,000.00	\$ 31,261.78	\$ 78,594.73	\$ (36,405.27)
<i>Cost Share Program</i>	\$ 20,000.00	\$ 1,316.25	\$ 8,987.47	\$ (11,012.53)
<b>Nine Foot Channel</b>				
Return of unused state funds	\$ -	\$ -	\$ -	\$ -
Dredge Site Improvements	\$ 240,000.00	\$ 8,021.50	\$ 25,942.48	\$ (214,057.52)
<b>Bonded Debt Levy</b>				
Scheduled Area #3 Bond payments	\$ 300,000.00	\$ -	\$ -	\$ (300,000.00)
<b>Total:</b>	<b>\$ 2,110,338.00</b>	<b>\$ 213,824.08</b>	<b>\$ 795,285.58</b>	<b>\$ (1,315,052.42)</b>



**Lower Minnesota River Watershed District**

**Board of Manager's Personnel Committee**

**Wednesday, March 26, 2024**

**Savage Public Library, 13090 Alabama Avenue South, Savage, MN 12:30 p.m.**

**Approved October 3, 2024**

In attendance: In-person: Linda Loomis, LMRWD Administrator. Virtual attendance; Joseph Barisonzi, Lauren Salvato, Theresa Kuplic, and Della Young.

Develop rubric of questions to ask of consultants applying to provide professional services to the LMRWD. A set of questions was developed for the Legal Services applicants and the Education and Outreach Consultants.

Della Schall Young sat in for a portion of the meeting where questions for legal consultants was developed. She then left the meeting while the Committee discussed the questions for Education and Outreach consultant were developed.

Upcoming topics: Conduct interviews of Candidates being considered at a meeting scheduled for April 10, 2024. Meeting will be held at the Chaska Community Center in the Rink Room. Meeting adjourned at 1:39 pm. Next Personnel Committee meeting: April 10, 2024, at 2 pm

**Lower Minnesota River Watershed District  
Board of Manager's Personnel Committee  
2:00 p.m., Wednesday, April 10, 2024  
Chaska Community Center – Rink side room  
1661 Park Ridge Drive, Chaska, MN  
Approved October 3, 2024**

In attendance: Manager Lauren Salvato; President Joseph Barisonzi; Manager Theresa Kuplic; Manager Laura Amundson (virtual) and Linda Loomis

This meeting was scheduled to conduct interviews of consultants, that had submitted proposals in response to the LMRWD request for proposals. Interviews were conducted according to the following schedule:

Schedule of Interviews:

Education and Outreach Consultant

2:00 to 2:30 - VoCoeur, Inc.

2:40 to 3:10 - Young Environmental Consulting Group

Legal Counsel

3:20 to 3:50 - Ojanen Law Office

4:00 to 4:30 - Flaherty|Hood

4:40 to 5:10 - Rinke Noonan

5:10 to 5:50 - Smith Partners

Michelle Meek and Madison Schultz presented in-person; Della Schall Young, Suzy Lindberg, and Jess Norby presented in-person for Young Environmental Consulting Group; Karuna Ojanen presented in-person for Ojanen Law Office; Daniel Marx presented in-person for Flaherty|Hood P. A.; John Kolb presented virtually for Rinke Noonan; and Michael Welch presented in-person and Louis Smith joined virtually for Smith Partners.

Members of the personnel committee interviewed each of the applicants using a rubric developed by the personnel committee at the March 26<sup>th</sup> meeting, and briefly discussed their impressions of the applicants.

The meeting adjourned at 6:00 p.m.

Next Personnel Committee meeting: No subsequent meeting was scheduled

**Lower Minnesota River Watershed District  
Board of Manager's Personnel Committee  
2:30 p.m., Tuesday, September 3, 2024  
Izaak Walton League Chapter House  
6601 Auto Club Road, Bloomington, MN  
Approved \_\_\_\_\_, 2024**

In attendance: In-person: Manager Apollo Lammers; President Barisonzi; and Linda Loomis, LMRWD Administrator.

A report on this meeting was made at the September 11, 2024, Special meeting of the Board of Managers.

This meeting was called to re-look at the proposed 2025 LMRWD budget and reduce the proposed levy for taxes payable 2025.

The committee looked through the line items on the budget and reduced expenses. The recommendations the finance committee will recommend to the Board of Managers follow:

The Finance Committee is recommending an 8.5% increase in the proposed levy from the budget that was presented at the August 21, 2024, meeting. This represents an increased levy from 2024 of \$100,000 and a reduction from the recommended levy of \$525,000.

The proposed budget has projected revenues of \$1,549,500 and total expenses of \$2,049,500. The Finance Committee recommends using \$500,000 of fund balance to balance the budget.

In addition to the recommended proposed levy, the Finance Committee recommends reducing the total expenses to \$91,250. Expenses were reduced as follows:

- Administrative Expenses were reduced by eliminating dues to MN Watersheds (\$12,500) and moving \$65,000 of engineering expenses from the administrative Budget into the Programs and projects budgets.
- The budget for cooperative projects was reduced by reducing the budget for the Eagle Creek Bank Restoration Town & Country RV Park Study from \$69,800 to \$16,050.
- The budget for the 509 Plan was reduced by eliminating the budget for the Fen Private Land Acquisition Study.

The reductions to the Eagle Creek Bank Restoration Project and the Fen Private land Acquisition Study doesn't mean the LMRWD won't pursue these projects. It means that additional funding will need to be secured from grants or that partners will need to contribute a larger share.

This brings the proposed 2025 LMRWD budget into balance. The Finance Committee also recommends that the Board adopt a fund reserve policy which will be presented to the Board at a future meeting.

The meeting adjourned at 3:42 p.m.

Next Finance Committee meeting: No date was determined.



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, October 9, 2024

### Agenda Item

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

#### Prepared By

Linda Loomis, Administrator

#### Summary

The Citizen Advisory Committee (CAC) meeting was held on October 1, 2024 at Schraum Haus Brewery. New members were in attendance. President Barisonzi addressed the CAC and asked them to consider their role as advisors to the Board. The CAC broke into small groups to discuss what priorities should be for the CAC. Members of the Young Environmental Consulting Group facilitated the small group discussions.

It was discussed that perhaps the report from the CAC could be pulled from the consent agenda and that a member of the CAC could make the report in person at the Board meeting each month. The CAC will continue the discussion at the next CAC meeting.

The next meeting of the CAC will be held at 4:30 pm on November 12, 2024. The meeting will be virtual using Webex. You can access the meeting using this [link](#).

#### Attachments

No attachments

#### Recommended Action

No action recommended



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, October 9, 2024

### Agenda Item

**Item 5. F. – Receive and authorize Distribution of September 2024 ‘Geomorphic and Habitat Assessments of Trout Stream’ report**

### Prepared By

Linda Loomis, Administrator

### Summary

At the August 2024 Board of Managers meeting, Interns from Young Environmental reported on the geomorphic trout stream assessment that they conducted throughout the summer. The written report of the assessment has been received. The report can be viewed using this link:

[https://lowermnriverwd.org/download\\_file/4038/0](https://lowermnriverwd.org/download_file/4038/0)

The Board should review the report and make a motion to receive the report and authorize distribution, which consists of posting the report to the LMRWD website

### Attachments

The report can be found using the above link

### Recommended Action

Motion to receive report and authorize distribution



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, October 9, 2024

### Agenda Item

#### Item 5. G. Approve Cost Share for 402 Broadway Street North, Carver, MN

#### Prepared By

Linda Loomis, Administrator

#### Summary

The LMRWD received an application for a project to be located at 402 Broadway Street, N., Carver, MN. This is the third application received in 2024. The first application was not thought through enough for the LMRWD to consider and the second application was for a property that was located in the Nine Mile Watershed District. The 2024 budget included \$20,000 for the Cost Share Program.

The application proposes installation of a rainwater capture system that will be used to supply water to a waterfall feature in the front yard of the home. It will capture all the rainwater from the home and will be used for irrigation.

This fits the [guidelines of the LMRWD Cost Share program](#) and funds are available within the LMRWD 2024 Budget.

#### Attachments

LMRWD Cost Share Application from Morgan Jacobs for 402 Broadway Street, Carver, MN  
Draft Cost Share Agreement

#### Recommended Action

Motion to approve the Cost Share Application and authorize execution of Cost Share Agreement



LOWER MINNESOTA RIVER  
WATERSHED DISTRICT

received  
9-18-24

# Cost Share Grant Application 2022

**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 rain water storage basin

## Applicant Information

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

Address (street, city and ZIP code):  
402 Broadway Street N Carver, MN 55315

Phone: (952) 486-2786 Email address: morgan@rivervalleyaquascapes.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): 402 Broadway St N Carver, MN 55315

Property Identification Number (PID)  
\_\_\_\_\_

Property owners: Jim Jacobs

## Project Summary

Title Rain water capture with filtration/circulation

Total project cost 9,500 Grant amount requested 2,500

Estimated start date ASAP Estimated completion date 2024 (1 week after start)

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 type="checkbox"/> location map                            | <input 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 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 1,300-gallon hidden rainwater basin will be installed in the front yard of my downtown Carver home, the only single-family home on the corner. Visitors and neighbors will only see the subtle waterfalls and stream built on top of the basin. The stone work and landscaping that will make up the water feature will be state-of-the-art as I'm trained and annually-certified by Aggascape's Inc, the nation's top installer and producer of water feature products. It will also compliment a smaller waterfall in the yard.

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

The basin will also be used to water the landscape, keeping all the water captured on site (I'll "T" off from the circulation pump). The project should embody the pinnacle of both water conservation and nature art. I also spend a lot of time in the front yard, talking to pedestrians at the downtown corner where the feature will be located, giving me an opportunity to explain the project to the public.

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?

It'll be awe-inspiring in it's appearance and the public will inquire as a result.



## 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	1,300 gal/year
Water infiltrated	gal/year
Phosphorus removed	lbs/year
Sediment removed	lbs/year
Land restored	sq. ft.

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

I am a water feature contractor living on the busiest corner of downtown Carver, where the storage tank will be filtered and circulated by a natural-looking waterfall/stream. It will be my showcase product, featured on my social media consistently.

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.

The circulation pump will be shut down for the winter and the leaves cleared from the infiltration point in the spring.

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

Morgan Jacobs via Jim Jacobs

Signature 

Date 8/28/24

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

For questions, contact Linda Loomis at [NaiadConsulting@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](mailto:naiadconsulting@gmail.com)

# 2022 Cost Share Worksheet

## Labor Costs (contractors, consultants, in-kind labor)

Service Provider	Task	# Hours	Rate/Hour	Requested Funds from LMRWD	Matching/In-Kind Funds	Total Cost
construction	Building a natural-looking waterfall to circulate a 1,200-gal. rainwater basin.	45	\$100/hour	0	4,500	4,500.00
<b>Total:</b>				\$	\$	\$4,500.00

## Project Materials

Material Description	Unit Cost	Total # of Units	Requested Funds from LMRWD	Matching/In-Kind Funds	Total Cost
Included on separate sheet			2,500.00	4,853.48	7,353.48
<b>Total:</b>			\$2,500	\$4,853.48	\$7,353.48

Total Requested Funds from LMRWD\*: \$2,500.00 (A)  
 Total Matching/In-Kind Funds: \$4,853.48 (B)  
 Project Total: \$7,353.48 (C)

\*Please note: total requested funds (A) cannot be more than 50% of the Project Total (C)

Retail

MY contractor's  
PRICE

LINER-EPD 00:	20' X 25' - 45 MIL F YES	\$ 1,195.00	\$ 875.00	\$ -
UNDERLAY 00:	X2 10' X 15' BOXED NON-WOVEN GEOTEXTILE UNC	\$ 210.00	\$ 157.50	\$ -
PLUMBING 00:	FLEXIBLE PVC PIPE 2" X 25'	\$ 219.99	\$ 164.99	\$ -
FILTER-PO1 00:	PONDLESS WATERFALL VAULT	\$ 419.99	\$ 314.99	\$ -
FILTER-PO1 00:	X3 PONDLESS WATERFALL VAULT EXTENSION	\$ 360.00	\$ 270.00	\$ -
AQUABLOX 00:	X40 AQUABLOX LARGE WATER STORAGE MODULE	\$ 2,920.00	\$ 2,680.00	\$ -
RAINXCHA 00:	X3 DOWNSPOUT FILTER	\$ 990.00	\$ 891.00	\$ -
	Boulders/ gravel		500.00	
	Machine Rental		1.500	
Basin total		\$ 6,314.98	\$ <del>5,353.48</del> 5,853.48	7,353.48
LINER-EPD 00:	10' X 20' - 45 MIL FISH-SAFE EPDM LINER BOXED	\$ 478.00	\$ 350.00	\$ -
PUMPS 00:	AQUASURGE 4000-8000 ADJUSTABLE FLOW POND	\$ 909.99	\$ 682.49	\$ -
UNDERLAY 00:	X2 10' X 15' BOXED NON-WOVEN GEOTEXTILE UNC	\$ 140.00	\$ 105.00	\$ -
PLUMBING 00:	DUAL UNION CHECK VALVE 2.0	\$ 75.99	\$ 56.99	\$ -
FILTER-BIO 00:	SIGNATURE SERIES 2500 BIOFALLS FILTER	\$ 819.99	\$ 614.99	\$ -
	Boulders / gravel		300	
Waterfall total		\$ 2,423.97	\$ <del>1,800.47</del> 2,109.47	

Parcel Detail

[↩ Search Results](#)
[📄 Change of Address](#)
  
[🖨 Print this Page](#)

Carver County Parcel Information		
Parcel ID	Status	Last Update
20.0501510	<b>Active</b>	10/5/2024 1:15:22 PM
<b>Current Owner:</b> JACOBS JAMES ROSS PO BOX 114 CARVER , MN 55315		<b>Property Address:</b> 402 BROADWAY N CARVER MN 55315
<b>TAG</b> 2002 CARVER/LOWER MN/112		<b>Lender:</b> NATIONSTAR MTG LLC DBA MR. COOPER
Legal Description		
Section 18 Township 115 Range 023		

Carver County Tax Bills: Select tax year for installment detail					
Tax Year	Original Tax	Paid to Date	Penalty/Fees Due	Interest Due	Total Due
2024	\$4,464.00	\$2,232.00	\$0.00	\$0.00	\$2,232.00
2023	\$3,894.00	\$3,894.00	\$0.00	\$0.00	\$0.00
2022	\$3,810.00	\$3,810.00	\$0.00	\$0.00	\$0.00
2021	\$3,574.00	\$3,574.00	\$0.00	\$0.00	\$0.00
2020	\$3,620.00	\$3,620.00	\$0.00	\$0.00	\$0.00
2019	\$3,568.00	\$3,568.00	\$0.00	\$0.00	\$0.00
2018	\$3,440.00	\$3,440.00	\$0.00	\$0.00	\$0.00
2017	\$3,156.00	\$3,156.00	\$0.00	\$0.00	\$0.00
2016	\$3,244.00	\$3,244.00	\$0.00	\$0.00	\$0.00
2015	\$3,030.00	\$3,030.00	\$0.00	\$0.00	\$0.00
2014	\$2,590.00	\$2,590.00	\$0.00	\$0.00	\$0.00
2013	\$2,750.00	\$2,750.00	\$0.00	\$0.00	\$0.00
2012	\$2,876.00	\$2,876.00	\$0.00	\$0.00	\$0.00
Total					\$2,232.00

**PAYMENT INFORMATION**

Online payments made from this site and will only be applied to the current year tax bill.

- The fee is 2.35% of the amount being paid with a minimum charge of \$1.20. The fees are retained by a third party payment processor.
- There is no fee if you pay with an E-check.

[Sign up for tax payment reminders](#)

[Online Payment Instructions](#)

[Property Tax Refund](#)

**Pay 2024 Tax Online**

To make any payment other than full year, use partial option and enter amount.

Select a payment option:

- Total Due \$2,232.00  
 Partial

[ADD TO CART](#)

Payments will be applied to penalty first, if applicable.

**Cart: \$0.00**

**Property Information**

- [GIS Parcel Map](#)
- [2024 Tax Statement](#)
- [2023 Tax Statement](#)
- [2022 Tax Statement](#)
- [2025 Valuation Notice](#)
- [2024 Proposed Notice](#)



LOWER MINNESOTA RIVER WATERSHED DISTRICT  
2024 COST SHARE INCENTIVE AND WATER QUALITY RESTORATION PROGRAM  
Cost Share Grant Agreement

The parties to this Agreement, made this \_\_\_\_ day of October 2024, 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 Morgan Jacobs ("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: 402 Broadway Street N., Carver, MN 55315.

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 at the time a request is made for reimbursement of expenses as specified in Section 2 of this Agreement.
2. Reimbursement. When 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 \$2,500.00. 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. Landowner/Volunteer 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 APPLICANT's 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 \_\_\_\_\_. 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:

Morgan Jacobs  
 402 Broadway Street North  
 Carver, MN 55315

The parties being in agreement to be signed as follows:

APPLICANT:

LOWER MINNESOTA RIVER WATERSHED DISTRICT:

By: \_\_\_\_\_

By: \_\_\_\_\_

Print name: \_\_\_\_\_

Its: President \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, October 9, 2024

### Agenda Item

#### **Item 6. A. - Metropolitan Airport Commission (MAC) Municipal Local Government Unit (LGU) Permit (Surface Water Management Plan and Ordinance Controls Review)**

#### **Prepared By**

Linda Loomis, Administrator

#### **Summary**

The LMRWD has been working with the Metropolitan Airport Commission (MAC) to obtain a Municipal Local Government Unit (LGU) Permit. Young Environmental Consulting Group, on behalf of the LMRWD, has reviewed MAC's official controls to ensure they meet the standards required to obtain an LGU permit. Details of the review are attached

Young Environmental Consulting Group is recommending conditional approval of an LGU permit to the MAC. MAC adopt the draft MAC Standard Specifications: Section 01 89 30, Sediment and Erosion Control Inspection Form (Terracon), and Recommended Approach for LMRWD Rule D Compliance with MAC as LGU.

Please note that the MAX LGU permit will contain a special stipulation related to auditing, because of the proximity of MSP to critical water features and use of fuel and aviation related chemicals that could pose harm to on- and offsite water features via runoff. Audits are discussed in the recommendations found in Technical Memorandum – LMRWD – Metropolitan Airports Commission (MAC) Municipal Local Government Unit (LGU) Permit (Surface Water Management Plan and Ordinance Controls Review) dated October 2, 2024

#### **Attachments**

Technical Memorandum – LMRWD – Metropolitan Airports Commission (MAC) Municipal Local Government Unit (LGU) Permit (Surface Water Management Plan and Ordinance Controls Review) dated October 2, 2024

#### **Recommended Action**

Motion to conditionally approve a Municipal LGU permit for the Metropolitan Airport Commission subject to the adoption of the draft MAC Standard Specifications: Section 01 89 30, Sediment and Erosion Control Inspection Form (Terracon), and Recommended Approach for LMRWD Rule D Compliance with MAC as LGU. The permit will include special stipulation related to auditing.



# Technical Memorandum



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

**From:** Rachel Kapsch, Water Resources Scientist  
Hannah LeClaire, PE, Water Resources Engineer  
Erica Bock, Water Resources Scientist

**Date:** October 2, 2024

**Re:** LMRWD – Metropolitan Airports Commission (MAC) Municipal Local Government Unit (LGU) Permit (Surface Water Management Plan and Ordinance Controls Review)

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On May 30, Marisa Trapp, with the Metropolitan Airports Commission (MAC), applied to the Lower Minnesota River Watershed District (LMRWD) for a municipal local government unit (LGU) permit. The documents offered as exhibits were MAC Standard Specifications: Section 01 89 30 — Erosion and Sediment Control (September 2024), a document demonstrating LGU Rule D Compliance entitled “Recommended Approach for LMRWD Rule D Compliance with MAC as LGU (September 2024),” MAC MSP Airport Construction Sediment Erosion and Control Inspection Form (Terracon), MSP Stormwater Pond Maintenance Standard Operating Procedures (SOP), Minimum Impact Design Standards (MIDS) Design Sequence Flow Chart, and documents responding to LMRWD comments during the review and standards revision process. The documents reflect MAC’s commitment to implementing LMRWD’s policy, regulations, exceptions, and criteria associated with LMRWD Rule B – Erosion and Sediment Control, and Rule D – Stormwater Management.

Currently, MAC is authorized to discharge stormwater under the airport’s NPDES Permit MN0002101. This permit requires monitoring and effluent limits for TSS and TP, which includes monitoring discharge from the MSP stormwater ponds to the Minnesota River. The effluent limits for TSS and TP are stricter than required by the LMRWD rules. The charts in Attachment 1 show that the airport has remained under the effluent limits for both TSS and TP since its permit was issued in 2013.

Below is a summary of our review of the information provided by MAC and our recommendations.

## SUMMARY

<b>Project Name:</b>	Metropolitan Airports Commission (MAC) LGU Permit
<b>Location:</b>	6040 28th Avenue South   Minneapolis, MN 55450
<b>LMRWD Rules:</b>	Rule B – Erosion and Sediment Control Rule D – Stormwater Management
<b>Recommended Board Action:</b>	Conditional Approval

### *Rule B – Erosion and Sediment Control*

Compliance with the LMRWD’s Rule B – Erosion and Sediment Control is captured in the MAC Standard Specifications: Section 01 89 30 – Erosion and Sediment Control (September 2024) document, and the MAC MSP Airport Construction Sediment and Erosion Control Inspection Form (Terracon). The MAC campus does not encompass any high-value resource areas or areas within the steep slopes overlay district.

As presented, the MAC’s regulatory standards and requirements for erosion and sediment control are parallel to the LMRWD’s requirements. Therefore, the MAC complies with LMRWD Rule B. No additional information is required.

### *Rule D – Stormwater Management*

Compliance with the LMRWD’s Rule D—Stormwater Management is captured in a document titled “Recommended Approach for LMRWD Rule D Compliance with MAC as LGU (September 2024),” with supporting information provided in the MSP Stormwater Pond Maintenance Standard Operating Procedures (SOP), and MIDS Design Sequence Flow Chart.

As presented, the MAC’s regulatory standards and requirements for stormwater management are parallel to the LMRWD’s requirements. Therefore, the MAC complies with LMRWD Rule D. No additional information is required.

### *Recommendations*

The MAC’s application for an LGU permit meets the requirements outlined within the LMRWD rules. We recommend conditional approval of the LGU permit conditioned on the adoption of the draft MAC Standard Specifications: Section 01 89 30, Sediment and Erosion Control Inspection Form (Terracon), and Recommended Approach for LMRWD Rule D Compliance with MAC as LGU.

The complexities of the MAC campus include multiple stormwater BMPs and features (future green roof(s), infiltration basins, etc.), proximity to critical water features (the Minnesota River), and use of fuel and aviation-related chemicals (deicers, etc.) that could pose harm to on- and offsite water features via runoff. For this reason, the MAC LGU permit will contain a special stipulation related to auditing. The LMRWD will conduct quarterly audits of the MAC within the first year of issuing the LGU permit. These audits will be conducted to ensure that LMRWD rules are being properly implemented. The LMRWD will conduct two audits of the MAC in the second year of the permit, followed by LMRWD’s regular auditing processes. If the MAC is found noncompliant, the

LMRWD will advise the LGU on how to correct the issue. However, if problems persist, the LMRWD reserves the right to revoke or suspend the LGU permit and require individual permits for projects conducted on MAC property.

MAC staff are encouraged to coordinate any updates to their standards with the LMRWD's permitting team.

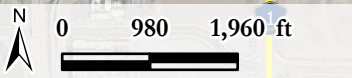
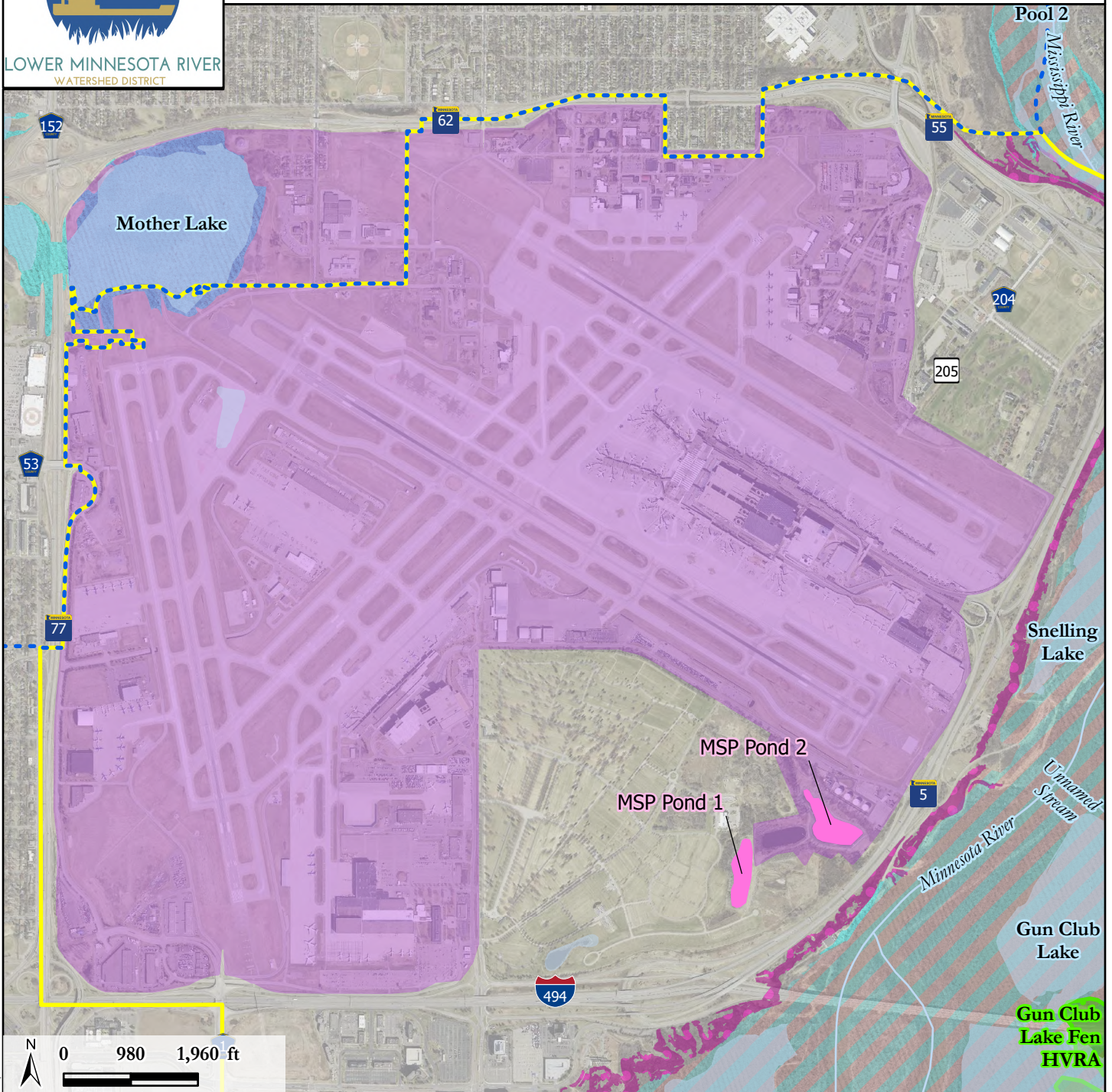
### *Attachments*

- Figure 1 – MAC LGU Permit (2024-M-02) Coverage Area
- Attachment 1 – TSS and TP Effluent Limits Charts



LOWER MINNESOTA RIVER  
WATERSHED DISTRICT

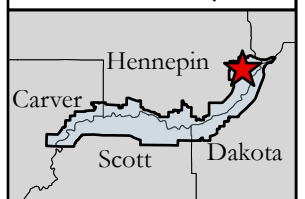
# Figure I - MAC LGU Permit (2024-M-02) Coverage Area



## Legend

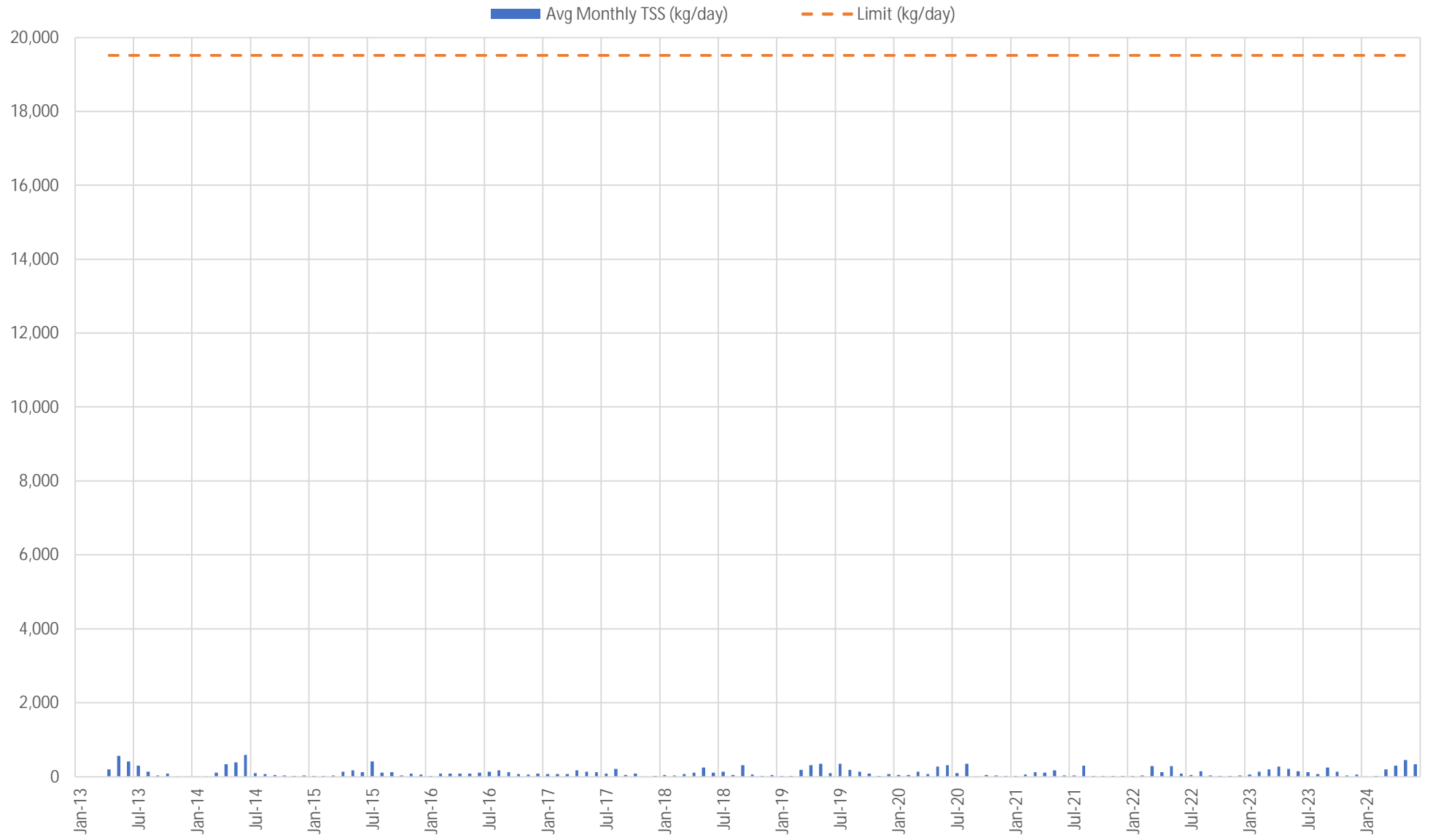
- LMRWD Boundary
- Minnehaha Creek Watershed District
- MAC Campus
- MSP Pond
- Public Waters
- Public Waterbodies
- High Value Resource Area
- Steep Slope Overlay District
- 100-yr Floodplain
- Floodway

## LMRWD Watershed Location Map



Young Environmental  
Consulting Group, LLC

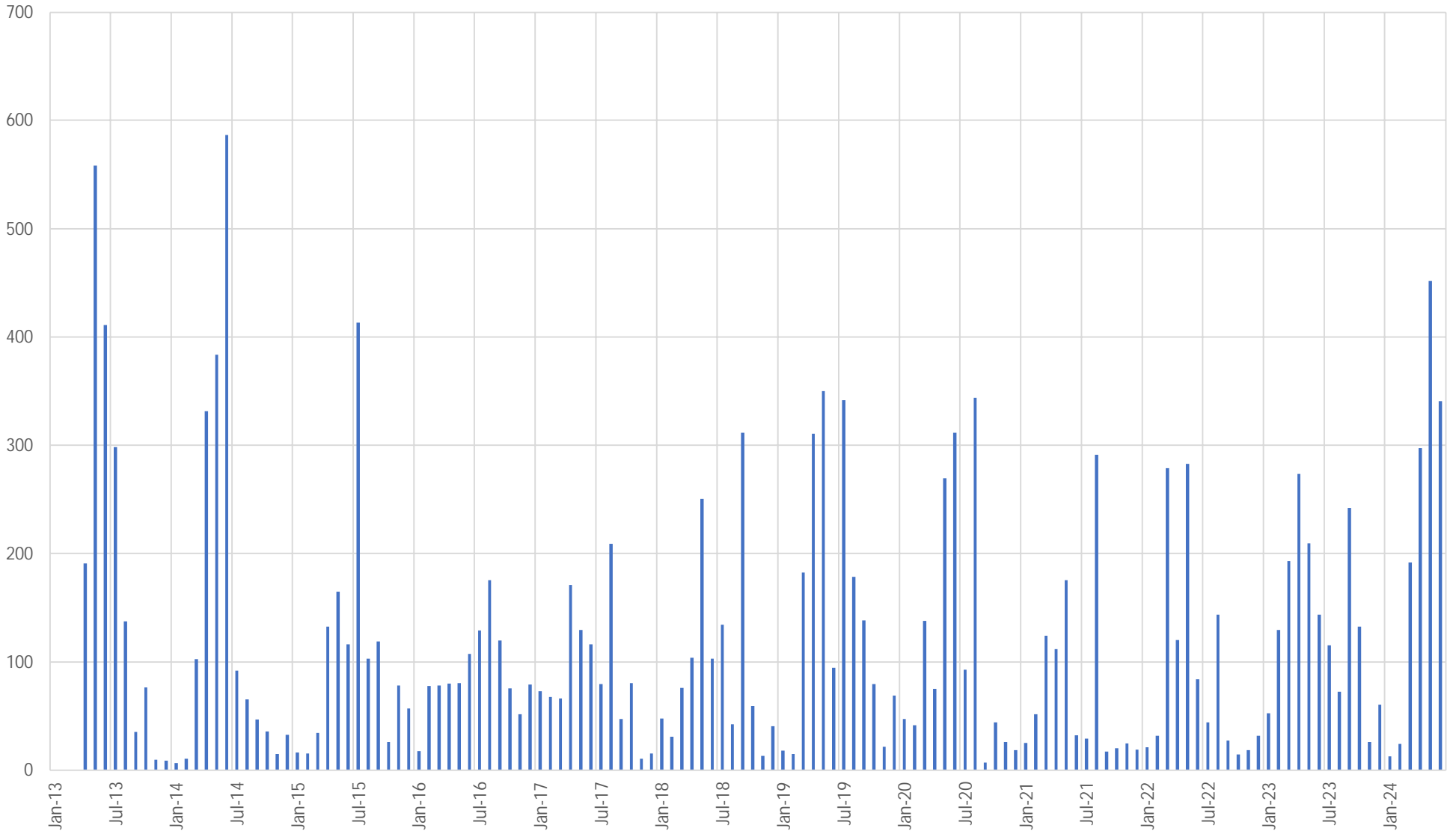
### MSP - TSS Compliance Summary (19,520 kg/day calendar month average limit)



# MSP - TSS Compliance Summary

(19,520 kg/day calendar month average limit)

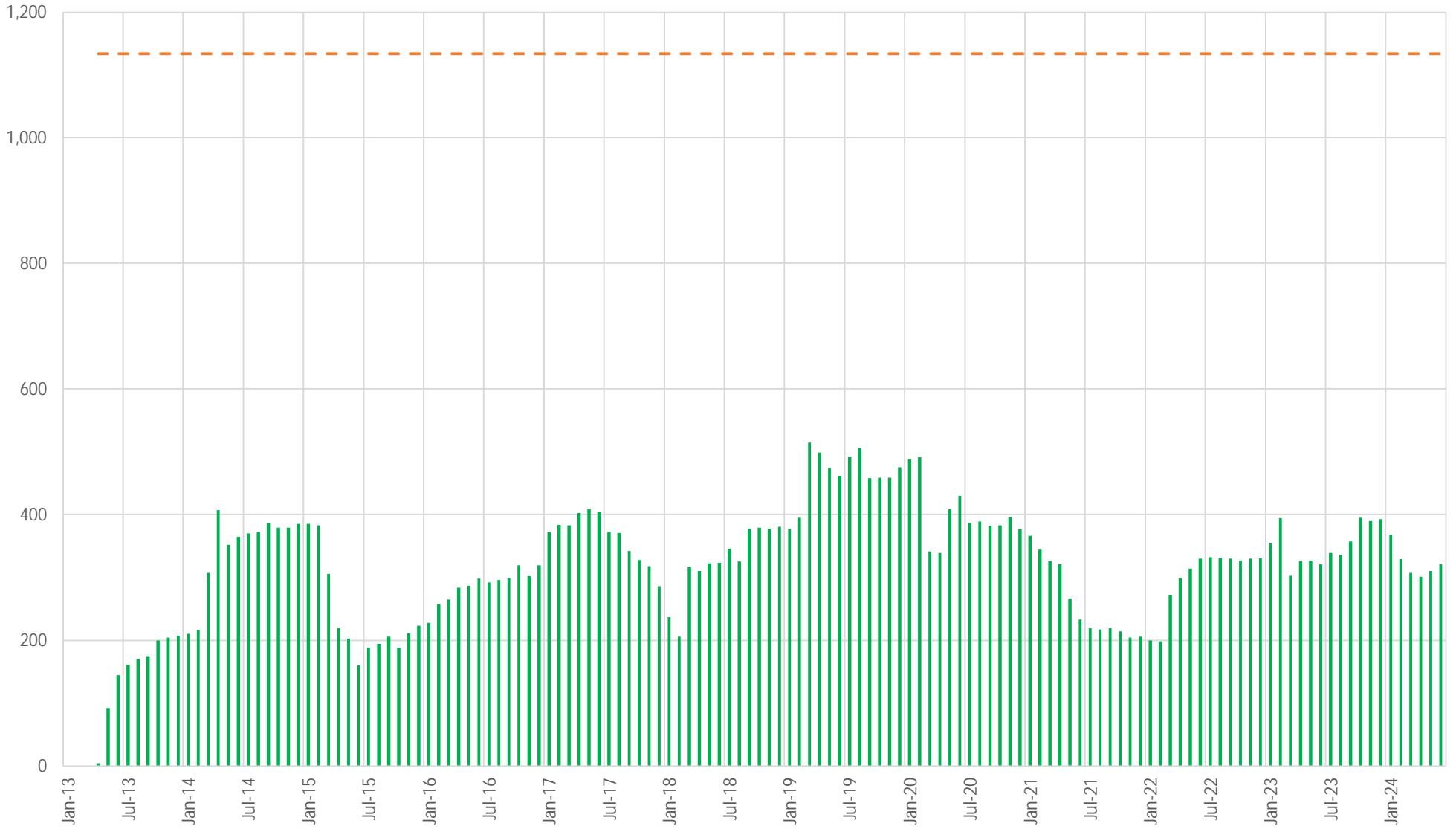
■ Avg Monthly TSS (kg/day)



# MSP - Total Phosphorus Compliance Summary

(1,134 kg/yr 12-month rolling sum limit)

12- Month Rolling Total Phosphorus (kg/yr)    Limit (kg/yr)





# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, October 9, 2024

### Agenda Item

#### Item 6. B. - Minnesota River Greenway Bridge (LMRWD No. 2023-010)

#### Prepared By

Linda Loomis, Administrator

#### Summary

Dakota County has applied for a permit to construct a bridge over the Union Pacific Railroad for the MN River Greenway Trail. Young Environmental Consulting Group, on behalf of the LMRWD, has reviewed the application and recommends conditional approval of the permit contingent upon the receipt of the a copy of the NPDES construction stormwater permit, Name and contact information for the person(s) responsible for erosion control inspection and maintenance, name and contact information of all contractors undertaking land-disturbing activities as part of the project, an executed agreement with UPRR and final construction plans signed by a professional engineer.

#### Attachments

Technical Memorandum – Minnesota River Greenway Bridge (LMRWD No. 2023-010) dated October 2, 2024

#### Recommended Action

Motion to conditionally approve a permit for the Minnesota River Greenway Bridge (LMRWD No. 2023-010) contingent upon receipt of the following:

- Copy of the NPDES construction stormwater permit
- Name, address, and phone number for the person(s) responsible for erosion control inspections and maintenance
- Name, address, and phone number(s) of all contractors undertaking land-disturbing activities as part of the project
- Executed agreement with the UPRR
- Final construction plans signed by a professional engineer



# Technical Memorandum



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

**From:** Rachel Kapsch, Water Resources Scientist  
Hannah LeClaire, PE, Water Resources Engineer

**Date:** October 2, 2024

**Re:** Minnesota River Greenway Bridge (2023-010)

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Dakota County has applied for an individual project permit from the Lower Minnesota River Watershed District (LMRWD) to provide passage over the Union Pacific Railroad (UPRR) right-of-way (ROW) and to access an existing Dakota County trailhead near Trunk Highway 13 and Lone Oak Road in Eagan, Minnesota. The project site is located entirely within Fort Snelling State Park and the LMRWD. The applicant's engineer, Bolton & Menk, along with Joe Morneau with Dakota County, submitted the permit application, associated application exhibits, and site plans for the Minnesota River Greenway Bridge project.

The project site is located on State Park property (owned by the Minnesota Department of Natural Resources [MNDNR]), on a 100-foot corridor owned by UPRR (single track), and on an easement for a power transmission line owned and operated by Xcel Energy. Much of the project area is within a delineated wetland and with interspersed grasses, reeds, and trees. The applicant proposes to install a 1,350-foot pedestrian bridge to allow passage over the UPRR ROW and access an existing trailhead (Figure 1 and 2). The bridge would connect the existing trailhead to the proposed Minnesota River Greenway Trail that was approved for a permit in May 2024 (LMRWD Permit No. 2023-007). The bridge will be supported by 14 piers of varying dimensions. The pier columns will extend below ground level to the footing, with the top of the foot 1–2 feet below final grade. Each footing will be supported by eight friction pilings approximately 60 feet long. The project includes 2.1 acres of land disturbance and will create 0.6 acres of impervious area.

The project is located within the High Value Resource Area (Gun Club Lake Fen HVRA) and the Minnesota River floodplain. The applicant proposes to begin construction in May 2025. From LMRWD's review, it was determined that the project triggers LMRWD Rule B – Erosion and Sediment Control and Rule C – Floodplain and Drainage Alteration. After discussions with the MNDNR, Rule D – Stormwater Management was not applied to this project. It was determined that installing additional stormwater management systems beyond flow dispersal would cause greater adverse impacts to the fen. Therefore, Rule D was not reviewed as part of this project.

## SUMMARY

**Project Name:** Minnesota River Greenway Bridge

**Purpose:** Install a pedestrian bridge over the UPRR ROW to connect to the existing trail

**Project Size:**

Area Disturbed	Existing Impervious Area	Proposed Impervious Area	Net Change in Impervious Area
2.1 acres	0.1 acres	0.7 acres	0.6 acres

**Location:** 2997 Sioux Trail | Eagan, MN 55121

**LMRWD Rules:** Rule B – Erosion and Sediment Control  
Rule C – Floodplain and Drainage Alteration

**Recommended Board Action:** Conditional approval

## DISCUSSION

The LMRWD received the following documents for review:

- LMRWD online permit application; received May 21, 2024.
- Dakota County submitted the following exhibits on May 21, 2024:
  - Applicable bridge plans; dated November 3, 2022.
  - Figure 1: Location Map; dated April 2024.
  - Figure 2: Proposed Aquatic Resource Impacts; dated May 2024.
  - Railroad crossing plans; dated November 4-5, 2021.
- Dakota County submitted the following exhibits on June 11, 2024:
  - Cooperative Agreement Between the State of Minnesota and the County of Dakota (Fort Snelling State Park, Dakota County Minnesota River Greenway Trail / State Park Segment); dated January 30, 2017.
  - Amendment No. 1 to Contract No. 120619; dated December 13, 2019.
  - Amendment No. 2 to Contract No. 120619; signed January–February 2023.
  - Email chain between Dakota County and the UPRR consultant; dated December 2020–January 2023.
- Dakota County submitted the following exhibits on August 21, 2024:
  - Revised Trail Plan (Sheet 2 of 3); dated August 12, 2024.
  - Minnesota River No Rise Certification; dated May 19, 2023.
  - Bridge Plans; dated July 11, 2024.
  - Public Highways Overpass Agreement; dated October 17, 2023.
  - Rule C Narrative.

- Dakota County submitted the following exhibits on September 10, 2024:
  - Revised Permit Application.
  - Revised Rule C Narrative.
  - Revised Stormwater Pollution Prevention Plan (SWPPP); dated September 9, 2024.

The application was deemed complete on September 10, 2024, and the documents received provide the minimum information necessary for permit review.

### ***Rule B – Erosion and Sediment Control***

The LMRWD regulates land-disturbing activities that affect one acre or more under Rule B. The proposed project would disturb approximately 2.1 acres within the LMRWD boundary. The applicant has provided an erosion and sediment control plan (trail plan) that includes temporary best management practices such as silt fencing and sediment control logs. The applicant has also provided a SWPPP. The project generally complies with Rule B, but a copy of the National Pollutant Discharge Elimination System (NPDES) construction stormwater permit, contact information for the contractor, final construction plans signed by a professional engineer, and an executed agreement with UPRR are needed before the LMRWD can issue a permit.

### ***Rule C – Floodplain and Drainage Alteration***

The LMRWD requires the applicant to provide documentation that the proposed floodplain fill will not cause an increase in 100-year water surface elevations. The project is located within the Minnesota River 100-year floodplain, as seen on the Dakota County Flood Insurance Rate Map (FIRM) Panel 27037C0081E, effective December 2, 2011. The FIRM shows the project in FEMA Zone AE with a published base flood elevation (BFE) of 714.2 and a modeled 100-year water surface elevation of 714.14. The project proposes 22 cubic yards of cut and 69 cubic yards of fill within the floodplain and no compensatory storage. The project proposes constructing a 1,350-foot pedestrian bridge over the UPRR with trail elevations of 714.69 or higher. The bridge will be supported using 14 concrete piers, 6 of which are within the floodplain. Minor embankment grading is required within the floodplain, where the trail ties into existing grade. A no-rise certification was submitted for the project, which shows no change in the water surface elevation (WSE) due to the proposed fill and pier construction within the floodplain. This complies with Minnesota no-rise certification levels, which require evidence that a project will not impact the floodway width or 100-year flood elevation (will not raise or lower it by more than 0.00 feet). Coordination between the MNDNR and Dakota County is ongoing to ensure the project mitigates any potential risks to the local hydrology and ecosystem.

### ***Recommendations***

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

- Copy of the NPDES construction stormwater permit
- Name, address, and phone number for the person(s) responsible for erosion control inspections and maintenance
- Name, address, and phone number(s) of all contractors undertaking land-disturbing activities as part of the project
- Executed agreement with the UPRR (the agreement is time-sensitive and must be procured

shortly before the anticipated construction start date)

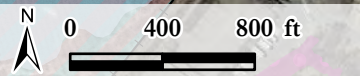
- Final construction plans signed by a professional engineer

*Attachments*

- Figure 1—MN River Greenway RR Bridge Project Location
- Figure 2—MN River Greenway RR Bridge Project Location



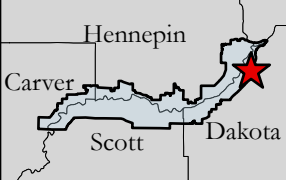
Figure I: MN River Greenway RR Bridge Project Location  
LMRWD No. 2023-010



**Legend**

- Project Location
- Railroad
- Construction Limits
- Previous Permits
- FEMA Cross Sections
- Public Waterbodies
- Steep Slope Overlay District
- 100-yr Floodplain
- Floodway
- High Value Resource Area

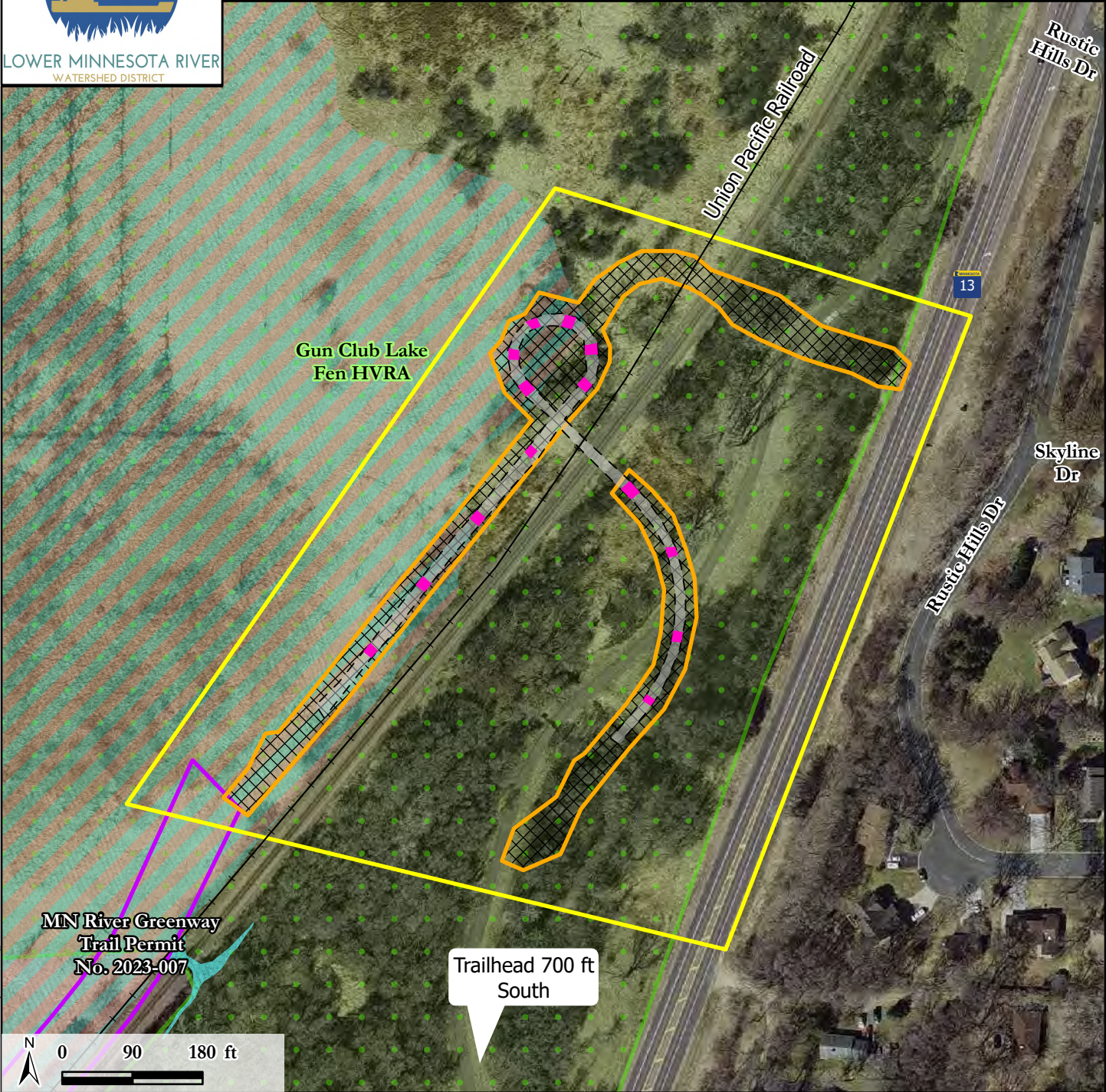
**LMRWD Watershed Location Map**



Projects\LMRWD\Project\_Reviews\02 In Process\2023-010 MN River Greenway RR Bridge\04 GIS



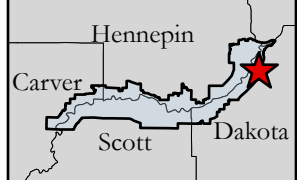
Figure 2: MN River Greenway RR Bridge Project Location  
LMRWD No. 2023-010



**Legend**

- Project Location
- Construction Limits
- High Value Resource Area
- 100-yr Floodplain
- Floodway
- Proposed Bridge
- Previous Permits
- Railroad
- Piers

**LMRWD Watershed Location Map**



Projects\LMRWD\Project\_Reviews\02 In Process\2023-010 MN River Greenway RR Bridge\04 GIS



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, October 9, 2024

### Agenda Item

**Item 6. C. - CenterPoint Energy (CPE) Xenwood Avenue and West 125<sup>th</sup> Street (LMRWD No. 2024-018)**

### Prepared By

Linda Loomis, Administrator

### Summary

CenterPoint Energy is planning to replace aging infrastructure in the City of Savage and applied for a permit to undertake the work. Young Environmental Consulting Group, on behalf of the LMRWD, has reviewed the application and is recommending conditional approval contingent upon receipt of contact information for the person(s) responsible for construction and maintenance of erosion and sediment control measures, and documentation of approval of the project from the City of Savage for work in the road right-of-way. Details of the review can be found in Technical Memorandum - CenterPoint Energy (CPE) Xenwood Avenue and West 125<sup>th</sup> Street (LMRWD No. 2024-018) dated October 2, 2024.

### Attachments

Technical Memorandum - CenterPoint Energy (CPE) Xenwood Avenue and West 125<sup>th</sup> Street (LMRWD No. 2024-018) dated October 2, 2024

### Recommended Action

Motion conditionally approve a permit for CenterPoint Energy (CPE) Xenwood Avenue and West 125<sup>th</sup> Street (LMRWD No. 2024-018) contingent upon the receipt of contact information for the person(s) responsible for construction and maintenance of erosion and sediment control measures, and documentation of approval of the project from the City of Savage for work in the road right-of-way.



# Technical Memorandum

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

**From:** Erica Bock, Water Resources Scientist  
Hannah LeClaire, PE, Project Manager

**Date:** October 2, 2024

**Re:** CenterPoint Energy (CPE) Xenwood Avenue and West 125<sup>th</sup> Street (LMRWD No. 2024-018)

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Center Point Energy (CPE) has applied for an individual project permit from the LMRWD to install a new plastic natural gas pipeline and to abandon the existing line in the City of Savage along Xenwood Avenue and West 125<sup>th</sup> Street, as shown in Figure 1. The applicant's engineer, Merjent, submitted the permit application, associated application exhibits, and site plans for the CPE Project.

The proposed project consists of installing approximately 75 feet of 2-inch-diameter and 2,403 feet of 4-inch-diameter plastic natural gas pipeline. Installation of the new pipeline will involve the directional boring method with additional excavations for tie-ins, service lines, and abandonment of the existing line. Approximately 3,518 feet of pipeline of varying diameter will be abandoned in-place within the project area. The project is located within the 100-year floodplain of the Credit River. The total disturbed area within the LMRWD is 624 square feet (0.01 acres), including 102 cubic yards of proposed excavation and fill within the floodplain. All project areas will be returned to preconstruction grade, condition, and contours following the completion of construction activities. The project is not located within a High Value Resource Area. The project requires an individual permit for Rule C because the City of Savage does not have their LMRWD Municipal Permit. The project proposes to start construction after project approval in October 2024.



## SUMMARY

**Project Name:** CPE Xenwood Avenue and West 125<sup>th</sup> Street  
**Purpose:** Installation of underground natural gas pipeline in road ROW

**Project Size:**

Area Disturbed	Cut	Fill	Net Chage
624 square feet	102 cubic yards	102 cubic yards	0 cubic yards

**Location:** Right of Way Xenwood Avenue and West 125th Street in Savage, MN 55378

**LMRWD Rules:** Rule C – Floodplain and Drainage Alteration

**Recommended Board Action:** Conditional approval

## DISCUSSION

The LMRWD received the following documents for review:

- LMRWD online permit application, received August 23, 2024
- LMRWD permit application cover letter and plans by Merjent, dated and received August 23, 2024
- Permit application fee of \$750, received August 27, 2024
- CenterPoint Energy response to the LMRWD comment from Merjent, dated and received September 11, 2024

The application was deemed complete on September 11, 2024, and the documents received provide the minimum information necessary for permit review.

### *Rule C – Floodplain and Drainage Alteration*

The LMRWD requires the applicant to provide documentation ensuring that the proposed project will not cause an increase in 100-year water surface elevations. The project is located within the Credit River 100-year floodplain, as seen on the Scott County flood insurance rate map (FIRM) panel 27139C0063E, effective February 12, 2021. The effective FIRM shows the project in FEMA Zone AE (or the 100-year floodplain), with a 100-year elevation of 729.0 NAVD88. The applicant proposes different types of excavation and has provided information on the scope and quantity of excavations within the floodplain.

1. Bore and tie-in (12 cubic yards of excavation and fill total):
  - a. The project proposes five bore and tie-in locations within the floodplain.
  - b. Bore and tie-in sites are necessary to install the new pipeline. The pipeline to be installed will be drilled (bored) at an angle into the excavation. When the bore is complete, the pipeline surfaces at another bore and tie-in site.
  - c. Tie-in sites are required where the new pipeline will connect to the existing pipeline,

or where two or more pipelines intersect. Excavations are required at these locations to complete pipeline connections.

2. Cut and cap (74 cubic yards of excavation and fill total):
  - a. CPE proposes four cut and cap locations within the floodplain.
  - b. Cut and cap sites are necessary at the ends of newly installed pipeline and of existing pipeline. The pipeline at these locations is cut, and then a cap is placed on the end of the pipeline to seal it.
3. Service tie-ins (16 cubic yards of excavation and fill total):
  - a. The project proposes nine service tie-in excavations within the floodplain.
  - b. Service tie-ins are necessary to connect the existing service line to the newly installed pipeline. Excavations should be located at the intersection of the existing service line and the new pipeline.

These excavations total 102 cubic yards of excavation and fill and 624 square feet of temporary soil disturbance. All bore and tie-in locations are located within the City road right-of-way, and documentation of approval from the City of Savage will be required as a conditional approval item. All disturbed areas will be restored to existing conditions, including revegetation. Because no permanent alterations will be made to ground elevations in the floodplain, modeling and a no-rise certificate were not required.

The applicant submitted erosion and sediment control plans. Temporary BMPs proposed include silt fence, mulch, and seed for disturbed areas. The applicant provided contact information for the contractors undertaking land disturbing activities as part of the proposed project:

Michels Corporation (Michels):

Jeremy Cook  
612-363-5095  
[jcook@michels.us](mailto:jcook@michels.us)

The project generally complies with Rule C; however, contact information for the person responsible for inspection and maintenance of all erosion and sediment control features is required before the LMRWD can issue a permit.

### **Recommendations**

Based on review of the project, we recommend conditional approval of the CPE Xenwood Avenue and West 125<sup>th</sup> Street Project for installation of a new natural gas line, contingent on receipt of the following:

- Contact information for the person responsible for construction and maintenance of erosion and sediment control measures.
- Documentation of approval from the City of Savage for work in the road right-of-way

### **Attachments**

- Figure 1—CPE Xenwood and W 125<sup>th</sup> St. Project Location

**EROSION and SEDIMENT CONTROL NOTES**

1. Perimeter sediment controls (fiber logs or equivalent) will be installed down-gradient of temporary stockpiles, displaced trench material, and bore pits.
2. All associated equipment will be clean of soil or sediment before leaving off site. Street sweeping will be performed routinely as needed to remove tracked sediment.
3. Seed and erosion control blanket will be installed wherever soil disturbance occurs in a grassed or vegetated right-of-way. These stabilization BMPs will be implemented upon restoration of the R.O.W., and in no case later than 14 days after completion of construction activity.
4. All curb & gutter catch basins receiving stormwater runoff from the project area will have inlet protection coverage installed and maintained.
5. Post-construction conditions will result in no change to the pre-construction conditions. Drainage patterns, contours, and vegetation will not be altered from pre-existing conditions.
6. Project site will be inspected for compliance with erosion and sediment control once every 7 days or after a 0.5" rainfall event.
7. Non-functional BMPs must be repaired or replaced within 24 hours of discovery.

Michels Corporation is responsible for BMPs during project installation.

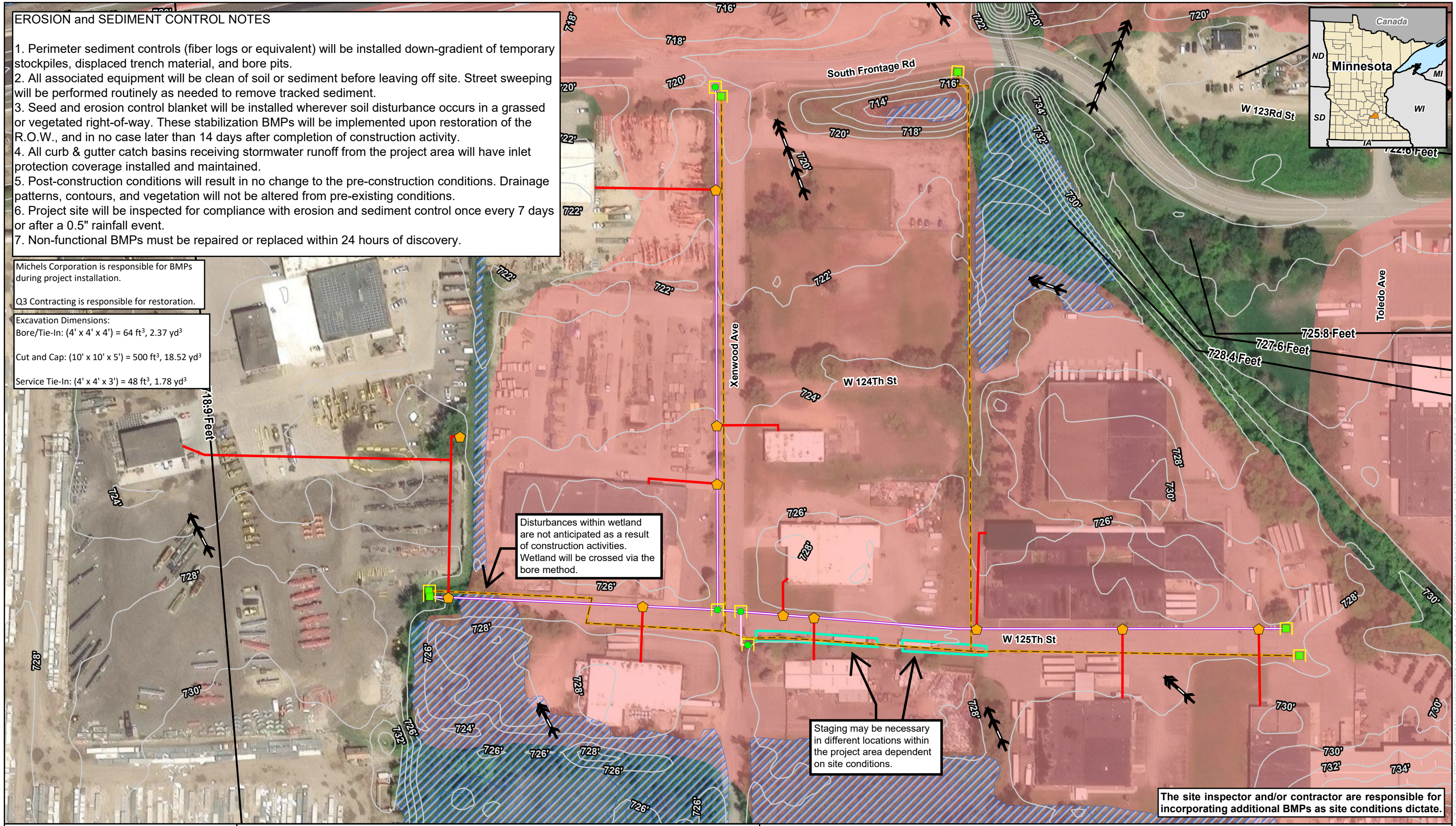
Q3 Contracting is responsible for restoration.

Excavation Dimensions:

Bore/Tie-In: (4' x 4' x 4') = 64 ft<sup>3</sup>, 2.37 yd<sup>3</sup>

Cut and Cap: (10' x 10' x 5') = 500 ft<sup>3</sup>, 18.52 yd<sup>3</sup>

Service Tie-In: (4' x 4' x 3') = 48 ft<sup>3</sup>, 1.78 yd<sup>3</sup>



0 75 150 Feet  
1:1,800

**merjent.** CenterPoint Energy

For Environmental Review Purposes Only

**Figure 2: Site Plan**  
**Xenwood Ave & 125 St W Project (WO# 113233080)**  
 CenterPoint Energy  
 Savage, Scott County, Minnesota

- Bore/Tie-In Site
- Cut and Cap
- Service Tie-In Excavation
- 4" Proposed Pipeline - Bore Method
- Proposed Service Line
- Proposed Abandonment
- 2" Proposed Pipeline - Bore Method
- BMP
- Stormwater Flow
- 2' Contour (Scott County, MN)
- Cross-Sections (FEMA)
- NHD Waterbody
- NWI Wetland
- 1% Annual Chance Flood Hazard (FEMA)
- Proposed Staging Area

The site inspector and/or contractor are responsible for incorporating additional BMPs as site conditions dictate.

Date: (8/10/2024) Source: Z:\Clients\SA\_D\CenterPoint\Minnesota\2024\Xenwood\_and\_125th\ArcGIS\Permitting\Xenwood\_and\_125th.aprx



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, October 9, 2024

### Agenda Item

#### Item 7. A. – Authorization to Award Construction Contract for the Spring Creek Project

#### Prepared By

Linda Loomis, Administrator

#### Summary

In October 2018, the Board of Managers approved an implementation plan for the LMRWD Comprehensive Watershed Management plan which included a project to stabilize 2 sites along Spring Creek in the city of Carver.

In 2019, the LMRWD commissioned an assessment of the streambank that was completed by Barr Engineering Company, which recommended assessment of the hydrology of Spring Creek. In 2020, Young Environmental Consulting Group completed a hydrological review of Spring Creek, which recommended prioritizing stream bank stabilization at 112 East 5<sup>th</sup> Street and 404 Broadway Street.

In response, the Spring Creek Stabilization project was designed, construction drawings were developed by I & S Group, Inc. (ISG), permits were obtained, and bidding was completed to stabilize the stream at the above referenced locations. The project is being funded by the LMRWD through its Plan Implementation Program. The following presents the design, permitting and bidding process.

#### Design, Permitting and Bidding

ISG, working in consultation with Young Environmental Consulting Group, completed the design, permitting and bidding for the project.

#### Design

The Project proposes to stabilize the stream bank at two locations upstream of East 4<sup>th</sup> Street. The Project constructs bank stabilization measures; implements erosion control measures and debris removal; and revegetates all disturbed areas.

#### Permitting

The following permits are applicable to the Project:

- The Project requires an NPDES General Construction Stormwater Permit, which is to be completed by the contractor and sent to the District upon receipt.

## Item 7. A. – Authorization to Award Construction Contract for the Spring Creek Project

### Executive Summary

October 9, 2024

Page 2

- Because the City of Carver has a Municipal LGU permit from the LMRWD, the City is responsible for ensuring compliance with LMRWD standards and will issue a permit for the Project.
- The US Army Corps of Engineers (COE) regulates the discharge of dredge or fill into public waters. The COE was consulted, and this Project does not require additional permitting from the COE.

### Bidding Process

Upon completion of the Project's design, bid documents were prepared and put out for bid on September 5, 2024

- 9/5/2024—Bid documents were uploaded to QuestCDN, and potential bidders were able to access them.
- 9/23/2024—Held a virtual pre-bid conference. Linda Loomis, District Administrator, Hannah LeClaire, Young Environmental Project Engineer, Chris Adams, Bailey Bocchino and Jacob Rischmiller, ISG, were in attendance. An overview of the Project was provided and questions from potential bidders were answered.
- Questions generated at the pre-bid conference resulted in one addendum being issued:
  - 9/26/2024—Addendum #1 is issued to address location of a debris disposal site, amend the construction schedule to better align with the ability to acquire plants, and to update the agreement form to align with the revised schedule,
- 10/1/2024—Bidding period was closed, and bids received were presented at a virtual meeting. Linda Loomis, District Administrator, Hannah LeClaire, Young Environmental Project Engineer, Chris Adams, Bailey Bocchino and Jacob Rischmiller, ISG, were in attendance. Each bid package was checked for the following bid requirements:
  - 5% Bid bond
  - Prime Contractor Response Form (Responsible Contractor Form)
  - First-Tier Subcontractor List
  - Available Equipment List
  - Reference List of similar work within the past 5 years
- Seven bids were received and are arranged in order from lowest bid to highest bid in the attached recommendation from ISG.

### **Attachments**

Bid Recommendation dated October 1, 2024, from ISG

Resolution 2024-22 -Spring Creek Stream Bank Stabilization Project

Bid Package from Sunram, Inc.

### **Recommended Action**

Motion to award bid to the low bidder, Sunram Construction, Inc.; adopt Resolution 2024-22; and direct staff to prepare contract documents with Sunram Construction, Inc.

# Bid Recommendation

OCTOBER 1, 2024

Lower Minnesota River Watershed District  
112 E 4<sup>th</sup> Street Suite 102  
Chaska, Minnesota 55318



## RE: Bid Award Recommendation for Spring Creek Stabilization

Ms. Loomis,

On Tuesday, October 1, 2024, Bids were received for the Spring Creek Stabilization . A total of seven bids were received ranging from \$91,443.00 to \$152,440.65. During the bid letting, ISG accepted all of the Contractors that provided the following bidding requirements;

- 5% Bid bond
- Prime Contractor Response Form (Responsible Contractor Form)
- First-Tier Subcontractor List
- Available Equipment List
- Reference List of similar work within the past 5 years.

The apparent low bidder for Spring Creek Stabilization is Sunram Construction, Inc. from Corcoran, MN, with a base bid price of \$91,443.00. The Engineer's estimate was \$107,035.75 for the base bid. Refer to Table 1, below for a summary of the bid results with a complete bid tabulation attached to this letter.

Table 1: Bid Results Summary Table

Contractor	Base Bid
Engineer's Estimate	\$107,035.75
Sunram Construction, Inc.	\$91,443.00
K.A. Witt Construction Inc.	\$98,662.75
JL Theis, Inc.	\$106,754.52
Native Resource Preservation LLC	\$122,199.27
ACM LLC	\$132,607.46
MNL	\$142,495.00
RES, LLC	\$152,440.65

ISG has not worked with Sunram Construction, Inc. previously, however the contractor has provided an extensive list of references demonstrating applicable experience. Based on references provided, ISG recommends awarding the project to Sunram Construction, Inc. ISG has contacted Sunram Construction, Inc. and they would like to start the project in mid-November 2024, dependent on weather and landowner agreements. The completion date for the project is May 15, 2025 with milestones on December 31, 2024 and February 1, 2025 for completion of sites 1 and 2 respectively. If there any questions about the bidder, please do not hesitate to ask.

Sincerely,

A handwritten signature in black ink that reads "Bailey Bocchino". The signature is written in a cursive, flowing style.

**Bailey Bocchino, PE**  
Water Resources Engineer  
Bailey.Bocchino@ISGInc.com



Line Item	Item Code	Item Description	U of M	Quantity	Engineer Estimate		Sunram Construction, Inc.		K.A. Witt Construction Inc.		JL Theis, Inc.		ative Resource Preservation L		ACM LLC		MNL		RES, LLC	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	1	MOBILIZATION	LS	1	\$5,100.00	\$5,100.00	\$9,165.40	\$9,165.40	\$4,500.00	\$4,500.00	\$6,323.00	\$6,323.00	\$4,500.00	\$4,500.00	\$10,000.00	\$10,000.00	\$7,000.00	\$7,000.00	\$25,500.00	\$25,500.00
2	2	PUSSY WILLOW (Salix discolor)	EA	2	\$224.00	\$448.00	\$178.50	\$357.00	\$750.00	\$1,500.00	\$44.00	\$88.00	\$263.50	\$527.00	\$687.55	\$1,375.10	\$220.00	\$440.00	\$358.00	\$716.00
3	3	PAGODA DOGWOOD (Cornus alternifolia)	EA	6	\$280.00	\$1,680.00	\$102.00	\$612.00	\$110.00	\$660.00	\$44.00	\$264.00	\$220.60	\$1,323.60	\$305.96	\$1,835.76	\$220.00	\$1,320.00	\$111.40	\$668.40
4	4	CHOKECHERRY (Prunus virginiana)	EA	6	\$98.00	\$588.00	\$77.00	\$462.00	\$110.00	\$660.00	\$44.00	\$264.00	\$114.30	\$685.80	\$265.85	\$1,595.10	\$60.00	\$360.00	\$111.40	\$668.40
5	5	NANNYBERRY (Viburnum lentago)	EA	6	\$119.00	\$714.00	\$82.00	\$492.00	\$110.00	\$660.00	\$44.00	\$264.00	\$177.25	\$1,063.50	\$283.04	\$1,698.24	\$40.00	\$240.00	\$111.40	\$668.40
6	6	DOWNY ARROWWOOD (Viburnum rafinesquianum)	EA	5	\$207.00	\$1,035.00	\$109.00	\$545.00	\$110.00	\$550.00	\$44.00	\$220.00	\$150.65	\$753.25	\$271.58	\$1,357.90	\$60.00	\$300.00	\$111.40	\$557.00
7	7	NINEBARK (Physocarpus opulifolius)	EA	5	\$152.00	\$760.00	\$102.00	\$510.00	\$110.00	\$550.00	\$44.00	\$220.00	\$197.00	\$985.00	\$66.46	\$332.30	\$40.00	\$200.00	\$111.40	\$557.00
8	8	BLACK RASPBERRY (Rubus occidentalis)	EA	18	\$55.00	\$990.00	\$41.00	\$738.00	\$110.00	\$1,980.00	\$44.00	\$792.00	\$62.32	\$1,121.76	\$58.44	\$1,051.92	\$40.00	\$720.00	\$31.50	\$567.00
9	9	SPOTTED JOE PYE WEED (Eutrochium maculatum)	EA	24	\$35.00	\$840.00	\$25.00	\$600.00	\$42.00	\$1,008.00	\$44.00	\$1,056.00	\$51.40	\$1,233.60	\$55.00	\$1,320.00	\$40.00	\$960.00	\$31.50	\$756.00
10	10	SPOTTED GERANIUM (Geranium maculatum)	EA	64	\$45.00	\$2,880.00	\$33.00	\$2,112.00	\$42.00	\$2,688.00	\$44.00	\$2,816.00	\$56.13	\$3,592.32	\$61.68	\$3,947.52	\$40.00	\$2,560.00	\$31.50	\$2,016.00
11	11	VIRGINIA CREEPER (Parthenocissus quinquefolia)	EA	75	\$53.00	\$3,975.00	\$41.00	\$3,075.00	\$42.00	\$3,150.00	\$44.00	\$3,300.00	\$56.97	\$4,272.75	\$56.15	\$4,211.25	\$40.00	\$3,000.00	\$31.50	\$2,362.50
12	12	OBEDIENT PLANT (Physostegia virginiana)	EA	37	\$35.00	\$1,295.00	\$31.00	\$1,147.00	\$42.00	\$1,554.00	\$44.00	\$1,628.00	\$51.18	\$1,893.66	\$55.00	\$2,035.00	\$40.00	\$1,480.00	\$31.50	\$1,165.50
13	13	SOLOMON'S SEAL (Polygonatum biflorum)	EA	15	\$53.00	\$795.00	\$35.00	\$525.00	\$42.00	\$630.00	\$44.00	\$660.00	\$66.53	\$997.95	\$58.44	\$876.60	\$40.00	\$600.00	\$31.50	\$472.50
14	14	GOLDENROD (Solidago canadensis)	EA	57	\$35.00	\$1,995.00	\$30.00	\$1,710.00	\$42.00	\$2,394.00	\$44.00	\$2,508.00	\$57.29	\$3,265.53	\$55.00	\$3,135.00	\$40.00	\$2,280.00	\$31.50	\$1,795.50
15	15	SPRENGEL'S SEDGE (Carex Sprengelii)	EA	76	\$35.00	\$2,660.00	\$30.00	\$2,280.00	\$42.00	\$3,192.00	\$44.00	\$3,344.00	\$52.63	\$3,999.88	\$55.00	\$4,180.00	\$40.00	\$3,040.00	\$31.50	\$2,394.00
16	16	HEAVY VEGETATIVE CLEARING WITH TREE REMOVAL	AC	0.15	\$30,000.00	\$4,500.00	\$45,000.00	\$6,750.00	\$75,000.00	\$11,250.00	\$20,000.00	\$3,000.00	\$103,407.20	\$15,511.08	\$16,614.94	\$2,492.24	\$40,000.00	\$6,000.00	\$29,402.00	\$4,410.30
17	17	INSTALL SILT FENCE	LF	140	\$6.50	\$910.00	\$5.00	\$700.00	\$5.00	\$700.00	\$4.00	\$560.00	\$12.67	\$1,773.80	\$6.35	\$889.00	\$10.00	\$1,400.00	\$5.59	\$782.60
18	18	INSTALL SEDIMENT CONTROL LOG	LF	213	\$6.50	\$1,384.50	\$5.00	\$1,065.00	\$5.00	\$1,065.00	\$4.00	\$852.00	\$11.22	\$2,389.86	\$4.86	\$1,035.18	\$10.00	\$2,130.00	\$6.05	\$1,288.65
19	19	12-INCH COIR LOG	LF	46	\$20.00	\$920.00	\$15.00	\$690.00	\$15.00	\$690.00	\$20.00	\$920.00	\$66.62	\$3,064.52	\$31.34	\$1,441.64	\$50.00	\$2,300.00	\$18.70	\$860.20
20	20	16-INCH COIR LOG	LF	325	\$27.00	\$8,775.00	\$27.00	\$8,775.00	\$20.00	\$6,500.00	\$22.00	\$7,150.00	\$50.49	\$16,409.25	\$21.85	\$7,101.25	\$70.00	\$22,750.00	\$26.50	\$8,612.50
21	21	RIPARIAN SOUTH AND WEST MNDOT SEED MIX 34-261 WITH CATEGORY 20 EROSION CONTROL	SF	2856	\$4.50	\$12,852.00	\$1.10	\$3,141.60	\$0.75	\$2,142.00	\$2.02	\$5,769.12	\$0.30	\$856.80	\$2.47	\$7,054.32	\$5.00	\$14,280.00	\$0.64	\$1,827.84
22	22	TURF SEED - MNDOT SEED MIX 25-131 WITH CATEGORY 20 EROSION CONTROL BLANKET	SF	3049	\$3.25	\$9,909.25	\$0.50	\$1,524.50	\$0.75	\$2,286.75	\$1.60	\$4,878.40	\$0.40	\$1,219.60	\$2.33	\$7,104.17	\$5.00	\$15,245.00	\$0.64	\$1,951.36
23	23	LIVE STAKES	SY	246	\$30.00	\$7,380.00	\$25.25	\$6,211.50	\$18.00	\$4,428.00	\$33.00	\$8,118.00	\$64.38	\$15,837.48	\$47.78	\$11,753.88	\$15.00	\$3,690.00	\$53.00	\$13,038.00
24	24	REMOVE & DISPOSE BROKEN HEADWALL	EA	2	\$2,000.00	\$4,000.00	\$975.00	\$1,950.00	\$1,250.00	\$2,500.00	\$600.00	\$1,200.00	\$1,694.82	\$3,389.64	\$783.16	\$1,566.32	\$1,750.00	\$3,500.00	\$1,980.00	\$3,960.00
25	25	REMOVE TREE OBSTRUCTIONS	EA	13	\$500.00	\$6,500.00	\$450.00	\$5,850.00	\$375.00	\$4,875.00	\$800.00	\$10,400.00	\$203.54	\$2,646.02	\$536.75	\$6,977.75	\$500.00	\$6,500.00	\$500.00	\$6,500.00
26	26	CLASS III RIPRAP WITH GEOTEXTILE FABRIC	CY	155	\$120.00	\$18,600.00	\$155.00	\$24,025.00	\$135.00	\$20,925.00	\$177.00	\$27,435.00	\$97.48	\$15,109.40	\$227.64	\$35,284.20	\$210.00	\$32,550.00	\$324.00	\$50,220.00
27	27	COMMON EXCAVATION	CY	40	\$20.00	\$800.00	\$48.00	\$1,920.00	\$175.00	\$7,000.00	\$122.00	\$4,880.00	\$84.21	\$3,368.40	\$58.81	\$2,352.40	\$100.00	\$4,000.00	\$165.00	\$6,600.00
28	28	MISC. GRADING & REMOVE LANDSCAPING FABRIC	LS	1	\$2,500.00	\$2,500.00	\$2,575.00	\$2,575.00	\$3,000.00	\$3,000.00	\$2,355.00	\$2,355.00	\$7,039.57	\$7,039.57	\$4,650.62	\$4,650.62	\$500.00	\$500.00	\$3,470.00	\$3,470.00
29	29	COMMON BORROW	CY	45	\$50.00	\$2,250.00	\$43.00	\$1,935.00	\$125.00	\$5,625.00	\$122.00	\$5,490.00	\$74.85	\$3,368.25	\$87.84	\$3,952.80	\$70.00	\$3,150.00	\$179.00	\$8,055.00
<b>Base Bid Total</b>						<b>\$107,035.75</b>		<b>\$91,443.00</b>		<b>\$98,662.75</b>		<b>\$106,754.52</b>		<b>\$122,199.27</b>		<b>\$132,607.46</b>		<b>\$142,495.00</b>		<b>\$152,440.65</b>



**SECTION 00 3113  
 BIDDING AND CONSTRUCTION SCHEDULE  
 SPRING CREEK STABILIZATION  
 LOWER MINNESOTA RIVER WATERSHED DISTRICT  
 CARVER  
 ENGINEER PROJECT NO. 23-29507**

<b>SEPTEMBER 5, 2024</b>	<b>ADVERTISEMENT FOR BIDS POSTED</b>
<b>SEPTEMBER 23, 2024 @ 10:00 AM</b>	<b>PRE-BID CONFERENCE (VIRTUAL)</b>
<b>OCTOBER 1, 2024 @ 10:00 AM</b>	<b>BID LETTING</b>
<b>OCTOBER 9, 2024</b>	<b>ESTIMATED DATE TO ISSUE NOTICE OF AWARD</b>
<b>CONTINGENT UPON LANDOWNER AGREEMENTS</b>	<b>NOTICE TO PROCEED</b>
<b>DECEMBER 31, 2024</b>	<b>MILESTONE 1: SITE 1 COMPLETION (INCLUDING SEEDING &amp; TEMPORARY EROSION CONTROL)</b>
<b>FEBRUARY 1, 2025</b>	<b>MILESTONE 2: SITE 2 COMPLETION (INCLUDING SEEDING &amp; TEMPORARY EROSION CONTROL)</b>
<b>MAY 15, 2025</b>	<b>PLANTINGS &amp; SUBSTANTIAL COMPLETION</b>
<b>JUNE 18, 2025</b>	<b>FINAL ACCEPTANCE</b>

**END OF SECTION**

\_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION 24-22

LOWER MINNESOTA RIVER WATERSHED DISTRICT

AUTHORIZATION TO AWARD CONSTRUCTION CONTRACT FOR  
THE SPRING CREEK STREAM BANK STABILIZATION PROJECT

**WHEREAS**, the Lower Minnesota River Watershed District (LMRWD) has an approved watershed management plan pursuant to Minnesota Statutes section 103B.231 (the Plan); and

**WHEREAS**, the Plan identifies the Spring Creek Bank Stabilization Project (the Project) in its capital improvement program for the purpose of implementing best management practices to mitigate sources of erosion, reduce turbidity, protect the stream channel and improve ecological integrity of the stream corridor in Spring Creek within the City of Carver, Minnesota; and

**WHEREAS**, in 2014, the LMRWD's Strategic Resource Evaluation collected enough data to support the status of Spring Creek as impaired for Turbidity and E. coli.; and

**WHEREAS**, in 2014, the resident at 112 East 5<sup>th</sup> Street contacted the LMRWD because of concerns with erosion and the Carver SWCD was consulted to develop a concept for stabilization at the site; and

**WHEREAS**, in 2018, the LMRWD included stream bank stabilization at Spring Creek in the Implementation Program of the LMRWD's 2018-2027 LMRWD Watershed Management Plan; and

**WHEREAS**, in 2019, the LMRWD assessed stream bank stabilization along Spring Creek which identified additional sites. The assessment was to develop additional understanding of the erosion issues, estimate erosion extents and causes and to comment on the Carver SWCD concept plans; and

**WHEREAS**, in 2023, the LMRWD caused plans and specifications to be prepared, to stabilize the banks of Spring Creek upstream of 4<sup>th</sup> Street East, Carver, MN, up to and including 112 East 5<sup>th</sup> Street, Carver MN; and

**WHEREAS**, the LMRWD solicited sealed bids for the work in accordance with Minnesota law. Seven bids were received and opened, Sunram Construction, Inc. submitted the lowest bid and is determined by the Board of Managers, on the basis of recommendations of District staff and consultants, to be a responsible bidder.

**NOW, THEREFORE, BE IT RESOLVED**, that the Lower Minnesota River Watershed District Board of Managers awards the contract for construction of the Project to Sunram Construction, Inc. in the amount of \$91,443.00; and

**BE IT FURTHER RESOLVED** that the LMRWD Board of Managers authorizes the Administrator to execute a construction contract for the Project in the amount of \$91,443.00; and

**BE IT FURTHER RESOLVED** that the LMRWD Board of Managers authorizes the Administrator to issue a formal notice to proceed to Sunram Construction, Inc. in accordance with the terms of this resolution, on advice of counsel and after receipt of a signed contract and required bonds and insurance documentation; and

**BE IT FINALLY RESOLVED** that the LMRWD Board of Managers authorizes the Administrator to issue this resolution to the City of Carver to serve as notice of LMRWD intent.

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 on this 9<sup>th</sup> day of October 2024.

---

Joseph Barisonzi, President

ATTEST:

---

Lauren Salvato, Secretary

**SECTION 00 4100  
BID FORM**

**SPRING CREEK STABILIZATION**

**B\_PROJECT TITLE LINE 2**

**LOWER MINNESOTA RIVER WATERSHED DISTRICT**

**CARVER, MINNESOTA**

**ENGINEER PROJECT NO. 23-29507**

**THE TERMS USED IN THIS BID WITH INITIAL CAPITAL LETTERS HAVE THE MEANINGS STATED IN THE INSTRUCTIONS TO BIDDERS, THE GENERAL CONDITIONS, AND THE SUPPLEMENTARY CONDITIONS.**

**ARTICLE 1 - OWNER AND BIDDER**

**THIS BID IS SUBMITTED TO:**

*Lower Minnesota River Watershed District*

*112 E. 4th Street Suite 102*

*Chaska, MN 55318*

*The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.*

**ARTICLE 2 - ATTACHMENTS TO THIS BID**

**THE FOLLOWING DOCUMENTS ARE SUBMITTED WITH AND MADE A CONDITION OF THIS BID:**

*Required Bid security;*

*Bidders Proof of Responsibility Form;*

*List of First Tier Subcontractors;*

*List of Available Equipment;*

*List of References*

**ARTICLE 3 - BASIS OF BID - UNIT PRICES**

*Unit Price Bids*

- A. Bidder will perform the following Work, of the estimated quantities attached, at the unit prices indicated on the electronic bid form :
- B. Bidder acknowledges that:
  - 1. Each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item.
  - 2. Estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual installed quantities, determined as provided in the Contract Documents.

**ARTICLE 4 - TIME OF COMPLETION**

*Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.*

*Bidder accepts the provisions of the Agreement as to liquidated and special damages.*

**ARTICLE 5 - BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA**

*Bid Acceptance Period*

- A. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

*Instructions to Bidders*

- B. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

*Receipt of Addenda*

- C. Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Addendum Date
1	9/26/24

**ARTICLE 6 - BIDDER'S REPRESENTATIONS AND CERTIFICATIONS**

*Bidder's Representations*

- A. In submitting this Bid, Bidder represents the following:
  - 1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
  - 2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.
7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

*Bidder's Certifications*

- B. The Bidder certifies the following:
1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
  2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.

3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:
  - a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
  - b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
  - c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
  - d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

Bidder: Sunram Construction Inc.  
(typed or printed name of organization)  
By: Ryan M. Sunram  
(individual's signature)  
Name: Ryan M. Sunram  
(typed or printed)  
Title: President  
(typed or printed)  
Date: 10/1/24  
(typed or printed)

If Bidder is a corporation, a partnership or a joint venture, attach evidence of authority to sign.

Attest: \_\_\_\_\_  
(individual's signature)  
Name: \_\_\_\_\_  
(typed or printed)  
Title: \_\_\_\_\_  
(typed or printed)  
Date: \_\_\_\_\_  
(typed or printed)

Address: 20010 75th Ave. North  
(for giving notices)  
City: Corcoran MN 55340  
State: MN  
Zip Code: 55340

Bidders Contact Information  
Name: Ryan M. Sunram  
(typed or printed)  
Title: President  
(typed or printed)  
Phone Number: 763-420-2140  
Email: ryan@sunramconstructioninc.com  
Address: 20010 75th Ave. North  
City: Corcoran  
State: MN  
Zip Code: 55340  
Bidder's Contractor License No. BC645280  
(if applicable)

END OF SECTION



**SECTION 00 4114.01  
FIRST TIER SUBCONTRACTOR LIST**

ATTACHMENT A-1

**MINN. STAT. §16.285, SUBD. 5:**


1.01 *A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to the execution of a construction contract with each subcontractor.*

FIRST - TIER SUBCONTRACTOR NAMES (LEGAL NAME OF COMPANY AS REGISTERED WITH THE SECRETARY OF STATE)	NAME OF CITY WHERE COMPANY HOME OFFICE IS LOCATED	WORK BEING PERFORMED BY SUBCONTRACTOR
Landbridge Ecological	St. Paul	Plantings + Restoration

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**SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A-1**

- 1.01 By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:
- 1.02 All first-tier subcontractors listed on Attachment A-1 have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. §16C.285

AUTHORIZED SIGNATURE OF OWNER OR OFFICER:	PRINTED NAME:
	Ryan M. Sunram
TITLE: President	DATE: 10/1/24
COMPANY NAME: Sunram Construction, Inc.	

**END OF FIRST-TIER SUBCONTRACTOR LIST**

# AIA<sup>®</sup> Document A310<sup>™</sup> – 2010

## Bid Bond

**CONTRACTOR:**

(Name, legal status and address)  
Sunram Construction, Inc.  
20010 75th Avenue North  
Corcoran, MN 55340

**OWNER:**

(Name, legal status and address)  
Lower Minnesota River Watershed District  
112 5th Street East, Suite 102  
Chaska, MN 55318

**BOND AMOUNT:** Five Percent of Amount Bid (5%)

**PROJECT:**

(Name, location or address, and Project number, if any)  
Spring Creek Stabilization

**SURETY:**

(Name, legal status and principal place of business)  
United Fire & Casualty Company  
118 2nd Ave. SE  
Cedar Rapids, IA 52407

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 1st day of October, 2024

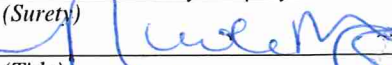
  
\_\_\_\_\_  
(Witness)

  
\_\_\_\_\_  
(Witness)

Sunram Construction, Inc.  
\_\_\_\_\_  
(Principal) (Seal)

  
\_\_\_\_\_  
(Title)

United Fire & Casualty Company  
\_\_\_\_\_  
(Surety) (Seal)

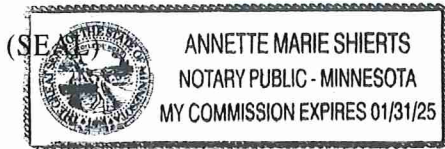
  
\_\_\_\_\_  
(Title) Nicole M. Coty Attorney-in-fact

**CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.**

CORPORATE ACKNOWLEDGMENT

STATE OF MINNESOTA  
COUNTY OF HENNEPIN

On the 1 day of OCTOBER, 2024, before me personally appeared, RYAN SUNRAM to me, who being duly sworn, did depose and say: that s/he resides in MINNESOTA that s/he is the PRESIDENT of the Sunram Construction, Inc. the corporation described in and which executed the foregoing instrument; that s/he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation; and that s/he signed her/his name thereto by like order.



Annette Shierts  
Notary Public

ACKNOWLEDGMENT OF CORPORATE SURETY

STATE OF MINNESOTA  
COUNTY OF Dakota

On the 1st day of October, 2024 before me personally appeared, Nicole M. Coty to me known, who being duly sworn, did say: that s/he resides in Minnesota that s/he is the aforesaid officer or attorney in fact of United Fire & Casualty Company a corporation, that the seal affixed to the foregoing instrument is the corporate seal of said corporation; and that said instrument as signed and sealed on behalf of said corporation by the aforesaid officer, by authority of its board of directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.



[Signature]  
Notary Public



UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA  
 UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX  
 FINANCIAL PACIFIC INSURANCE COMPANY, LOS ANGELES, CA  
 CERTIFIED COPY OF POWER OF ATTORNEY

Inquiries: Surety Department  
 118 Second Ave SE  
 Cedar Rapids, IA 52401

(original on file at Home Office of Company – See Certification)

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

NICOLE M. COTY, AMANDA PLANTENBERG, ERIN J. POHLMAN, JACQUELINE RILEY, JESSICA A. OLSON, DEAN SHAVER, MARLENA POPE, SIERRA MCQUOID, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$50,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted shall expire the 30th day of January, 2026 unless sooner revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

**“Article VI – Surety Bonds and Undertakings”**

Section 2, Appointment of Attorney-in-Fact. “The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal of the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 30th day of January, 2024

UNITED FIRE & CASUALTY COMPANY  
 UNITED FIRE & INDEMNITY COMPANY  
 FINANCIAL PACIFIC INSURANCE COMPANY

By: *Kyanna M. Saylor*  
 Vice President



State of Iowa, County of Linn, ss:

On 30th day of January, 2024, before me personally came Kyanna M. Saylor to me known, who being by me duly sworn, did depose and say; that she resides in Cedar Rapids, State of Iowa; that she is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that she knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that she signed her name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



*Patti Waddell*  
 Notary Public  
 My commission expires: 10/26/2025

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 1st day of October, 2024



By: *Mary A. Bertsch*  
 Assistant Secretary,  
 UF&C & UF&I & FPIC

## SECTION 00 4114 PRIME CONTRACTOR RESPONSE

RESPONSIBLE CONTRACTOR VERIFICATION AND CERTIFICATION OF COMPLIANCE  
PROJECT TITLE: SPRING CREEK STABILIZATION

*This form includes changes by statutory references from the Laws of Minnesota 2015, chapter 64, sections 1-9. This form must be submitted with the response to this solicitation. A response received without this form, will be rejected.*

*Minn. Stat. § 16C.285, Subd. 7. IMPLEMENTATION. ... any prime contractor or subcontractor or motor carrier that does not meet the minimum criteria in subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project...*

*Minn. Stat. § 16C.285, Subd. 3. RESPONSIBLE CONTRACTOR, MINIMUM CRITERIA. "Responsible contractor" means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the following minimum criteria:*

- A. The Contractor:
1. is in compliance with workers' compensation and unemployment insurance requirements;
  2. is in compliance with Department of Revenue and Department of Employment and Economic Development registration requirements if it has employees;
  3. has a valid federal tax identification number or a valid Social Security number if an individual; and
  4. has filed a certificate of authority to transact business in Minnesota with the Secretary of State if a foreign corporation or cooperative.
- B. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:
1. repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period, provided that a failure to pay is "repeated" only if it involves two or more separate and distinct occurrences of underpayment during the three-year period;
  2. has been issued an order to comply by the commissioner of Labor and Industry that has become final;
  3. has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;
  4. has been found by the commissioner of Labor and Industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;
  5. has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board;
- or

- 6. has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction. Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;\*
- C. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 181.723 or chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;\*
- D. The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;\*
- E. The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;\*
- \* Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.
- F. The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions that have authority to debar a contractor; and
- G. All subcontractors and motor carriers that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses (1) to (6).

*Minn. Stat. § 16C.285, Subd. 5. **SUBCONTRACTOR VERIFICATION.***

*A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.*

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.

A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause (7). A prime contractor and subcontractors shall not be responsible for the false statements of any subcontractor with which they do not have a direct contractual relationship. A prime contractor and subcontractors shall be responsible for false statements by their first-tier subcontractors with which they have a direct contractual relationship only if they accept the verification of compliance with actual knowledge that it contains a false statement.

Subd. 5a. **Motor carrier verification.** A prime contractor or subcontractor shall obtain annually from all motor carriers with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each motor carrier. A prime contractor or subcontractor shall require each such motor carrier to provide it with immediate written notification in the event that the motor carrier no longer meets one or more of the minimum criteria in subdivision 3 after submitting its annual verification. A motor carrier shall be ineligible to perform work on a project covered by this section if it does not meet all the minimum criteria in subdivision 3. Upon request, a prime contractor or subcontractor shall submit to the contracting authority the signed verifications of compliance from all motor carriers providing for-hire transportation of materials, equipment, or supplies for a project.

*Minn. Stat. § 16C.285, Subd. 4. VERIFICATION OF COMPLIANCE.*

*A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in subdivision 3, with the exception of clause (7), at the time that it responds to the solicitation document.*

*A contracting authority may accept a signed statement under oath as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. A prime contractor, subcontractor, or motor carrier that fails to verify compliance with any one of the required minimum criteria or makes a false statement under oath in a verification of compliance shall be ineligible to be awarded a construction contract on the project for which the verification was submitted.*

*A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor or motor carrier that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria. A verification of compliance need not be notarized. An electronic verification of compliance made and submitted as part of an electronic bid shall be an acceptable verification of compliance under this section provided that it contains an electronic signature as defined in section 325L.02, paragraph (h).*

**CERTIFICATION**

***By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:***

- H. **My company meets each of the Minimum Criteria to be a responsible contractor as defined herein and is in compliance with Minn. Stat. § 16C.285, and**
- I. **if my company is awarded a contract, I will submit Attachment A-1 prior to contract execution, and**
- J. **if my company is awarded a contract, I will also submit Attachment A-2 as required.**



<i>Ryan M. Sunram</i>	<i>Ryan M. Sunram</i>
Authorized Signature of Owner or Officer	Printed Name:
<i>President</i>	<i>10/1/24</i>
Title	Date
<i>Sunram Construction, Inc.</i>	
Company Name	

*NOTE: Minn. Stat. § 16C.285, Subd. 2, (c) If only one prime contractor responds to a solicitation document, a contracting authority may award a construction contract to the responding prime contractor even if the minimum criteria in subdivision 3 are not met.*

**END OF SECTION 00 4114**

**SUNRAM CONSTRUCTION, INC.  
2024 LABOR & EQUIPMENT RATES**

	FOREMAN, TRUCK & HAND TOOLS		\$	110.00	HOUR
	LABORERS		\$	85.00	HOUR
 <b><u>EXCAVATOR W/OPERATOR</u></b>					
BHC-26	2011 KOMATSU HYDRAULIC MID EXCAVATOR	PC160 LC-8	\$	165.00	HOUR
BHC-27	2006 KOBELCO MINI EXCAVATOR	SK50SR-3	\$	145.00	HOUR
BHC-28	2012 CASE CX80 MINI EXCAVATOR	CX80	\$	145.00	HOUR
BHC-29	2011 CASE CX250C HYDRAULIC LARGE EXCAVATOR	CX250C	\$	175.00	HOUR
BHC-30	2018 KUBOTA KX80-4SR3 MINI EXCAVATOR	KX80-4SR3	\$	145.00	HOUR
BHC-31	CASE CX75SR HYDRAULIC MINI EXCAVATOR	CX75SR	\$	145.00	HOUR
BHC-32	KOMATSU PC55MR-3 MINI EXCAVATOR	PC55MR-3	\$	145.00	HOUR
BHC-33	KOMATSU PC170LC-10 MID EXCAVATOR	PC170LC-10	\$	165.00	HOUR
BHC-34	2017 JOHN DEERE 350G LC HYDRAULIC EXCAVATOR	350G LC	\$	200.00	HOUR
BHC-35	2019 KOMATSU PC170LC-11 MID EXCAVATOR	PC170LC-11	\$	165.00	HOUR
 <b><u>DOZER W/OPERATOR</u></b>					
DZC-8	2004 CASE 750K DOZER	750K	\$	165.00	HOUR
DZC-9	2017 JOHN DEERE 700K DOZER	700K	\$	190.00	HOUR
DZC-11	2019 KOMATSU D51PXI DOZER	D51PXI	\$	190.00	HOUR
 <b><u>FRONT END LOADER W/OPERATOR</u></b>					
LD-2	2011 CASE 621E WHEEL LOADER	621E	\$	165.00	HOUR
 <b><u>SKIDLOADER W/OPERATOR</u></b>					
SLC-55	2012 KUBOTA SVL75HWC COMPACT TRACK LOADER	SVL75HWC	\$	155.00	HOUR
SLC-56	2017 KUBOTA SVL75-2HW MULTI TERRAIN LOADER	SVL75-2HW	\$	155.00	HOUR
SLC-58	2019 CATERPILLAR 257DS MULTI TERRAIN LOADER	257DS	\$	155.00	HOUR
SLC-59	2017 CATERPILLAR 259D MULTI TERRAIN LOADER	259D	\$	155.00	HOUR
	HYDRAULIC SKID LOADER ATTACHMENT		\$	30.00	HOUR
SLC-60	2019 KUBOTA SVL95-2S COMPACT TRACK LOADER	SVL95-2S	\$	165.00	HOUR
SLC-61	KUBOTA SSV75 KUBOTA WHEEL SKID STEER	SSV75	\$	155.00	HOUR
SLC-62	2020 KUBOTA SVL95-2S HFC SKID STEER	SVL95-2S HFC	\$	165.00	HOUR
SLC-63	2020 KUBOTA SVL95-2S HFC SKID STEER	SVL95-2S HFC	\$	165.00	HOUR
SLC-64	2019 KUBOTA SVL95-2S COMPACT TRACK LOADER	SVL95-2S	\$	165.00	HOUR
SLC-65	2020 KUBOTA SVL75-2 COMPACT TRACK LOADER	SVL75-2	\$	165.00	HOUR
SLC-66	2023 CATERPILLAR 259D3 TRACK LOADER	259D3	\$	155.00	HOUR
SLC-67	2022 CATERPILLAR 259D3 TRACK LOADER	259D3	\$	155.00	HOUR
 <b><u>DUMP TRUCK W/EQUIPMENT TRAILER</u></b>					
			\$	145.00	HOUR
 <b><u>DUMP TRUCK W/OPERATOR</u></b>					
TKC-66	2004 FREIGHTLINER M2 112 QUAD DUMP TRUCK	DUMP	\$	130.00	HOUR
TKC-67	2003 VOLVO VHD64 TRI-AXLE DUMP TRUCK	DUMP	\$	130.00	HOUR
TKC-69	1999 PETERBILT 330 DUMP TRUCK	DUMP	\$	130.00	HOUR
ORT-1	2006 TEREX TA27 6X6 ARTICULATED DUMP TRUCK	OFF ROAD	\$	175.00	HOUR
TKC-76	2007 INTERNATIONAL WORKSTAR 7700 DUMP TRUCK	DUMP	\$	130.00	HOUR
ORT-2	2014 MOROOKA RUBBER TRACK	MST-2200VD	\$	200.00	HOUR
ORT-3	BELL B25B	OFF ROAD	\$	175.00	HOUR
ORT-4	BELL B25B	OFF ROAD	\$	175.00	HOUR
ORT-5	BELL B25B	OFF ROAD	\$	175.00	HOUR
 <b><u>COMPACTOR W/OPERATOR</u></b>					
CPC-32	STONE PD43 COMPACTOR #32	PD43	\$	120.00	HOUR
CPC-35	WACKER RT WALK BEHIND #35	RT	\$	120.00	HOUR
CPC-36	2008 WACKER VIB PLATE MD 3400LB #36	WP1550AW	\$	100.00	HOUR
CPC-38	2010 WACKER BS60-21 TAMPER	BS60-21	\$	100.00	HOUR
CPC-42	2014 WACKER VIB PLATE MD 3400LB	WP1550AW	\$	100.00	HOUR
CPC-43	2015 WACKER VIB PLATE	BPU5545A	\$	120.00	HOUR
CPC-44	2017 WACKER VIB PLATE	BPU5545A	\$	100.00	HOUR
CPC-45	2018 WACKER RAMMER LG 2900-3600 LB	BS 60-4AS	\$	100.00	HOUR
CPC-46	2018 WACKER RAMMER LG 2900-3600 LB	BS 60-4AS	\$	100.00	HOUR
CPC-47	2019 WACKER VIB PLATE	VP 1550AW	\$	120.00	HOUR
CPC-48	2017 WACKER VIB PLATE	BPU5545A	\$	120.00	HOUR
CPC-49	BOMAG BW142PD ROLLER COMPACTOR	BW142PD	\$	120.00	HOUR
CPC-50	2005 INGERSOLL RAND VIBRATORY ROLLER	SD70D PROPAC	\$	120.00	HOUR
CPC-51	2021 WACKER VIB PLATE	BPU5545A	\$	120.00	HOUR
 <b><u>SAW</u></b>					
SWC-15	PARTNER GAS POWERED RING SAW	K950	\$	125.00	HOUR
 <b><u>TRACTOR</u></b>					
TRC-1	2005 NEW HOLLAND TRACTOR	TC45D	\$	100.00	HOUR

**OVERTIME ON ALL EQUIPMENT 1.5 PER HOUR  
MOBILIZATION & DEMOBILIZATION \$350.00 MINIMUM  
OTHER SPECIALIZED EQUIPMENT RATES AVAILABLE UPON REQUEST**

# **SUNRAM CONSTRUCTION, INC.**

**20010 75<sup>TH</sup> AVENUE NORTH**

**CORCORAN, MN 55340**

**(763) 420-2140 PHONE**

**(763) 494-3951 FAX**

**SPECIALIZING IN:  
ALL TYPES OF RETAINING  
WALLS  
CREEK/POND RESTORATION  
CONCRETE WORK  
EXCAVATION AND HAULING**

## **JOB REFERENCES CREEKS**

### **MIDDLE RILEY CREEK STABILIZATION, EDEN PRAIRIE**

RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT

BARR ENGINEERING, JESSICA OLSON (218)529-7118

REALIGN RILEY CREEK, GRADE THE CHANNEL BANK, INSTALL GRADE CONTROL AND BANK STABILIZATION STRUCTURES TO IMPROVE CONNECTION OF THE STREAM TO THE FLOOD PLAIN AND PREVENT STREAMBANK EROSION IN TWO LOCATIONS WITHIN BEARPATH GOLF COURSE AND COUNTRY CLUB.

VEGETATION ESTABLISHMENT AND MAINTENANCE 3 YEARS

JULY 2021 TO JULY 2025

TOTAL CONTRACT \$381,602.90

### **MISSISSIPPI RIVER COMMUNITY PARK RIVERBANK STABILIZATION, CITY OF ANOKA**

HAKANSON ANDERSON, CRAIG JOCHUM (763)852-0485

CLEAR AND GRUB, GEOTEXTILE FABRIC TYPE 7, COMMON EXCAVATION, FLOATATION SILT CURTAIN, TOPSOIL BORROW, EROSION CONTROL BLANKET CAT 4, RIPRAP CLASS 4,

NATIVE SEED MAINTENANCE 3 YEARS

MAY 2021 TO SEPTEMBER 2024

TOTAL CONTRACT \$745,935.56

### **MIDDLE SAND CREEK CORRIDOR RESTORATION, COON RAPIDS**

COON CREEK WATERSHED DISTRICT PAN 19-08, JON JANKE (763)755-0975

WENCK ASSOCIATES PROJECT NO. 1239-0102 (763) 252-6800

STREAM RESTORATION & BANK STABILIZATION OF 4,500 LF OF SAND CREEK INCLUDING TREE REMOVAL & LAND CLEARING, COARSE WOOD TOE W/ENCAPSULATED SOIL LIFT, COMMON EXCAVATION, CLASS 3 RIPRAP, CLASS 2 RIPRAP, GRANULAR FILTER, NATIVE SEEDING, STORM STRUCTURE W/SAFL BAFFLE, 3 YEAR VEGETATION MAINT &

3 YEAR INVASIVE SPECIES CONTROL

JANUARY 2020 TO SEPTEMBER 2023

TOTAL CONTRACT \$773,124.63

### **ST CROIX RIVER RIVERBANK STABILIZATION AND RIVERWALK, CITY OF STILLWATER 2016-06**

AMI CONSULTING ENGINEERS, BEN HARKER 651-344-8783 EXT. 66

THE PROJECT CONSISTS OF RESHAPING AND STABILIZING THE RIVERBANK WITH RIP RAP AND VEGETATION AND CREATING A WALK PATH.

SEPTEMBER 2021 TO OCTOBER 2022

TOTAL CONTRACT \$2,928,588.16

### **EVEREST LANE STREAMBANK STABILIZATION, CITY OF MAPLE GROVE 20-08**

WSB ENGINEERING, JAKE NEWHALL (612)990-3576

CLEARING & GRUBBING, COMMON EXCAVATION, SITE GRADING, 36" RC PIPE SEWER DES, CONSTRUCT DRAINAGE STRUCTURE, RIPRAP CLASS 3, ROCK DITCH CHECK, ROCK LOG DITCH CHECK, ANCHORED SLOPE PROTECTION

APRIL 2021 TO JUNE 2022

TOTAL CONTRACT \$196,479.00

**SAKATAH SINGING HILLS STATE TRAIL, MANKATO**  
DNR-PARKS AND TRAILS DIV. SOLICITATION 2021-088-04-8T219  
SRF CONSULTING, DAN HERZOG (763)452-4826  
CLEARING & GRUBBING, SELECT GRANULAR BORROW, COMMON EXCAVATION,  
RIPRAP CLASS 5, PERCUSSION DRIVEN ANCHORS, GABIONS, TRAIL REPAIRS, CURTAIN DRAIN,  
RIPRAP CLASS 2, RIPRAP CLASS 4, REALIGN TRAIL  
FEBRUARY 2021 TO NOVEMBER 2021  
TOTAL CONTRACT \$516,706.61

**MIDDLE CREEK AT HIGHVIEW PHASE 2, CITY OF LAKEVILLE 20-14**  
STANTEC CONSULTING SERVICES (763)479-4200  
FLOATING SILT CURTAIN, COMMON EXCAVATION, GRADED BANK, CLASS 2 RIPRAP,  
GEOTEXTILE, WOVEN ECB AND NON-WOVEN ECB, MN DOT SEED MIX,  
STRAW MULCH OR HYDRO MULCH  
JUNE 2021 TO AUGUST 2021  
TOTAL CONTRACT \$100,690.00

**PLUM TREE EAST DRAINAGE IMPROVEMENTS, CITY OF PLYMOUTH**  
CITY OF PLYMOUTH, AMY RIEGEL (763)509-5531  
CLEARING AND GRUBBING, WETLAND EXCAVATION, CHANNEL EXCAVATION,  
AND TURF ESTABLISHMENT  
JANUARY 2021 TO JUNE 2021  
TOTAL CONTRACT \$106,073.00

**WILD WINGS WESTERN WETLAND IMPROVEMENT, CITY OF PLYMOUTH**  
CITY OF PLYMOUTH, AMY RIEGEL (763)509-5531  
CLEARING AND GRUBBING, CHANNEL EXCAVATION, SKIMMER STRUCTURE, 24" RC PIPE STORM  
SEWER, RIPRAP CLASS 3, HYDROSEEDING AND SEEDING  
JANUARY 2021 TO APRIL 2021  
TOTAL CONTRACT \$99,075.00

**BASSETT CREEK MAIN STEM STABILIZATION O.P. 8527, MINNEAPOLIS**  
CITY OF MINNEAPOLIS CONTRACT NO. C-43812  
BARR ENGINEERING CO. PROJ# 23/27-1579.00 (952) 832-2600  
CLEARING & GRUBBING, COMMON EXCAVATION, RIPRAP CLASS 3, CROSSVANE-SINGLE  
BOULDER, SALVAGE & REPLACE CHAIN LINK FENCE, SHRUBS, WATTLING, VEGETATED  
REINFORCED SOIL SLOPE, VEGETATION MGMT & MAINT  
NOVEMBER 2020 TO JUNE 2022  
TOTAL CONTRACT \$439,187.36

**LOWER RICE CREEK STABILIZATION, FRIDLEY**  
RICE CREEK WATERSHED DISTRICT, MATTHEW KOCIAN (763) 398-3075  
BARR ENGINEERING CO. JESSICA OLSON P.E. (218) 259-7118  
STABILIZATION OF 1,870 LF OF RICE CREEK INCLUDING TOE-WOOD SOD-MATS,  
RIPRAP TOE PROTECTION, BANKFUL SHELVES, BOULDER VANES, &  
RESLOPING OF THE RIVER BANK AT 12 SEPARATE STABILIZATION AREAS.  
AUGUST 2020 TO OCTOBER 2021  
TOTAL CONTRACT \$562,614.00

**LAMBERT LAKE IMPROVEMENT PROJECT, VADNAIS HEIGHTS**  
VADNAIS LAKE AREA WATER MANAGEMENT ORGANIZATION (651) 204-6070  
SHORT ELLIOTT HENDRICKSON PROJ# VADLA 153931, EMILY JENNINGS P.M. (651) 490-2000  
REMOVAL OF EXISTING VINYL SHEET PILE & REPLACEMENT WITH PERMANENT  
STEEL SHEET PILE. EXCAVATION OF STREAM MEANDER. RESTORATION OF SITE,  
INCLUDING SHRUBS, NATIVE SEEDING, & EROSION CONTROL.  
DECEMBER 2020 TO AUGUST 2021  
TOTAL CONTRACT \$588,112.79

**MIDDLE CREEK RESTORATION AT HIGHVIEW AVE, CITY OF LAKEVILLE 20-14**  
WENCK/STANTEC (763)479-4200 SETH BOSSERT  
COMMON EXCAVATION, CLASS 2 RIPRAP, GRANULAR FILTER, GEOTEXTILE, COIR LOG, BRUSH  
MATTRESS, COIR EROSION CONTROL MAT, EROSION CONTROL BLANKET, NATIVE SEEDING,  
STRAW MULCH OR HYDRO MULCH, TREES BARE ROOT, SHRUB PLUGS  
DECEMBER 2020 TO MAY 2021  
TOTAL CONTRACT \$332,729.99

**DITCH 57 134<sup>TH</sup> BLVD BANK STABILIZATION, ANDOVER**  
COON CREEK WATERSHED DISTRICT PAN 19-08, JON JANKE (763)755-0975  
STABILIZATION OF 230 LF OF DITCH 57 STREAMBANK INCLUDING GEOTEXTILE FABRIC,  
SEEDING, CLASS 2 RIP RAP, TOPSOIL, EROSION CONTROL BLANKET  
JANUARY 2020 TO APRIL 2020  
TOTAL CONTRACT \$47,458.75

**LAKE GEORGE DAM REPL (OAK GROVE) & RUM RIVER BANK STABILIZATION (RAMSEY)**  
ANOKA COUNTY PARKS PROJECT NO. 2019-23  
WENCK PROJ# 2354-0007 (763) 479-4200  
CLEARING & GRUBBING, COMMON EXCAVATION, RIPRAP CLASS 3, SHEET PILE, ROOT WADS,  
PLANT BANDS, SEED MIX, COIR EROSION CONTROL MAT, AS BUILT CONSTRUCTION SURVEY,  
WATER DIVERSION, 3 YEAR VEGETATION ESTABLISHMENT  
JANUARY 2020 TO APRIL 2021  
TOTAL CONTRACT \$316,929.86

**POND & STORM SEWER MAINTENANCE, BLOOMINGTON**  
CITY OF BLOOMINGTON PROJ# 2019-902, ENGINEERING DIVISION (952)563-4870  
CLEARING & GRUBBING, COMMON EXCAVATION, DEWATERING, VEGETATED GEOGRID  
(STREAM STABILIZATION), FIELDSTONE RIP RAP, EROSION CONTROL BLANKETS  
JANUARY 2020 TO JULY 2020  
TOTAL CONTRACT \$225,888.19

**DITCH 57 ANDOVER BLVD BANK STABILIZATION, HAM LAKE**  
COON CREEK WATERSHED DISTRICT, JON JANKE (763)755-0975  
STABILIZATION OF 950 LF OF DITCH 57 STREAMBANK INCLUDING BANK GRADING, GEOTEXTILE  
FABRIC, SEEDING, CLASS 2 RIP RAP, EROSION CONTROL BLANKET, CLEAR TREES  
JANUARY 2020 TO APRIL 2020  
TOTAL CONTRACT \$75,631.43

**BLUFF CREEK SW BRANCH STABILIZATION & RESTORATION PROJECT, CHANHASSEN**  
RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT (952) 607-6512  
BARR ENGINEERING CO. PROJ# 23/27-0053.14-021 (952) 832-2600  
RESTORATION OF APPROX. 2,000 FT OF A TRIBUTARY TO BLUFF CREEK INCLUDING  
CLEARING & GRUBBING, COMMON EXCAVATION, GRADING, RIPRAP CLASS 3,  
CLEAR & SALVAGE TREES & INSTALL AS ROOT WAD, IMPORT & INSTALL ROOT WAD,  
F&I BOULDER VANE, 3 YEAR VEGETATION ESTABLISHMENT  
NOVEMBER 2019 TO SEPTEMBER 2023  
TOTAL CONTRACT \$264,934.25

**SAND CREEK SEDIMENT REDUCTION PROJECT PHASE 4, HELENA TWP**  
SCOTT COUNTY PROJECT NO. CSWSCTG04, KATE SEDLACEK P.M. (952) 496-8346  
EROSION & SEDIMENT CONTROL, CLEARING & GRUBBING, EARTHWORK, FES LIFTS, SURFACE  
FABRIC TREATMENT, LARGE WOOD, BOULDERS, BARE ROOT STOCK & TREES  
NOVEMBER 2019 TO AUGUST 2020  
TOTAL CONTRACT \$186,217.79

**SOUTH CREEK RESTORATION AT HAMBURG AVENUE, LAKEVILLE**

CITY OF LAKEVILLE PROJECT #19-06

WENCK ASSOCIATES, INC. PROJ# 5895-0009 (763) 252-6800

CONSTRUCT, MAINTAIN & RESTORE ACCESS, TREE CLEARING & HARVEST FOR REUSE,  
16" COIR LOG, TREE PINS & ROOT WADS, CLASS 2 RIPRAP, CLASS 3 RIPRAP,  
COMMON EXCAVATION, COIR EROSION CONTROL MAT, STRAW MULCH & DISK ANCHORING  
JULY 2019 TO DECEMBER 2019  
TOTAL CONTRACT \$187,985.24

**MINNEHAHA CREEK FEMA REPAIR PROJECT, MINNEAPOLIS**

MINNEHAHA CREEK WATERSHED DISTRICT (952) 471-0590

WENCK ASSOCIATES, INC. PROJ# B0185-0103 (763) 252-6800

COMMON EXCAVATION, RIPRAP/BOULDERS, AGGREGATE BASE CLASS 5, GEOTEXTILE FABRIC,  
FABRIC ENCAPSULATED SOIL LIFT, CONTROLLED FIL & TOPSOIL, FINE FILTER AGGREGATE  
DECEMBER 2018 TO DECEMBER 2020  
TOTAL CONTRACT \$177,299.35

**ELM CREEK STREAM RESTORATION, CITY OF PLYMOUTH**

CITY OF PLYMOUTH, BEN SCHARENBOICH, SR ENGINEERING TECHNICIAN (763)509-5527

TREE CLEARING & HARVESTING, WOVEN ECB & NON-WOVEN ECB, LOG TOE, ROOT WAD,  
CLASS 2 RIPRAP, CLASS 5 RIPRAP, CLASS 3 RIPRAP, BARE ROOT SHRUBS, SEEDING,  
HYDRAULIC MATRIX, VEGETATION ESTABLISHMENT & MAINTENANCE

DECEMBER 2018 TO JUNE 2019

TOTAL CONTRACT \$522,454.00

**LOWER SAND CREEK CORRIDOR RESTORATION, COON RAPIDS**

COON CREEK WATERSHED DISTRICT, JON JANKE (763)755-0975

TREE REMOVE & REINSTALL, TREE REMOVE & DISPOSE, LOG TOE, ROOT WADS,  
CLASS 3 RIPRAP, GRADED BANK, COMMON EXCAVATION OFFSITE,

WOVEN ECB & NON-WOVEN ECB, SEEDING, LIVE STAKES, MULCH, PLANTING

SEPTEMBER 2018 TO JANUARY 2019

TOTAL CONTRACT \$334,733.00

**NINE MILE CREEK RESTORATION PROJECT-PHASE 2, EDINA MN**

NINE MILE CREEK WATERSHED DISTRICT

BARR ENGINEERING COMPANY, JEFF WEISS P.E. (952)832-2706

RESTORATION OF 3,200 FT OF NINE MILE CREEK AND

REALIGNMENT OF 1,200 FT OF NINE MILE CREEK;

5.68 ACRES OF CLEARING & GRUBBING, 604 TONS OF IMPORTED RIPRAP CLASS 3,

637 LF CONSTRUCT CROSS VANE/CONSTRUCT ROCK VANE

4,104 CY EXCAVATION OF BANK SLOPE, RIPRAP & NEW CREEK CHANNEL,

LANDSCAPING & FIVE YEAR VEGETATION MAINTENANCE

SEPTEMBER 2018 TO AUGUST 2019

TOTAL PROJECT \$478,732.00

**SOUTH CREEK CHANNEL RECONSTRUCTION - LAKEVILLE MN**

CITY OF LAKEVILLE PROJECT 16-07

WENCK, LUCIUS JONETT PLA (763)479-4254

RESTORATION AND STABILIZATION OF CREEK BY USING A DITCH PLUG TO TEMPORARILY  
ROUTE THE STREAM THROUGH THE BASIN WHILE THE RESTORATION OCCURS OFFLINE.  
RESTORATION INCLUDES RE-GRADING THE CHANNEL, INSTALLING RIPRAP TO THE BERM SIDE  
OF THE CHANNEL, & INSTALLING A NEW OUTLET STRUCTURE FOR THE STORMWATER POND.

MARCH 2018 TO SPRING 2019

TOTAL PROJECT \$150,177.10

**QUAIL RIDGE DRAINAGE IMPROVEMENT - PLYMOUTH MN**

CITY OF PLYMOUTH PROJECT 16017

JOE PAUMEN, CONSTRUCTION MANAGER (763)509-5529

1,768 LF OF CHANNEL EXCAVATION/EXCAVATION OF POND SEDIMENT.

JANUARY 2018 TO JUNE 2018

TOTAL PROJECT \$135,509.20

**NINE MILE CREEK RESTORATION PROJECT, EDINA MN**  
NINE MILE CREEK WATERSHED DISTRICT  
BARR ENGINEERING COMPANY, JEFF WEISS P.E. (952)832-2600  
RESTORATION OF 15,900 FT OF NINE MILE CREEK AND  
REALIGNMENT OF 3,400 FT OF NINE MILE CREEK;  
10.73 ACRES OF CLEARING & GRUBBING, 1,683 SF OF VEGETATED REINFORCED SOIL SLOPE,  
4,660 CY EXCAVATION OF BANK SLOPE, RIPRAP & NEW CREEK CHANNEL,  
LANDSCAPING & FIVE YEAR VEGETATION MAINTENANCE  
AUGUST 2017 TO JUNE 2020  
TOTAL PROJECT \$926,478.00

**MILLER CREEK BANK STABILIZATION AT LINCOLN PARK, CITY OF DULUTH #17-0439**  
MARK PRANCKUS, SR CONSULTANT, CARDNO (715)450-5128  
4,500 CY OF FLOODPLAIN & OVERFLOW SWALE EXCAVATION & GRADING, SEDIMENT REMOVAL  
REMOVE 717 LF, INSTALL 216 LF & REPAIR 305 LF OF FAILING RETAINING WALL,  
COMPLETE STREAM BANK & CHANNEL RESTORATION ALONG MILLER CREEK  
SILT FENCE, SEEDING, EROSION CONTROL BLANKET, TREE PLANTING &  
ONE YEAR VEGETATION MANAGEMENT & MAINTENANCE  
AUGUST 2017 TO MAY 2018  
TOTAL CONTRACT \$477,575.00

**WESTWOOD DRIVE DRAINAGE IMP SEGMENT 4 - MINNETRISTA MN**  
CITY OF MINNETRISTA PROJECT 07-16  
WSB & ASSOCIATES, PAUL HORNBY (651)286-8453  
STABILIZATION OF DRAINAGE CHANNEL BETWEEN COUNTY HWY 110 N AND WESTWOOD DR:  
F&I EROSION CONTROL DEVICES, CLEARING & GRUBBING, CONSTRUCTION ACCESS, F&I SLOPE  
PROTECTION-BOULDERS, TEMPORARY DITCH CHECKS, AND FINAL RESTORATION.  
OCTOBER 2017 TO NOVEMBER 2017  
TOTAL PROJECT \$49,890.00

**MISSISSIPPI RIVER SHORELINE RESTORATION**  
CITY OF CHAMPLIN, TIM HANSON, CITY ENGINEER (763) 923-7105  
CLEARING & GRUBBING, SHORELINE RESTORATION IMPROVEMENTS, CLASS 3 RIP RAP,  
CLASS 4 RIP RAP - GRANITE, FISHING PLATFORM, 18" FES W/HEADWALL & 12" FES W/HEADWALL  
IMPROVEMENTS, TURF RESTORATION SEEDING AND SODDING  
JANUARY 2015 TO SPRING 2016  
TOTAL CONTRACT \$276,123.00

**LONG LAKE CREEK CORRIDOR IMPROVEMENT PROJECT - PHASE 2**  
MINNEHAHA CREEK WATERSHED DISTRICT, MICHAEL HAYMAN (952) 471-8226  
RESPEC, INC. LEE ROSEN, P.E. (651) 788-7813  
EROSION CONTROL BMP'S, INVASIVE SPECIES REMOVAL, EXCAVATION AND GRADING, NATIVE  
SEEDING AND PLANTINGS, 3 YEARS VEGETATION MAINTENANCE  
JANUARY 2015 TO SPRING 2016  
TOTAL CONTRACT \$392,050.70

**PLOC SEGMENT 4A REALIGNMENT, SCOTT COUNTY**  
PRIOR LAKE SPRING LAKE WATERSHED DISTRICT  
EMMONS & OLIVIER RESOURCES, KEVIN BIEHN (651) 203-6022  
CLEAR & GRUB, COMMON EXCAVATION, RIPRAP CLASS 3 (PLUNGE POOL), RIPRAP CLASS 3  
(BOULDER TOE), RIPRAP CLASS 4 (CROSS VANE), EROSION CONTROL NETTING TYPE 3, DEAD  
STOUT STAKES, SEEDING, MULCH, 8" FILTER LOG, 2 YEARS MOWING & HERBICIDE  
JANUARY 2015 TO SPRING 2016  
TOTAL CONTRACT \$82,875.00

**WESTWOOD DRIVE DRAINAGE IMPROVEMENTS, CITY OF MINNETRISTA**  
WSB & ASSOCIATES, PAUL HORNBY CITY ENGINEER (651) 286-8453  
CLEARING & GRUBBING TREES, COMMON EXCAVATION, ROCK J HOOK VANE, ROCK CROSS  
VANE, RANDOM RIP RAP, RESTORATION & SEEDING.  
DECEMBER 2015 TO SPRING 2016  
TOTAL CONTRACT \$104,790.00

**RICE CREEK BANK STABILIZATION & TRAIL RECONSTRUCTION,**  
RICE CREEK WEST REGIONAL TRAIL, MANOMIN PARK, ANOKA COUNTY #C0004231  
WENCK ASSOCIATES, LUCIUS JONETT PLA (763) 479-4200  
COMMON EXCAVATION – OFFSITE, SUBGRADE EXCAVATION, CONTROLLED FILL, COARSE  
FILTER AGGREGATE, CLASS 5, TYPE SP 9.5 WEARING COURSE MIX,  
BRIDGE DECK DRAIN PIPING MODIFICATIONS, 15" CMP APRON, CONCRETE CURB, BOULDER  
RETAINING WALL, POLY COATED CHAIN LINK FENCE.  
AUGUST 2015 TO OCTOBER 2015  
TOTAL CONTRACT \$172,605.07

**WOODCREST CREEK BANK STABILIZATION, COON RAPIDS**  
COON CREEK WATERSHED DISTRICT, JON JANKE (763)755-0975  
TREE CLEARING & DISPOSAL, SITE GRADING, GEOTEXTILE FABRIC, CLASS 3 RIPRAP, NATIVE  
SEED, TURF GRASS SEED, STRAW MULCH, EROSION CONTROL BLANKET, STREET SWEEPER  
JANUARY 2015 TO APRIL 2015  
TOTAL CONTRACT \$143,711.26

**ERLANDSON BANK STABILIZATION PROJECT, COON RAPIDS**  
COON CREEK WATERSHED DISTRICT, JON JANKE (763)755-0975  
TREE CLEARING, GEOTEXTILE FABRIC, CLASS 2 RIP RAP, TOPSOIL, SEEDING,  
EROSION CONTROL BLANKET, MULCH AND SITE ACCESS RESTORATION  
NOVEMBER 2014 TO NOVEMBER 2014  
TOTAL CONTRACT \$17,519.50

**HIGHLAND RAVINE STABILIZATION PROJECT**  
CAPITOL REGION WATERSHED DISTRICT, ST PAUL  
TODD SHOEMAKER, WENCK ASSOCIATES (651) 294-4585  
CLEARING, EARTHWORK & GRADING, SANITARY SEWER PIPE, ROCK GRADE CONTROL  
STRUCTURES, STORM SEWER PIPES, DRAIN BASINS, MANHOLES, SITE RESTORATION &  
TEMPORARY EROSION CONTROL  
SEPTEMBER 2014 TO NOVEMBER 2014  
TOTAL CONTRACT \$360,339.25

**MILLER CREEK DEBRIS REMOVAL, CITY OF DULUTH #1274**  
TOM PFEFFER P.E. CITY OF DULUTH (218) 730-5104  
ROCK CONSTRUCTION ENTRANCE, RESTORE ACCESS PATHS & HAUL ROADS, CLEARING &  
GRUBBING, DEBRIS REMOVAL, SEDIMENT REMOVAL, IMPORT TOPSOIL,  
SILT FENCE BAFFLE, FILTER LOG, SEEDING TURF  
SEPTEMBER 2014 TO OCTOBER 2014  
TOTAL CONTRACT \$85,323.00

**MILLER CREEK BANK STABILIZATION, CITY OF DULUTH #1285**  
TOM PFEFFER P.E. CITY OF DULUTH (218) 730-5104  
ROCK CONSTRUCTION ENTRANCE, RESTORE ACCESS PATHS & HAUL ROADS, CLEARING &  
GRUBBING, CUT & SALVAGE TREE, DEBRIS REMOVAL, INSTALL ROOT WAD, BOULDER VANE,  
VEGETATED REINFORCED SOIL SLOPE, FASCINE, BIOLOG, SITE GRADING, IMPORT TOPSOIL,  
FIELD STONE RIPRAP CLASS IV, SILT FENCE BAFFLE, FILTER LOG, STRAW MULCH,  
SEEDING NATIVE MIX, & SHRUBS  
SEPTEMBER 2014 TO OCTOBER 2014  
TOTAL CONTRACT \$128,290.00

**FRENCH RIVER FLOOD RECOVERY PROJECT**  
SOUTH ST LOUIS COUNTY SOIL & WATER CONSERVATION DISTRICT, DULUTH MN  
ALICE YONKE, CONSERVATION SPECIALIST (218) 723-4865  
CLEARING & GRUBBING, COMMON EXCAVATION, TEMPORARY COFFER DAM, 18" HDPE  
DIVERSION PIPE, TEMPORARY FLOATING SILT CURTAIN, STREAM VANE, CLASS III RIPRAP,  
LOG ARM, SILL LOG & FOOTER LOGS, TOEWOOD, WOODY DEBRIS, ROLANKA BIOMAT D70,  
EROSION CONTROL BLANKET CAT 3, LIVE STAKES & CUTTINGS, SITE ACCESS RESTORATION  
AUGUST 2014 TO SEPTEMBER 2014  
TOTAL PROJECT \$141,402.29



**EAU GALLE RESERVOIR RIPRAP REPLACEMENT, SPRING VALLEY, WI**  
U.S. ARMY CORPS OF ENGINEERS CONTRACT W912-ES-13-P-0116  
DANIEL FLECK, PROJECT ENGINEER (651) 290-5661 ST PAUL DISTRICT  
SITE ACCESS AND RESTORATION, EXCAVATION, BEDDING, & RIPRAP  
JULY 2014 TO AUGUST 2014  
TOTAL PROJECT \$108,897.00

**KINGSBURY CREEK DEBRIS REMOVAL & BANK STABILIZATION**  
CITY OF DULUTH #1271, LIMNOTECH ENGINEERS, JEREMY WALGRAVE (651) 330-6038  
COMMON CHANNEL EXCAVATION, FILTER LOG TYPE WOOD, HAND REMOVAL OF SEDIMENT,  
SALVAGE BOULDERS, SITE ACCESS, TOPSOIL BORROW, EROSION CONTROL BLANKET CAT 3  
NOVEMBER 2013 TO JUNE 2014  
TOTAL PROJECT \$230,591.60

**NINE MILE CREEK STABILIZATION PROJECT (PHASE B) HOPKINS & MINNETONKA MN**  
NINE MILE CREEK WATERSHED DISTRICT  
BARR ENGINEERING COMPANY, JAKE BURGGRAFF (952)832-2743  
RESTORATION AND REALIGNMENT OF 3,900 FT OF NINE MILE CREEK AND  
CONSTRUCTION OF 4,600 LF OF THREE RIVERS PARK TRAIL;  
REMOVAL AND SALVAGING OF EXISTING PEDESTRIAN BRIDGE AND  
FURNISHING AND INSTALL NEW PEDESTRIAN BRIDGE  
DECEMBER 2011 TO DECEMBER 2013  
TOTAL PROJECT \$1,558,752.60

**LOWER HARDWOOD CREEK RESTORATION AND STABILIZATION PROJECT**  
CARLSON PROPERTY IN LINO LAKES & MOUACHEUPAO PROPERTY IN HUGO  
RICE CREEK WATERSHED DISTRICT  
SRF CONSULTING GROUP, WALTER ESHENAUER (763) 249-6719  
COMPLETE CLEARING, GRUBBING, GRADING, CHANNEL EXCAVATION & SEEDING.  
RESTORE ACCESS ROAD & STAGING AREA, DORMANT STAKING AND LIVE PLANTINGS.  
BACKFILL EXISTING CHANNEL AND ROUTE CREEK FLOW INTO NEW CHANNEL.  
NOVEMBER 2012 TO DECEMBER 2013  
TOTAL PROJECT \$336,600.00

**NORTH BRANCH OF BASSETT CREEK RESTORATION PROJECT, CRYSTAL**  
WSB & ASSOCIATES, PETE WILLENBRING PE (763) 287-7188  
SHAPING OF 5,500 LF OF STREAMBANK SLOPES, INSTALLATION OF FIELDSTONE BOULDERS,  
CLASS III RIP RAP, VEGETATED REINFORCED SLOPE STABILIZATION, BIO-LOGS, LIVE STAKES,  
RESTORATION OF NATIVE VEGETATION, REPAIR OF STORM & SANITARY PIPES.  
NOVEMBER 2012 TO SEPTEMBER 2013  
TOTAL PROJECT \$655,385.00

**EAGLE CREEK AMA AQUATIC HABITAT IMPROVEMENT, SCOTT COUNTY**  
MINNESOTA DEPARTMENT OF NATURAL RESOURCES  
THOMAS REICH, ENGINEERING SPECIALIST (651) 259-5794  
EXCAVATION, EROSION CONTROL BLANKET CATEGORY 2 & 4 WITH NATURAL NETTING,  
COIR LOG, COARSE WOOD TOE, DIGGER LOG, ROOT WADS, SEEDING AND MULCH TYPE 3.  
MAY 2013 TO JUNE 2013  
TOTAL PROJECT \$85,275.37

**OAK GLEN GOLF COURSE STREAM AND BUFFER IMPROVEMENTS**  
BROWN'S CREEK WATERSHED DISTRICT, CITY OF STILLWATER  
EMMONS & OLIVIER RESOURCES, KEVIN BIEHN (651) 770-8448  
ESTABLISH A VEGETATED BUFFER AREA ALONG BROWN'S CREEK  
AND STABILIZE THE BED AND BANKS OF BROWN'S CREEK.  
OCTOBER 2011 TO NOVEMBER 2012  
TOTAL PROJECT \$224,463.06

**PLYMOUTH CREEK REHABILITATION PROJECT #8128, PLYMOUTH**  
CITY OF PLYMOUTH, ROBERT MOBERG P.E. (763)509-5000  
WENCK & ASSOCIATES, CHRIS MEEHAN P.E. (763)479-4244  
CHANNEL SHAPING, TREE & STUMP REMOVAL, MN DOT TYPE II COMPOST W/SEED  
JANUARY 2011 TO JANUARY 2012  
TOTAL PROJECT \$723,825.13

**ELM CREEK RESTORATION #21006, CHAMPLIN**  
CITY OF CHAMPLIN, TIM HANSON, CITY ENGINEER (763)421-8100  
WSB & ASSOCIATES, STEVE GURNEY P.E. (763)287-7164  
FIELDSTONE RIP RAP, BOULDER PLACEMENT, STREAM BANK STABILIZATION  
JANUARY 2011 TO JANUARY 2012  
TOTAL PROJECT \$216,733.20

**GRAY'S LAKE SHORELINE RESTORATION, DES MOINES IOWA**  
CITY OF DES MOINES, ZACHARY L ERICKSON P.E. (515)283-4023  
SITE CLEARING AND PROTECTION, EARTHWORK, POLLUTION PREVENTION AND CONTROLS,  
STORM SEWER, ASPHALT TRAIL REPLACEMENT, TREE AND SHRUB PLANTING, LANDSCAPE  
STRUCTURES, UNDERWATER HABITAT STRUCTURES, AND BOULDER RETAINING WALLS  
AUGUST 2011 TO NOVEMBER 2011  
TOTAL PROJECT \$236,320.51

**MINNEHAHA CREEK GORGE RESTORATION PHASE II-MINNEHAHA FALLS/GLEN**  
MINNEHAHA CREEK WATERSHED DISTRICT  
WENCK ASSOCIATES, MIKE PANZER (763) 479-4200  
RESTORATION OF THE CREEK AND TRAIL FROM THE MINNEHAHA FALLS TO THE MISSISSIPPI RIVER,  
BIO-ENGINEERED SLOPES, RIPRAP, CROSS VANES, J-VANES, TRAIL CONSTRUCTION,  
ELEVATED TRAIL CONSTRUCTION, ROAD SURFACING  
OCTOBER 2008 TO MAY 2011  
TOTAL PROJECT \$845,872.75

**2008-2010 STORM SEWER OUTLET EROSION CONTROL PROGRAM**  
**COLLEGE CREEK RESTORATION PROJECT**  
CITY OF AMES, IOWA  
TRACY WARNER, PE (515) 239-5163  
TWO STAGE CHANNEL WITH CLEARING & GRUBBING  
ALONG SECTIONS OF THE STREAM TO IMPROVE CHANNEL CAPACITY;  
CROSS VANES, ROCK CHUTES, AND RIP-RAP TO IMPROVE BANK STABILITY, NATIVE PLANTINGS SEED  
AND MAINTENANCE, BITUMINOUS TRAIL RECONSTRUCTION  
AUGUST 2010 TO DECEMBER 2010  
TOTAL PROJECT \$348,504.61

**SURFACE WATER IMPROVEMENTS AT LAKESIDE PARK, LONG LAKE**  
CITY OF LONG LAKE C/O SHORT ELLIOTT HENDRICKSON, INC. JUSTIN KLABO (651) 765-2933  
STORMWATER GRAVEL FILTER SYSTEM, CHANNEL EXCAVATION, STREAMBED RIPRAP,  
TOE BOULDERS, GRADE CONTROL STRUCTURE, UNDERGROUND UTILITIES, SANITARY SEWER LINING,  
NATIVE PLANTINGS SEED AND MAINTENANCE  
SUB-CONTRACTORS: WETLAND HABITAT  
JUNE 2009 TO MAY 2010  
TOTAL PROJECT \$406,040.97

**MINNEHAHA CREEK GORGE RESTORATION PHASE I,**  
**MINNEAPOLIS VETERAN'S HOMES, MINNEAPOLIS**  
WATERSHED DISTRICT C/O VEIT & COMPANY, MATT SONDRÖL (763) 428-6730  
WENCK ASSOCIATES, MIKE PANZER (763) 479-4200  
ROCK VANES COMPLETE, COIR BLOCK & TOE BOULDER SLOPE SYSTEM  
MARCH 2009 TO MAY 2009  
TOTAL PROJECT \$128,420.44

**FAIRHILLS POND SLOPE STABILIZATION PROJECT, FARMINGTON**

CITY OF FARMINGTON, ERIC ROSE (651) 463-7111

POND AND SLOPE STABILIZATION: EXCAVATION, RIPRAP PLACEMENT, VEGETATED REINFORCED SOIL STABILIZATION, TURF REINFORCEMENT AND BITUMINOUS TRAIL RECONSTRUCTION

SUB-CONTRACTORS: NEATON BROTHERS

DECEMBER 2007 TO FEBRUARY 2009

TOTAL PROJECT \$295,551.61

**MINNEHAHA CREEK REACH 8 STREAMBANK STABILIZATION, MINNEAPOLIS**

CITY OF MINNEAPOLIS PARKS & RECREATION, DON SIGGELKOW (612) 230-6400

BARR ENGINEERING COMPANY, JEFF LEE (952) 832-2904

CREEK RESTORATION INCLUDING: MULTIPLE SITE PROJECT, CLEARING AND GRUBBING, SLOPE PREPARATION, OUTLET STRUCTURES, VEGETATED REINFORCED SOIL STABILIZATION, RIPRAP PLACEMENT, CREEK EXCAVATION, BOULDER TOE CONSTRUCTION, NATIVE PLANTINGS SEED AND MAINTENANCE

SUB-CONTRACTORS: WETLAND HABITAT

DECEMBER 2007 TO OCTOBER 2008

TOTAL PROJECT \$454,260.43

**SHINGLE CREEK RESTORATION, BROOKLYN PARK**

CITY OF BROOKLYN PARK, KEVIN LARSON (763) 424-8000

WENCK ASSOCIATES, ED MATTHIESEN (763) 479-4208

CREEK RESTORATION INCLUDING: OVER 2,300 LINEAL FEET OF STREAM RECONSTRUCTION, CLEARING AND GRUBBING, ROCK VANES AND RIFFLES, GRADE CONTROL STRUCTURES, CHANNEL EXCAVATION, ISLAND FILL AND GRADING, MUD FLAT CONSTRUCTION, BOULDER TOE CONSTRUCTION,

NATIVE PLANTINGS, SEED AND MAINTENANCE

SUB-CONTRACTORS: PRAIRIE RESTORATIONS

DECEMBER 2006 TO JUNE 2007

TOTAL PROJECT \$553,390.10



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, October 9, 2024

### Agenda Item

#### Item 7. B. – LMRWD By-laws update

#### Prepared By

Linda Loomis, Administrator

#### Summary

Revisions to the LMRWD By-laws have been recommended. Approval of revisions to the By-laws was tabled at the August 21, 2024, Board of Managers meeting, pending staff amending the language regarding conflicts of interest. Approval was tabled again at the September meeting, as the revised version was not ready.

The Board of Managers directed that the conflict of interest does not exceed the standards required in Minnesota Statutes. The LMRWD By-laws now reference MN Statutes.

President Barisonzi has informed me that there are other sections of the By-laws that he does not approve of. The Board should discuss the proposed changes and provide direction to staff. The Board should then table this item until the revisions have been incorporated into the bylaws.

#### Attachments

LMRWD By-laws redlined version

LMRWD By-laws clean copy

Email from President Barisonzi dated October 4, 2024 regarding by-laws revisions

#### Recommended Action

Motion to direct staff to make revisions as desired by the board and tabled the revisions are ready to be approved by the Board.

**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."*)

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**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~~ LMRWD'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~~ Assist and facilitate the efforts of state and federal agencies to maintain the Minnesota River 9-foot Navigation Channel.

### 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, in accordance with Minnesota Statutes section 103D.315, subdivision 2.

**Section 5. VACANCIES:** Any manager who is unable to fulfill ~~his/her~~the individual's three-year term of office on LMRWD Board of Managers shall notify ~~his/her~~the respective

county Board of Commissioners of the fact ~~he/she~~the individual will ~~be~~ leaving ~~his/her~~ the position as manager on the LMRWD so the county ~~he/she represents~~ represented 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~~ more than 15 minutes 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.
- ~~(g)~~ The Board of Managers shall have the authority to hire, terminate and set the terms of employment for all staff and contractors necessary for the operation of the LMRWD. The Board shall approve and periodically review employment

policies and procedures to ensure compliance with applicable laws and alignment with the mission and values of the organization.

**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 LMRWD 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 87. 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. COMMITTEES OF THE BOARD:** The Board of Managers may create such committees as necessary to meet the needs of the organization. There may be "Standing Committees" which are established for multiple years or terms as designated by the President and agreed to by the Board of Managers. There may also be temporary or "ad hoc" committees established by the President to meet the immediate needs or expectations of the Board of Managers.

**Section 11.10. CONFLICTS OF INTEREST:** Except as otherwise provided in this chapter, the regulatory and procedural provisions of Minn. Stats. ch. 10A.07 CONFLICTS OF INTEREST, as amended from time to time, are hereby incorporated herein and adopted by reference, including the penalty provisions thereof.  
LMRWD seeks to assure public confidence in the integrity of its proceedings by holding itself to high ethical standards and operate with the highest ethical standards. To avoid Conflicts of Interest, (or appearance thereof) 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, a manager with a personal financial interest, or any other private interest or relationship, in a matter scheduled to come before the board must inform the board. Such managers, must abstain from chairing any meeting, participating as a Manager (including sitting with the other Managers) or engaging in

any discussion, motion, or vote matters that substantially affect their financial interest, that of a family member, an associated business. This abstention is required unless the impact on the Manager's interest is no greater than it would be on any other member of their profession, occupation or business classification.

Managers must also 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 is involved. A Manager who abstains may, however, exercise the same rights as other private citizens from the audience and provide information when and to the extent authorized by the President. The manager's nonparticipation in the matter will be recorded in the minutes.

**Section 124. 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~~, 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

**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 LMRWD’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. Assist and facilitate the efforts of state and federal agencies to maintain the Minnesota River 9-foot Navigation Channel.

## ARTICLE III

### LMRWD OFFICE and WATERSHED DISTRICT'S BOUNDARIES

**Section 1. DISTRICT OFFICE:** LMRWD office is located at 112 East 5th Street, Suite 102, Chaska, MN 55318.

**Section 2. BOUNDARIES of LMRWD:** The LMRWD covers an area of 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.

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**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 insurance for its members to provide liability protection on such terms and in such amounts as the Board decides, in accordance with Minnesota Statutes section 103D.315, subdivision 2.

**Section 5. VACANCIES:** Any manager who is unable to fulfill the individual's three-year term of office on LMRWD Board of Managers shall notify the respective county Board of Commissioners of the fact the individual will be leaving the position as manager on the



LMRWD so the county represented 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.”*

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“Managers” defines additional duties of the District’s Managers.

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- (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 more than 15 minutes 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.
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- (g) The Board of Managers shall have the authority to hire, terminate and set the terms of employment for all staff and contractors necessary for the operation of the LMRWD. The Board shall approve and periodically review employment

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

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### **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.
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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.

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website. The meetings may be cancelled and rescheduled at any time that the Managers deem necessary.

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**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 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. COMMITTEES OF THE BOARD:** The Board of Managers may create such committees as necessary to meet the needs of the organization. There may be “Standing Committees” which are established for multiple years or terms as designated by the President and agreed to by the Board of Managers. There may also be temporary or “ad hoc” committees established by the President to meet the immediate needs or expectations of the Board of Managers.

**Section 11. CONFLICTS OF INTEREST:** Except as otherwise provided in this chapter, the regulatory and procedural provisions of Minnesota Statutes chapter 10A.07 CONFLICTS OF INTEREST, as amended from time to time, are hereby incorporated herein and adopted by reference, including the penalty provisions thereof.

**Section 12. 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 BY-LAWS:** 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 By-laws govern internal LMRWD matters and do not create rights in any third parties.

Duly adopted on the 9<sup>th</sup> day of October, 2024 by the Lower Minnesota River Watershed District Board of Managers and signed by the President and Secretary of the organization.

\_\_\_\_\_  
By: Joseph Barisonzi  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
By: Lauren Salvato  
Secretary

\_\_\_\_\_  
Date



Linda Loomis &lt;naiadconsulting@gmail.com&gt;

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## By-Laws Problems

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**Joseph Barisonzi** <jbarisonzi@iwlamnvalley.org>  
To: Linda Loomis <naiadconsulting@gmail.com>

Thu, Oct 3, 2024 at 6:36 PM

Linda,

My review of the by-laws posted on the site do not resolve the previously expressed concern I raised at two past meetings about the Conflict of interest clause. It continues to expand on the definition of Conflict of interest inn the status and creates significant ambiguity.

I am frustrated and disappointed.

In my further reading of the By-laws the proposed change in 8(c) would eliminate the functional involvement of the board in fulfilling it's responsibilities.

Arguably any email sent to the Administrator requesting material or information which would exceed 15 minutes of the administrators time would be a violation of the by-laws. The follow up actions for staff by a committee would be a violation of the by-laws.

This seems wholly unthought through and concerning.

I hope that these issues could be resolved prior to the meeting.

--

**Joseph Barisonzi**

MN Valley Chapter -- Izaak Walton League of America  
Executive Director of Youth Programming (vol.)  
Green Crew, Advisor  
Chapter House, Caretaker  
Kouba Gallery, Curator

MN Division -- Izaak Walton League of America  
Vice President, First  
Youth Environmental Defender Award, Chair  
Nominations Committee, Chair

Friends of the Minnesota Valley, Board Member  
Lower Minnesota River Watershed Board, President  
BSA Venture Crew 3111, Advisor  
Environment Committee Member, Northern Star Council  
DCSA Advisor, Northern Star Council  
Leave No Trace, trainer Lvl. 2

612.518.5536  
[jbarisonzi@iwlamnvalley.org](mailto:jbarisonzi@iwlamnvalley.org)





# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, October 9, 2024

### Agenda Item

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

#### Prepared By

Linda Loomis, Administrator

#### Summary

The Citizen Advisory Committee (CAC) meeting was held on October 1, 2024 at Schraum Haus Brewery. New members were in attendance. President Barisonzi addressed the CAC and asked them to consider their role as advisors to the Board. The CAC broke into small groups to discuss what priorities should be for the CAC. Members of the Young Environmental Consulting Group facilitated the small group discussions.

It was discussed that perhaps the report from the CAC could be pulled from the consent agenda and that a member of the CAC could make the report in person at the Board meeting each month. The CAC will continue the discussion at the next CAC meeting.

The next meeting of the CAC will be held at 4:30 pm on November 12, 2024. The meeting will be virtual using Webex. You can access the meeting using this [link](#).

#### Attachments

No attachments

#### Recommended Action

No action recommended



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, October 9, 2024

### Agenda Item

#### Item 8. B. – 2025 Legislative agenda

#### Prepared By

Linda Loomis, Administrator

#### Summary

Two proposals have been received by the LMRWD from firms to fill the Government Relations Consultant position; Park Street Public and Flaherty|Hood P.A. The Board's Personnel Committee will hold interviews with each firm in the next two weeks. They will bring a recommendation to the Board at the November 6<sup>th</sup> meeting. The proposals from each firm were shared with the Board as they came in. There was not deadline for submissions. The advertisement posted by the LMRWD said the position would remain open until it was filled. These firms will help the LMRWD develop its legislative agenda for the next legislative session.

At the September Board of Managers meeting, the Board asked to see the legislative agenda from the last session. It was forwarded to the Board between meetings, and it is attached to this summary. One of the priorities for this session will be to continue State Funding for dredge material management. This funding will be needed to pay for the Vernon Avenue Project.

#### Attachments

Proposal from Park Street Public

Proposal from Flaherty|Hood, P.A.

Item 7.B. LMRWD Executive Summary – 2024 Legislative agenda dated February 21, 2024

#### Recommended Action

No action recommended

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## PRESENTED TO

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## PRESENTED BY

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## OVERVIEW

The bipartisan government relationship that Park Street built as a result of experience working in and with the Minnesota Legislative Executive Branch and various local government units. We have been deeply engaged in some of Minnesota's most significant environmental, conservation and water resource related issues and have built a strong relationship with the state's key stakeholders and decision-makers in Minnesota's environment space. Our networks on both the state and local level and long-term relationships in state government and local government are well-positioned to achieve the Lower Minnesota River Watershed District's (LMRWD) legislative and strategic goals.

Our team has a deep understanding of the water sustainability issues and the regulatory and policy environment in Minnesota. Our team has a strong understanding of the legislative and policy environment in Minnesota and is well-positioned to help LMRWD attain its policy goals.

## SCOPE OF SERVICES

Our team will represent the interests of the client in Minnesota and will provide legislative and policy analysis and support to the client. Our team will also provide support to the client in the development of legislative and policy proposals and in the implementation of legislative and policy proposals.

Specifically, we will:

- provide strategic advice and coordination with legislative and policy agencies and the 2025 legislative session and in the development of legislative and policy proposals and in the implementation of legislative and policy proposals.
- provide legislative and policy analysis and support to the client in the development of legislative and policy proposals and in the implementation of legislative and policy proposals.
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oe's experience and relationships in Saint Paul help him strategically advise clients, develop and e e teplan an b il relation ip it ke e i ion aker oe earne i B A in Hi tor ro t e Uni er it o inne ota-T in Citie

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## PROPOSED BUDGET

Project Area	Proposed Retainer
State Government Relations	2,500 monthly or Oct 2022 - Sept 2025 12-month contract 30,000 total over the year

Thank you for the opportunity to propose government relations services. We believe our firm, with a strong understanding of LMRWD's needs and an exceptional track record at the State Capitol, is an excellent fit.

## CONFLICT ANALYSIS

We believe it is reasonable to position our firm as an independent contractor on an hourly basis.

## CURRENT CLIENTS

American International  
 American Attorney  
 American Transportation  
 American Sports Management  
 Art & Architecture  
 AS Global  
 Circle of Life Home Care  
 Comcast Cable Communications  
 Connecticut Commerce  
 Dr. Goli Alliances  
 Flint Hill Retirement  
 Greater Minneapolis Building Owners  
 Manager Association  
 Hong Kong Health Care  
 Independent Contractor Association  
 Lifetime Association Network  
 LS International LLC  
 Marriott International  
 McDonald's  
 INNDEPENDENT  
 National Exterior Specialists  
 National Rainfall  
 National Heritage Center  
 National ISH Coalition  
 National Marine Contractors Association  
 The National Contractors Trade Association

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 Orange Barrel Media  
 Palo Alto Network  
 Pennsylvania Theater  
 Rader County  
 Retirement Management Board  
 RE Innova  
 Summit Association of OIC  
 Teaching Strategies  
 The Foundation  
 The Toro Company  
 USG Interior  
 Water Sports International SIA  
 The Woman's Club of Minneapolis  
 Wilco Group  
 WinElka

September 29, 2024  
Linda Loomis, District Administrator  
112 East 5th Street, #102  
Chaska, Minnesota 55318

**VIA EMAIL ONLY**  
[info@lowermnriverwd.org](mailto:info@lowermnriverwd.org)

**Re: Request for Qualifications – Government Relations Consultant for the Lower Minnesota River Watershed District**

Dear Ms. Loomis,

Thank you for considering Flaherty & Hood, P.A. (“Firm”) to provide government relations consulting services to the Lower Minnesota River Watershed District (“LMRWD”). I am pleased to submit the following proposal for consideration in response to your Request for Qualifications.

Flaherty & Hood is a distinctive law and government relations firm specializing in serving local governments and other public organizations in Minnesota. Our extensive experience working on water, natural resources, and other environmental issues at the Minnesota Legislature and state agencies makes us the ideal candidate to develop, promote, and advance the LMRWD’s legislative agenda.

If you would like to discuss anything contained in this proposal in more detail, please reach out at any time to Elizabeth Wefel at [ewefel@flaherty-hood.com](mailto:ewefel@flaherty-hood.com) or (651) 492-3998. Thank you for your consideration, and I look forward to hearing from you soon.

**Firm History, Qualifications, and Expertise**

Flaherty & Hood, P.A. is a comprehensive government relations and law firm based just steps away from the state Capitol in St. Paul and has served clients from across Minnesota since 1992. Our firm employs more than 30 attorneys, lobbyists, communications specialists, analysts, consultants, and administrative professionals dedicated to providing exceptional service to our clients. Flaherty & Hood works with a diverse set of clients with a primary focus on local governments including cities, counties, joint powers entities and other governmental subdivisions. We also have a strong and successful history of working with and building coalitions and associations, representing thousands of individual members and hundreds of organizational members. We know how to meaningfully engage members, partners, and other key stakeholders to accomplish legislative goals. Flaherty & Hood is adept at considering and representing the unique needs of public entities and membership organizations at the legislature and state agencies.

Our team has extensive experience working on environmental and natural resources issues at the Legislature and we have developed relationships with key leaders of both parties in the relevant committees. We work closely with members of the Governor’s administration and with key agencies such as the Minnesota Pollution Control Agency, Department of Natural Resources and the Board of Water and Soil Resources. In addition, we have supported clients on a range of issues that affect government entities including property taxes, land use, data practices, and open meeting laws.

The government relations team at Flaherty & Hood has more than 150 years of combined experience at the Capitol and includes four licensed attorneys and two former state legislators. In addition to our traditional lobbying capabilities, our in-house media and communications personnel, policy analyst, and dedicated organizational and administrative staff coordinate with lobbyists to provide comprehensive support to our clients. For all clients, we stress a team-based approach to service. We make sure that every team member understands every client’s mission, so that there’s someone dedicated to securing

your policy agenda during every committee hearing, floor vote, and stakeholder meeting, even during the busiest days of the legislative session. Flaherty & Hood lobbyists are frequently the first to sound the alarm and the first to act on proposals that would affect our client's priorities.

### **Plan to Represent LMRWD**

Flaherty & Hood's lobbying team serves as the eyes and ears at the Capitol for our clients. We will work closely with you to identify LMRWD's specific needs, craft legislation, and monitor bill introductions and committee hearings for impacts to your policy priorities. Throughout session, our team will be in frequent communication to provide relevant, timely updates and ask for your input on legislative and regulatory issues and other advocacy opportunities. And when session wraps up, our work doesn't stop. The legislative interim is an incredibly valuable opportunity for collaborative reflection, outreach, and preparation to set you up for long-term success.

Our plan to provide quality, cost-effective, and professional services to LMRWD will include, but is not limited to, the following:

- In partnership with the LMRWD Board of Directors and staff, develop and implement an annual legislative policy agenda that supports LMRWD's strategic priorities and provides a framework for lobbying efforts.
- Create and implement a communication plan for regular check-ins and updates with LMRWD staff and stakeholders before, during, and after the legislative session, including attendance at LMRWD events and meetings as requested.
- Monitor bill introductions, committee activity, legislative hearings, and administrative activities relevant to LMRWD's priorities.
- Collaborate with Flaherty & Hood's team of policy and legal experts as needed to thoroughly analyze and report the potential impact of any bill, regulation, or rulemaking action on the LMRWD.
- Draft necessary legislation and amendments and secure bill authors.
- Directly lobby committee chairs, key legislators, state agencies, and the Governor's administration in support of LMRWD priorities.
- Facilitate LMRWD's participation in committee hearings, meetings with legislators, state agencies, and/or other stakeholders, and support representatives of LMRWD during their visit to the Capitol.
- Represent LMRWD in committee hearings, stakeholder meetings, and other policy meetings.
- Create and/or update handouts, fliers, issue briefs, written testimony, and other materials as needed to support LMRWD's lobbying efforts.
- Provide media relations and communications support.

### **Recent & Relevant Accomplishments**

Throughout more than 30 years of providing legislative advocacy services, Flaherty & Hood has demonstrated a proven record of success. Some of our recent accomplishments in the area of environmental advocacy include:

- Assisted multiple cities and other clients in obtaining millions of dollars state funding for critical water infrastructure projects.
- Successfully advocated to create a new funding stream for regional parks in Greater Minnesota.
- Assisted a sanitary district with obtaining funding to implement a pilot chloride reduction program.



- Successfully advocated for legislation that improved cities’ participation rights in wastewater permitting.
- Negotiated a permit on behalf of a sanitary district that included an innovative adaptive management strategy for water quality and obtained legislative funding to implement a pilot project.
- Helped a city negotiate an agreement between legislators and the Minnesota Pollution Control Agency to initiate a process to explore alternative water quality management and a stakeholder process for portions of the Minnesota River.
- Actively participated in a stakeholder process organized by the Legislative Water Commission and its successor, and successfully advocated for the adoption of legislative recommendations including increased funding for water infrastructure and assistance for municipal chloride reduction strategies.

### **Firm Personnel & Qualifications**

Elizabeth Wefel, Darrin Lee, and Daniel Marx will be the primary Flaherty & Hood staff responsible for serving the LMRWD.

- **Elizabeth Wefel (Senior Attorney/Lobbyist)** will serve as the primary point of contact for LMRWD at Flaherty & Hood. Elizabeth is an attorney and senior lobbyist that has been with the firm since 2008. She represents clients at the Legislature and before administrative agencies focusing on environmental, energy, land use, parks and recreation, and bonding issues. Elizabeth is an active member of the Minnesota political and civic community. She served for eight years on the Metropolitan Council’s Land Use Advisory Committee, formerly chaired the St. Paul Neighborhood Star Board, and helped establish the Sustain Saint Paul organization, serving as its first board co-chair. Elizabeth holds a degree in speech communications from Macalester College in St. Paul and a law degree from the University of Minnesota Law School, where she was a member of the Minnesota Law Review editorial board. She is also the proud adoptive parent of two St. Paul storm drains.
- **Darrin Lee (Lobbyist)** will support Elizabeth in providing lobbying and monitoring services to LMRWD. Darrin joined Flaherty & Hood in 2023 after 11 years working for the Minnesota Senate, most recently serving as Committee Administrator for the Energy and Utilities Finance and Policy Committee from 2018 to 2022. Darrin works primarily on transportation, environment and natural resources, energy, and infrastructure issues for Flaherty & Hood clients. Prior to his career in government relations, Darrin worked on various political campaigns. Darrin graduated from the University of Minnesota – Duluth with a degree in finance.
- **Daniel Marx (Shareholder Attorney)** leads Flaherty & Hood’s environmental law practice and will provide counsel to Elizabeth, Darrin, and LMRWD as needed to support of lobbying efforts. Daniel practices environmental and administrative law and focuses his practice on representing local governments and businesses on a range of environmental legal and regulatory matters, with special expertise solving complex Clean Water Act regulatory and permitting issues.

As needed, Elizabeth, Darrin, and Daniel may draw on other firm staff to best serve the LMRWD, including:

- **Bradley Peterson (Shareholder Attorney/Lobbyist)** leads the firm’s government relations practice and works on a diverse set of legislative issues in the areas of bonding, economic development, property taxes and other tax issues, environmental regulation, energy, and annexation and land use.

- **Cooper Silburn (Associate Attorney)** works in the firm’s environmental practice and helps clients navigate a wide range of regulatory and policy issues, including PFAS, wastewater and water quality, and environmental policymaking.
- **Alex Wildfang (Media & Communications Specialist)** provides media outreach, content creation, communications, and public relations services to Flaherty & Hood clients.

### **Cost & Terms of Services**

The fee for the services specified in the Request for Qualifications is \$25,000. This is a flat fee rate that will be billed in installments throughout the duration of the contracted period on a schedule mutually agreed upon by Flaherty & Hood and the LMRWD. Additional reasonable expenses incurred during the execution of LMRWD business and approved by the LMRWD, such as printing, postage, travel, meal, and/or lodging expenses, will be billed separately.

If selected to provide services to the LMRWD, representatives of Flaherty & Hood, P.A. will work with the LMRWD to develop a complete contract for services that is suited to your needs. If you have any questions about the contract cost, terms, or scope of services, please reach out to Elizabeth Wefel at any time.

### **Conflicts of Interest**

Like other contract lobbying firms, Flaherty & Hood lobbies on a wide range of clients that may have significant and similar interests. While Flaherty & Hood does lobby on behalf of other entities and local units of government related to water and environmental issues, we are not aware of any specific conflicts of interest with LMRWD. We do not currently lobby for any governmental jurisdictions fully or partially located within the LMRWD. If a conflict of interest between clients does arise, Flaherty & Hood will immediately notify and engage all parties to come to a mutually satisfactory resolution.


A full list of firm clients within the last twelve months is available in Attachment A.

### **Conclusion**

We look forward to helping LMRWD advance its goals through a robust advocacy program. Our rigorous, team-based approach to complex issues has a proven record of success for our current and past clients. I have no doubt that we can be equally successful in helping the Lower Minnesota River Watershed District.

If you have any questions about this proposal or the services Flaherty & Hood can provide, please contact Elizabeth Wefel at [ewefel@flaherty-hood.com](mailto:ewefel@flaherty-hood.com) or (651) 492-3998, or Bradley Peterson at [bmpeterson@flaherty-hood.com](mailto:bmpeterson@flaherty-hood.com) or 651-225-8840.

By:



Bradley Peterson, Shareholder Attorney

## Attachment A: List of Recent Firm Clients

Flaherty & Hood's government relations practice has served the following clients in the past 12 months:

Advanced Engineering and Environmental Services, LLC  
Aggregate & Ready Mix Association of Minnesota  
Albert Lea, City of  
Alexandria Lake Area Sanitary District  
Beltrami County  
Brainerd Public Utilities Commission  
Central Minnesota Community Empowerment Organization  
Coalition of Greater Minnesota Cities  
Cottage Grove, City of  
Coalition of Utility Cities  
Duluth Seaway Port Authority  
Granite Falls, City of  
Greater Minnesota Partnership  
Greater Minnesota Parks & Trails Coalition  
Highway 14 Partnership  
Independent Lifestyles, Inc.  
Initiative Foundations  
Itasca County  
Luverne, City of  
Mankato, City of  
Marshall, City of  
Metropolitan Center for Independent Living  
Missouri River Energy Services  
Minnesota Association of Centers of Independent Living  
Minnesota Association of Rehabilitation Providers  
Minnesota Child Care Association  
Minnesota Deer Hunters Association  
Minnesota Environmental Partnership  
Minnesota Environmental Science & Economic Review Board  
Minnesota School Bus Operators Association  
Monticello, City of  
Moorhead, City of  
Oakdale, City of  
Populus Financial Group  
Red Lake Falls, City of  
Red Rock Rural Water System  
Red Wing, City of  
Sartell, City of  
St. Joseph, City of  
The Infinity Center  
Virginia, City of  
Waite Park, City of  
Western Governors University  
Wright County



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, February 21, 2024

### Agenda Item

#### Item 7. B. - 2024 Legislative Action

#### Prepared By

Linda Loomis, Administrator

#### Summary

The Legislature convened Monday, February 12, 2024. Lisa Frenette has been meeting with legislators and attending committee meetings. Her perception is that not much is planned this session, other fixing some legislation passed last session and then a small bonding bill. We went through the MN Watershed Legislative Action Plan and there is much in there that the LMRWD can support and a few things that the LMRWD would not support.

There is no legislation that the LMRWD plans to introduce this session, the LMRWD will only be ensuring that dredge management funding continues and that in any year that the LMRWD does not use funding for dredge management left over funds can be used to address sediment reduction projects.

In addition to the dredge management funding, the LMRWD plans to support the following issues if legislation is introduced:

- Voluntary Certification with Limited Liability for Commercial Winter Maintenance Applicators and other legislation to reduce salt entering the natural environment;
- Invasive Carp Species – support actions to control the movement of invasive carp species;
- Support funding for statewide River Watch Programs;
- Support Native Fish Protection - "Respecting and protecting Minnesota's diverse native fish" - update regulation verbiage and adopt bag limits for ALL species;
- Support Water Storage Initiatives – this includes support for MN River hydrology studies that identify and prioritize areas that provide the most beneficial and cost-effective implementation for storage;
- Support legislative requests of partners of the LMRWD; Carver Levee Improvement Project, Shakopee River Bank Stabilization, etc.;
- Lower Minnesota River Landfill Remediation Projects.

Representative Hansen has introduced [House File 3550](#) relating to natural resources; modifying provisions for watersheds, soil and water conservation districts, and wetland management on the first day of the session. The bill was referred to the Committee on Environment and Natural Resources Finance and Policy. I have not yet reviewed the Bill.

#### Attachments

No attachments

#### Recommended Action

Motion to adopt legislative priorities



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, October 9, 2024

### **Agenda Item**

#### **Item 9. A. – Dredge Management**

#### **Prepared By**

Linda Loomis, Administrator

#### **Summary**

The Vernon Avenue Project was put out for bid on Quest September 27, 2024. An advertisement has been published in the Star Tribune, October 3<sup>rd</sup> and October 10<sup>th</sup>. The deadline to receive bids is October 24, 2024. Bids will be opened publicly using Microsoft Teams online link: <https://tinyurl.com/vernonave>. The bid opening can also be joined by telephone.

We hope to be able to make a recommendation to the Board at the November 6<sup>th</sup> meeting.

#### **Attachments**

Quest Advertisement for Bids  
Star Tribune notice

#### **Recommended Action**

No action recommended

# Lower Minnesota River Watershed District

## Vernon Avenue Improvements

### OT1.129866

**Quest Number: 9332565**

Closing Date: Thu, 10/24/2024 10:00 AM CDT

Posting Type: Construction Project

### QuestCDN Partner Posting

#### Location Details -

City: **Savage**  
County: **Scott**  
State/Province: **MN**

#### Project Details -

**Online Bidding:** Available

Closing Date: **Thu, 10/24/2024 10:00 AM CDT**  
Project Bid Received By & Opening Information: **Proposals for the work described below will be received online through QuestCDN.com. Bids will be opened and publicly read through Microsoft Teams. Please use the below link or call-in number/Conference ID to see and/or hear the bid opening results: 1. Microsoft Teams online link: <https://tinyurl.com/vernonave> 2. Call: 612-428-8778 and enter Conference ID: 412 052 40#**

#### Project Description -

Project Category Code: **Culverts, Waterways, Stormwater Channels, Erosion Control/Slope, Bank Stabilization, Utility Street Construction and Excavation, Paving (Highway, Road or Street)**  
Description: **6,400 CU YD EXCAVATION - COMMON; 3,300 CU YD SELECT GRANULAR EMBANKMENT; 2,200 CU YD AGGREGATE BASE CLASS 5; 2,200 TON BITUMINOUS PAVING MIXTURE; 100 LIN FT 48" RC PIPE CULVERT**

#### Addenda 0 -

## Primary Contact Information

-

### Owner Details

Owner Name: **Lower Minnesota River Watershed  
District**

### Solicitor Details

Solicitor Name: **Bolton & Menk, Inc. - Mankato, MN**  
Design Discipline: **Soliciting agent**  
Address: **12224 Nicollet Ave, Burnsville, MN -  
55337**  
Phone: **612-759-7240**  
Contact: **Brad Fisher**  
Email: [bradfi@bolton-menk.com](mailto:bradfi@bolton-menk.com)

## Project Document Information

-

Document Information: **Digital plans can be downloaded for \$50. For this project, the Owner will only be accepting online electronic bids through QuestCDN . To access the electronic bid form, download the project document and click online bidding button at the top of the advertisement. Prospective bidders must be on the plan holders list through QuestCDN for bids to be accepted.**

**Quest EBidDoc™ Delivery  
Info:**

**Download delivery fee is \$50.00, file size is 17 MB.**

 Preview

 Download

## ADVERTISEMENT FOR BIDS The L...

### ADVERTISEMENT FOR BIDS

The Lower Minnesota River Watershed District is requesting Bids for the construction of the following Project: Vernon Avenue Improvements. Information and bidding documents for the Project can be found at the following designated website: Quest Construction Data Network (QuestCDN), [www.questcdn.com](http://www.questcdn.com). The Quest CDN eBidDoc number is 9332565. This project is subject to Prevailing Wage Rates, Truck Rentals, and Responsible Contractor Certification.

Posted Online 3 days ago • Viewed 0 times





# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, October 9, 2024

### **Agenda Item**

#### **Item 9. B. – Study Area #3**

#### **Prepared By**

Linda Loomis, Administrator

#### **Summary**

The LMRWD is waiting for the survey and the completion of the archeological field work to be complete. Legal Counsel is working to obtain a signature from the Huelers that they agree with the replat of the property. According to the City the County requires signature from both parties.

A neighborhood meeting was held on October 2<sup>nd</sup>. About 8 to 10 people were in attendance. Everyone at the meeting was supportive of the Project.

#### **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, October 9, 2024

### **Agenda Item**

#### **Item 9. C. – State of the Minnesota River Listening Session**

#### **Prepared By**

Linda Loomis, Administrator

#### **Summary**

LMRWD staff met with President Barisonzi to plan for the listening session. Young Environmental has prepared a Technical Memorandum to inform the Board of the planning activities. The Technical Memorandum is attached.

President Barisonzi has asked that a committee be formed to help plan the event. So far, it has only been President Barisonzi and staff.

A draft “Invitation to Testify” has been prepared by President Barisonzi and is attached for the Board’s review.

#### **Attachments**

Technical Memorandum – LMRWD Flood/Public Listening Session Update dated October 3, 2024  
Invitation to Testify

#### **Recommended Action**

Provide feedback to plan and appoint committee members

# Technical Memorandum



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

**From:** Della Schall Young, CPESC, PMP, CTF, Principal Scientist

**CC:** Joseph Barisonzi, President; LMRWD Board of Managers  
Suzy Lindberg, Communications Manager, Young Environmental

**Date:** October 3, 2024

**Re:** LMRWD Flood/Public Listening Session Update – Board Action Requested

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On Wednesday, September 25, 2024, President Barisonzi, Linda Loomis, LMRWD Administrator, and Della Schall Young and Suzy Lindberg, Young Environmental, met to discuss the logistics of organizing an upcoming event for public engagement. After thorough research and consideration of constraints, President Barisonzi directed the team to move forward with January 8, 2025, as the date for the event.

The team aims to select the venue on or before October 9, 2024. Subsequently, initial “save the dates” will be emailed to participants on or before October 11, 2024. These steps are crucial to ensure a smooth planning process and ample participation from all stakeholders.

The meeting summary follows for your consideration.

## SUMMARY

In the meeting we focused on the logistics of organizing an upcoming event for public engagement, tentatively planned for January 2025. The goals include clarifying details about the event’s structure, securing board approval for various logistical elements, and fostering collaboration with stakeholders, including county representatives and subject matter experts.

## Key Discussion Points

### Event Goals and Purpose

- The event is a listening session aimed at gathering testimony and devising solutions for identified problems related to floodplain management and climate impact mitigation.
- The event’s emphasis is on including both expert testimony and public input to avoid “echo chambers” and provide diverse perspectives.
- The event’s outcome will be used to inform the LMRWD legislative agenda for 2025.

### Event Structure

- Three thematic blocks for the event were agreed upon:
  - Causes of flooding and climate change impacts.

- Storage and natural mitigation.
- Financial components.

Public testimony will be organized to respond to these themes, and experts will be invited to focus on solutions and actionable recommendations.

### Timing and Scheduling

- The event is tentatively scheduled for January 8, 2025.
- Suggested timeline is a 12-4 PM session.
- Discussion about balancing evening and day options to accommodate different participants (professionals and volunteers).
- Potential hybrid event format with online and in-person participation.

### Venue Considerations

- We identified the need for a venue that can accommodate approximately 75 people, is within district boundaries, and supports hybrid technology.
- We discussed several venue options, including local council chambers, wildlife refuges, and colleges.
- Securing a venue for January 8, 2025 is the highest priority.

### Logistics for Speakers

- **Invitations:** Specific invitations will be extended to key stakeholders, subject matter experts, county representatives, and other interested parties. A call for submissions will also be open to attain broad representation. The "Invitation to Testify" will be distributed without further delay, providing full details of the themes (flooding causes, natural mitigation, and financial components) so participants can prepare meaningful testimony.
- **Presentation Requirements:** Speakers are expected to submit their presentations ahead of time for review. Presentations should focus on solutions and actionable recommendations rather than reiterating prior discussions.
- **Time Allocation:** Each speaker will have a set time for their testimony, followed by a brief Q&A session. Public testimony will be divided into thematic blocks, and additional time will be allocated for spontaneous public contributions at the end of each segment.
- **Technical Support:** Speakers will be provided with technical support to ensure that their presentations run smoothly. AV requirements will be reviewed, and hybrid participation options will be available.

### Engagement Strategy

- Emphasis on targeted invites to experts, counties, and other stakeholders, supplemented with grassroots outreach. This will include engagement through the Citizens Advisory Committee (CAC), the Technical Advisory Board, and community organizations representing historically underrepresented groups.

- County Board participation is crucial for the success of this session. Tailored invitations, pre-event briefings, and direct outreach will be explored to ensure full engagement from county representatives.

## Next Steps

- Detailed timeline will be developed, including securing a venue, finalizing invitations, and other logistics.
- Draft agenda and timeline for the event.
- Finalize the date for board approval.
- Develop invitations and communications materials.
- Compile budget requirements for the event, covering AV support, venue, and any associated outreach.

## Action Items

- Joseph:
  - Prepare a draft of the "Invitation to Testify" memo for timely distribution. (*Done*)
- Linda:
  - Assist in identifying potential venues that meet event requirements (*Target date October 9, 2024*).
  - Reach out to local venues regarding availability, cost, and AV capabilities (*Target date October 9, 2024*).
- Young Environmental:
  - Compile meeting notes and develop a draft agenda and timeline for the event (*In progress, Targeting October 11*).
  - Identify potential dates for the listening session in January, with emphasis on Tuesday, Wednesday, or Thursday, avoiding conflicts. (*Done*)
  - Begin drafting an initial budget estimate covering all potential costs. (*Underway Venue Dependent*)
  - Review lessons learned from past events and apply those to registration and logistical planning for the listening session. (*Done*)
  - Start researching and refining the registration process. (*Underway*)

---

To Commit Partner and Stakeholder of the Inmate Rights  
Program of the Arizona Department of Corrections  
Date Invert Date  
Subject Invitation to Testify at the Inmate Rights Public Hearing Session

---

Dear Commit Partner and Stakeholder

We invite you to participate in a virtual Public Hearing Session that will be held on the  
following date and time. The Inmate Rights Program of the Arizona Department of Corrections  
and the Arizona Department of Corrections are pleased to have you contribute your voice in helping  
to address the needs of the inmate population.

The LMRWD is organizing this event to provide an opportunity for you to  
share your views on the current state of the inmate population and to provide  
input on the legislative agenda for 2025. We encourage you to bring any  
information or materials that you would like to share with the committee.  
We will be holding the hearing on the following date and time.

---

Event Detail

Date Invert Date  
Time 12:00 p.m. – 00:00 p.m.  
Location Invert Venue for the hearing is the Arizona Department of Corrections

---

Proposed Session

The hearing will be a virtual event that will be held on the following date and time.  
The hearing will be held on the following date and time. We encourage you to  
bring any information or materials that you would like to share with the committee.  
We will be holding the hearing on the following date and time.

Your testimony will be instrumental in shaping the LMRWD's legislative agenda for 2025. By  
providing your perspective on the issues that we are addressing, you will be an important  
part of the long-term solution for the inmate population.

---

How Can You Contribute

These are a repeating but written an oral testimony will be part of the official record and the testimony will be in the transcript of the testimony published in the report. Oral testimony is the testimony in the oral or written form of a statement at the hearing.

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## Guidelines for Testimony Submission

To ensure the testimony is in the proper format, please prepare the testimony in the following format. The guidelines of the transcript of the testimony are the same as the guidelines of the transcript of the testimony. The guidelines of the transcript of the testimony are the same as the guidelines of the transcript of the testimony.

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## Next Step

1. Prepare the testimony. To get the plan of the testimony, the guidelines of the transcript of the testimony are the same as the guidelines of the transcript of the testimony.
  2. Submit the testimony. The guidelines of the transcript of the testimony are the same as the guidelines of the transcript of the testimony.
  3. RS. Confirm the participation in the testimony. The guidelines of the transcript of the testimony are the same as the guidelines of the transcript of the testimony.
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## Hebri Participation

The guidelines of the transcript of the testimony are the same as the guidelines of the transcript of the testimony. The guidelines of the transcript of the testimony are the same as the guidelines of the transcript of the testimony.

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The guidelines of the transcript of the testimony are the same as the guidelines of the transcript of the testimony. The guidelines of the transcript of the testimony are the same as the guidelines of the transcript of the testimony.

Thank you for your contribution.

## Signatures

Joseph Baroni, President  
Lincoln A. Initiator

Della S all o ng rin ipal S ienti t  
Lo er inne ota Ri er ater e Di tri t

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Atta ent Te ti on G i eline



## Testimony Guidelines for the Public Listening Session

### Purpose of the Testimonies:

The LRD is seeking on-site recommendations or actions to be taken in listening but not limited to:

- **Policy changes** to be implemented
- **Legislative initiatives** to be lobbied for
- **Specific projects** to be implemented
- **Programs** to be implemented

The paired portion will be an actionable step that the LRD can take to address the identified problem in the future.

---

### Testimony Themes:

Lead the portion on one or more of the following themes:

#### 1 Scientific Causes of Flooding

- Analyze historical rainfall data and flooding
- Change to the landscape affecting flooding
- Impacts of development in river management

#### 2 Climate Change

- The contribution of climate change to increased rainfall and flooding
- Role of the region in climate change

#### 3 Water Storage along the Minnesota River

- Current capacity for natural and man-made water storage
- Gap in potential investment

#### Natural Mitigation Strategies

- Natural-based solutions e.g. wetland restoration, riparian zone management
- Exploring alternative riparian practices and other natural mitigation strategies

#### 5 Financial Costs of Flooding

- Total financial impact on property infrastructure and public utilities
- Identifying the financial burden on various stakeholders

#### Costs and Benefits of Proposed Solutions

- Estimating the total investment required
  - Highlighting long-term benefits
  - Target water loss reduction and water allocation
- 

### Written Testimony Format:

Each on-site testimony should follow the **problem-solution-outcome** format.

- 1 **Problem:** re-entitled ongoing issues are being reported by data or research
- 2 **Solution:** Operational solutions of the LRD and implementation
- 3 **Outcome:** Employee participation in investigating ongoing and improving the matter

Written testimony will be part of the public record or a transcript of the LRD hearing. Be sure to review the relevant records before proceeding.

---

### Oral Testimonies:

Individuals to present oral testimony will have **five minutes** to deliver their testimony. Encourage speakers to offer testimony on **solutions** that can be implemented by the LRD board. Please prepare a clear and concise presentation of the issues and any applicable recommendations.

---

### Hybrid Participation Details:

- **Virtual Access:** Individuals may participate in-person testimony or deliver testimony via video conference. Registration is required.
  - **No Virtual Testimony:** Please note that we will not be accepting testimony from virtual participants but are eligible to submit written testimony.
- 

### Next Steps:

- 1 **Prepare Your Testimony:** To get all planned testimony submitted on time, please follow the guidelines and preparation instructions.
  - 2 **Submit Written Testimony:** Submit your written testimony by the Internal Deadline to Internal Affairs.
  - 3 **RSVP:** Confirm your participation and indicate if you are willing to present orally by the Internal Deadline to Internal Affairs or RSVP Link.
- 

Being an operational solution-oriented testimony will play a crucial role in helping the LRD take steps to addressing a more resilient structure or other issues. Look forward to hearing your valuable input.

# LMRWD Permit Program Summary



Permit Number	Project Name	Owner	Status	Pre-Permit Meeting	Date Received	Date Considered Complete	Board Actions			Permit Issued	Permit Expiration Date
							Information Only	Conditional Approval	Approval		
2021-016	Whispering Waters	Keyland Homes	Active		4/14/2021	6/4/2021		6/16/2021		7/13/2021	7/14/2025
2021-025	TH13/Dakota Ave Improvement	MnDOT	Construction Complete		6/11/2021	6/15/2021		2/16/2022		5/20/2022	5/20/2025
2021-030	Building Renovation Park Jeep	Park Chrysler Jeep	Construction Complete		7/9/2021	7/16/2021		9/15/2021		6/21/2022	8/15/2025
2021-033	MN MASH	Minnesota MASH	Construction Complete	6/23/2021	9/17/2021	5/31/2022			6/15/2022	6/17/2022	11/30/2024
2022-005	Chaska West Creek Apt	Hickory Investments LLC	Construction Complete		2/8/2022	3/29/2023		4/19/2023		6/6/2023	6/6/2025
2022-010	Quarry Lake Trail and Ped Bridge	City of Shakopee	Construction Complete		2/24/2022	3/18/2022		4/20/2022		3/1/2023	3/1/2025
2022-015	Xcel Driveway	Xcel Energy	Construction Complete	5/25/2023	6/21/2023	7/31/2023		8/16/2023		9/21/2023	9/21/2025
2022-016	ORF Relocation	SMSC	Active		4/20/2022	6/30/2023		7/19/2023		7/20/2023	7/20/2025
2022-019	I494 SP 2785-433	MnDOT	Active		4/21/2022	6/24/2022		7/20/2022		4/10/2023	4/10/2025
2022-022	Ace Rent A Car	Walser	Construction Complete		5/10/2022	11/3/2023			11/15/2023	11/16/2023	11/16/2024
2022-031	RSI Marine	RSI Marine	Conditional Approval		9/20/2023	1/24/2024	8/17/2022	2/21/2024			
2022-037	Peterson Wetland Bank	Peterson Family	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	Beton LLC	Construction Complete		11/3/2022	12/19/2022		1/18/2023		6/6/2023	6/6/2025
2022-040	Burnsville Sanitary Landfill	Waste Management	Active		11/21/2022	2/15/2023		3/15/2023	8/16/2023	8/17/2023	8/17/2025
2022-042	3rd Street Bridge Replacement	City of Carver	Active		12/16/2022	2/2/2023		2/15/2023		5/22/2024	5/22/2025
2023-001	Lakota Lane After-the-Fact	Andrew Polski	Conditional Approval		1/10/2023	5/30/2024		6/20/2024			
2023-002	Eagle Creek Bridge	City of Savage	Construction Complete		1/13/2023	4/19/2023		5/9/2023		7/14/2023	7/14/2025
2023-007	MN River Greenway Trail	Dakota County	Active		3/1/2023	3/15/2023		4/19/2023		11/6/2023	5/15/2025
2023-008	Chaska Tech Center Amendment	Lariat Companies Inc.	Construction Complete		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	AT&T	Active		3/31/2023	5/19/2023		6/21/2023		6/26/2023	6/26/2025
2023-010*	MN River Greenway RR Bridge	Dakota County	Conditional Approval	4/5/2023	5/17/2024	9/10/2024		10/9/2024			
2023-013	Merriam Junction Trail	Scott County	Conditional Approval	4/5/2023	5/8/2023	5/31/2024		6/20/2024			
2023-015	City of Bloomington Storm Sewer Maintenance	City of Bloomington	Construction Complete		5/24/2023	6/15/2023		7/19/2023		8/23/2023	8/23/2025
2023-016	MAC Pond Maintenance Activities	MAC	Upcoming	6/15/2023	6/9/2023						

Permit Number	Project Name	Owner	Status	Pre-Permit Meeting	Date Received	Date Considered Complete	Board Actions			Permit Issued	Permit Expiration Date
							Information Only	Conditional Approval	Approval		
2023-017	MN Bluffs Regional Trail	City of Chaska	Conditional Approval	6/14/2023	12/28/2023	2/26/2024		3/20/2024			
2023-018	Sibley Memorial Hwy (1901-195-TH13A)	MnDOT	Upcoming	7/17/2023	6/6/2023						
2023-019	Dean Lake Wetland Fill	Ryan Klingenberg	Active		8/27/2023	9/10/2023		9/20/2023		10/4/2023	10/4/2025
2023-020	Tramore Heights Addition	Larry Hassler	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	MAC	Active		10/2/2023	4/3/2024		5/15/2024	5/15/2024	5/28/2024	5/25/2025
2023-023	Vernon Avenue Road Improvements	LMRWD	Conditional Approval		10/6/2023			11/15/2023			
2023-024	Carmeuse Savage Marine Improvements	Carmeuse	Active		10/11/2023	12/1/2023		12/20/2023		7/8/2024	7/8/2025
2023-026	CenterPoint Pipeline Abandonment	CenterPoint Energy	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	SMSC	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	City of Bloomington	Construction Complete		11/15/2023	11/22/2023		12/20/2023		12/27/2023	12/27/2024
2024-002	MnDOT Pond Maintenance	MnDOT	Conditional Approval		3/20/2024	4/26/2024		5/15/2024			
2024-003	Port Cargill Savage	Cargill	Upcoming	2/18/2024							
2024-004	35W Early Release	MnDOT	Conditional Approval		2/20/2024	4/3/2024		4/17/2024			
2024-005	Fort Snelling Cemetary	US Department of Veterans Affairs	Upcoming	2/27/2024							
2024-006	T2 North Expansion	MAC	Active		2/28/2024	6/4/2024		8/21/2024		8/22/2024	8/22/2025
2024-008	CD Terminal Storage Pad	CD Terminal	Upcoming	3/26/2024	3/22/2024						
2024-009	FWTEC	Minneapolis Parks & Recreation	Active		3/28/2024	6/21/2024		7/17/2024		7/25/2024	7/24/2025
2024-010	Lyndale Road	City of Bloomington	Active		3/29/2024	5/28/2024		6/20/2024		8/27/2024	8/27/2025
2024-012	Concourse G Infill Pods Phase 2	MAC	Conditional Approval		5/29/2024	9/3/2024		9/18/2024			
2024-013	MnDNR Trail 1B	MnDNR	Upcoming								
2024-014	LTS MSP Lateral 2	LTS Telecommunications	Under Review		6/3/2024						
2024-015	Boiling Springs Drainage Improvements	City of Shakopee	Under Review		6/21/2024						
2024-016	Flying Cloud Airport	MAC	Active	7/11/2024	7/23/2024	8/2/2024		8/21/2024		9/26/2024	9/26/2025
2024-017	Stagecoach Road	City of Shakopee	Upcoming								
2024-018*	CPE Xenwood and 125th St.	Center Point Energy	Conditional Approval		8/23/2024	9/11/2024		10/9/2024			

Permit Number	Project Name	Owner	Status	Pre-Permit Meeting	Date Received	Date Considered Complete	Board Actions			Permit Issued	Permit Expiration Date
							Information Only	Conditional Approval	Approval		

*\*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



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, October 9, 2024

### **Agenda Item**

#### **Item 10. D. – Committee Communications**

#### **Prepared By**

Linda Loomis, Administrator

#### **Summary**

The Personnel Committee met Thursday October 3, 2024. A meeting summary and action items from the meeting are attached for the review of the entire Board. These attachments were generated by Webex using AI.

#### **Attachments**

Personnel Committee meeting summary

Actions items

#### **Recommended Action**

No action recommend