



Please note the meeting will be held in person at the Carver County Government Center on the Wednesday, March 19, 2025. The meeting will also be available virtually using this [link](#).

LOWER MINNESOTA RIVER WATERSHED DISTRICT

Lower Minnesota River Watershed District

7:00 PM – Wednesday, March 19, 2025

Carver County Government Center

602 East Fourth Street, Chaska, MN 55318

Agenda Item	Discussion
1. Call to order	A. Oath of Office Janet William, appointed by Scott County, term of office expires, 2/28/2026 B. 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. Presentation by Scott County SWCD B. Report from the Citizen Advisory Committee
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 February 19, 2025 B. Receive and file February 2025 Financial report C. Presentation of Invoices for payment <ul style="list-style-type: none"> i. Clifton Larson Allen (CLA) – Financial services February 2025 ii. Rinke Noonan, Attorneys at Law –January 2025 general legal services & Area #3 iii. TimeSavers Off Site Secretarial – preparation of January 2025 meeting minutes

	<ul style="list-style-type: none"> iv. Daniel Hron –April 2025 office rent v. US Bank Equipment Finance – March 2025 copier lease payment vi. Young Environmental Consulting Group, LLC –February 2025 technical, and Education & Outreach services vii. Naiad Consulting, LLC – February 2025 administrative services, mileage & expenses viii. Bolton & Menk, Inc. – Engineering services related to Vernon Avenue ix. 106 Group – January 2025 invoice for Area #3 services x. I & S Group, Inc. – February engineering services related to Spring Creek xi. Park Street Public – March 2025 Government Relations Services xii. Redpath and Company – Progress billing for FY 2022 Financial Audit xiii. Liberty Mutual Surety – 2025/2026 Surety bond premium xiv. 4M Fund – January 2025 fund service charges <p>D. Approval to authorize payment of recurring invoices</p>
6. Permits	<ul style="list-style-type: none"> A. LMRWD Permit Renewals B. Dell Road Reconstruction Project (LMRWD No. 2024-022) C. 2024 Minneapolis-Saint Paul (MSP) International Airport Terminal 1 Concourse G Infill pods 2-3 (LMRWD No. 2024-012) Permit Amendment
7. Action Items	<ul style="list-style-type: none"> A. Administrative Services Update B. 2024 Annual Report Update C. State of the Minnesota River Listening Session D. Study Area #3 Update
8. Board Discussion Items	<ul style="list-style-type: none"> A. Committee meetings discussion B. Lower Minnesota River Calcareous Fen Enhancement – Seminary Fen Land Acquisition C. Distribution of Managers
9. Information Only	<ul style="list-style-type: none"> A. 2025 Legislative Update B. Vernon Avenue Update C. 2025 Minnesota River Tour Update D. Municipal Coordination E. LMRWD Permit Program Summary
10. Communications	<ul style="list-style-type: none"> A. Administrator Report B. President C. Managers D. Committees E. Legal Counsel F. Engineer
11. Adjourn	Next meeting of the LMRWD Board of Managers is Wednesday, April 16, 2025.

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.

- [Green Lands Blue Waters](#) – How we come together for a More Diverse Midwest Ag Landscape – April 7-9, 2025 University of Wisconsin – Madison

- Minnesota Stormwater Seminar Series – [Extreme Weather Impacts Across the Water Sector](#); Thursday, March 27, 2025, 10:00 AM – 12:00 PM, in-person at St. Anthony Falls Laboratory Auditorium (2 Third Avenue SE, Minneapolis) or [on-line on Zoom](#)
and: [Evaluation of Media Effectiveness for Removal of Phosphorus and Other Pollutants in an Active, High-Volume Stormwater Filtration BMP](#), Thursday, April 17, 2025.
- [Urban Trees and Climate Change Hazards/Risks workshop](#) – Thursday March 27, 2025, 1:30 pm to 3:30 pm, St. Anthony Falls Laboratory Auditorium (2 Third Avenue SE, Minneapolis)
- LMRWD CAC meeting – Tuesday, April 1, 6:00 PM to 8:00 PM – Ike’s Creek at US FWS Headquarters
- LMRWD Finance Committee meeting – Wednesday, April 2, 2025, 7:00 PM, Small meeting room Savage Library
- LMRWD Personnel Committee meeting – Wednesday, April 9, 2025, 7:00 PM, location to be announced.
- River Resource Forum -Tuesday, April 29, 2025, 9:00 AM to 4:30 PM, National Eagle Center, 134 Main St W. Wabasha, MN and virtual on [Webex](#)
- [2025 Salt Symposium](#) – Tuesday, August 5, 2025, [Live stream registration](#)

For Information Only

- **WCA Notices**
 - Hennepin County - MnDOT Pond Maintenance TH 62 between Bloomington Road & Hiawatha Avenue (Fort Snelling)
- **DNR Public Waters Work permits**
 - None
- **DNR Water Appropriation permits**
 - None
- **Well Head Protection Plans**
 - None



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, March 19, 2025

Agenda Item

Item 4. A. – Presentation by Scott County SWCD

Prepared By

Linda Loomis, Administrator

Summary

Troy Kuphal and his team, from the Scott County Soil and Water Conservation District will attend the Board meeting to present results from the 2024 monitoring season and the Scott County Water Education Partnership.

A draft of the Agreement between the LMRWD and the Scott Soil and Water Conservation District for monitoring, technical, education, and other conservation services for 2025 is attached for the Board's information. Mr. Kuphal will answer any questions the Board may have regarding the agreement for 2025 services.

Attachments

Draft Agreement Between the Lower Minnesota River Watershed District and the Scott Soil and Water Conservation District for Monitoring, Technical, Education and other Conservation Services

Recommended Action

Motion to approve and authorize execution of the Agreement Between the Lower Minnesota River Watershed District and the Scott Soil and Water Conservation District for Monitoring, Technical, Education and other Conservation Services

**AGREEMENT BETWEEN THE LOWER MINNESOTA RIVER WATERSHED DISTRICT
AND THE SCOTT SOIL AND WATER CONSERVATION DISTRICT FOR MONITORING, TECHNICAL,
EDUCATION, AND OTHER CONSERVATION SERVICES**

This Contract for Services (Contract) is made and entered into between the Lower Minnesota River Watershed District ("LMRWD"), a body corporate and politic, and the Scott Soil and Water Conservation District, is a special purpose unit of governmental and political subdivision of the State of Minnesota ("SWCD" or "Contractor").

WHEREAS, the LMRWD is in need of services from SWCD as set forth in the Statement of Work, attached hereto as Attachment 1, and the SWCD desires and is capable of providing such services.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein the parties agree as follows:

1. TERM

This Contract shall be in effect as of January 1, 2025, notwithstanding the dates of the signatures of the parties, and shall continue through December 31, 2025, unless earlier terminated by law or according to the provisions herein.

2. CONTRACTOR'S OBLIGATIONS

The LMRWD hereby contracts with the SWCD to provide services related to monitoring (water quality, thermal and well), technical assistance and cost share, education, and other engineering, technical and administrative services, as set forth in Attachment 1 - 2025 Statement of Work.

The Services shall commence immediately upon receipt of notice to proceed from the LMRWD Administrator, who will serve as the LMRWD's agent for such services and will administer this Contract.

3. PAYMENT

3.1 Invoicing. The SWCD will invoice the LMWRD on a time and materials basis, except for services under Task III, Education, which will be invoiced in equal quarterly installments subject to progress and reporting acceptable to the LMRWD Administrator. The maximum amount for which the SWCD may invoice the LMRWD under this Agreement shall be \$40,675 as set forth in Attachment 1. The SWCD shall not invoice the LMRWD for services or materials more than this amount without prior authorization by the LMRWD Administrator or Board.

3.2 Compensation. The SWCD will invoice for services according to the following hourly rates:

Administrative Specialist, Resource Conservation Technician	\$68
Resource Conservationist I, Natural Resource Specialist I	\$72
Water Resource Specialist, Ag Program Specialist, Outreach and Education Specialist	\$72
Resource Conservationist II, Natural Resource Specialist II	\$78
Senior Resource Conservationist, Finance and Accounting Specialist	\$84
District Director	\$96
Water quality monitoring equipment surcharge: YSI sonde or equivalent	\$10
Flow measurement equipment surcharge: Flowtracker or equivalent	\$5

3.3 Time of Payment. The LMRWD shall make payment to SWCD within sixty (60) days of the date on which an itemized invoice is received. If the invoice is incorrect, defective, or otherwise improper, the LMRWD will notify the SWCD within ten (10) days of receiving the incorrect invoice. Upon receiving the corrected invoice from the SWCD, the LMRWD will make payment within thirty-five (35) days.

3.4 Payment for Unauthorized Claims. The LMRWD may refuse to pay any claim that is not specifically authorized by this Contract. Payment of a claim shall not preclude the LMRWD from questioning the propriety of the claim. The LMRWD reserves the right to offset any overpayment or disallowance of claim by reducing future payments.

3.5 Payment Upon Early Termination. In the event this Contract is terminated before the completion of services, the LMRWD shall pay to the SWCD, for services provided in a satisfactory manner, a sum based upon the actual time spent at the rates stated in paragraph 3.2. In no case shall such payment exceed the total contract price.

4. COMPLIANCE WITH LAWS/STANDARDS

4.1 General. Contractor shall abide by all Federal, State or local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Contract or to the facilities, programs and staff for which Contractor is responsible.

4.2 Minnesota Law to Govern. This Contract shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota, without giving effect to the principles of conflict of laws. All proceedings related to this Contract shall be venued in the State of Minnesota, County of Scott.

5. INDEPENDENT CONTRACTOR STATUS

The SWCD is an independent contractor and nothing herein contained shall be construed to create the relationship of employer and employee between LMRWD and the SWCD. The SWCD shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services. The SWCD shall have discretion as to working methods, hours and means of operation. The SWCD acknowledges and agrees that the SWCD is not entitled to receive any of the benefits received by LMRWD employees and is not eligible for workers' or unemployment compensation benefits. The SWCD also acknowledges and agrees that no withholding or deduction for state or federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due the SWCD and that it is the SWCD's sole obligation to comply with the applicable provisions of all federal and state tax laws.

6. SUBCONTRACTING

6.1 The parties shall not enter into any subcontract for the performance of the services contemplated under this Contract nor assign any interest in the Contract without prior written consent of all parties and subject to such conditions and provisions as are deemed necessary. The subcontracting or assigning party shall be responsible for the performance of its subcontractors or assignees unless otherwise agreed.

6.2 Any subcontractor approved by the LMRWD will be required to provide proof of insurance to the LMRWD in coverage and amount the same as the SWCD. Prior to or concurrent with execution of this Contract, the SWCD shall file certificates or certified copies of its subcontractor(s)' policies of insurance with the LMRWD. All fees for services and all job supervision will remain the obligation of the SWCD.

6.3 The SWCD agrees to pay any subcontractor within ten (10) days of the SWCD's receipt of payment from the LMRWD for undisputed services provided by the subcontractor. The SWCD agrees to pay interest of 1½ percent per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10.

7. INDEMNIFICATION

Each party to this Contract shall be liable for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its officers, employees or agents. Each party hereby agrees to indemnify, hold harmless and defend the other, its officers, employees or agents, against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other party, its officers, employees or agents, may sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its officers, employees or agents, in the

execution, performance, or failure to adequately perform its obligations pursuant to this Contract. Minn. Stat. Ch. 466 and other applicable laws shall govern the liability of the LMRWD.

8. INSURANCE

8.1 General Terms. At its own expense and in order to protect the SWCD and to protect the LMRWD under the indemnity provisions set forth above, The SWCD shall procure and maintain policies of insurance covering the term of this Contract, as set forth in the Insurance Terms, unless waived or amended by the LMRWD in writing.

8.2 Certificates. Prior to or concurrent with execution of this Contract, the SWCD shall file certificates or certified copies of such policies of insurance with the LMRWD.

8.3 Failure to Provide Proof of Insurance. The LMRWD may withhold payments or immediately terminate this Contract for failure of the SWCD to furnish proof of insurance coverage or to comply with the insurance requirements as stated above.

9. FORCE MAJEURE

Neither party shall be held responsible for delay or failure to perform when such delay or failure is due to any of the following unless the act or occurrence could have been foreseen and reasonable action could have been taken to prevent the delay or failure: fire, flood, epidemic, strikes, wars, acts of God, unusually severe weather, acts of public authorities, or delays or defaults caused by public carriers; provided the defaulting party gives notice as soon as possible to the other party of the inability to perform.

10. OWNERSHIP, COPYRIGHTS AND FUTURE USE OF WORK PRODUCT

Upon the completion of this Contract, all work product, data compilations, and materials of any kind, regardless of the format in which they exist will become the sole and exclusive property of the LMRWD. The SWCD, at the request of the LMRWD, shall execute any necessary documents to transfer ownership rights to the LMRWD. Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time, actually or constructively reduced to practice by the SWCD or its employees or agents in the course of or in connection with this Contract, the SWCD shall immediately give the LMRWD's authorized representative written notice and complete information thereof.

In all publications or press releases or presentations to the public where data collected or compiled in the performance of this contract is disseminated. The SWCD shall acknowledge funding by the LMRWD for all or part of the costs of making such information available to the public.

11. TERMINATION

Either party may terminate this Contract for cause by giving seven (7) days' written notice or without cause by giving thirty (30) days' written notice, of its intent to terminate, to the other party. Such notice to terminate for cause shall specify the circumstances warranting termination of the Contract. Cause shall mean a material breach of this Contract and any supplemental agreements or amendments thereto. This Contract may also be terminated by the LMRWD in the event of a default by the SWCD. In the event this Contract is terminated for cause, the SWCD shall be entitled to payment determined on a pro rata basis for work or services satisfactorily performed. Notice of Termination shall be made by certified mail or personal delivery to the authorized representative of the other party. Termination of this Contract shall not discharge any liability, responsibility or right of any party, which arises from the performance of or failure to adequately perform the terms of this Contract prior to the effective date of termination.

12. CONTRACT RIGHTS/REMEDIES

12.1 Rights Cumulative. All remedies available to either party under the terms of this Contract or by law are cumulative and may be exercised concurrently or separately, and the exercise of any one remedy shall not be deemed an election of such remedy to the exclusion of other remedies.

12.2 Waiver. Waiver for any default shall not be deemed to be a waiver of any subsequent default. Waiver of breach of any provision of this Contract shall not be construed to be modification for the terms of this Contract unless stated to be such in writing and signed by authorized representatives of the LMRWD and the SWCD.

13. AUTHORIZED REPRESENTATIVES

The following named persons are designated the authorized representatives of parties for purposes of this Contract. These persons have authority to bind the party they represent and to consent to modifications and subcontracts, except that, as to the LMRWD, the authorized representative shall have only the authority specifically or generally granted by the Board. Notification required to be provided pursuant to this Contract shall be provided to the following named persons and addresses unless otherwise stated in this Contract, or in a modification of this Contract.

To the SWCD:

Troy Kuphal, District Director
Scott Soil and Water Conservation District
7151 W. 190th Street
Jordan, MN 55352
Telephone: (952) 492-5411

To the LMRWD:

Joseph Barisonzi, President
Lower Minnesota River Watershed District
112 E 5th Street
Chaska, MN. 55318
(952) 856-5880

14. LIAISON

To assist the parties in the day-to-day performance of this Contract and to define services, ensure compliance and provide ongoing consultation, a liaison shall be designated by the SWCD and the LMRWD. The parties shall keep each other continually informed, in writing, of any change in the designated liaison. At the time of execution of this Contract, the following persons are the designated liaisons:

SWCD Liaison:

Troy Kuphal, District Director
Scott Soil and Water Conservation District
7151 W. 190th Street, Suite 125
Jordan, MN 55352
Telephone: (952) 492-5425

LMRWD Liaison:

Linda Loomis, Administrator,
Lower MN River Watershed District
6677 Olson Memorial Highway
Golden Valley, MN 55427
763-545-4659

15. MODIFICATIONS

Any alterations, variations, modifications, or waivers of the provisions of this Contract shall only be valid when they have been reduced to writing, signed by authorized representatives of the LMRWD and SWCD.

16. SEVERABILITY

The provisions of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Contract unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Contract with respect to either party.

17. MERGER

17.1 Final Agreement. This Contract is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are no representations, warranties, or stipulations, either oral or written, not herein contained.

17.2 Attachments. Attachment 1 attached and incorporated herein by reference.

- Attachment 1 – 2025 STATEMENT OF WORK

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the date(s) indicated below.

FOR LOWER MINNESOTA RIVER WATESHED DISTRICT

By: _____
Joseph Barisonzi, Board President

Date: _____

FOR SCOTT SOIL AND WATER CONSERVATION DISTRICT

By: _____
Troy Kuphal, District Director

Date: _____

ATTACHMENT 1: 2025 STATEMENT OF WORK

This Statement of Work (SOW) is made pursuant to and governed by the approved 2025 Contract for Services between Lower Minnesota Watershed District (“LMRWD”) and Scott Soil & Water Conservation District (SSWCD), and defines the specific monitoring, education, technical assistance, and other related services the SWCD will provide to the LMRWD in connection with said Contract for Services.

Task I. Monitoring (\$25,650)

Scope of Work

The SSWCD will assist the LMRWD with planning and implementing its water quality, thermal and well monitoring programs.

A. Eagle Creek Water Quality

1. Base Monitoring (\$8,450)

- Collect monthly base-flow samples and storm event composite samples
- Deliver samples to the MCES lab
- Maintain and calibrate sonde
- Log, process and complete QA/QC of data

2. Enhanced Monitoring Program Partnership w/Cities of Shakopee and Savage (\$3,800)

- Bi-weekly Chloride and E. coli. sample collection at three (3) new locations, each upstream of the WOMP II station.
- Deliver samples to the MCES lab
- In-situ measurements for Temp, conductivity, pH, and DO during each sample visit
- Lab and supply costs
- Data processing and QA/QC, and submittal

B. Eagle Creek Thermal Monitoring (\$1,850)

- Collect data from loggers
- Data management and analysis
- Maintain sites and equipment
- Includes continuing monitoring per approved 2018 project proposal

C. Water Quality and Flow – Dean Lake (\$5,350)

- Collect monthly base-flow samples and storm event composite samples
- Deliver samples to the MCES lab
- Maintain and calibrate sonde
- Collect flow measurements
- Log, process and complete QA/QC of data

D. Well Monitoring (\$3,350)

- Collect depth-to-water readings monthly
- Enter data into DNR database
- Maintain sites and well monitoring equipment

E. Reporting (\$2,850)

- Prepare written annual data and analysis report for all monitoring
- Prepare and deliver summary presentation
- Prepare and present proposed work plan and budget

Task II. Technical Assistance and Cost Share (\$6,700)

Scope of Work

The SWCD will provide technical and cost share assistance to landowners within the DISTRICT in support of

implementation of conservation behaviors and best management practices that reduce soil erosion, decrease runoff volume, and improve water quality. The SWCD will assist landowners who contact the SWCD directly or who are referred by the DISTRICT for conservation program information and/or technical assistance. Cost share may be provided for projects that meet eligibility and other relevant criteria in accordance with the SSWCD's cost share program policy docket, subject to available funding.

A. Technical Assistance (\$4,500)

a) Conservation Marketing and Promotion

The SWCD will continue marketing initiatives to promote adoption of conservation practices aimed at phosphorus and sediment reductions. Focus in 2024 will be practices targeted in the SWCD's 2020 CWF grant, prioritizing the Spring Lake and Fish Lake watersheds. SWCD staff will also assist with outreach for the Upper Watershed Blueprint as requested. Activities generally include:

- Identifying targeted parcels and landowners and gathering contact information
- Preparing letters, mail lists, and informational materials
- Making personal calls and in-person visits
- Tracking and reporting progress

b) Livestock/Commodity Producer Assistance

The SWCD will provide technical support to livestock and commodity producers on conversation measures providing water quality benefits. Activities generally include:

- Provide Equipment Rental Program services for cover crops, no-till and other conservation seeding
- Assist with livestock facility, animal waste, and pasture management planning
- Provide information and assistance related to state feedlot regulations, including planning, permitting, inspections, complaint response and pollution discharge

c) Cost Share

The SWCD will administer cost share in accordance with the approved 2024 policy manual, or Docket (see Exhibit C). Services under this task will be provided to District landowners who respond with interest to marketing efforts under Task IA or who contact the SWCD on their own. Activities generally include any or all of the following depending on landowner interest and site-specific characteristics :

- Landowner consultation (communication, correspondence, decision-making)
- Site investigation and feasibility assessment
- Project survey and design
- Cost share contract development and payment administration
- Construction inspection and certification

d) Status Reviews

Projects installed using DISTRICT funds will be inspected to ensure the responsible party is complying with their signed cost share contract and related maintenance plan. Inspections are completed the 1st and 4th year following certification for contracts that have a 5-year term, and the 1st, 4th and 9th for contracts that have a 10-year term. Activities generally include:

- Conduct site visit and inspection of project site
- Prepare inspection report
- Conduct follow up inspection and landowner technical assistance, if necessary

B. Cost Share (\$2,200)

- a) This is pass-through to cooperators that install conservation practices
- b) Advance cost share application approval and final construction certification is required in accordance with SWCD cost share policies

Task III. Education and Outreach (\$7,575)

Scope of Work

The SWCD will provide various educational programming services, as described below.

A. Natural Landscaping Workshop or Webinar

The SWCD will plan, coordinate and host one event, to include the following activities:

- Plan workshop details in coordination with the District and Cities of Prior Lake, Savage and Shakopee
- Develop promotional and informational materials and resources
- Plan and deploy a marketing campaign, with targeting to include residents in the Cities of Prior Lake and Savage
- Coordinate and manage attendee registration and participation
- Prepare and present information
- Post-workshop review and follow up with landowners

B. SCWEP Activities

The SWCD will plan, coordinate and execute events and activities as identified in the 2024 Scott Clean Water Education Program (SCWEP) work plan. These services have multi-jurisdictional benefit and are supported by funding contributions by all SCWEP partners. At least three workshops in total will be planned

C. Other Education Activities

The SWCD will help provide support and assistance with other education efforts as may be requested by the District, including but not limited to developing education and promotion materials and assisting with special event planning and coordination.

Task IV. Other Services (\$750)

Scope of Work

The SWCD will provide the following and technical services on an as-needed basis:

- Provide consultation on activities related to soil and water resources within the LMRWD
- Conduct or assist with LMRWD compliance reviews
- Review development plans for compliance with LMRWD standards
- Conduct construction inspections and oversight to ensure compliance with LMRWD standards
- Assist with surveys, construction supervision, and/or project management for capital improvement projects
- Conduct or assist with inventory and/or mapping projects
- Assist with monitoring plan development
- Attend LMRWD-sponsored meetings, including but not limited to Board and TAC meetings
- Assist with development of plans, including but not limited to Comprehensive Water Resources Management Plan and TMDL Implementation Plans
- Assist with planning and development of LMRWD cost share program
- Other services as may be requested



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, March 19, 2025

Agenda Item

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

Prepared By

Linda Loomis, Administrator

Summary

The Board has requested that the Citizen Advisory Committee (CAC) provide periodic reports on its activities and plans.

Lee Peterson and Judy Berglund, from the CAC will attend the Board meeting to update the Board on activities and what they have planned for 2025.

Attachments

No attachments

Recommended Action

No action recommended

Item 5.B.
LMRWD 3-19-2025

BEGINNING BALANCE	31-Jan-25	\$ 1,283,786.90
ADD:		
General Fund Revenue:		
February 2025 Interest		\$ 4,206.40
Total Revenue and Transfers In		\$ 4,206.40
DEDUCT:		
Debits/Reductions		
106 Group	Area #3 historical review services	\$ 7,113.82
Bolton & Menk, Inc.	Survey of Area #3 for platting & zoning	\$ 1,273.00
Clifton Larson Allen LLP	December 2024 financial services	\$ 2,810.50
Daniel Hron	February 2025 office rent	\$ 650.00
Naiad Consulting, LLC	November 2024 Admin services, mileage and expenses	\$ 16,514.54
Park Street Public	January 2025 Government Relations Services	\$ 2,500.00
Rinke Noonan, Attorney at Law	November 2024 general legal services	\$ 1,373.00
Scott Soil & Water Conservation District	Q4 2024 monitoring, TACS & SCWEP	\$ 8,423.50
TimeSaver Off Site Secretarial		\$ 246.00
US Bank Equipment Finance	February 2025 copier lease payment	\$ 208.38
Young Environmental Consulting Group	December 2024 Education & Outreach, and Technical services	\$ 50,009.45
4M Fund	January 2025 bank service fee	\$ 40.00
Total Debits/Reductions		\$ 91,162.19
ENDING BALANCE	28-Feb-25	<u>\$ 1,196,831.11</u>

	2025 Budget	January Actuals	YTD 2025	Over (Under) Budget
Administrative expenses	\$ 373,450.00	\$ 35,219.92	\$ 39,228.30	\$ (334,221.70)
Cooperative Projects				
Eden Prairie Bank Stabilization Area #3	\$ 100,000.00	\$ 8,620.57	\$ 8,620.57	\$ (91,379.43)
Gully Erosion Contingency Fund	\$ -	\$ -	\$ -	\$ -
Seminary Fen Ravine Restoration site A	\$ 80,000.00	\$ -	\$ -	\$ (80,000.00)
Seminary Fen Ravine Restoration site C-2	\$ -	\$ -	\$ -	\$ -
Eagle Creek Bank Restoration: Town & Country R'	\$ 16,050.00	\$ -	\$ -	\$ (16,050.00)
Shakopee River Bank Stabilization	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
509 Plan Budget				
<i>Resource Plan Implementation</i>				
Watershed Resource Restoration Fund	\$ 100,000.00	\$ 245.50	\$ 245.50	\$ (99,754.50)
Fen Private Land acquisition study	\$ -	\$ -	\$ -	\$ -
Gully Inventory	\$ 150,000.00	\$ 5,217.75	\$ 5,217.75	\$ (144,782.25)
MN River Floodplain Model Feasibility Study	\$ -	\$ 6,938.75	\$ 6,938.75	\$ 6,938.75
Downtown Shakopee Stormwater BMPs	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Spring Creek stabilization project	\$ 100,000.00	\$ 510.00	\$ 510.00	\$ (99,490.00)
Sustainable Lakes Mgmt. Plan (Trout Lakes)	\$ 50,000.00	\$ 1,009.75	\$ -	\$ (50,000.00)
Geomorphic Assessments (Trout Streams)	\$ 100,000.00	\$ -	\$ -	\$ (100,000.00)
Fen Stewardship Program	\$ 75,000.00	\$ 3,056.75	\$ 3,056.75	\$ (71,943.25)
District Boundary Modification	\$ -	\$ -	\$ -	\$ -
Local Water Management Plan reviews	\$ 5,000.00	\$ -	\$ -	\$ (5,000.00)
Project Reviews	\$ 50,000.00	\$ 8,873.25	\$ 8,873.25	\$ (41,126.75)
Project inspections	\$ -	\$ 1,477.00	\$ 1,477.00	\$ 1,477.00
<i>Monitoring</i>	\$ 75,000.00	\$ 3,596.00	\$ 3,596.00	\$ (71,404.00)
<i>Watershed Management Plan</i>	\$ -	\$ 3,853.50	\$ 3,853.50	\$ 3,853.50
<i>Public Education/CAC/Outreach Program</i>	\$ 115,000.00	\$ 10,142.95	\$ 15,642.95	\$ (99,357.05)
<i>Cost Share Program</i>	\$ 20,000.00	\$ 1,127.50	\$ 1,127.50	\$ (18,872.50)
Nine Foot Channel				
Return of unused state funds	\$ -	\$ -	\$ -	\$ -
Dredge Site Improvements	\$ 240,000.00	\$ 1,273.00	\$ 1,273.00	\$ (238,727.00)
Bonded Debt Levy				
Scheduled Area #3 Bond payments	\$ 300,000.00	\$ -	\$ -	\$ (300,000.00)
Total:	\$ 2,049,500.00	\$ 91,162.19	\$ 99,660.82	\$ (1,949,839.18)

LMRWD - Statement of Revenue and Expenditures
General Fund - FY 2025

Account	2024 Budget	2024 Actual	2025 Final Budget	2025 YTD	Administration @ 29%	Cooperative @10%	509 Plan @ 46%	9-foot Channel @15%
Manager Per Diem	\$ 15,000.00	\$ 12,375.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Manager Expense	\$ 4,500.00	\$ 1,323.97	\$ 4,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Telecommunications-Cell Phone	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ 300.00	\$ 258.61	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Meeting Supplies/Expenses	\$ 100.00	\$ 108.05	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Rent	\$ 7,800.00	\$ 7,339.00	\$ 7,800.00	\$ 1,950.00	\$ 565.50	\$ 195.00	\$ 897.00	\$ 292.50
Dues	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous - General	\$ 3,000.00	\$ 2,903.22	\$ 3,000.00	\$ 246.00	\$ 71.34	\$ 24.60	\$ 113.16	\$ 36.90
Training & Education	\$ 1,500.00	\$ 1,705.20	\$ 1,500.00	\$ 50.00	\$ 14.50	\$ 5.00	\$ 23.00	\$ 7.50
Insurance & Bonds	\$ 12,000.00	\$ 12,186.00	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Postage	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Photocopying	\$ 750.00	\$ 2.21	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Notices - General	\$ 2,000.00	\$ 1,484.10	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Mileage	\$ 5,000.00	\$ 2,590.14	\$ 4,000.00	\$ 195.79	\$ 56.78	\$ 19.58	\$ 90.06	\$ 29.37
Subscriptions & Licenses	\$ 400.00	\$ 583.55	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Taxable Meal Reimbursement	\$ 500.00	\$ 52.33	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Lodging/Staff Travel	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Financial Services/Accounting	\$ 25,438.00	\$ 28,932.33	\$ 30,000.00	\$ 2,810.50	\$ 815.05	\$ 281.05	\$ 1,292.83	\$ 421.58
Audit Fees	\$ 30,000.00	\$ 9,252.50	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services - General	\$ 153,000.00	\$ 172,211.25	\$ 175,000.00	\$ 16,268.75	\$ 4,717.94	\$ 1,626.88	\$ 7,483.63	\$ 2,440.31
Legal Fees - General	\$ 15,000.00	\$ 14,003.50	\$ 15,000.00	\$ 830.00	\$ 240.70	\$ 83.00	\$ 381.80	\$ 124.50
Engineering - General	\$ 75,000.00	\$ 117,961.95	\$ 35,000.00	\$ 11,420.50	\$ 3,311.95	\$ 1,142.05	\$ 5,253.43	\$ 1,713.08
Equipment - Maintenance	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment - Lease	\$ 2,500.00	\$ 2,613.25	\$ 2,500.00	\$ 416.76	\$ 120.86	\$ 41.68	\$ 191.71	\$ 62.51
Lobbying/Legislative services	\$ 20,000.00	\$ 20,000.04	\$ 30,000.00	\$ 5,000.00	\$ 1,450.00	\$ 500.00	\$ 2,300.00	\$ 750.00
Bank Service fees	\$ 750.00	\$ 440.58	\$ 750.00	\$ 40.00	\$ 11.60	\$ 4.00	\$ 18.40	\$ 6.00
	\$377,838.00	\$408,326.78	\$373,450.00	\$ 39,228.30	\$ 11,364.61	\$ 3,922.83	\$ 18,045.02	\$ 5,884.25



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, March 19, 2025

Agenda Item

Item 5. D. - Approval to authorize payment of recurring invoices

Prepared By

Linda Loomis, Administrator

Summary

Invoices received by the LMRWD are added to the Board's monthly agenda for approval. Once the Board approves them, the payment process begins. This can lead to delays in paying some invoices by their due dates, especially the copier lease payment, resulting in late fees.

The process used by the LMRWD to pay invoices follows:

- An invoice is received and added to the Board agenda for approval
- A payment request is sent to Clifton Larson Allen, who enters the payment into Quickbooks and Bill.com (LMRWD's bill paying service).
- Data entry is reviewed for accuracy and approved by the LMRWD Administrator
- Payment is then reviewed and approved by the LMRWD President and Treasurer.
- When all approvals have been received payment is ordered.
- Bill.com processes the payment by ACH or issuing a check.

The entire process will usually take 5 -7 days. If the Board meeting occurs late in the month, payments may cross the month end.

At its February 5th meeting, the LMRWD Finance Committee recommended that certain invoices, such as the copier lease, should not require Board approval before payment. The rationale is that these recurring expenses were authorized by the Board when the lease agreement was approved. Additionally, these invoices do not need verification of completed work before payment. This authorization includes the copier lease payment and office rent. The Board may also consider including payments to its government relations consultant, Park Street Public, under this category, as there is an annual agreement in place.

Approval from the Board President and Treasurer will still be required when these invoices are paid, ensuring a level of review. The invoices will continue to appear on the Board's monthly agenda, but they will have already been paid.

Item 5. D. - Approval to authorize payment of recurring invoices

Executive Summary

March 19, 2025

Page 2

The Finance Committee plans to make this a part of the internal controls policy that is being developed.

Attachments

No attachments

Recommended Action

Motion to authorize payment of copier lease, office rent and government relations consultant prior to approval from the full Board of Managers at the monthly Board of Managers meeting



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, March 19, 2025

Agenda Item

Item 6. A. – LMRWD Permit Renewals

Prepared By

Linda Loomis, Administrator

Summary

There is only one permit renewal this month. MnDOT has requested that LMRWD Permit No. 2022-019 be renewed, as they plan to work on the east bound bridge this year. Young Environmental has reviewed the renewal request and recommends that the permit be renewed. Details of the permit renewal request is attached for the Board's information. The Technical Memorandum issued for the original approval is also attached.

Attachments

Technical Memorandum – March 2025 Permit Renewal Requests dated March 12, 2025

Technical Memorandum – TH 494 SP 2785-433 LMRWD (No. 2022-019) dated July 13, 2022

Recommended Action

Motion to renew permits requests as recommended in Technical Memorandum – March 2025 Permit Renewal Requests dated March 12, 2025

Technical Memorandum



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

From: Rachel Kapsch, Water Resources Scientist
Erica Bock, Staff Water Resources Scientist II

Date: March 12, 2025

Re: March 2025 Permit Renewal Requests

Per Lower Minnesota River Watershed District (LMRWD) Rule A, it is the permittee's responsibility to request permit renewals when necessary. However, LMRWD staff has taken a proactive approach by sending out a reminder two months prior to permit expiration to current permit holders with upcoming permit expirations.

Table 1 summarizes the permittees who have received permit expiration reminder emails. If a project is not complete, the LMRWD will renew the permit to maintain permitting authority throughout all close out procedures. Requests for information regarding changes to project scope since the original permit issuance and project close out materials are also included on permit expiration reminder emails.

SUMMARY

Table 1. Summary of March 2025 LMRWD Permit Renewal Requests

LMRWD No.	Project Name	City	Previous Expiration Date	Recommended Expiration Date
2022-019	Trunk Highway 494 SP 2785-433	Eagan/Bloomington	April 10, 2025	April 10, 2026
	Reason for Extension: Under active construction			

Recommendations

Based on review of the permit expiration, we recommend approval of permit renewal.

Technical Memorandum

To: Linda Loomis, Administrator
Lower Minnesota River Watershed District

From: Hannah LeClaire, PE
Katy Thompson, PE, CFM

Date: July 13, 2022

Re: TH 494 SP 2785-433 (LMRWD No. 2022-019)

The Minnesota Department of Transportation (MnDOT) has applied for an individual project permit from the Lower Minnesota River Watershed District (LMRWD) for a road and bridge construction project on Trunk Highway (TH) 494 between Pilot Knob Road in Eagan and 24th Avenue in Bloomington, as shown in Figure 1. MnDOT has provided site plans for the TH 494 SP 2785-433 project (Project) along with the permit application.

The proposed project scope includes rehabbing five bridges, repairing sections of pavement, replacing lighting, reconstructing a pedestrian trail, and improving drainage. The Project will disturb approximately 10.66 acres and create 0.05 acres of new impervious surfaces. The Project intersects the Steep Slopes Overlay District and the High Value Resource Area (HVRA) associated with the Gun Club Lake Fen complex in Dakota County. To avoid traffic interruptions, construction work is proposed to be conducted from under the bridges located within the Minnesota River floodplain. The applicant proposes to commence construction in April 2023.

Because the Project is located within MnDOT right-of-way, it requires an LMRWD individual permit and, as such, is subject to an LMRWD permitting review.

Summary

Project Name: TH 494 SP 2785-433

Purpose: Road reconstruction and bridge rehabilitation

<u>Project Size:</u>	10.66 acres disturbed; 0.99 acres existing impervious; 1.04 acres proposed impervious; net increase of 0.05 acres new impervious
<u>Location:</u>	TH 494 between Pilot Knob Road in Eagan and 24th Avenue in Bloomington
<u>Applicable LMRWD Rules:</u>	Rule B—Erosion and Sediment Control Rule C—Floodplain and Drainage Alteration
<u>Recommended Board Action:</u>	Conditional approval

Discussion

The LMRWD received the following documents for review:

- LMRWD email permit application by MnDOT; received April 21, 2022
- Br 9217E and 9217W 60 percent Bridge Plans by MnDOT; dated March 3, 2022; received April 21, 2022
- Br 19825, 27765, and 27767 95 percent Bridge Plans by MnDOT; dated April 5, 2022; received April 21, 2022
- 95% Construction Plan Set by MnDOT, June 1, 2022; received June 8, 2022
- TH 494 Floodplain Impacts by MnDOT; dated January 18, 2022; received April 21, 2022
- Hydraulic Memo for Temporary Construction Impacts by MnDOT; dated December 2, 2021; received April 21, 2022
- Permit Cover Letter by MnDOT; dated April 21, 2022; received April 21, 2022
- HECRAS model for Temporary Construction Impacts by MnDOT; dated October 12, 2020; received April 21, 2022

The application was deemed complete on June 24, 2022, 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 as well as land-disturbing activities that involve the displacement or removal of 5,000 square feet or more of surface area or vegetation or the excavation of 50 cubic yards or more of earth within an HVRA. The proposed Project would disturb approximately 10.66 acres, of which approximately 1.8 acres lie within the HVRA. Although a portion of this disturbance lies outside the LMRWD boundary, the entire project area drains to the LMRWD and therefore was reviewed as part of this permit. The applicant has provided an erosion and sediment control plan and a Stormwater Pollution Prevention Plan. The

Project generally complies with Rule B, but a copy of the NPDES permit and contact information for the contractor and person(s) responsible for the inspection and maintenance of the erosion and sediment control features are needed before the LMRWD can issue a permit.

Rule C—Floodplain and Drainage Alteration

The Project is located in the Minnesota River floodplain, shown on the Dakota County Flood Insurance Rate Map (FIRM) Panels 27037C0081E and 27037C0080E (effective March 16, 2016). The effective FIRM from 2016 shows the Project in a FEMA Zone AE (or 100-year floodplain) with a 100-year elevation of 714.1 NAVD88.

To effectively construct repairs to the Minnesota River Bridge, Numbers 9217E and 9217W, construction work will need to be conducted from under the bridges. Approximately 55,529 cubic yards of temporary fill (a combination of class 2 aggregate, clay core, coarse aggregate, and common borrow) will be brought on-site within the Minnesota River floodplain to level the ground surface around bridge piers to create stable areas for the equipment needed to build shoring towers. Temporary berms will also be constructed around the piers to reduce the risk of flooding the construction site. The temporary fill will need to be in place for the duration of the construction project, which is expected to last about three years. BMPs will be used around fill areas to contain fill and prevent erosion and washout. All temporary fill will be removed from the Project at the end of construction, and the site will be restored to its pre-project condition and grades.

Some permanent grading is required under Bridges 9217E and 9217W to reestablish the ground elevations that were in place when the bridge was originally constructed in 1981. MnDOT has stated that gullies have formed from years of scour and erosion, and it would like to protect the pier footings from further degradation. The grading activities are required to repair and prevent pier scour, protect public infrastructure, and restore the original pier design. Fill associated with this work is not considered floodplain fill that would affect the 100-year flood elevation.

The applicant revised the effective HEC-RAS model, and submitted the results to demonstrate the hydraulic impacts on the 100-year flood elevation due to the temporary fill. The results showed a maximum 0.29-foot increase in the 100-year flood elevation immediately upstream of the 494 bridge and would propagate upstream until reaching 0.01 feet in Carver, at the limits of the model. The Minnesota Department of Natural Resources floodplain unit determined that the proposed temporary impacts were acceptable because of the nature of the river valley in this area and the lack of impacts on floodplain properties. The only property affected by this proposed temporary stage increase is the Black Dog Power Plant. The Black Dog Power Plant will be notified of the 0.26-foot increase in water surface elevation prior to construction. The Project meets the minimum requirements of Rule C.

Rule F—Steep Slopes Rule

Although the Project intersects the Steep Slopes Overlay District, it is exempt from Rule F because the work being done within the Steep Slopes Overlay District consists of reconstructing and repairing the existing approach panels and will not affect native soils.

Recommendations

Based on our review of the Project, we recommend conditional approval, given the special stipulation that MnDOT is required to notify the Black Dog Power Plant of the temporary stage increase and contingent on the receipt of the following:

- A copy of the NPDES permit
- Contact information for the contractor(s) and/or the person(s) responsible for inspection and maintenance of all erosion and sediment control features

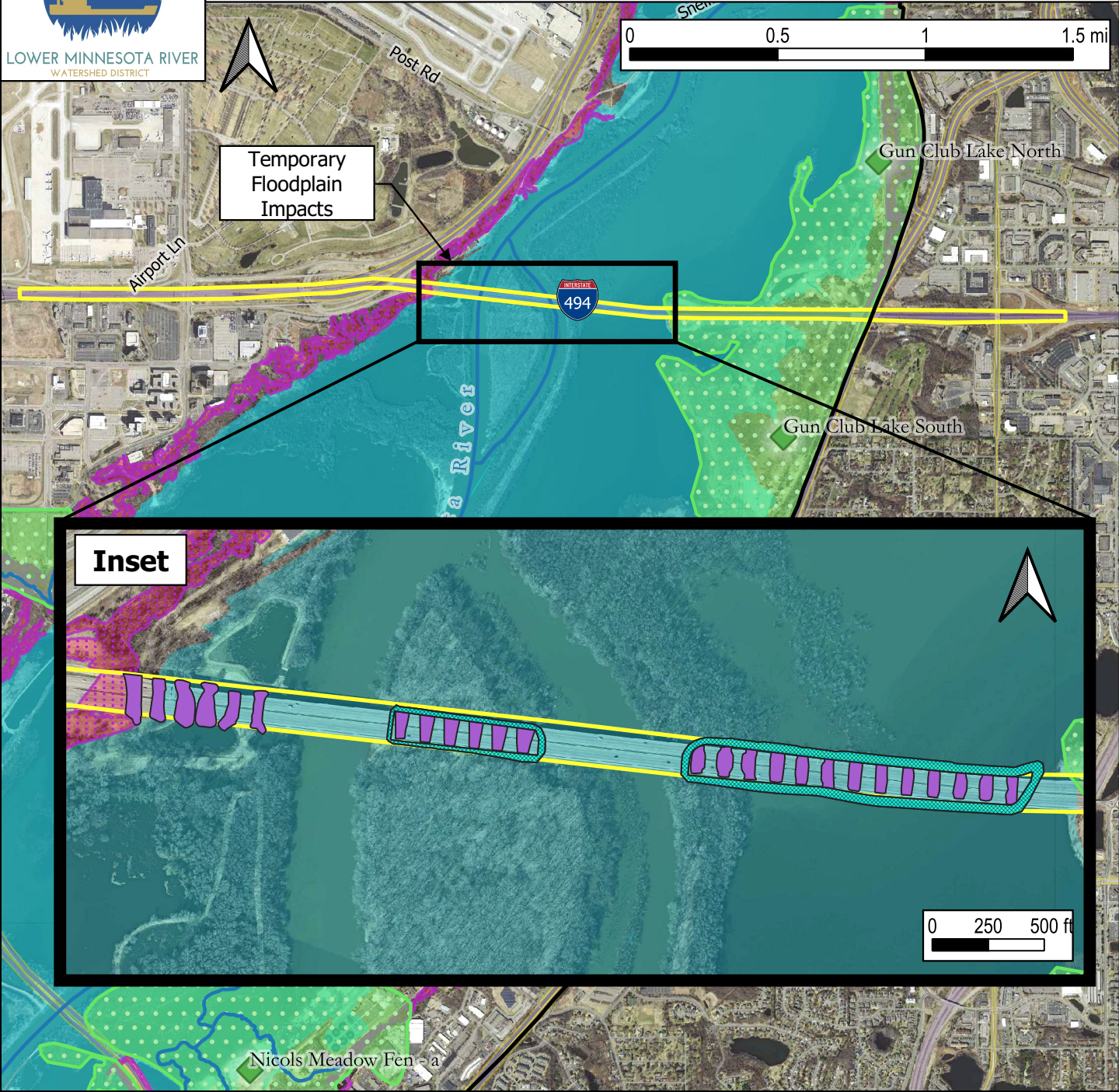
Further, we recommend continued coordination with MnDOT to ensure that the conditional approval does not lapse before the Project begins construction.

Attachment












- Figure 1—TH 494 SP 2785-433 Project Location Map



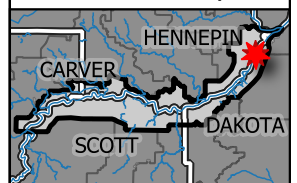
Figure I:TH 494 SP 2785-433 Project Location



Legend

-  Project Location
-  LMRWD Calcareous Fens
-  TH494 Project Site
-  Temporary Berm
-  Temporary Pier Leveling Extents
-  100-yr Floodplain
-  High Value Resource Area
-  Steep Slopes Overlay District
-  LMRWD Boundary
-  County Boundaries
-  Public Watercourses

LMRWD Watershed Location Map





LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, March 19, 2025

Agenda Item

Item 6. B. – Permit for Dell Road Reconstruction Project (LMRWD No. 2024-022)

Prepared By

Linda Loomis, Administrator

Summary

The City of Eden Prairie is planning to reconstruct a segment of Dell Road. The City declined to obtain an LGU Permit from the LMRWD. Therefore, the LMRWD received a permit application from the City for this project. Young Environmental Consulting Group reviewed the application on behalf of the LMRWD. Details of the summary and recommendations are attached.

Attachments

Technical Memorandum - Dell Road Reconstruction Project (LMRWD No. 2024-022) dated March 12, 2025

Recommended Action

Motion to conditionally approve a permit for subject to receipt of the following:

- Copy of the NPDES construction stormwater permit
- Designation of an individual who will remain liable to the LMRWD for the performance under Rule B from the time the permitted activities commence until vegetation cover is established and the LMRWD has certified satisfaction with erosion and sediment control requirements
- Documentation of approval from Hennepin County to alter/obstruct its right-of-way
- Documentation of approval from RPBCWD
- Final construction plans signed by a professional engineer
- Name, address and phone number(s) of all the contractors undertaking land-disturbing activities, as part of the project
- Additional information on the final staging areas, once determined by the contractor
 - Include updated erosion and sediment control plans, if applicable

Technical Memorandum



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

From: Rachel Kapsch, Water Resources Scientist
Erica Bock, Water Resources Scientist II
Gabrielle Campagnola, Water Resources Engineer (Barr Engineering)

Date: March 12, 2025

Re: Dell Road Reconstruction Project (LMRWD No. 2024-022)

The City of Eden Prairie (applicant) has applied for an individual project permit from the Lower Minnesota River Watershed District (LMRWD) to perform road reconstruction on Dell Road in the City of Eden Prairie (Figure 1). The road reconstruction project is being proposed to improve bituminous curb conditions, stormwater conveyance, and road drivability (improve site lines and road-to-driveway connections). Proposed work includes conducting stormwater, sanitary, and watermain utility improvements, and constructing multiple retaining walls and a bituminous walking trail. The applicant's engineer, WSB, submitted the permit application, associated application exhibits, and site plans for the Dell Road Reconstruction Project (Dell Road Project).

The Dell Road Project straddles the border between the LMRWD and Riley Purgatory Bluff Creek Watershed District (RPBCWD). Construction activities will occur in both watershed districts, requiring the permit applicant to obtain separate permits from each agency. Within the LMRWD, the Dell Road Project will disturb 2.06 acres of developed impervious roadways and vegetated areas adjacent to the roadway. The project proposes 0.09 acres of new impervious surfaces. Storm sewer improvements, landscaping (landscape rock and seeding), a retaining wall, and roadway/trail improvements will be implemented in the disturbed areas. Locations of the proposed activities are shown in Figure 1.

No new permanent stormwater best management practices will be constructed within the LMRWD as part of this project. Within RPBCWD, a biofiltration basin will be constructed to meet RPBCWD stormwater management requirements. Separate permits will be obtained from RPBCWD for this project, and copies of RPBCWD permits will be required as an LMRWD conditional approval item. The project is not located within a High Value Resource Area (HVRA), or 100-year floodplain regulated by the LMRWD but is located within the Steep Slopes Overlay District (SSOD). The project triggers LMRWD Rule B—Erosion and Sediment Control and Rule F—Steep Slopes.

Because the City of Eden Prairie does not have a municipal permit, the project requires an individual LMRWD project permit.

SUMMARY

Project Name:

Dell Road Reconstruction

Purpose:

Street reconstruction, sewer improvements, retaining wall installation, trail development

Project Size:

Area Disturbed	Existing Impervious	Proposed Impervious	Net Change
2.06 acres	0.63 acres	0.72 acres	+0.09 acres

Location:

Dell Road | Eden Prairie, MN 55347

LMRWD Rules:

Rule B—Erosion and Sediment Control
Rule F—Steep Slopes

Recommended Board Action:

Conditional approval

DISCUSSION

The LMRWD received the following documents for review:

- The following documents were received on December 27, 2024:
 - LMRWD Online Permit Application
 - Plan Set (Parts 1 and 2)
 - Appendix A—LMRWD Drainage Map
 - Appendix B—LMRWD HydroCAD Report
 - Dell Road Stormwater Memo
- The following documents were received on January 21, 2025:
 - WSB Response to Comments
 - Authorization of Agent Form
 - Updated SWPPP Narrative
- Zone A Area Map, received February 3, 2025

The application was deemed complete on February 11, 2025, 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 2.06 acres within the LMRWD boundary. The applicant has provided an erosion and sediment control plan and a Stormwater Pollution Prevention Plan (SWPPP). Temporary erosion and sediment control measures include sediment control logs, silt fencing, inlet protection, random riprap, and stabilized construction exits. Disturbed areas are to be seeded to achieve final stabilization.

The project generally complies with Rule B, but a copy of the National Pollutant Discharge Elimination System (NPDES) construction stormwater permit, contact information for contractors performing erosion and sediment control inspections and maintenance, and contact information for

contractors performing land-disturbing activities are needed before the LMRWD can issue a permit.

Rule F—Steep Slopes

The LMRWD requires a Rule F permit for land-disturbing activities within the SSOD that involve the excavation of 50 cubic yards or more of earth or the displacement or removal of 5,000 square feet or more of surface area or vegetation within the overlay area. The project is subject to this rule because of the disturbance area (28,317 square feet) within the SSOD (Figure 1).

There are no new stormwater discharge points to the SSOD; the proposed storm sewer ties into the existing storm sewer on Dell Road; therefore, the existing drainage patterns are maintained. The applicant’s engineer submitted HydroCAD models to estimate the existing and proposed peak discharge rates from the project site. Table 1 summarizes the estimated existing and proposed runoff rates from the project site that would result from 2-, 10-, and 100-year rainfall events.

Table 1. Peak Runoff Rates to Flying Cloud Drive

Event	Existing (cfs)	Proposed (cfs)
2-year	3.3	3.3
10-year	8.5	8.4
100-year	22.3	22.2

The reported runoff rates show little to no change between existing and proposed conditions. The proposed project includes a flatter roadway and storm sewer system that will ultimately slow runoff as it flows south into the existing system. As a result, the project complies with Rule F.

Recommendations

Based on a review of the project, we recommend conditional approval of the Dell Road Project contingent on receipt of the following:

- Copy of the NPDES construction stormwater permit
- Designation of an individual who will remain liable to the LMRWD for the performance under Rule B from the time the permitted activities commence until vegetation cover is established and the LMRWD has certified satisfaction with erosion and sediment control requirements
- Documentation of approval from Hennepin County to alter/obstruct its right-of-way
- Documentation of approval from RPBCWD
- Final construction plans signed by a professional engineer
- Name, address, and phone number of the person(s) responsible for erosion control inspections and maintenance
- Name, address, and phone number(s) of all the contractors undertaking land-disturbing activities as part of the project
- Additional information on the final staging areas, once determined by the contractor
 - Include updated erosion and sediment control plans, if applicable

Attachments

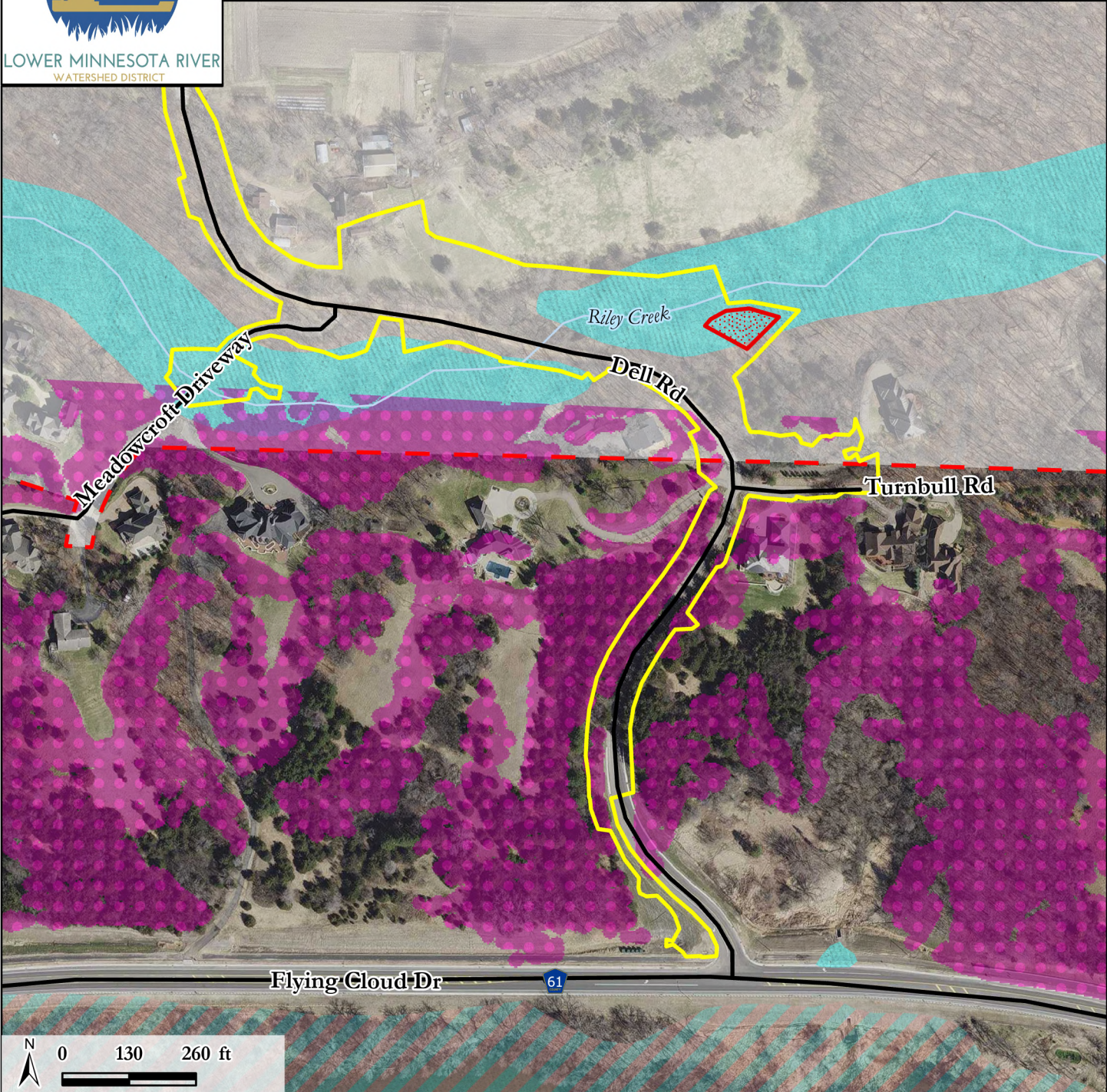
- Figure 1—Dell Road Reconstruction Project Location Map



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

Figure I: Dell Road Reconstruction Project Location

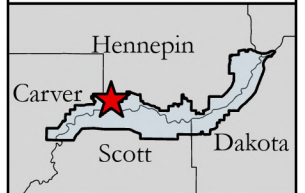
LMRWD No. 2024-022



Legend

- Project Location
- LMRWD Boundary (Legal Boundary from RPBCWD)
- Proposed Infiltration Basin
- Public Waters
- Steep Slope Overlay District
- 100-yr Floodplain
- Floodway

LMRWD Watershed Location Map



Young Environmental
Consulting Group, LLC



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, March 19, 2025

Agenda Item

Item 6. C. - 2024 Minneapolis-Saint Paul (MSP) International Airport Terminal 1 Concourse G Infill pods 2-3 (LMRWD No. 2024-012) Permit Amendment

Prepared By

Linda Loomis, Administrator

Summary

This request is to amend a permit that was approved by the LMRWD September 18, 2024. The reason for the amendment is to include work that was not in the original permit application. Young Environmental Consulting Group reviewed the amendment on behalf of the LMRWD and recommends approval of an amendment to LMRWD Permit No. 2024-012.

Attachments

Technical Memorandum – 2024 Minneapolis-Saint Paul (MSP) International Airport Terminal 1 Concourse G Infill pods 2-3 (LMRWD No. 2024-012) Permit Amendment dated March 12, 2025

Recommended Action

Motion to approve an amendment to LMRWD Permit No. 2024-012 to include work along Glumack Drive that was not originally included when the permit was approved

Technical Memorandum



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

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

Date: March 12, 2025

Re: 2024 Minneapolis-Saint Paul (MSP) International Airport Terminal 1 Concourse G
Infill Pods 2-3 (LMRWD No. 2024-012) Permit Amendment

The Metropolitan Airports Commission (MAC) applied for an individual project permit from the LMRWD on May 28, 2024, for the 2024-012 MSP International Airport Terminal 1 Concourse G Infill Pods 2-3 Project (Project). The Project is a multiyear proposal that will result in expanding the Terminal 1 building, constructing passenger boarding bridges, and replacing pavement and utilities. LMRWD Permit No. 2024-012 is the second phase of Concourse G construction, with LMRWD Permit No. 2023-012 (Phase 1) having been issued on May 31, 2023, and closed on June 20, 2024.

LMRWD Permit No. 2024-012 was conditionally approved at the LMRWD Board meeting in September 2024. The applicant submitted the 100% Plan Set to satisfy their conditional approval items on January 31, 2025. During review of the 100% Plan Set, LMRWD staff noted an additional construction area on the north side of Terminal 1 (along Glumack Drive). This work area was not previously included in the project plans for 2024-012 (Phase 2) but was included in Phase 1 project plans (covered under LMRWD Permit No. 2023-012). Phase 1 was closed in June 2024. After follow-up with the applicant, staff discovered that the work on Glumack Drive was moved to Phase 2 without communication to the LMRWD in the Phase 2 permit application.

Because the Phase 1 permit has been closed, the LMRWD permitting staff determined that LMRWD Permit No. 2024-012 for Phase 2 Project work must be amended. Despite MAC acquiring a Municipal (LGU) permit in December 2024, the permit application and review for LMRWD Permit No. 2024-012 predate the MAC LGU permit.

The area being added to LMRWD Permit No. 2024-012 is located to the north of Terminal 1 and along Glumack Drive (Figure 1). Proposed activities in this area include utility work and the installation of a concrete walk. This work adds 0.3 acres of impervious area on the north side of the existing Terminal 1 building. The amendment will also include the addition of a single closed-lid storm structure to facilitate easier drainage from the roof to the main conveyance system.

DISCUSSION

The LMRWD received the following conditional approval documents for review:

- Final Construction Plans and Contractor Contact Information; received January 31, 2025.
- Additional Contractor Contact Information; received March 3, 2025.
- Revised Landside Stormwater Pollution Prevention Plan (SWPPP); received March 6, 2025.

Rule B—Erosion and Sediment Control

The LMRWD regulates land-disturbing activities that affect one acre or more under Rule B. The project is disturbing an additional 0.3 acres. The project has submitted a SWPPP and erosion and sediment control plans for the additional project area. The project meets the requirements of Rule B.

Rule D—Stormwater Management

The proposed additional work on Glumack Drive creates an additional 0.3 acres of impervious area on the north side of Terminal 1. MSP Pond 2 will be used for the project's stormwater management. Stormwater for the project site drains to storm sewer that discharges to MSP Pond 2 and ultimately discharges to the Minnesota River. The applicant submitted an XPSWMM model of the existing and proposed site conditions during the review of both Permit No. 2023-012 and 2024-012. The additional work on Glumack Drive does not impact the XPSWMM model of the MAC campus because the area was included in Phase 1 of the project. The project meets the requirements of Rule D.

The project has also submitted the requested conditional approval items, including:

- Contact information for the contractor(s) undertaking land-disturbing activities:
 - Sheehy Construction Company
 - Eric Matthews, 651-246-5176
 - Dave Bombardo, 612-919-7734
 - Matt Greeley, 612-919-3366
 - Nate Greeley, 651-724-1550
 - Max Steninger, Inc.
 - Ross Stodola, 763-286-7782
- Contact information for the person(s) responsible for erosion control inspections and maintenance.
 - Kraus Anderson
 - Matt Lundberg, 612-430-0509
- Designation of an individual liable to the LMRWD for performance under Rule B.
 - Kraus Anderson
 - Matt Lundberg, 612-430-0509
- Final construction plans signed by a professional engineer.
 - Submitted on January 31, 2025.

RECOMMENDATIONS

Based on our review, we recommend approval of the 2024 Infill Pods Project amendment and the issuance of an amended permit, including work areas on Glumack Drive.

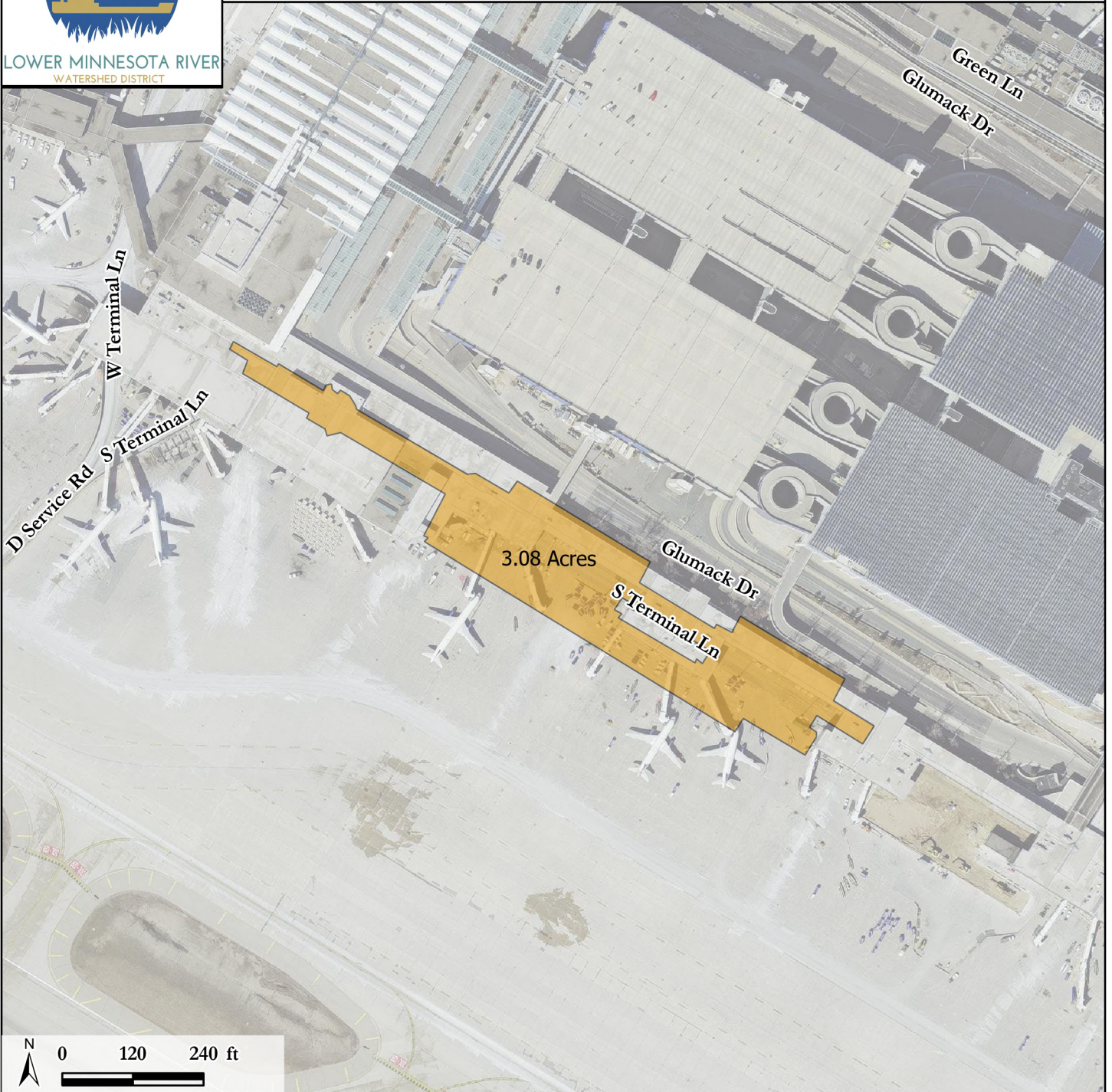
Attachments

- Figure 1—2024 MSP Concourse G Infill Pods 2-3 Project Location (Pre-Amendment)
- Figure 2—2024 MSP Concourse G Infill Pods 2-3 Project Location (Post-Amendment)




LOWER MINNESOTA RIVER
WATERSHED DISTRICT

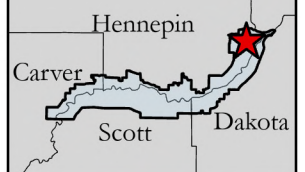
Figure I: 2024 MSP Concourse G Infill Pods 2-3 Project Location
(Pre-Amendment) LMRWD No. 2024-012



Legend

-  Impervious Inside Project Limits

LMRWD Watershed Location Map

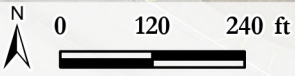
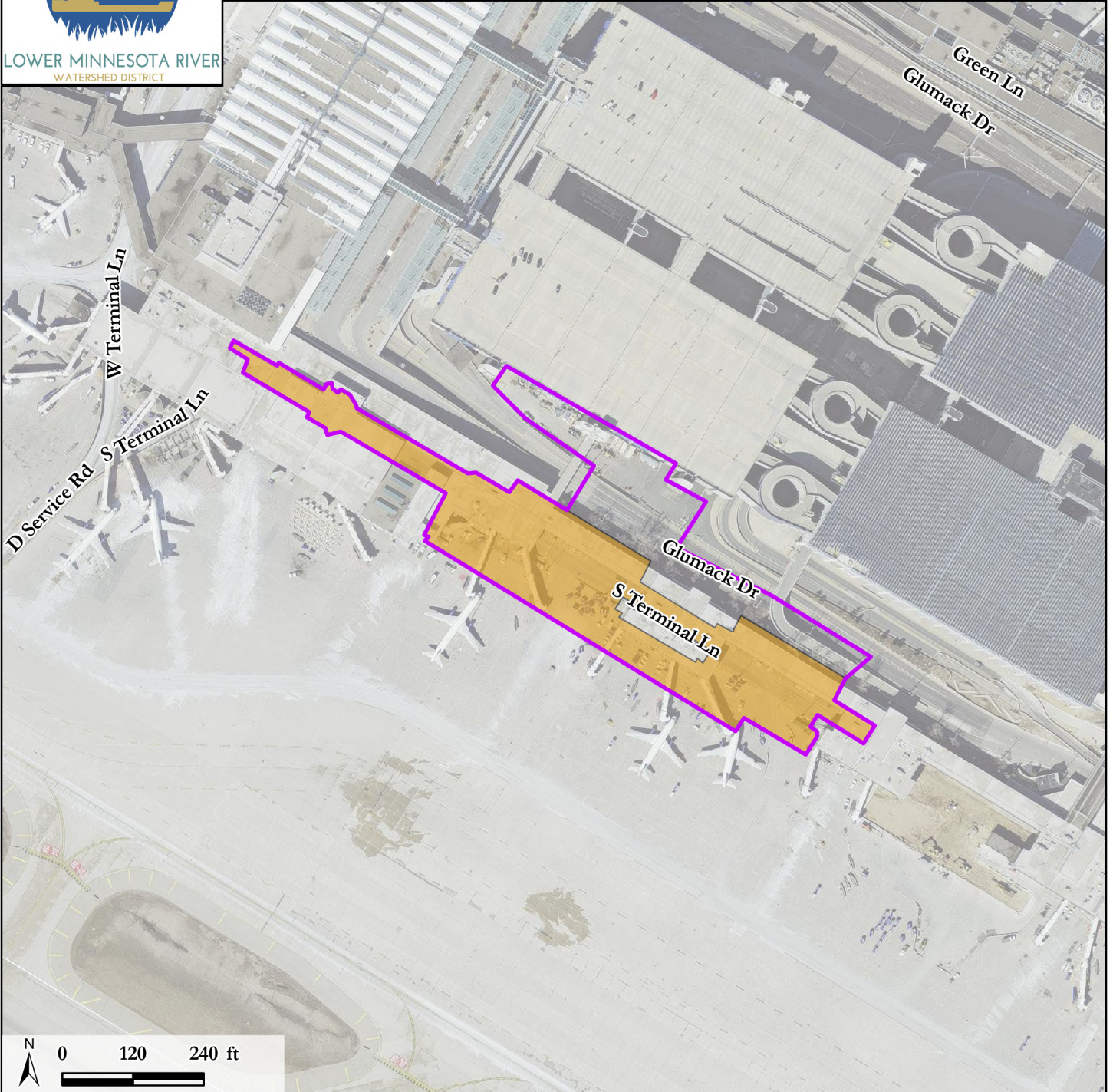


Young Environmental
Consulting Group, LLC





LOWER MINNESOTA RIVER
WATERSHED DISTRICT

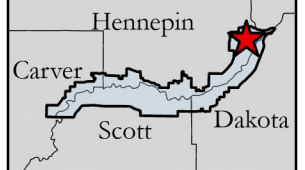
Figure 2: 2024 MSP Concourse G Infill Pods 2-3 Project Location
(Post-Amendment) LMRWD No. 2024-012



Legend

-  New Disturbance Area
-  Pre-Amendment Project Limits

LMRWD Watershed Location Map





LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, March 19, 2025

Agenda Item

Item 7. A. – Administrative Services update

Prepared By

Linda Loomis, Administrator

Summary

The LMRWD Personnel Committee will convene on March 19, 2025, just before the Board meeting. In addition to the previously received application, two new applications have been submitted. Interviews with the applicants will be arranged, and the Board will be informed of the interview schedule during the meeting.

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, March 19, 2025

Agenda Item

Item 7. B. – 2024 Annual Report Update

Prepared By

Linda Loomis, Administrator

Summary

At the February Board of Managers meeting, a preliminary draft of the 2024 LMRWD Annual Report was presented for feedback. The Managers' comments have been incorporated, and a final draft is now ready for the Board's review.

The Annual Report is mandated by Minnesota Statute 103D.351, with specific requirements outlined in Minnesota Rule 8410.0150, Subparts 1 and 3. The Board should review the draft to ensure it meets these requirements. Additional information can be included, as the statutes and rules represent the minimum standards.

If the Annual Report meets the necessary criteria and receives Board approval, a motion should be made to approve the report and authorize its distribution.

Attachments

MN Rules 8410.0150; Subpart 1 and 3

Technical Memorandum – 2024 Annual Report Development – Draft for Review, dated March 12, 2025

Recommended Action

Motion to Approve 2024 LMRWD Annual Report as presented and order its distribution

8410.0150 ANNUAL REPORTING AND EVALUATION REQUIREMENTS.**Subpart 1. Requirement for annual activity and audit reports.****A. An organization shall annually:**

(1) within 120 days of the end of the calendar year submit to the board an activity report for the previous calendar year; and

(2) within 180 days of the end of the organization's fiscal year, submit to the board and the state auditor's office an audit report for the preceding fiscal year if the organization has expended or accrued funds during this time, except as provided in Minnesota Statutes, section 6.756. When a county or city audit report contains the financial statements for an organization, the organization must submit to the board excerpts from the audit report concerning the organization within 30 days of completion of the audit report. The audit report must be prepared by a certified public accountant or the state auditor in the format required by the Government Accounting Standards Board.

B. The reports may be combined into a single document.**Subp. 2. [Repealed, 40 SR 6]**

Subp. 3. Content of annual activity report. The annual activity report must include the following information:

A. a list of the organization's board members, names of designated officers, and the governmental organization that each board member represents for joint powers organizations and the county that each member is appointed by for watershed districts;

B. identification of a contact person capable of answering questions about the organization including a postal and electronic mailing address and telephone number;

C. an assessment of the previous year's annual work plan that indicates whether the stated activities were completed including the expenditures of each activity with respect to the approved budget unless included in the audit report;

D. a work plan and budget for the current year specifying which activities will be undertaken;

E. at a minimum of every two years, an evaluation of progress on goals and the implementation actions, including the capital improvement program, to determine if amendments to the implementation actions are necessary according to part 8410.0140, subpart 1, item C, using the procedures established in the goals and implementation sections of the plan under parts 8410.0080, subpart 1, and 8410.0105, subpart 1;

F. a summary of significant trends of monitoring data required by part 8410.0105, subpart 5;

G. a copy of the annual communication required by part 8410.0105, subpart 4;

H. the organization's activities related to the biennial solicitations for interest proposals for legal, professional, or technical consultant services under Minnesota Statutes, section 103B.227, subdivision 5;

I. an evaluation of the status of local water plan adoption and local implementation of activities required by the watershed management organization according to part 8410.0105, subpart 1, items B and C, during the previous year;

J. the status of any locally adopted ordinances or rules required by the organization including their enforcement; and

K. a summary of the permits and variances issued or denied and violations under rule or ordinance requirements of the organization or local water plan.

Technical Memorandum



To: Linda Loomis, Administrator
Lower Minnesota River Watershed District

From: Suzy Lindberg, Communications Manager

Date: March 12, 2025

Re: 2024 Annual Report Development - Draft for Review

EXECUTIVE SUMMARY

Annual reporting is one of the Board of Water and Soil Resources (BWSR) requirements for watershed districts, due 120 days from the end of the calendar year. Although it is a primary statutory requirement to report on activities, it also provides an opportunity to create a showcase communications piece that provides value to a wider audience.

The Lower Minnesota River Watershed District (LMRWD) staff have completed a draft annual report, which is attached to the memo. We will also provide the annual report to the Citizen Advisory Committee and welcome any feedback they'd like to share to improve the document and messaging from a public interest perspective. Following review, our team will make revisions and finalize the document for the April Board of Managers meeting. Once approved, it will be submitted to BWSR by April 30, 2025.

Next Steps

The Board of Managers is invited to do an optional review of the annual report. The draft incorporates feedback received from two Board Managers, received through the Microsoft Forms survey shared in February 2025.

Please submit any additional feedback in PDF format to suzy@youngecg.com by Wednesday, April 2 for inclusion into the final draft.



2024

ANNUAL REPORT



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

GREETINGS

The Lower Minnesota River Watershed District (LMRWD) manages water and natural resources in the south metro, following the Minnesota River from Carver to Mendota Heights and parts of Lilydale. In a highly developed area of the Twin Cities, this community holds valuable resources that are both hidden away and the centerpiece of the region. From cold-water trout streams to the Minnesota River, the LMRWD includes important ecological areas to protect and offers many unique recreational opportunities.



Flooding on the Minnesota River

2024 HIGHLIGHTS

Significant Flooding Impacts the Minnesota River

In 2024, the LMRWD experienced a major flooding event with notable impacts to the areas along the Minnesota River. Following the failure of the Rapidan Dam in Mankato, MN, there was an increase in the amount of sediment removed from the channel to maintain navigation. Flooding caused the closure of the nine-foot navigation channel, causing impacts to the river's use. The LMRWD continues to address the challenges of flooding with an increased impact of more frequent and extreme rainfall events.

Fens as a Valued and Unique Resource

The LMRWD progressed on fen stewardship plans, developed in collaboration with the Minnesota Department of Natural Resources (MnDNR) to protect calcareous fens as an extremely rare and precious natural resource. The LMRWD is working to understand ways to identify and address damage caused by past activities and uncover current activities that could potentially harm these fragile ecosystems, ensuring their protection.

Partnership in Action

From partnerships with cities to non-profit organizations, educators to subject-matter experts, the LMRWD continues to value collaboration to address large, basin-wide challenges. In 2024, the Lower Minnesota River East Planning Partnership finalized and approved its Comprehensive Watershed Management Plan, which was drafted in partnership with the LMRWD through a memorandum of agreement, with implementation to begin soon.

As the district's challenges continue to evolve and grow, so does the organization's resilience to adapt and improve. As I finish my final months as Administrator, we look to our Board of Managers and new leadership to continuously address upstream impacts and identify partnership opportunities.

**IN PARTNERSHIP,
LINDA LOOMIS, ADMINISTRATOR**

A. BOARD OF MANAGERS

The Board of Managers oversees the direction of watershed management, bringing representation from each county within the LMRWD. The Citizen Advisory Committee (CAC) is a voluntary advisory group appointed by the Board to engage citizens in community actions. The election of officers was held at the October Board of Managers meeting.



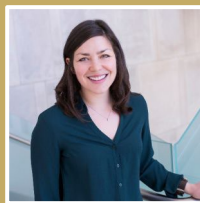
Apollo Lammers
Scott County
Term Expires:
2/28/2025



Joseph Barisonzi
President
Hennepin County
Term Expires:
2/28/2027



Theresa Kuplic
Vice President
Dakota County
Term Expires:
2/28/2027



Lauren Salvato
Secretary
Carver County
Term Expires:
2/28/2026



Vinatha Viswanathan
Hennepin County
Term Expires:
2/28/2026

Thank you, Manager Amundson!

In February 2024, Laura Amundson ended her term of service as a Board Manager after representing Hennepin County since August 2021. With a technical background in engineering, Manager Amundson brought a unique and valuable vantage point to the Board discussions and decision-making. She made many significant contributions during her tenure, including her recent service on the Policy Committee for the neighboring Lower Minnesota River East Comprehensive Watershed Plan.



The Board of Manager meets on the third Wednesday of every month at the Carver County Government Center. The public is welcome to attend meetings. Learn more at <https://lowermnriverwd.org/meetings>.

CITIZEN ADVISORY COMMITTEE

The Citizen Advisory Committee (CAC) is a voluntary advisory group appointed by the Board to engage citizens in community actions. Learn more about the CAC's work in 2024 and how to get involved on page 21.

CAC Membership

- Judy Berglund
- Greg Genz
- Kati Johngrass*
- Lee Peterson
- Patty Thomsen
- Meah Vogel*
- Holley Wlodarczyk*
- Kathryn Zebrev*



*new member in 2024

TECHNICAL ADVISORY COMMITTEE

Partner Organization	
SWCDs	
Carver Soil and Water Conservation District	View Website
Dakota Soil and Water Conservation District	View Website
Scott Soil and Water Conservation District	View Website
Counties	
Carver County	View Website
Dakota County	View Website
Hennepin County	View Website
Scott County	View Website
Cities	
City of Bloomington	View Website
City of Burnsville	View Website
City of Carver	View Website
City of Chanhassen	View Website
City of Chaska	View Website
City of Eagan	View Website
City of Eden Prairie	View Website
City of Lilydale	View Website
City of Mendota	View Website
City of Mendota Heights	View Website
City of Savage	View Website
City of Shakopee	View Website

Partner Organization	
Park District	
Three Rivers Park District	View Website
Tribal Government	
Shakopee Mdewankanton Sioux Community	View Website
State Agencies	
Metropolitan Airports Commission (MAC)	View Website
Minnesota Board of Water and Soil Resources (BWSR)	View Website
Metropolitan Council Environmental Services	View Website
Minnesota Department of Natural Resources (MnDNR)	View Website
Minnesota Department of Transportation (MnDOT)	View Website
Minnesota Pollution Control Agency (MPCA)	View Website
Federal Agencies	
US Army Corps of Engineers (USACE)	View Website
US Fish & Wildlife Service	View Website



The Technical Advisory Committee (TAC) supports the LMRWD in specific areas of expertise across jurisdictional boundaries. Engineers and water resource coordinators from each organization are typically appointed to participate on the LMRWD TAC during their tenure.

STAFF AND CONSULTANTS



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651-493-8942
molly@parkstreetpublic.com

B. CONTACT PERSON

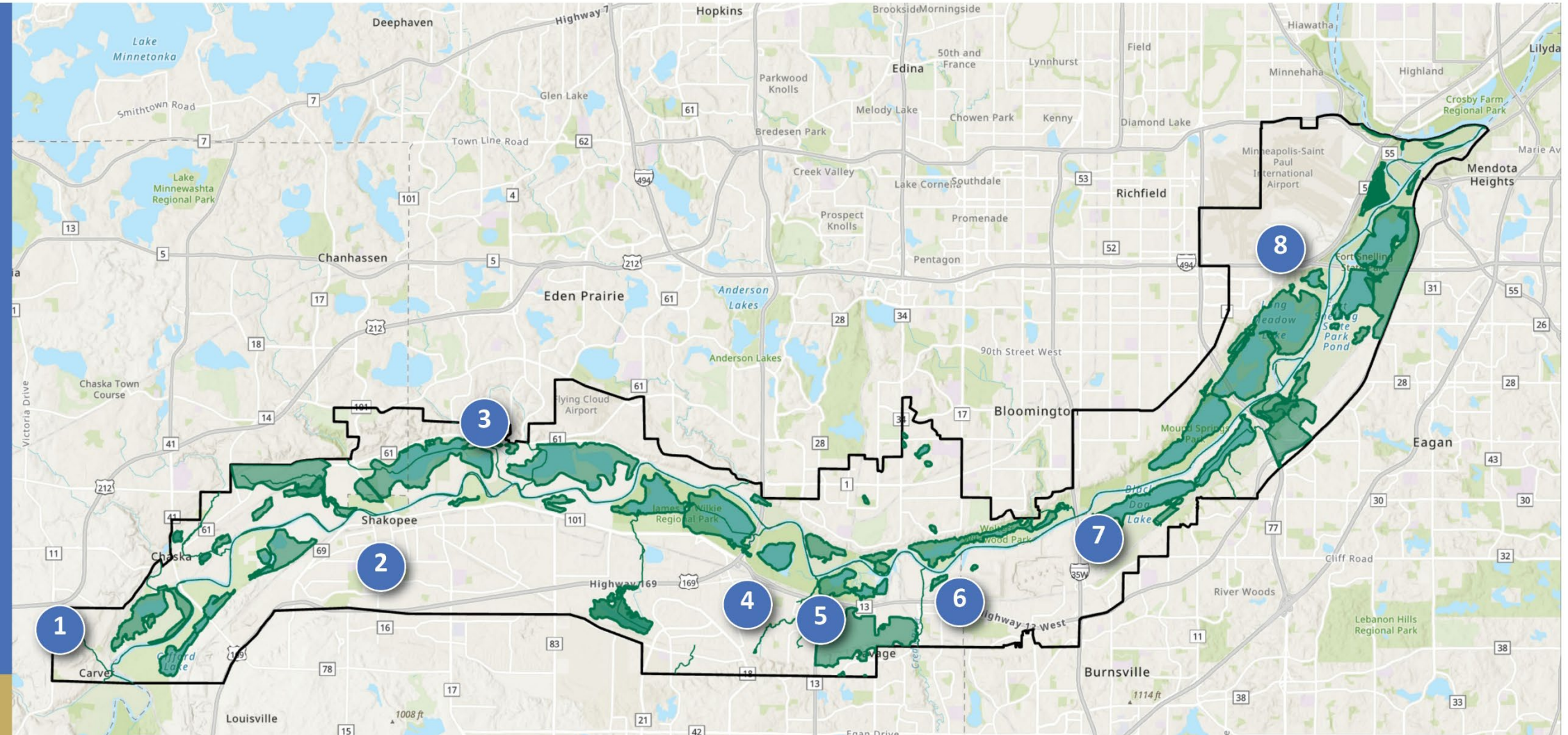
Linda Loomis, Administrator
Naiad Consulting, LLC
112 5th Street East, Suite 102
Chaska, MN 55318
763-568-9522
naiadconsulting@gmail.com

C. PREVIOUS YEAR WORK PLAN SUMMARY

LMRWD PROJECTS

In 2024, the LMRWD led a variety of projects throughout the watershed to provide ongoing flood control, stream and riverbank repairs, channel maintenance to ensure navigation on the Minnesota River, and protection for unique resources. The LMRWD also worked to address emerging threats such as chloride pollution.

The LMRWD undertook work to stabilize creek and streambanks to reduce erosion, maintain critical infrastructure, to dredge and manage sedimentation in the Minnesota River, study and protect rare resources like trout streams and fens, and prepare for future flood events through critical model updates.



PROJECTS



1 Spring Creek Site Stabilization



3 Area 3 Minnesota Riverbank and Bluff Stabilization Project



5 Vernon Avenue Road Improvement



7 Gully Inventory and Condition Assessment



2 Trout Stream Geomorphic Assessment



4 Fen Stewardship Plans



6 Nine-Foot Channel Maintenance



8 Floodplain Modeling Project

Learn more about the projects starting on page 5.



Spring Creek Site Stabilization

In 2022, the LMRWD began investigating erosion along Spring Creek after residents reached out regarding impacts to private property at three sites along the creek in Carver, Minnesota.

In 2023, the LMRWD advanced two of the sites for bank stabilization practices, which were designed to the 60 percent level. The LMRWD submitted a wetland delineation to the US Army Corps of Engineers. The LMRWD studied the third site further but determined that a project was not needed because of low erosion potential. The LMRWD will continue to work with the homeowner, by providing a steep slopes management plan for the site.

Construction took place in 2024 and was completed in November.

PROJECT PROGRESS

The Spring Creek Site Stabilization project is comprised of two areas:

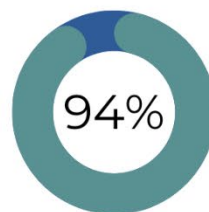
1. **Site 1** (112 5th Street West), which included 95 feet of streambank.
2. **Site 2** (404 Broadway Street), which included 78 feet of streambank.

Construction activities included vegetation and tree removal and clearing on the creek's banks, removing downed trees and debris within the stream channel, installing rip rap, live stakes, and coir log benches, and bank grading and revegetation.



Site 1

There are numerous benefits to the Spring Creek ecosystem and surrounding private property!



Site 2

The updates have created:

- Slower creek velocity to reduce erosion and downstream sedimentation.
- Protection for private property, such as garage foundations.
- Larger stream bend for natural creek flow.

Construction has been substantially completed on two sites in Carver, Minnesota! Final stabilization requires completion in spring growing conditions, which will occur in May 2025.

2



Trout Stream Geomorphic Assessment

The LMRWD completed a geomorphic evaluation of six trout streams in the watershed, including:

1. Assumption Creek (Carver County)
2. Eagle Creek (Scott County)
3. Ike's Creek (Hennepin County)
4. Unnamed Creek 1 (Dakota County)
5. Unnamed Creek 4 (Dakota County)
6. Unnamed Creek 5/6 (Dakota County)

The purpose of this evaluation, which was a component of the LMRWD's Watershed Management Plan, was to collect information on trout habitat appropriateness and stream stability. The study detailed erosion and habitat issues for trout stream health, providing a valuable tool for future trout stream management and the unique cultural and recreational resources they provide.

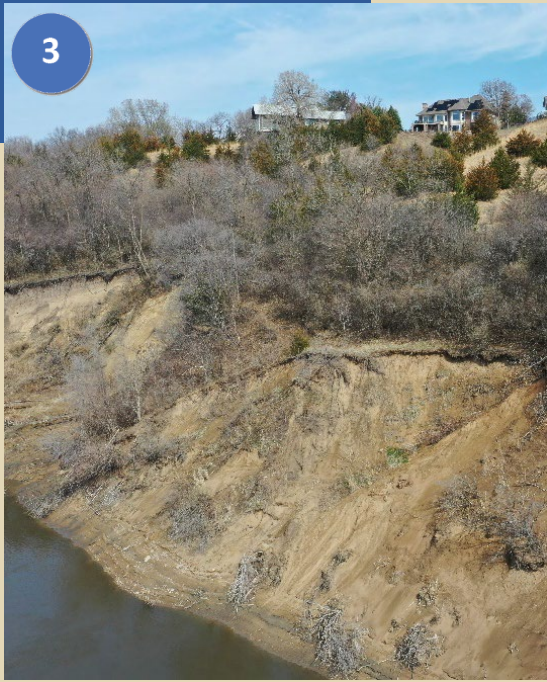
Field staff surveyed and assessed trout streams to collect data and build on previous assessments for the viability of trout habitat. The habitat assessment explored water conditions, habitat features, and other criteria while a pebble count was used to identify spawning grounds and cover needed for trout life. A stream crossing assessment focused on the migration of trout through streams and determined potential barriers.

The study identified several recurring issues across all streams, including instability and erosion; sedimentation, lack of habitat diversity, barriers to aquatic organism passage, and beaver dam impacts. The data gives the LMRWD a starting point to assess management efforts to retain this critical high value resource in future years.



The LMRWD is home to trout streams, providing fishable habitat to the south metro. These resources are also fragile and require a sufficient stream of cold water to maintain fish habitat.

3



Area 3 Minnesota Riverbank and Bluff Stabilization

The LMRWD is home to many areas with steep slopes along the Minnesota River. Within Area 3 in the City of Eden Prairie, there is large-scale erosion occurring at the intersection of a sharp bend in the Minnesota River and steep riverbank slopes.

The eroding bluff spans 700 feet of riverfront land, which is the width of two football fields. At 60 feet high, the steep slope is comparable to a six-story building and is actively eroding at an estimated rate of three feet per year. This issue is contributing to the excessive erosion and sediment concerns of the Minnesota River.

In 2024, project development advanced through 60 percent design and the completion of archaeological, boundary, and legal surveys. The project will continue into 2025 with the complex components of permitting and property acquisition to be completed along with final design. Once constructed, the project will reduce a significant amount of erosion and reduce the risk to bluff properties.

4



Fen Stewardship Plans

Calcareous fens are wetlands fed by calcium-rich groundwater that are home to rare plants. They are a unique resource within the LMRWD.

To continuously manage and protect this rare resource, the LMRWD has led an ongoing collaboration with the MnDNR and the Metropolitan Council to develop management plans to protect, preserve, and possibly restore calcareous fens within LMRWD. The management plans prescribe ongoing assessments and strategies to ensure these unique wetlands are protected from potential impacts, including land use and climate change. The plans document the unique interaction of groundwater and its recharge rate to feed the fens.

Fen management plans have been developed for four fens, with a four to five-year effort to remove invasive buckthorn within the Seminary Fen Scientific and Natural Area (SNA).

What can you do to protect fens?



1. Find a fen in your area: Gun Club Lake Fen and Nicols Meadow Fen (Dakota County), Savage Fen (Scott County), or Seminary Fen (Carver County)
2. Love them from afar! Stay on walking trails so precious plants are not disturbed.
3. Watch for volunteer events to help remove buckthorn, an invasive species.

5

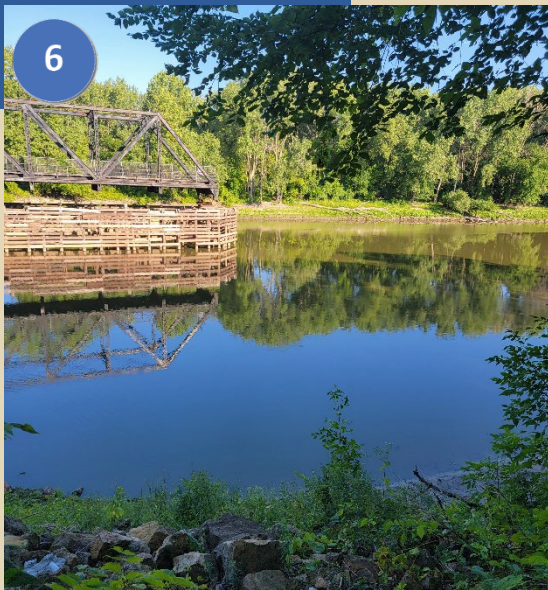


Vernon Avenue Road Improvement

The LMRWD is responsible for disposing of material dredged from the Minnesota River by USACE. Dredge material is placed at a disposal site, which is located at River Mile Post 14.2 (RMP 14.2) in Savage, Minnesota, and accessed by Vernon Avenue. Field assessments showed Vernon Avenue was in disrepair and required maintenance.

The LMRWD led an important project to improve Vernon Avenue, ensuring safe and effective access to the dredge management site. Plans to rehabilitate the road and a nearby culvert were completed, and the project was bid for construction in November 2024. The project involved coordination with the Union Pacific Railroad to allow access and work within the railroad right-of-way. Plans were finalized in 2024 with planned construction to occur in 2025. This infrastructure upgrade will allow the LMRWD to continue to remove dredge material from the Minnesota River effectively.

6



Nine-Foot Channel Maintenance

The nine-foot navigation channel is at the cornerstone of LMRWD's work, dredging and removing sediment from the Minnesota River in coordination with the US Army Corps of Engineers (USACE). The LMRWD maintains the navigation channel using the USACE Dredged Material Management Plan for reaches of the Minnesota River upstream of the I-35W Bridge.

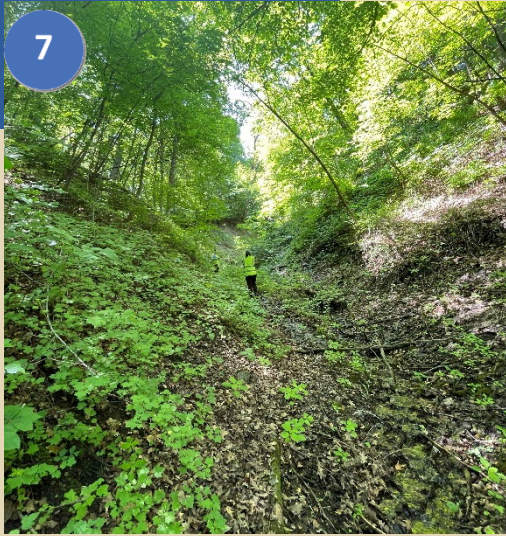
The LMRWD also works with local industry to temporarily store material dredged from private barge slips. The dredge site is an important component of successfully maintaining the channel of the Minnesota River, making it a working river that is key to local and national industry.

Did you know?



The LMRWD is unlike any other state water management organization. It was formed in 1960 as a legal entity to provide local participation to the USACE during the construction and maintenance of a nine-foot navigation channel. This allows the river to maintain navigable for key commerce purposes.

7

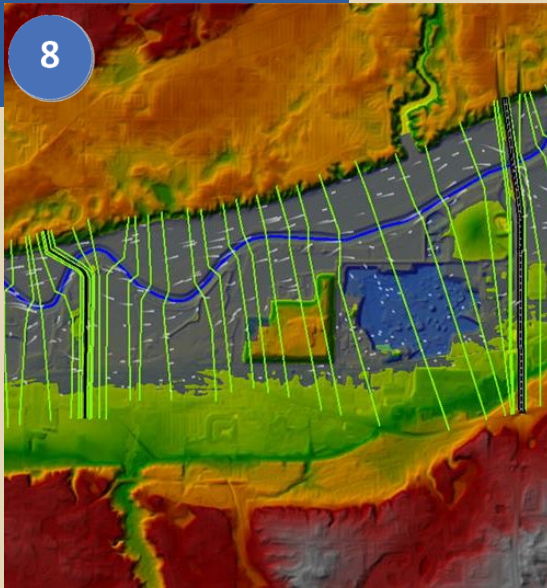


Gully Inventory and Condition Assessment

The LMRWD has led a multi-year study to assess gullies, ravines that are formed by passing water, throughout the watershed for their contribution of sediment into the Minnesota River. Using fieldwork data from previous years, four gullies were identified in 2024 for a restoration feasibility study. The evolution of this study involved investigating public pipe outfalls and their drainage into gullies and introducing the use of LiDAR data to efficiently inventory new gullies in the future. LiDAR data will especially be useful for gullies that are inaccessible by foot.

Restoring erosion at key points in gullies will allow the LMRWD to manage the amount of gully erosion contributing excess sediment to the Minnesota River and other downstream waters. In addition to exploring restoration options, the LMRWD also studied process efficiency to better manage the system of gullies in the future.

8



Floodplain Modeling Project

State agencies and the LMRWD developed the existing floodplain model in 2004. Since this time, there has been a significant change in the water surface elevation, and the LMRWD leadership questioned the model's effectiveness as a decision-making tool and its use for resource management.

Following a process to compare the efficiency of the model with the updated District rules, the LMRWD determined that the floodplain model needed to be updated. In 2024, the LMRWD completed an updated floodplain model to incorporate current data and coordinated with municipal partners to understand the implications of the model update. The model is currently under review with floodplain partners at the MnDNR and will be completed and adopted in early 2025.



“I’m really proud of how the LMRWD engaged in the geomorphic assessment of trout streams, especially with the Ike’s Creek Trout Stream Restoration. The LMRWD is continuing to engage with the MnDNR and US Fish and Wildlife Service to restore these rare and beautiful natural resources in our district.”

-Manager Theresa Kuplic, Dakota County

ONGOING PROGRAM WORK



Monitoring Program

The LMRWD collaborates with local partners at soil and water conservation districts to obtain current monitoring data. The watershed district is home to many urban lakes, rivers and streams, calcareous fens, and trout waters. Water quality monitoring helps identify trends that inform management strategies and protection and improvement of valuable waterbodies. To learn more about monitoring in the LMRWD, see page 17.



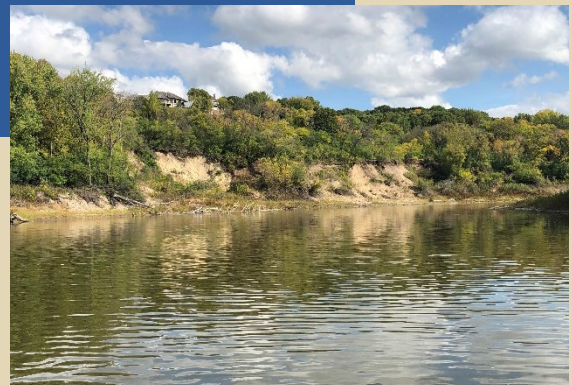
Education and Outreach Program

An important component of our work is educating residents and businesses about the challenges faced and the opportunities to enjoy the rare resources that make the LMRWD so unique. The Education and Outreach (E&O) Program uses many outreach components, including cost-share grants, signage, media channels, and special events to engage the public and partners in resource protection. To learn more about E&O activities completed in 2024, see page 21.



Municipal Permit Program

The LMRWD issues municipal permits to partner cities within the watershed district, which allows them to issue permits and manage actions as the primary permitting authority. The LMRWD frequently leads municipal coordination efforts to ensure that city regulations are working in parallel with the LMRWD rules and standards. The LMRWD leads periodic audits of municipal permittees to determine areas of excellence and opportunities for enhancements, see page 27.



Individual Permit Program

The LMRWD operates an individual permit program for new development occurring within the watershed district, where there is not an active municipal permit. The regulation is not designed to add more permit requirements but to perform specific checks related to LMRWD-specific interests such as steep slopes, high-value resource areas, and floodplain alteration. The LMRWD permit team works collaboratively with permittees to ensure a seamless process. To learn more about permitting, see page 28.

D. WORK PLAN AND BUDGET

The LMRWD continues its work on programs and projects defined in the Watershed Management Plan.

Administrative and Managerial Funds	2024 Cost
<p>Administrative Services This fund is used for staffing, conferences, coordination with stakeholders, nine-foot channel navigation, and CAC coordination.</p>	\$377,838
Program and Resource Plan Funds	
<p>Cost-Share Incentives and Water Quality Restoration Program The LMRWD offers funding for community members to implement water resources projects and guide educational activities.</p>	\$20,000
<p>Dredge Management The LMRWD oversees the operations and management of the dredge management site on the Minnesota River.</p>	\$240,000
<p>Education and Outreach Program The LMRWD will continue to lead activities that engage and inform the community in watershed management, including the CAC, special events, and sponsorships.</p>	\$115,000
<p>Fen Stewardship Program The LMRWD is developing specific management strategies for continued protection and preservation of these valued resources.</p>	\$75,000
<p>Fen Private Land Acquisition Study This study was an investigation of changing hydrology and vegetation in rare fen habitat. In areas where the habitat historically extends beyond protected Scientific Natural Areas (SNAs), LMRWD evaluated potential land acquisition adjacent to SNAs while considering how such acquisition may open doors for more effective management and restoration.</p>	\$50,000
<p>Sustainable Lakes Management Plan: Trout Lakes Sustainable Lake Management Plans (SLMPs) take a range of existing data, studies, and relevant projects associated with Brickyard Clayhole Lake, Courthouse Lake, and Quarry Lake. They are used to help seek funding, set goals, and steer future projects in a way that's based on data. These SLMPs focused on Minnesota classified trout lakes within the LMRWD.</p>	\$50,000
<p>Geomorphic Assessments: Trout Streams Geomorphic evaluation of six trout streams in the watershed. Information collected about trout habitat appropriateness and stream stability.</p>	\$100,000
<p>Downtown Shakopee Stormwater BMPs Continuation of 2020 study to implement stormwater infiltration BMPs with the City of Shakopee.</p>	\$50,000
<p>Gully Inventory and Assessment Program The LMRWD leads ongoing inventory and assessment of more than 300 gullies throughout the watershed district.</p>	\$150,000
<p>Monitoring Program The monitoring program will continue to track progress toward water quality goals through a detailed data assessment.</p>	\$75,000

Permit and Project Reviews Program The permit program ensures new development complies with the watershed management plan and LMRWD rules, including permit reviews and site inspections.	\$50,000
Local Water Management Plan Reviews LMRWD allocates time and funding to review local municipal water plans, looking for plan compatibility and ways to promote collaboration.	\$5,000
Water Resources Restoration Fund The LMRWD provides project funds to partners completing work within the LMRWD with a shared benefit toward watershed management goals.	\$82,500
Spring Creek Site Stabilization The LMRWD studied three sites for bank stabilization measures, with two advancing to the design and construction stage. Vegetation management (e.g., removal of invasives, native plantings), will be explored with the property owners.	\$100,000
Capital Improvement and Cooperative Project Funds	
Seminary Fen Ravine Restoration Site (C-2) Efforts at this restoration site help to reduce sedimentation accumulation, stabilizing slopes, conducting invasive species removal, and re-introducing specific fen-adapted native plants to the site. Preservation of rare plant communities and hydrologic function for the continuation this unique educational and water quality resource.	\$90,000
Eagle Creek Bank Restoration This bank restoration is being conducted in concert with another restoration with the City of Savage. Both efforts help to reduce sediment loading into the Minnesota River, protect this ground-fed water resource, and support future trout habitat.	\$30,000
Shakopee River Bank Stabilization This bank restoration repairs a problematic source of sedimentation into the Minnesota River.	\$50,000
Minnesota River Study Area 3–Bluff Stabilization Project To address riverbank erosion, the LMRWD is leading a large-scale design and construction of stabilization practices for Area 3 project in Eden Prairie, Minnesota. The project continued with the design, permitting, and funding and land acquisitions.	\$100,000
Levy	
Scheduled Area #3 Bond Payments	\$300,000
Total	\$2,110,338

E. PROGRESS ON GOALS

The LMRWD has defined nine goals within its Watershed Management Plan. Each annual work plan includes programs and projects that are prioritized to advance progress on each of these goals.

PROTECT, IMPROVE, MAINTAIN

District Goals

- 

1
Organizational Management
- 

2
Surface Water Management
- 

3
Groundwater Management
- 

4
Unique Natural Resources Management
- 

5
Wetland Management
- 

6
Floodplain and Flood Management
- 

7
Erosion and Sediment Control
- 

8
Commercial and Recreational Navigation
- 

9
Public Education and Outreach

Goal	Strategies	Short-Term Metric	Long-Term Metric	2024 Progress to Goal
Goal 1: Organizational Management	<ul style="list-style-type: none"> • Cooperate with local, state, and federal government; other agencies; and nongovernment organizations on issues affecting the District’s resources. • Provide public information services. • Perform periodic assessments and program reviews. • Use short-term and long-term metrics to measure progress. 	<ul style="list-style-type: none"> ✓ Completion of scheduled activities ✓ Annual local government units (LGU) audits ✓ Number of dollars from other agencies and property owners 	<ul style="list-style-type: none"> ✓ Formation of a Minnesota River Basin Commission ✓ Legislative funding support 	<ul style="list-style-type: none"> ✓ Continued collaboration with partners on water and natural resources projects ✓ Hosted municipal/ LGU coordination meetings ✓ Managed legislative funds for dredge material management
Goal 2: Surface Water Management	<ul style="list-style-type: none"> • Provide strategic resource evaluation and management. • Develop a High-Value Resources Area overlay district. • Create watershed management standards. • Promote disconnected stormwater management and low-impact development. • Develop a cost-share incentive program. • Lead water quality restoration programs. • Modify and continue the monitoring program. • Complete detailed data assessments. • Coordinate with other agencies and water quality programs. • Develop steep slopes standard. 	<ul style="list-style-type: none"> ✓ Number and types of projects completed as part of the cost-share incentive program and water quality restoration programs ✓ Number of targeted studies and projects completed 	<ul style="list-style-type: none"> ✓ Positive trends in water quality parameters identified for monitoring efforts 	<ul style="list-style-type: none"> ✓ Continued surface water management programs ✓ Continued monitoring program ✓ Continued water quality cost-share incentive program ✓ Targeted studies and projects that focus on surface water management.

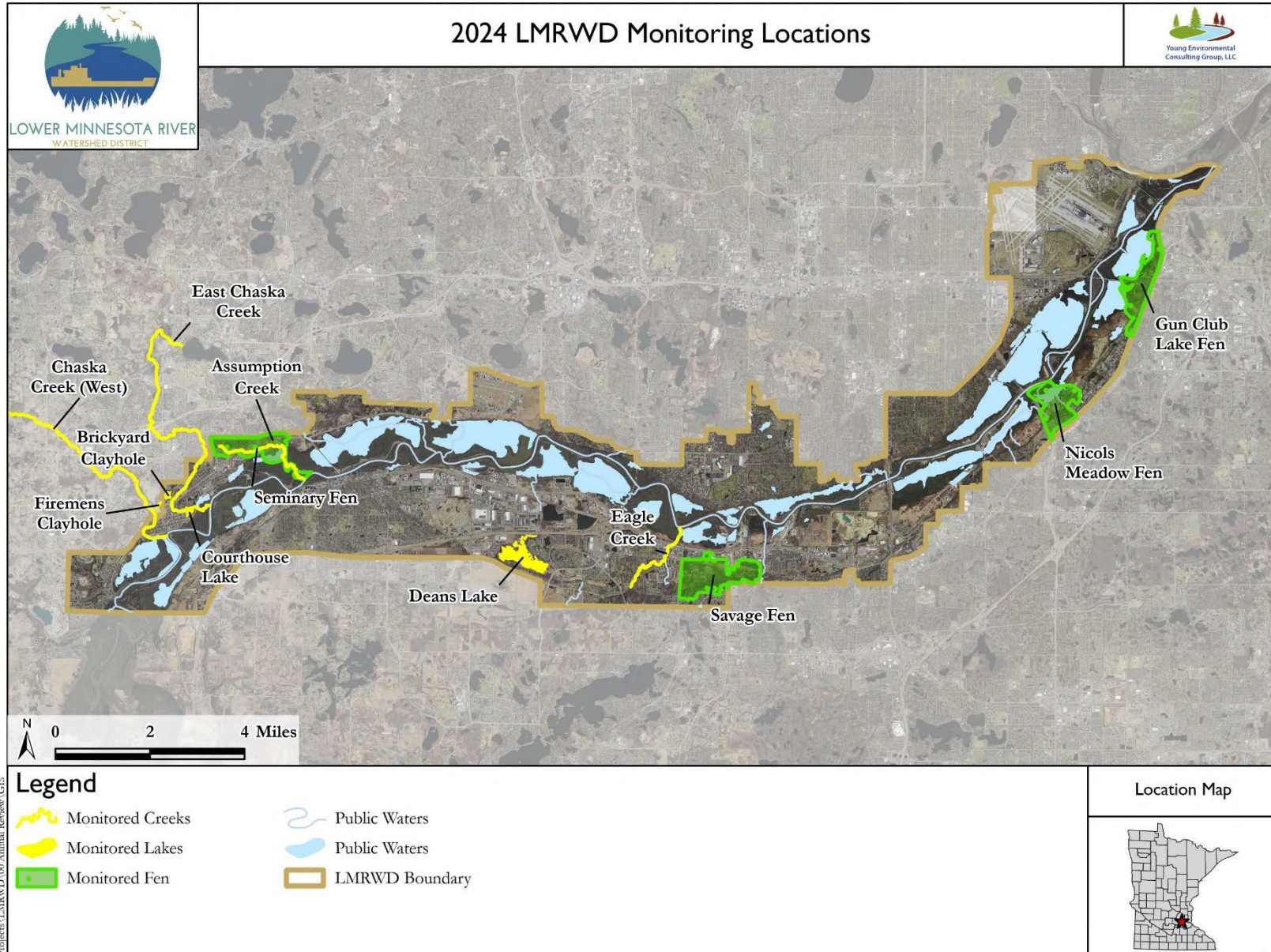
Goal	Strategies	Short-Term Metric	Long-Term Metric	2024 Progress to Goal
	<ul style="list-style-type: none"> • Develop a vegetation management standard/plan. 			
Goal 3: Groundwater Management	<ul style="list-style-type: none"> • Provide strategic resource evaluation and management. • Modify and continue the monitoring program. • Support wellhead protection efforts. • Develop infiltration standard. • Promote conservation and wise use of groundwater. • Monitor groundwater. • Perform regional modeling. 	<ul style="list-style-type: none"> ✓ Number of targeted studies and projects completed 	<ul style="list-style-type: none"> ✓ Positive trends in water quality parameters identified for monitoring efforts 	<ul style="list-style-type: none"> ✓ Continued monitoring lakes, streams, and fens ✓ Completed the monitoring program
Goal 4: Unique Natural Resources Management	<ul style="list-style-type: none"> • Provide strategic resource evaluation and management. • Modify and continue the monitoring program. • Acquire and manage data. • Provide technical assistance. • Provide educational opportunities. • Develop a mechanism for identifying and acquiring high-value conservation easements. • Encourage wildlife connectivity projects that achieve multiple goals, such as water quality improvements and fen and steep slopes protection. • Develop a vegetation management standard/plan. 	<ul style="list-style-type: none"> ✓ Number of targeted studies and projects completed ✓ Development and completion of the Fen Stewardship Plan ✓ Development of groundwater model for fen management 	<ul style="list-style-type: none"> ✓ Number and acreage of unique natural resources protected, restored, or enhanced ✓ Acquisition of high-valued easements ✓ Sustained protection of the fens and trout waters 	<ul style="list-style-type: none"> ✓ Drafted and adopted Fen Management Plans ✓ Further studied gullies throughout the watershed district ✓ Created website content to showcase recreational opportunities at natural resource sites
Goal 5: Wetland Management	<ul style="list-style-type: none"> • Provide strategic resource evaluation/management. 	<ul style="list-style-type: none"> ✓ Completion of scheduled activities 	<ul style="list-style-type: none"> ✓ Number and acreage of wetlands 	<ul style="list-style-type: none"> ✓ Continued support to LGU partners regarding WCA

Goal	Strategies	Short-Term Metric	Long-Term Metric	2024 Progress to Goal
	<ul style="list-style-type: none"> • Develop a mechanism for identifying and acquiring high value conservation easements. • Delegate Wetland Conservation Act (WCA) to LGUs. • Require LGUs to conduct wetland inventories and complete wetland management plans. • Review WCA notices as received. • Develop a wetland standard. • Develop a vegetation management standard/plan. 		protected, restored, or enhanced	✓ Drafted and adopted Fen Management Plans
Goal 6: Floodplain and Flood Management	<ul style="list-style-type: none"> • Develop floodplain and drainage alteration standard. • Develop infiltration and peak flow standards. • Manage localized flooding. • Adopt infiltration and peak flow standards. 	✓ Completion of scheduled activities	<ul style="list-style-type: none"> ✓ Number of structures damaged and value of flood damages ✓ Preservation of floodplain resources 	✓ Completed the updated Minnesota River Floodplain Model
Goal 7: Erosion and Sediment Control	<ul style="list-style-type: none"> • Develop watershed management standards. • Develop steep slopes standard. • Support the National Pollutant Discharge Elimination System general permit. • Develop erosion and sediment control standard. • Develop a vegetation management standard/plan. • Provide streambank and mainstem erosion assessment. • Continue gully erosion repair. 	<ul style="list-style-type: none"> ✓ Completion of scheduled activities ✓ Reduction in streambank and ravine bank and slope failures 	<ul style="list-style-type: none"> ✓ Positive trends in water quality ✓ Protection and preservation of Minnesota River Bluff 	<ul style="list-style-type: none"> ✓ Continued to manage steep slopes through the permit program and projects such as Area 3 Bank Stabilization ✓ Continued gully studies to reduce erosion and sediment load to the Minnesota River ✓ Led work at Spring Creek sites in Carver, Minnesota, to address bank erosion

Goal	Strategies	Short-Term Metric	Long-Term Metric	2024 Progress to Goal
	<ul style="list-style-type: none"> Promote and encourage shoreland protection. Develop a shoreline and streambank standard. 			
Goal 8: Commercial and Recreational Navigation	<ul style="list-style-type: none"> Promote safety education. Manage existing Cargill East River (MN – 14.2 RMP) dredge material site. Create a beneficial use plan for dredge materials. Develop a funding structure to ensure proper maintenance and improvement along the river. 	<ul style="list-style-type: none"> ✓ Completion of scheduled activities ✓ Number of targeted studies and projects completed 	<ul style="list-style-type: none"> ✓ Secure regular congressional and state legislative funding for the nine-foot channel 	<ul style="list-style-type: none"> ✓ Continued to manage dredged material at the Cargill East River site to maintain a nine-foot navigation channel ✓ Explored options for sale of dredged materials
Goal 9: Public Education and Outreach	<ul style="list-style-type: none"> Provide public information services. Provide educational opportunities. Promote safety education. Maintain Citizen Advisory Committee. Develop an outreach program. Engage volunteers. Provide opportunity for public input. Produce scientific studies and work products. Promote a variety of education programs. Use multiple outlets to distribute information. 	<ul style="list-style-type: none"> ✓ Number and types of sponsored events ✓ Number of participants at events ✓ Number of articles, press releases, and pamphlets developed and printed ✓ Number of volunteers 	<ul style="list-style-type: none"> ✓ Same as short-term metrics 	<ul style="list-style-type: none"> ✓ Attended local engagement events to promote awareness of the LMRWD ✓ Convened event to tour the Minnesota River ✓ Planned a Public Listening Session for 2025 ✓ Grew the educator mini-grant program ✓ Continued to maintain CAC and recruited new members ✓ Maintained website and social media presence ✓ Led public relations and media outreach ✓ Developed custom signage to share resource information

F. SUMMARY OF SIGNIFICANT TRENDS IN MONITORING DATA

The LMRWD partners continue to monitor data at locations across the watershed. Data are collected on creeks, lakes, and fens.



IMPAIRED WATERS

Several streams, parts of streams, and lakes are listed in the Minnesota Pollution Control Agency's 2024 list of impaired waters. The impairments are being addressed with total maximum daily load plans that are designed to reduce or eliminate the impairments.

Waterbody	Affected Use	Pollutant or Stressor
Rivers		
Minnesota River	<ul style="list-style-type: none"> • Aquatic recreation, aquatic life, fish consumption 	<ul style="list-style-type: none"> • Sediment, nutrients, fecal coliform, dissolved oxygen, mercury in fish tissue, mercury in the water column, PCB in fish tissue
Lakes		
Snelling Lake	<ul style="list-style-type: none"> • Fish consumption 	<ul style="list-style-type: none"> • Mercury in fish tissue
Creeks		
Assumption Creek	<ul style="list-style-type: none"> • Aquatic life 	<ul style="list-style-type: none"> • Fish bioassessments
Carver Creek	<ul style="list-style-type: none"> • Aquatic life, aquatic recreation 	<ul style="list-style-type: none"> • Sediment, nutrients, fecal coliform, fish bioassessments, benthic macroinvertebrates bioassessments
East Chaska Creek	<ul style="list-style-type: none"> • Aquatic life, aquatic recreation 	<ul style="list-style-type: none"> • Sediment, fecal coliform, chloride, fish bioassessments
West Chaska Creek	<ul style="list-style-type: none"> • Aquatic recreation 	<ul style="list-style-type: none"> • Fecal coliform, Benthic macroinvertebrate, and fish bioassessments
Credit River	<ul style="list-style-type: none"> • Aquatic life, aquatic recreation 	<ul style="list-style-type: none"> • Chloride, E. coli, fish bioassessments
Eagle Creek	<ul style="list-style-type: none"> • Aquatic recreation 	<ul style="list-style-type: none"> • E. coli
Nine Mile Creek	<ul style="list-style-type: none"> • Aquatic life, aquatic recreation 	<ul style="list-style-type: none"> • Chloride, E. coli, fish bioassessments, benthic macroinvertebrates bioassessments
Purgatory Creek	<ul style="list-style-type: none"> • Aquatic life, aquatic recreation 	<ul style="list-style-type: none"> • E. coli, benthic macroinvertebrates bioassessments
Riley Creek	<ul style="list-style-type: none"> • Aquatic life, aquatic recreation 	<ul style="list-style-type: none"> • Sediment, E. coli, fish bioassessments, benthic macroinvertebrates bioassessments

NOTABLE WATER QUALITY ACCOMPLISHMENTS



In 2024, the LMRWD and partners completed the following activities to continue to protect and improve water quality in the watershed.

Routine monitoring on selected streams, lakes, and fens in the LMRWD shows that no values beyond normal ranges were observed in water quality or groundwater levels.

The LMRWD completed detailed investigations into the impact of tile networks believed to have been installed to drain water from some fens. Field visits produced mixed results; however, evidence of tile was identified in only a few locations and the flow at those locations was inconclusive. The preliminary findings have resulted in reconsideration of how best to pursue the mitigation of tile drainage and its effect on the fens. Drain tiles are exceedingly difficult to locate after decades of plant growth and tile weathering and it may be more destructive to disturb the tile drains than to leave them in place.

Efforts to identify and control invasive species encroachment on the fens gained a sense of urgency as their unwanted impact is becoming clearer. Active removal and sequestering of the invasive Buckthorn and other plants were successful. Monitoring, identifying, and removing invasive species remains a key component of the fen stewardship program. We plan to streamline the identification of hot spots so that removal efforts can be concentrated in those areas.

G. ANNUAL COMMUNICATION

In addition to ongoing communication from the LMRWD to constituents through website updates and public meetings, the annual report serves as a formal communication tool. The annual report provides a snapshot of ongoing projects, goal progress, and day-to-day activities. Please join us in watershed management by visiting our website.



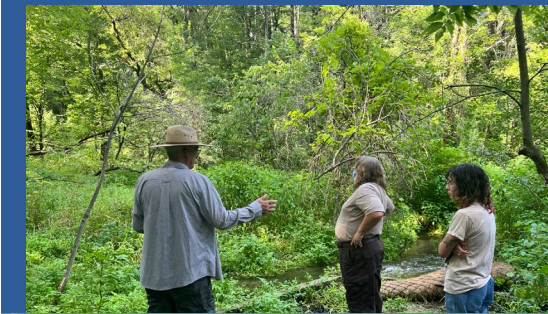
Please join us in watershed management!



- Find volunteer opportunities at [lowermriver.org/volunteer](https://www.lowermriver.org/volunteer)
- Follow LMRWD on Facebook, Instagram, and LinkedIn.

EDUCATION AND OUTREACH

The LMRWD leads a dynamic education and outreach program to work with the community. Here are a few of the tools the LMRWD uses to reach out to stakeholders throughout the year.



Citizen Advisory Committee

The LMRWD maintains an advisory committee of citizen volunteers who participate to raise awareness about the LMRWD while educating themselves and others about a wide range of water and natural resources topics and best practices. The CAC also creates outreach materials and represents the LMRWD at community events such as farmers markets and eco expos.

In 2024, the CAC met monthly with topics and tours that included birding along the Minnesota River, visiting Ike's Creek in Bloomington, and touring CHS, a key commercial partner. In the summer of 2024, the LMRWD and CAC underwent a recruitment process to onboard new members and met in October to do visioning and planning for what to accomplish and focus on in the upcoming year.

Thank you to our wonderful volunteer CAC members!



Are you looking for a meaningful volunteer experience to work collaboratively on resource protection? Apply to participate on the [LMRWD Citizen Advisory Committee](#).



Schools Engagement

The LMRWD continues to provide education and outreach with school-age students by providing a mini-grant program. The program provides up to 10 grants per school year, each up to \$500, to help cover the cost of materials and programming that focus on water resources. If you are an educator interested in the grants, learn more on [the website](#).

In 2024, the LMRWD awarded grants to the following recipients:

- Friends of the Mississippi (\$500)
- Integrated Arts (\$475)
- Minnesota Valley Refuge Friends (\$475)
- Prior Lake High School (\$500)
- Shakopee Area Catholic School (\$500)

Thank you to the invested educators who participated!

Outreach Events

The LMRWD expanded its participation in outreach events, exploring new ways to spread the mission and work of the organization.



Community Tabling Events

The CAC planned and staffed tables at a number of conservation-themed events. CAC members designed the tabling kits to include helpful outreach materials, custom-made art to show native plant roots, and ice breakers.



Minnesota River Barge Tour

The Minnesota River barge tour was an initiative to connect the public and key decision-makers to the river. Taking place on September 10, 2024, guests included elected officials, local government partners, community organizations, business representation, and members of the public. The program consisted of guest speakers and LMRWD managers presenting on the issues and challenges regarding climatology, urban flooding, agricultural flooding and drainage, and water quality.

Speakers (shown in inset, L-R) included:

- Kenny Blumenfeld, Minnesota State Climate Office
- Andy Erickson, St. Anthony Falls Laboratory
- Rita Weaver, Minnesota Board of Water and Soil Resources
- Michelle Stockness, Freshwater Society
- Karen Gran, University of Minnesota-Duluth
- Lauren Salvato, LMRWD Board of Managers



2024 Salt Symposium Sponsorship

As part of ongoing efforts to raise awareness about chloride pollution, the LMRWD sponsored the 2024 Salt Symposium. As a Bronze Level Sponsor, the LMRWD helped ensure the event, filled with local and international experts, was successfully executed. To learn more about the Salt Symposium and future events, [click here](#).

Outreach Events (Continued)



Metro Children’s Water Festival Sponsorship

The LMRWD continued its support for and participation in the Metro Children’s Water Festival, a unique and vibrant event with tailored educational content for fourth-grade students in the Twin Cities. The LMRWD provided our annual sponsorship to engage students with this important education. Learn more about this great event on [the organization’s website](#). Photo Credit: Metro Children’s Water Festival.



River Watch Program Sponsorship

The LMRWD partnered with Friends of the Minnesota Valley by providing continued funding for the River Watch Program. The program engages students who live in the Minnesota River Basin to maintain data collection equipment and collect water quality samples from areas throughout the river basin. The program achieves a win-win by obtaining more up-to-date monitoring data and inspiring the next generation of science leaders. Learn more about River Watch [online](#). Photo Credit: Friends of the Minnesota Valley.



Scott County Water Education Partnership

The LMRWD supports Scott County as it brings conservation to the classroom within the watershed district. The Scott Soil and Water Conservation District offers educational programming and brings free classroom visits to all schools within the County. Learn more about the program at scottswcd.org/education



Public Listening Session – Sneak Peek 2025

In response to the major flooding in 2024, the Board of Managers authorized a public listening session to gather science-based information and testimony related to flooding and other concerns within the LMRWD and in upstream and downstream communities. In late 2024, the LMRWD advertised a call for testimony and planned the subsequent event, scheduled for January 8, 2025.

Cost–Share Incentive and Water Quality Restoration Grant Program

The LMRWD provides a program for residents, businesses, neighborhoods, and communities to apply for matching funds for projects intended to improve water quality and provide public education. This program requires a 50 percent match. Projects completed or awarded in 2024 included the following.

In 2024, two applications were received for cost-share grants, both in the City of Carver:

- 1880 Christy Drive, Carver, MN – Rain Garden (\$1,392)
- 402 Broadway Street North, Carver MN – Rainwater Capture System (\$2,500)

Residents within the LMRWD also have access to technical assistance provided by the Scott Soil and Water Conservation District (SWCD) to implement similar water quality projects on the landscape.

To learn more about cost-share opportunities and apply, visit the [LMRWD website](#). The picture shown below is a 2020 project at Jefferson High School in Bloomington, MN, which is now in full bloom!



H. SOLICITATION FOR CONSULTANT PROPOSALS

In accordance with Minnesota Statute 103B.227 Subd. 5. “a watershed management organization shall at least every two years solicit interest proposals for legal, professional, or technical consultant services before retaining the services of an attorney or consultant or extending an annual services agreement.”

In 2024, the LMRWD released solicitations and hired consultants for:

- Education and Outreach Coordinator
- Primary Engineering and Technical Consultant
- Engineering Pool
- Legal Advisor
- Legislative Advisor
- District Administrator*

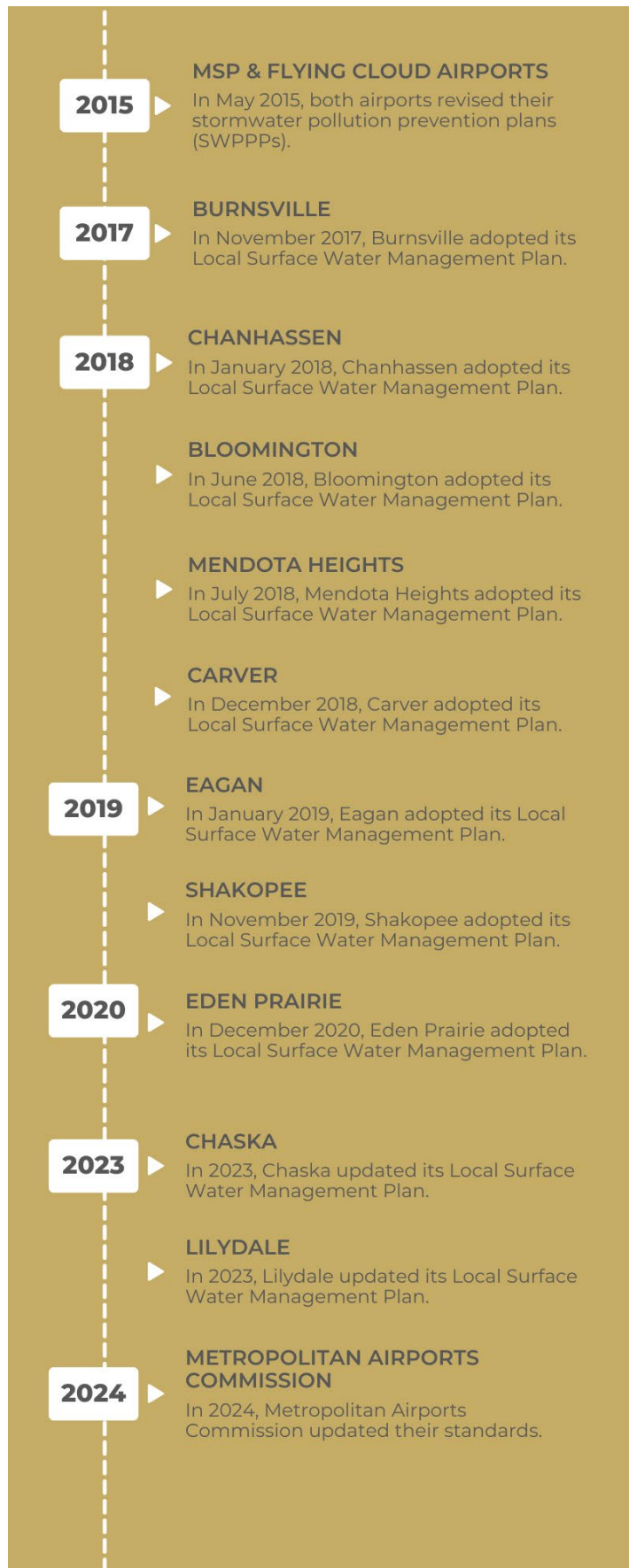
*Announced in 2024, to be completed in 2025.



Consultant Opportunities are advertised at
<https://lowermriverwd.org/news/requests-proposals>



I. LOCAL WATER PLAN APPROVAL



The timeline to the left shows local water plan adoption over the past decade of water management and collaboration.



J. STATUS OF LOCALLY ADOPTED ORDINANCES

The LMRWD first adopted rules in 2020, which were amended in October 2022. Local governments that wish to obtain a municipal permit must highlight how they intend to implement and enforce rules through official controls (i.e., ordinances). In 2023, municipal permits were approved for seven LGUs within the LMRWD.

In 2024, the LMRWD adopted the City of Chaska’s updated Local Surface Water Management Plan. The Metropolitan Airports Commission (MAC) also formally adopted “Section 01 89 30”, “Sediment and Erosion Control Inspection Form (Terracon)”, and “Recommended Approach for LMRWD Rule D Compliance with MAC as LGU” into their 2024 MAC Design & Construction Standards. LGU Permits were issued to the City of Chaska and the MAC on February 21, 2024, and December 23, 2024, respectively. The MAC LGU permit was later revised and reissued on January 15, 2025.

Municipal permit holders are shown below, with ongoing coordination planned for 2025 with communities not listed. We appreciate collaborating with our local partners to strengthen our watershed’s protection of natural resources. Municipalities have the option to opt out of an LGU permit if they would like the LMRWD to continue leading the permitting. Eden Prairie has made the determination that they do not want permit authority.

Date	City	Ordinance	Status
2020	City of Eagan	Municipal LGU Permit	Approved
2020	City of Mendota Heights	Municipal LGU Permit	Approved
2020	City of Bloomington	Municipal LGU Permit	Approved, does not include permitting authority for Rule C – Floodplain and Drainage Alteration
2021	City of Carver	Municipal LGU Permit	Approved, does not include permitting authority for Rule C – Floodplain and Drainage Alteration
2021	City of Shakopee	Municipal LGU Permit	Approved, does not include permitting authority for Rule C – Floodplain and Drainage Alteration
2022-2023	City of Burnsville	Municipal LGU Permit	Conditionally Approved (2022), Approved, does not include permitting authority for Rule C – Floodplain and Drainage Alteration (2023)
2023	City of Lilydale	Municipal LGU Permit	Approved
2024	City of Chaska	Municipal LGU Permit	Approved, does not include permitting authority within the HVRA, or for Rule C – Floodplain and Drainage Alteration, and Rule F – Steep Slopes
2024	Metropolitan Airports Commission	Municipal LGU Permit	Approved, does not include permitting authority for Rule C – Floodplain and Drainage Alteration, and Rule F – Steep Slopes

K. SUMMARY OF PERMITS/VARIANCES

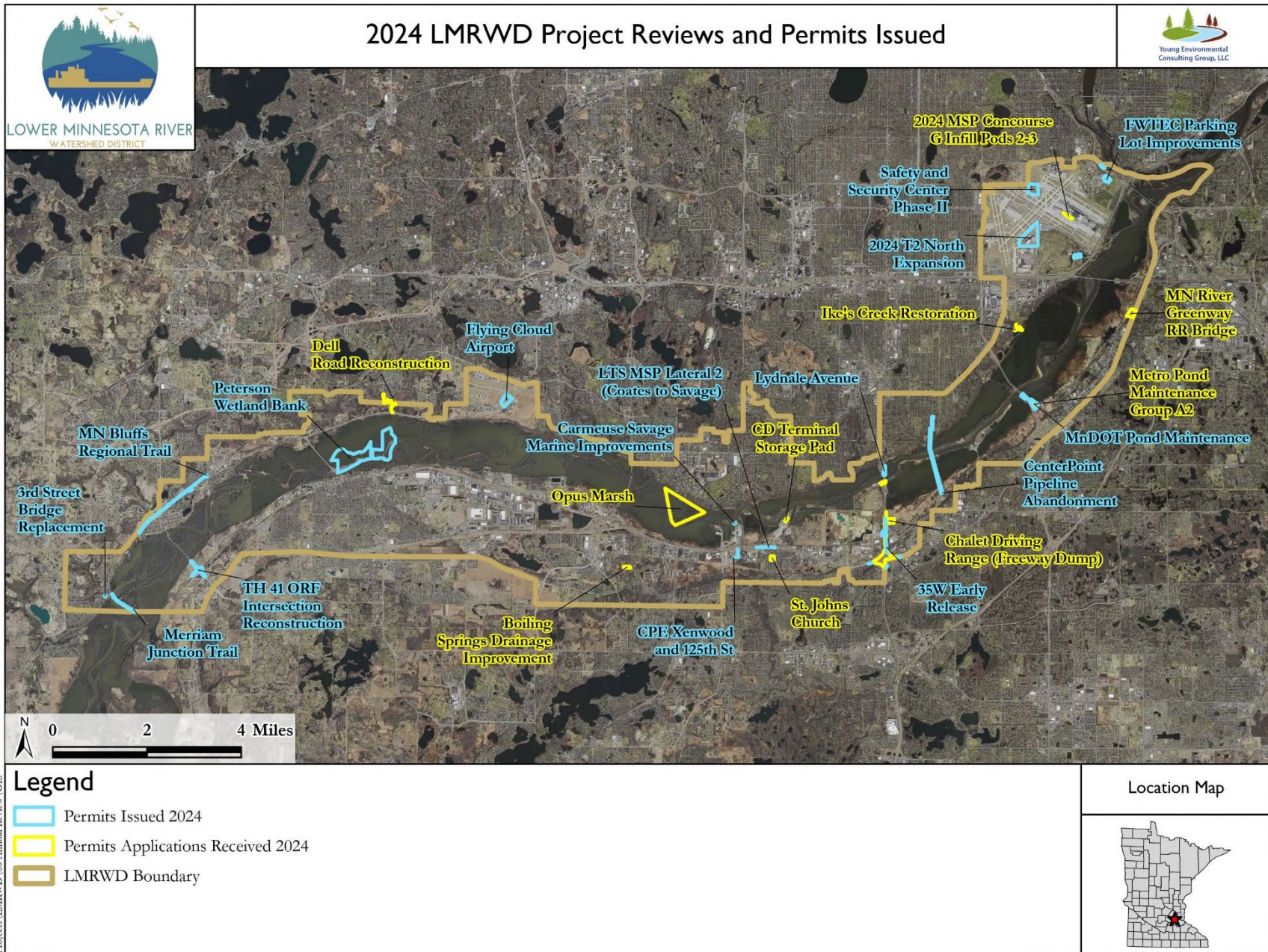


The LMRWD continues to oversee a permitting program to ensure that new development in the community complies with watershed district rules. In 2024, the LMRWD’s Board of Managers implemented changes to increase efficiencies and better reflect the actual costs of the permitting program.

LMRWD established a permit application fee schedule in 2020 when the rules were first adopted. Permit application fees encourage responsible management of water and natural resources and compliance with LMRWD rules. Since 2024, it has been noted that the cost to review permits has been greater than applicant fees collected. In July 2024, the Board of Managers began implementing a new fee schedule to better align with the costs truly incurred by the review process.

An updated permitting fee schedule was implemented in September and can be found on the [LMRWD website](#).

The following permits were issued in 2024:





LOWER MINNESOTA RIVER
WATERSHED DISTRICT



lowermnriverwd.org



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, March 19, 2025

Agenda Item

Item 7. C. – State of the Minnesota River Listening Session

Prepared By

Linda Loomis, Administrator

Summary

On January 8, 2025, the LMRWD held a "Listening Session" where partners were invited to share their concerns about the Minnesota River with the Board of Managers. Since then, staff have been working on creating a forum to disseminate the testimonies and recommend actions the Board can take based on the information gathered, as well as share these insights with the public.

With the help of President Barisonzi, several Technical Memorandums have been prepared and are attached, as a package, for the Board's review.

- Review of Process Summary
- Aggregation of Testimony
- Policy and Legislative Considerations
- Data and Evidence Supporting Sources
- Board implementation Process
- Public Engagement and Communications Strategy

The Board is requested to review and approve the attached report documents, providing any final feedback or edits as necessary. Additionally, the Board should approve the aggregation of testimony and initiate the publication of a webpage on the LMRWD website. Sections 3 and 4 should be approved for public release on the website and distributed via mass email to participants. Lastly, the Board should review the information from PR firms in Section 6 and advise on the next steps.

A recording of the Listening Session can be accessed using the following link:

<https://www.facebook.com/hashtag/publiclisteningession>

Attachments

Technical Memorandum – Public Listening Session Report Development dated March 13, 2025

Item 7. C. – State of the Minnesota River Listening Session

Executive Summary

Wednesday, March 19, 2025

Page 2

Recommended Action

- Motion to approve report documents.
- Motion to approve aggregation of testimony and publication on LMRWD website.
- Motion to approve Sections 3 and 4 for public release on website and through mass email to participants.
- Review information from PR firms in Section 6 and provide direction on next steps.

Technical Memorandum



To: Linda Loomis, Administrator
Lower Minnesota River Watershed District

From: Suzy Lindberg, Communications Manager

Date: March 13, 2025

Re: Public Listening Session Report Development

EXECUTIVE SUMMARY

Following January 8, 2025, Public Listening Session, staff compiled a report that documents the event in a way that supports future process improvement and guides next steps following this critical session.

The report follows the outline determined by the Board of Managers and includes both internal and external documents requested. The indexed sections are introduced below and combined within for review.

Report Contents

1. **Review of Process:** Internal-Facing Document that documents process, costs, and key lessons learned
2. **Aggregation of Testimony:** Internal-Facing Document, which will inform the Lower Minnesota River Watershed District (LMRWD) webpage
3. **Policy and Legislative Considerations:** External-Facing Document sharing recommendations
4. **Data and Evidence Supporting Testimony:** External-Facing Document sharing data sources
5. **Board Action Items and Implementation Plan:** Internal-Facing Document, with action items and recommendations
6. **Public Engagement and Communications Strategy:** Internal-Facing Document, with information from public relations firm(s) and plan for next steps of engagement

Next Steps and Recommendations

- Review and approve report documents, sharing any final feedback or edits as needed.
- Approve aggregation of testimony initiating the publishing of the webpage.
- Approve sections 3 and 4 for public release on website and through a mass email to participants.
- Review information from PR firms in Section 6 and advise on next steps.

Technical Memorandum



To: Linda Loomis, Administrator
Lower Minnesota River Watershed District

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

Date: March 12, 2025

Re: Public Listening Session—Review of Process Summary

Young Environmental Consulting Group, LLC (Young Environmental) served as the consultant to plan and execute the event in collaboration with the district administrator and external consultants Steve Woods (moderator) and MCN 6 (public broadcaster). The following document includes a process summary and costs outline to serve as a framework for understanding the replicability of the event for future needs.

Event Planning and Execution

Event Format

The event included both an in-person and a virtual option to participate. The in-person event took place at the Minnesota Valley National Wildlife Refuge Visitor's Center Auditorium in Bloomington, MN. Partners at the US Fish and Wildlife Services (USFWS) offered to let the Lower Minnesota River Watershed District (LMRWD) use the auditorium in their facility at no cost, which helped save on costs. Events need to be held within the watershed district boundary, but the virtual option was identified as a need to encourage upstream partners' participation. The virtual option was broadcast through Zoom, with a simultaneous broadcast on Facebook Live. Between the virtual and hybrid attendance, there were up to 80 participants tuning into the Public Listening Session. Preference to participate was given to in-person attendees per Board direction. Most attendees on Zoom did not volunteer to speak, although there was technology capability to accommodate that. Some participants were active in the chat, providing questions and comments to the moderator. Facilitating question and answer was not a primary goal of the event because it was focused on the Board listening to testimony and asking its own questions.

Communication with Attendees

The LMRWD staff sent out staged mass communications including the following:

- Save the Date event announcement; Call for Testimony (email, social media, website)
- Question and Answer session during the Call for Testimony (email and teams call)
- Reminder for the Call for Testimony deadline (email)
- Formal invitation (email, social media, website)

- Reminder email one week in advance of the event.
- Promotion through Citizen Advisory Committee (CAC) for testimony and volunteer opportunities
- Ongoing communication with presenters for logistics and slide compilation
- Ongoing communication with Board of Managers
- Ongoing communication with outside vendors (venue and public broadcaster)
- Press releases and one-on-one conversations with local reporters interested in coverage
- Outreach to various elected officials and representatives requesting their participation through speaking or attendance

We used an Eventbrite landing page to gather registrations and coordinate the participation of both in-person and virtual attendees. All communications featured event-specific branding that visually highlighted the 2024 flooding.

Breakdown of Attendance by Stakeholder Type

Attendance incorporated the following stakeholder types. The event had good diversity of representation, with a high volume of local and state government and non-governmental partners. Note: Because the event was open to the public, there are a handful of drop-ins both in-person and online that may not be captured under the correct group, largely noting “citizens” as a catch-all for participants who may have had an outside interest as a business owner or consultant that was not captured. Collecting more stakeholder data is another goal in continuously improving event planning and reporting.

- Citizens and non-affiliated attendees: 20
- Non-governmental organizations partners: 18
- State agency staff: 14
- County partners: 7
- Watershed district partners: 5
- City partners: 4
- Minnesota House of Representatives: 3
- Federal agency staff: 2
- Soil and water conservation district partners: 2
- Tribal government staff: 2
- County commissioners: 1
- Media: 1
- Minnesota Senate: 1
- US Senate: 1

Media Outreach Effectiveness

Prior to the event, the LMRWD staff released a press release to media contacts at local news outlets within the District. The team secured media coverage from the following:

- Jeff Strate of *EP Local News* attended the event and has been a reliable resource for covering LMRWD events. Mark Weber at *EP Local News* also requested to collaborate on a future article for the Area 3 Bank Stabilization project during the next major milestone as a follow-up to the Listening Session press release.
- Tad Johnson of *Sun This Week* and *Dakota County Tribune* shared the event to the print and online calendar of events.
- In a conversation with Mike Hanks, a freelance writer for *Sun Current Bloomington-Richfield*, he noted that he did not have the capacity to cover the event but that he would be interested in an ongoing relationship with the LMRWD with more lead time to cover resource stories, notably for the Bloomington community near the Minnesota River.

This outreach demonstrated the need to continuously build relationships with media contacts to gain coverage when needed. It is also important to note their publication release dates in our system so press advisories are timed to hit ideally for print and production schedules.

Outreach was also sent to neighboring watershed districts and water management organizations to amplify messaging on social media.

Based on attendance, this outreach appeared to help spread awareness and coverage of the event. The attendee list highlighted participation from neighboring watershed organizations, making the local and personalized outreach important for those partnerships.

Event Execution and Costs

A breakdown of event costs is shown in the table on the following page. This includes staff time and resources needed. For future events, efficiencies can be explored through the simplification of outreach steps, clarification of roles and responsibilities, and early planning to identify process improvements. With each event planned, the LMRWD continues to refine and build a contact list for its core audience. As these steps are defined, replication becomes simpler.

Cost Item	Description	Cost Incurred By:	Notes	Cost
Staff Time	Staffing included event planning, staffing, communications support, moderation, and reporting.	Young Environmental (Education and Outreach Consultant)	Staff expenses were focused on a large volume of outreach and coordination as well as event staffing and comprehensive reporting.	\$18,958
Expenses	Expenses were incurred including a Zoom subscription for the virtual option and printing.	Young Environmental (Education and Outreach Consultant)		\$215
Staff Time	Staffing included event planning, day-of staffing and presenting, and reporting.	Naiad Consulting (District Administrator)	The Administrator was a primary contributor to the event.	\$7,500
Expenses	Expenses for mileage to attend the event and site visits.	Naiad Consulting (District Administrator)		\$100
Staff Time and Equipment	MCN 6 provided staff and equipment to create a live broadcast and high-quality video.	MCN 6	Add notes if needed.	\$5,500
TOTAL				\$32,273

Process Improvement

The event had several moving parts and required a high level of outreach and coordination. For future events, we recommend an even more detailed definition of roles and phasing of messaging allowing both staff and the Board to divide and conquer.

Planning an event with a hybrid format had benefits and drawbacks. Multiple channels required more attention from those staffing the event, and we would suggest including one to two additional staff members or volunteers to fill behind-the-scenes roles if replicated. Having a dedicated moderator was extremely helpful to ensuring the flow of the event.

There are ongoing opportunities to improve engagement by reamplifying messaging on social media, especially through staff guidance to the Board of Managers and other stakeholders. Defining the channels used and assigning a lead for each channel could help improve the process and end results.

In the future, we recommend more up-front clarity in defining the Public Listening Session's core audience and goals. The format lent itself to more participation from non-profit organizations and advocacy groups with shared interests as well as citizens. However, government officials such as city, county, and agency partners seemed to express less comfort in defending testimony publicly. If replicated in the future, we recommend exploring ways to gain input from multiple audiences in a setting that fits their role. Some participants and media contacts noted confusion regarding the public component of the listening session; whether it meant the public listened and learned from experts or the public was participating in a forum. Holding the event during the day indicated it was primarily for industry professionals rather than a broad range of community stakeholders. While this mirrored the intent of the Board, there could be a need to solicit public input in another way simultaneously, such as a public survey with a less formal engagement method, such as collecting testimony.

Alternative Engagement Models

The event provided the opportunity for the Board of Managers to listen to both subject-matter experts and members of the community. The audience was able to observe the same information but with limited opportunity to ask questions or share insights outside of the testimony provided. To address this opportunity, we may consider the following additions to drive engagement.

- **Roundtables:** Following the formal testimony, roundtables could engage a wider spectrum of public engagement and promote deeper conversation around shared issues. Participants would have the opportunity to meet others in the audience, find commonalities, and share their perspectives on testimony and LMRWD work. The auditorium layout would not be amenable to adding in a roundtable component, so the venue would need to complement this vision in future events. Each table would be given a clearly identified goal and talking points to guide facilitated discussions, with a reporting activity to share what was discussed.
- **Online Forums:** Virtual attendees were able to listen but did not have a wide range of participation. Future events could explore more interactive features such as poll questions taken through a QR code (in-person) and shared link (virtually) to connect the hybrid audience. There could also be dedicated time for online question and answer session to be relayed or captured more formally for future analysis.
- **Networking Events:** A recurring theme at the Public Listening Session showed the LMRWD's role as a convener of various organizations and an advocate for the protection of the Minnesota River. Many attendees joined in person and casually networked during the breaks. However, there could have been a more intentional networking component included before or after the Public Listening Session, allowing for more time to make connections and share information. An icebreaker could be provided as a way to encourage important discussions and provide added value to attendees.

Technical Memorandum



To: Linda Loomis, Administrator
Lower Minnesota River Watershed District

From: Suzy Lindberg, Communications Manager

Date: March 12, 2025

Re: Public Listening Session—Aggregation of Testimony

Young Environmental Consulting Group, LLC (Young Environmental) has collected and organized all testimony received during the Public Listening Session. The following document outlines the content that will be housed on the Lower Minnesota River Watershed District (LMRWD) website in March 2025, once approved.

Testimony Aggregation

The following content and links will be included on a project page on the LMRWD website as shown.

Introduction Text

Following the critical flooding in 2024 in the Minnesota River Valley, the LMRWD Board of Managers proposed a public listening session to convene partners to build a shared legislative agenda, inform the next Watershed Management Plan Update, and highlight key projects and programs to prioritize.

In fall 2024, the LMRWD released an invitation to submit testimony, putting out a broad call for science-based information to be used to build a collective vision. The LMRWD received written testimony from partners, several of whom presented at the January 8, 2025, event. During the public event, several participants shared comments, including members of the LMRWD Citizen Advisory Committee and partner organizations.

The following reports summarize highlights from the Public Listening Session with the intent of informing the Board's next steps.

Links to Reports

The website will link to the external-facing products compiled as part of the report:

- **3. Policy and Legislative Considerations report.**
- **4. Data and Evidence Supporting Testimony report.**

Resources

The following resources will be housed on the website:

- Full video of the event
- Full transcript of the event
- Event agenda with speaker information
- Complete testimony packaged and indexed by issue (introduced below)
- Photos and video clips of the Board and presenters

Organization of Testimony Under Issues-Based Categories

Testimony will be cataloged under the following issues with a brief introduction statement.

Issue: Flood Impacts, Mitigation, Water Storage, and Costs of Solutions

Although there is a historic context for flooding on the Minnesota River, the issue has become more significant and destructive based on changing climate and altered hydrology. Flooding creates impacts to the river's navigability, adjacent property, and natural resources; and increases erosion and sedimentation in the river.

Testimony

- Holly Bushman, Lower Minnesota River East Watershed Partnership
- Norm Senjem, Lake Pepin Legacy Alliance
- Scott Sparlin, Minnesota River Congress
- Tom Worthington, Minnesota Valley National Wildlife Refuge

Issue: Sediment Control, Erosion, and Water Quality

Erosion threatens water quality within the Minnesota River through increased sediment load. Removing sediment from the river is already a primary role of the LMRWD; however, the increased severity of flooding is compounding an already challenging issue, not only for the LMRWD but also for downstream communities and Lake Pepin.

Testimony

- Kirby Templin, City of Shakopee
- Norm Senjem, Lake Pepin Legacy Alliance

Issue: Upstream Water Management

Upstream drainage practices and projects can have a significant impact on downstream communities. Water storage on the landscape, initiated through cooperation with upstream partners, can have a positive effect downstream by slowing the flow and frequency of water and effectively controlling flooding.

Testimony

- Kirby Templin, City of Shakopee
- Scott Sparlin, Minnesota River Congress
- Norm Senjem, Lake Pepin Legacy Alliance
- Steve Knutson, Citizen

Issue: Financial Costs of Flooding and Benefits of Proposed Solutions

With any large-scale environmental concern, the price and scope of the solutions needed to address the challenges are costly and broad. Both flood control and flood damages are costly, but proactive solutions are needed and also offer multiple benefits.

Testimony

- Holly Bushman, Lower Minnesota River East Watershed Partnership
- Scott Sparlin, Minnesota River Congress
- Tom Worthington, Minnesota Valley National Wildlife Refuge

Issue: Public Engagement and Education

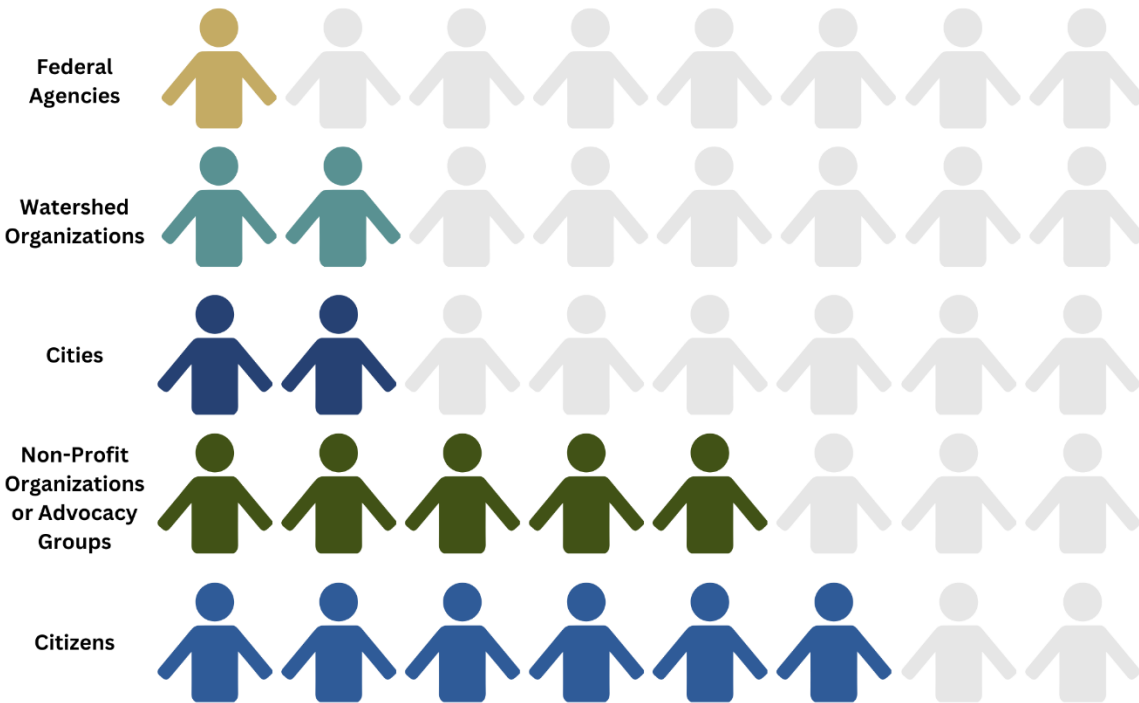
Because of the basinwide scale of the LMRWD's challenges and work, there is a great need for education, outreach, partnership, coordination, and awareness. Many stakeholders requested an increase in the advocacy and legal responsibility of the LMRWD. Engaging stakeholders at various levels is complex but extremely important to success. Building momentum around shared resources and responsibility is increasingly necessary to combat large flooding concerns.

Testimony

- Scott Sparlin, Minnesota River Congress
- Tom Crawford, Friends of the Minnesota Valley
- Jenna Olson, City of Eagan
- Tom Fahey, Minnesota Valley National Wildlife Refuge

Draft Infographics

Stakeholder Groups Providing Testimony



Policy and Legislative Considerations

This section provides a summary of requests made during the Public Listening Session as well as policy gaps and legislative priorities determined based on the Board of Manager's review of testimony.

Prioritization Method

As the Board reviews requests, the managers will consider future actions, such as policy changes; legislative activity; expanded programs and partnerships; or Watershed Management Plan (WMP) incorporation depending on the identified need and issue. While developing an implementation plan and action strategy, the following prioritization method may be used to assess and rank stakeholder requests.

The prioritization method includes the following ratings for each request to help the Board of Managers categorize the level of priority. For priorities scoring high (Coalition Member and above), the Lower Minnesota River Watershed District (LMRWD) will identify the avenue to advance the request (i.e., legislation or WMP).

- **Champion:** We support this initiative and will visibly cheerlead it publicly.
- **Lead:** We will invest the time and energy to lead partners and assets with this activity.
- **Major Partner:** We do not want or should not be the face of this, but we are interested in teaming.
- **Coalition Member:** We'll play a role on the team but not necessarily act as part of the core strategy group.
- **Support:** We will take an action, such as writing a letter of support for a concept.
- **Neutral:** We won't oppose or support.
- **Do Not Support:** We are not in support of this publicly and will not spend money or time on it.

This continuum is shown as a graphic in the footer of each page, in concert with the requests received and potential actions taken.

 Champion

Lead

Major Partner

Coalition Member

Support

Neutral

Do Not Support

Summary of Testimony Requests and Specific Actions

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
State policy to protect resources	Holly Bushman Lower Minnesota River East Watershed Partnership	<ul style="list-style-type: none"> • Lower Minnesota River East Comprehensive Watershed Management Plan (Joint Memorandum of Agreement) • LMRWD WMP (Policy 2.1 Use of High Value Resources Overlay District to Manage Water Resources) • LMRWD Water Resources Restoration Fund 		Continue to partner on implementation of Comprehensive Watershed Management Plan while integrating programs for resources within the WMP and Water Resources Restoration Fund, which provides funding to partners completing projects with similar goals.
State policy to promote conservation practices	Holly Bushman Lower Minnesota River East Watershed Partnership	Policy Gap		Explore additional partnerships to promote conservation practices and grant opportunities upstream.

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
State policy to promote long-term funding	Holly Bushman Lower Minnesota River East Watershed Partnership	<ul style="list-style-type: none"> • Potential Policy Gap • LMRWD Water Resources Restoration Fund 		Explore legislative agenda to build a coalition of funding in addition to existing LMRWD levy and Water Resources Restoration Fund for upstream projects.
State policy to allow long-term staffing commitments	Holly Bushman Lower Minnesota River East Watershed Partnership	Policy Gap		Explore opportunities to share staffing resources.
State policy for local government units' requirement to have certain goals	Holly Bushman Lower Minnesota River East Watershed Partnership	Policy Gap		The LMRWD WMP includes nine goals and strategies. The Lower Minnesota River East Comprehensive Management Plan and One Watershed, One Plan process requires the inclusion of targeting measurable goals.
State and local policy to address near channel sediment sources (ravines, bluffs, and streambanks)	Norm Senjem, Lake Pepin Legacy Alliance	Capital Improvement Projects (Work plans include: [1] Gully Prioritization and Restoration and [2] Spring Creek Restoration)		Explore continued opportunities for CIPs related to sediment sources. Advance additional public education related to the importance of sediment source identification.

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
State policy to support wetland restorations and cover crop establishment via incentives	Norm Senjem, Lake Pepin Legacy Alliance	<ul style="list-style-type: none"> • Potential Policy Gap • LMRWD WMP Strategy 2.2.3 Cost Share Incentive Program • Capital Improvement Projects (Work plans include: Fen Management Plans) 		The cost share strategy provides the technical and financial assistance to landowners to implement projects with a fen or wetland restoration component. Additional policies or strategies may be explored.
State legislation to fund water quality and storage at \$50 million	Scott Sparlin, Minnesota River Congress	<ul style="list-style-type: none"> • LMRWD WMP Policy 6.1 Maintain Water Storage Areas and the Minnesota River Floodway • Project partnership with the US Army Corps of Engineers 		<ul style="list-style-type: none"> • Assess overlap with ongoing water storage efforts. • Consider letter of support for additional funding for water storage projects.
State legislation to create Minnesota River Basin Commission to address systemic issues	Scott Sparlin, Minnesota River Congress	Initiative was explored through the Minnesota River Corridor Management Plan project (2022).		This is not currently in the LMRWD's plans. Continue to find other ways to partner.

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
State policy to address nitrogen and water flow from upstream tile drainage detrimental to downstream interests	Tom Crawford, Friends of the Minnesota Valley	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues affecting the LMRWD's resources 		Consider letter of support for state policy addressing nitrogen and water flow or policy in WMP update addressing upstream projects.
Local policy to increase chloride education	Tom Crawford, Friends of the Minnesota Valley	<ul style="list-style-type: none"> • WMP Strategy 4.2.3 Provide Educational Opportunities • LMRWD Education and Outreach Program 		Continue policy to finance Education and Outreach Program.
Local policy to comment on upstream drainage proceedings as a harmed party	Tom Crawford, Friends of the Minnesota Valley	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Board of Managers assess LMRWD role in upstream strategy and potential to change existing role or policy in WMP update addressing upstream projects.

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
		affecting the LMRWD's resources		
Continue local policy to partner on Ike's Creek Restoration Project	Tom Worthington and Vicki Sherry, US Fish and Wildlife Services (USFWS)	<ul style="list-style-type: none"> Water Resources Restoration Fund WMP Strategy 4.2.3 Provide Educational Opportunities 		<ul style="list-style-type: none"> Continue to finance Water Resources Restoration Fund and explore funding of completion of Ike's Creek Restoration Project. Explore continued Education and Outreach activities in cooperation with USFWS.
State or local policy to recoup damages from Rapidan Dam owner (Blue Earth County) for discharging 10-years' worth of dredged sediment	Greg Genz, Citizen Advisory Committee member	<ul style="list-style-type: none"> Potential Policy Gap WMP Strategy 7.1.2 Erosion and Sediment Control Standard 		This is not in the LMRWD's plans currently. Continue to find other ways to partner on reducing sediment following large-scale release through flood reduction efforts.
Local policy to increase education of public on multiple topics	Judy Berglund, Citizen Advisory Committee member	LMRWD Education and Outreach Program		Continue policy to finance Education and Outreach Program.
Local policy to examine Deans Lake	Victoria Ranua, citizen	<ul style="list-style-type: none"> LMRWD WMP Policy 6.1 Maintain Water Storage Areas and the 		<ul style="list-style-type: none"> Explore as Capital Improvement Project for future Watershed Management Plan. Assess overlap with ongoing water storage

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
outlet alteration to increase storage		Minnesota River Floodway		efforts. <ul style="list-style-type: none"> Explore potential partnership or educational opportunity with Shakopee Mdewakanton Sioux Community.
Local policy to be a voice in review process for upstream projects	Lee Peterson, Citizen Advisory Committee member	<ul style="list-style-type: none"> Potential Policy Gap WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues affecting the LMRWD's resources 		Assess LMRWD role in upstream strategy and potential to change existing role or policy in WMP update addressing upstream projects.
Local policy to advocate for the LMRWD's interests on upstream projects	Len Kramer, retired water resources engineer	<ul style="list-style-type: none"> Potential Policy Gap WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Consider letter of support for reviewing upstream projects or policy in WMP update addressing upstream projects.

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
		affecting the LMRWD's resources		
Local policy to utilize your authority to protect resources from upstream damages	Ted Suss, Friends of the Minnesota Valley	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Assess LMRWD role in upstream strategy and potential to change existing role or policy in WMP update addressing upstream projects.
Local policy to speak up on upstream projects requiring environmental review	Ted Suss, Friends of the Minnesota Valley	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Assess LMRWD role in upstream strategy and potential to change existing role or policy in WMP update addressing upstream projects.
State policy changes to make it easier to work with altered Minnesota Department of	Mike Schultz, LeSueur County	<ul style="list-style-type: none"> • Potential Policy Gap • LMRWD WMP Policy 6.1 Maintain Water Storage Areas and the 		Explore a Citizen Advisory Committee activity to research change needed.

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
Natural Resources protected waters and wetlands to re-create water storage		Minnesota River Floodway		
Continue local policy to partner on stabilization projects	Kirby Templin, City of Shakopee	<ul style="list-style-type: none"> Water Resources Restoration Fund Municipal Coordination 		Continue to finance Water Resources Restoration Fund and collaborate with local municipalities on shared efforts.
State policy areas outside of metro to address flooding and erosion like what is currently done in urban areas	Kirby Templin, City of Shakopee	<ul style="list-style-type: none"> Potential Policy Gap WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Board of Managers assess LMRWD role in upstream strategy and potential to change existing role or policy in WMP update addressing upstream projects.
State policy to pursue regional flood storage in basin like what is currently done in urban areas	Kirby Templin, City of Shakopee	<ul style="list-style-type: none"> LMRWD WMP Policy 6.1 Maintain Water Storage Areas and the Minnesota River Floodway 		Explore additional funding avenues for large-scale flood storage and damage reduction projects.

 Champion

 Lead

 Major Partner

 Coalition Member

 Support

 Neutral

 Do Not Support

PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
		<ul style="list-style-type: none"> Project partnership with the US Army Corps of Engineers 		
Continue local policy to cooperate on water quality improvement projects	Kirby Templin, City of Shakopee	<ul style="list-style-type: none"> Water Resources Restoration Fund Municipal Coordination 		Continue to finance Water Resources Restoration Fund and collaborate with local municipalities on shared efforts.
Local policy to improve railroad involvement with water management infrastructure	Jenna Olson, City of Eagan	<ul style="list-style-type: none"> Potential Policy Gap WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Board of Managers assess LMRWD role in railroad coordination and potential to change existing role or policy in WMP update addressing railroad coordination.
Federal policy change to Farm Bill to make drain tile data public	Steve Knutson, citizen	Policy Gap		Consider letter of support for reviewing federal policy change in cooperation with partners.

Champion

Lead

Major Partner

Coalition Member

Support

Neutral

Do Not Support

PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Request	Testimony	Alignment with Existing Efforts or Policy Gap	Priority	Policy Clarifications or Recommended Changes
State policy for watershed districts or counties to have permit processes for drain tile projects	Steve Knutson, citizen	Policy Gap		Board of Managers assess LMRWD role in upstream strategy and potential to change existing role.
Continue local policy to create awareness about Ike's Creek	Tom Fahey master naturalist and group volunteer coordinator for Bloomington Neighbors Nurturing Nature and Minnesota Valley National Wildlife Refuge	LMRWD Education and Outreach Program		Continue policy to fund Education and Outreach Program.

 Champion

 Lead

 Major Partner

 Coalition Member

 Support

 Neutral

 Do Not Support

Future Collaboration Process

Following the one-time Public Listening Session, it is important to keep communication open on ongoing data collection and action progress with community members.

1: Establish Feedback Channels

Use multiple methods to continuously collect input from partners and stakeholders. This may include online surveys, one-on-one meetings, and ongoing check-ins at regularly scheduled LMRWD Board meetings or custom work sessions.

2: Analyze and Prioritize Feedback

Use analysis method from the Public Listening Session report to continuously categorize and rank additional requests from partners. Identify common challenges and opportunities and use data visualization to summarize findings.

3: Develop Responsive Initiatives

Align findings with existing policies and strategic goals and continue to communicate decisions and progress with core audience and stakeholders. Create pilot programs or campaigns addressing top concerns. Engage stakeholders in co-developing solutions.

4: Implement and Communicate Progress

Launch initiatives and policy changes informed by feedback. Invite stakeholders into policy and legislative discussions or to participate in the Watershed Management Plan process. Provide transparent updates on what's being addressed and why. Use social media, newsletters, and meetings to share progress.

5: Evaluate and Adapt

Conduct quarterly check-ins to assess impact. Gather continuous feedback through open surveys and community discussions. Adjust strategies based on what's working and refine for future initiatives. Consider planning future listening sessions to adapt process and continue to learn and partner.

Champion

Lead

Major Partner

Coalition Member

Support

Neutral

Do Not Support

Listening Session Data and Evidence Sources

This section provides a summary of data referenced within testimony. Where there was no quantitative data provided with a source cited, we have identified a data gap for future reference.

Testimony	Speaker/Author	Key Topic Message	Data Source Provided:	Data Source Referenced
Testimony with cited supporting data				
Altered Hydrology, Flooding, and Funding Watershed Initiatives	Holly Bushman, Watershed Coordinator Lower Minnesota River East Watershed Partnership	Funding for protects incorporating climate resiliency measures to mitigate consequences of altered hydrology and flooding	Yes	<p>Long Term Precipitation Patterns: Minnesota Department of Resources (MnDNR) State Climatology Office</p> <p>Lower Minnesota River Watershed Restoration and Protection Strategy Report (Minnesota Pollution Control Agency [MPCA] 2020)</p> <p>Climate Change Trends and Actions Plan (Board of Water and Soil Resources [BWSR] 2019)</p> <p>Why so much sand in the Lower Minnesota River? (Carrie Jennings 2016)</p>
Minnesota River Flooding Causes, Impacts, and Amelioration through Water Storage	Norm Senjem Lake Pepin Legacy Alliance	This proposal promotes a “treatment train” approach to deal with high-rainfall events by implementing a set of practices within the ravine catchment, ravine head, ravine/cropland interface and in the ravine itself. Local technicians should design the treatment train to control runoff and ravine erosion from events which	Sources Referenced by not Provided in Writing	<p>Minnesota River Channel Widening Figure (Wes Lauer, University of Washington)</p> <p>Ravine in Minnesota River Basin Figure (John Niebuhr, University of Minnesota)</p>



PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Testimony	Speaker/Author	Key Topic Message	Data Source Provided:	Data Source Referenced
		<p>exceed the current WASCOD design standard. The goal is to integrate multiple conservation efforts to keep pace with the trend of higher, more intense, rainfall events.</p>		<p>Treatment Train Approach (US Army Corps of Engineers [USACE])</p> <p>MnDNR Rainfall Data (Note: date range of data not included)</p> <p>Metropolitan Council Environmental Services (MCES) Total Suspended Solids (TSS) Data (2005-2021)</p> <p>St. Croix Watershed Research Station TSS Data (Note: Timeframe and specific source unknown)</p> <p>No Till Agriculture Example Photo (Nicollet County Soil and Water Conservation District [SWCD])</p> <p>Field Office Technical Guide (Natural Resources Conservation Service [NRCS])</p> <p>Modeling Study of Seven Mile Creek Watershed (USACE)</p> <p>Constructed Water and Sediment Control Basin WASCOD Example Photo (Goodhue County SWCD)</p>



PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Testimony	Speaker/Author	Key Topic Message	Data Source Provided:	Data Source Referenced
				USACE Study On "Ground Cover Vegetation Reducing Sediment Load and Promoting Savannah Restoration"
Solutions for Ike's Creek	Tom Worthington and Vicki Sherry Minnesota Valley National Wildlife Refuge	Provided information on and requested support for proposed Ike's Creek Restoration Project	Yes	Internal data from US Fish and Wildlife Service (USFWS) project Ike's Creek Restoration- Proposed Work Areas A and B (Inter-fluve)
Agricultural Drain Tile: Contributor to Water Quality and Flooding Issues in the Minnesota River	Steve Knutson	In order to fully understand and develop solutions to the impact of agricultural drain tile systems on the Minnesota River, the two issues described above need to be addressed and resolved. Issues identified: <ol style="list-style-type: none"> 1. Lack of information 2. Lack of tools required to implement solutions 	Yes	Federal Farm Bill Chapter 103E of Minnesota Drainage Law



PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

<p>Ike's Creek, the Only Stream in Hennepin County with Trout, is At Risk.</p>	<p>Tom Fahey Master Naturalist and Group Volunteer Coordinator for Bloomington Neighbors Nurturing Nature (BNNN) & Minnesota Valley National Wildlife Refuge (MVNWR)</p>	<p>Awareness and support of this fragile ecosystem (Ike's Creek), is needed before water quality deteriorates to the point that it no longer supports the resident brook trout</p>	<p>Yes</p>	<p>Environmental Assessment (MVNWR 2024)</p> <p>Natural Resources Inventory of the City of Bloomington, Minnesota - 2007.</p> <p>Presentation by Vicki Sherry (2023)</p>
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PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Testimony	Speaker/Author	Key Topic Message	Data Source Provided:	Data Source Referenced
Testimony with some cited supporting data				
Tools for Minnesota River Health: Water Quality and Storage Program and Minnesota River Commission	Scott Sparlin, Coordinator and Facilitator Minnesota River Congress	Two recommendations: 1. Join others currently legislatively advocating for appropriations for our new state Water Quality and Storage Program. 2. Join efforts currently underway in creating a Minnesota River Basin Commission/ Management Board.	Partial	Minnesota River Assessment Project (MPCA 1988) Minnesota River Implementation Project (1990)
Solutions for Clean Water Advocacy	Tom Crawford, River Watch Program Coordinator Friends of the Minnesota Valley	Three recommendations for the LMRWD: 1. The LMRWD takes on responsibility as the legal advocate for the well-being of the downstream communities on the county, and state levels. 2. Further expand funding for educational programs related to the hydrology of the Lower Minnesota River and its tributaries. 3. Become the primary advocate for reducing the negative effects of chloride on the Minnesota River, with a specific	Partial: Water quality information is based in fact. Recommendations on the function of the LMRWD are based on professional opinion, which highlights a gap.	Schottler, Shawn P. Et al. "Twentieth Century Agricultural Drainage Creates More Erosive Rivers." Hydrological Processes. (2013) Wiley Online Library 2022 US Department of Agriculture (USDA) Survey Percentage of County Drainage by Subsurface Tile Figure

Testimony	Speaker/Author	Key Topic Message	Data Source Provided:	Data Source Referenced
		focus on getting local organizations into the Smart Salting training by the MPCA.		
Testimony without data, but where relevant LMRWD sources exist				
Historic Changes in the Minnesota River and Implications of Rapidan Dam Failure	Greg Genz Citizen Advisory Committee (CAC) Member	<ol style="list-style-type: none"> 1. Flood surges move more quickly 2. River width is expanding 3. Sediment transport downstream is a huge issue. Dredging efforts need to be continual to prevent undue strain on flood mitigation structures 4. Determining who is responsible for maintaining flood mitigation infrastructure. Determining who pays for impacts in the case of its failure. 	No sources provided, anecdotal information.	<p>Stories and opinions provided were observations from personal experiences.</p> <p>The LMRWD has internal references that validate the information of the speaker:</p> <ul style="list-style-type: none"> • “The Minnesota River is Growing”, (Freshwater Society). • “Sediment Accumulation in the Floodplain of the Lower Minnesota River Watershed” (Freshwater Society): Page 29 of 34.
Dean’s Lake Water Storage	Victoria Ranua Citizen	<p>Expressed the importance of storing water on the landscape, specifically on Dean’s Lake.</p> <p>Dean’s Lake levels are lower in comparison to pre-outlet structure installation. Speaker expressed the need to re-evaluate the purpose of the structure and its relationship to storing water on the landscape.</p>	No sources provided, anecdotal information.	<p>Stories and opinions provided were observations from personal experiences.</p> <p>The LMRWD has internal references that validate the information of the speaker:</p> <ul style="list-style-type: none"> • Historical Water Quality, Ecological Change, and Sedimentation in Dean Lake (Hobbs and Edlund, 2015).

PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Testimony	Speaker/Author	Key Topic Message	Data Source Provided:	Data Source Referenced
<p>Downstream Impacts on the Minnesota River (LMRWD and Lake Pepin)</p>	<p>Lee Peterson CAC Member</p>	<p>Upstream practices may have adverse effects on downstream river segments. The LMRWD Board should be an active voice when projects are occurring upstream.</p>	<p>No sources provided, anecdotal information.</p>	<p>Stories and opinions provided were observations from personal experiences.</p> <p>The LMRWD has internal references that validate the information of the speaker:</p> <ul style="list-style-type: none"> • Sediment Accumulation in the Floodplain of the Lower Minnesota River Watershed (Jennings, et. al): “Changes in river flow have been documented by gauging efforts (Wilcock et al., 2009; Groeten et al., 2016).
<p>Testimony that lacks data and requires further research</p>				
<p>Water Quality Impairments of the Minnesota River and Policy Needs for Flood Storage Projects</p>	<p>Kirby Templin, PE, Water Resource – Environmental Manager City of Shakopee</p>	<p>Three recommendations:</p> <ol style="list-style-type: none"> 1. Provide continued partnership and funding of projects to mitigate Minnesota River streambank erosion. Advocate for policy changes in the greater Minnesota River Basin at the state level to reduce Minnesota River flooding and erosion. 2. Advocate for regional flooding solutions in the greater Minnesota River Basin. Support communities through partnership and funding. 3. Where impairments exist, work with community partners on projects to reduce 	<p>No sources provided</p>	



PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Testimony	Speaker/Author	Key Topic Message	Data Source Provided:	Data Source Referenced
		<p>pollutants and work towards achieving any state required reduction goals. Support communities through partnership and funding.</p>		
<p>Railroad Coordination</p>	<p>Jenna Olson City of Eagan</p>	<p>Our request is for the Lower Minnesota River Watershed District to help facilitate a better working relationship between the railroad and the communities that border it within the District.</p>	<p>No</p>	<p>Cited struggles of the City when coordinating with the railroads, which is qualitative/experiential data</p>
<p>Education and Outreach for Stormwater Runoff, Flooding, and Erosion</p>	<p>Judy Berglund CAC Member</p>	<p>Sharing information with/educating our neighbors as to what they can do to help control stormwater runoff and erosion, mitigate flooding, and preserve water quality of our lakes and streams is a real motivator. It makes everyone feel included in making a real difference.</p> <p>Young people are increasingly concerned about protecting lakes and streams, and they are concerned about chloride use and its impact on aquatic species.</p> <p>Expressed the importance of the educator mini-grant program in keeping youth engaged.</p>	<p>No sources provided, anecdotal information.</p>	<p>Stories and opinions provided were observations from personal experiences.</p>

PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Testimony	Speaker/Author	Key Topic Message	Data Source Provided:	Data Source Referenced
Advocate for Drainage Authorities to Decrease Sediment and Nutrient Loads	Len Kramer Retired Water Resources Engineer	Groups should work with project proposers and drainage authorities to ensure projects don't have an impact on increased nutrient or sediment loads or on volume.	No sources provided, anecdotal information	Stories and opinions provided were observations from personal experiences, notably working with drainage authorities. More information on specific drainage authorities could be requested.
Minnesota River Solutions	Ted Suss Friends of the Minnesota Valley	LMRWD Board should use legal authority to protect the water resources in the Lower Minnesota River Basin as well as upstream. A basin-wide entity must be created that has planning authority and provides guidance to the counties and the other watershed districts. A cooperative feeling and philosophy amongst governmental districts must accompany this.	No sources provided, anecdotal information	Stories and opinions provided were observations from personal experiences.
Manipulating Ordinary High Water (OHW) Levels to Look at Water Storage to Reduce Downstream Flooding Impacts	Mike Schultz LeSueur County	Manipulating OHW elevations has rippling ecological effects, but we need tools to look at everything that's out there if we're trying to make a difference in the state of Minnesota and flood storage.	No sources provided, anecdotal information	Stories and opinions provided were observations from personal experiences.

Summary of Claims

Data-Supported Claims

Flood surges move more quickly

To fully understand and develop solutions to the impact of agricultural drain tile systems on the Minnesota River, the two issues described [above](#) need to be addressed and resolved.

Issues identified:

1. Lack of information
2. Lack of tools required to implement solutions

Awareness and support of this fragile ecosystem (Ike's Creek), is needed before water quality deteriorates to the point that it no longer supports the resident brook trout

Local technicians should design the treatment train to control runoff and ravine erosion from events which exceed the current WASCOD design standard, in order to keep pace with the trend of higher, more intense, rainfall events.

River width is increasing

Sediment transport downstream is a huge issue. Dredging efforts need to be continual to prevent undue strain on flood mitigation structures

Dean's Lake levels are lower in comparison to pre-outlet structure installation

Upstream practices may have adverse effects on downstream river segments



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Data-Limited Claims and Recommendations

Data-Limited Claims

Manipulating OHW elevations has rippling ecological effects, but we need tools to look at everything that's out there if we're trying to make a difference in the state of Minnesota and flood storage.

Sharing information with/educating our neighbors as to what they can do to help control stormwater runoff and erosion, mitigate flooding, and preserve water quality of our lakes and streams is a real motivator. It makes everyone feel included in making a real difference.

Young people are increasingly concerned about protecting lakes and streams, and they are concerned about chloride use and its impact on aquatic species

Recommendations

Join others currently legislatively advocating for appropriations for our new state Water Quality and Storage Program.

Join efforts currently underway in creating a Minnesota River Basin Commission/ Management Board.

The LMRWD takes on responsibility as the legal advocate for the well-being of the downstream communities on the county, and state levels.

The LMRWD Board should be an active voice when projects are occurring upstream.

The LMRWD Board should use legal authority to protect the water resources in the Lower Minnesota River Basin as well as upstream.

Further expand funding for educational programs related to the hydrology of the Lower Minnesota River and its tributaries.

Become the primary advocate for reducing the negative effects of chloride on the Minnesota River, with a specific focus on getting local organizations into the Smart Salting training by the MPCA.

Determine who is responsible for maintaining flood mitigation infrastructure. Determine who pays for impacts in the case of its failure.



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
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The speaker expressed the need to re-evaluate the purpose of the structure (Dean's Lake outlet) and its relationship to storing water on the landscape.

Where impairments exist, work with community partners on projects to reduce pollutants and work towards achieving any state required reduction goals. Support communities through partnership and funding.

Provide continued partnership and funding of projects to mitigate Minnesota River streambank erosion. Advocate for policy changes in the greater Minnesota River Basin at the state level to reduce Minnesota River flooding and erosion.

Advocate for regional flooding solutions in the greater Minnesota River Basin. Support communities through partnership and funding.

LMRWD should help facilitate a better working relationship between the railroad and the communities that border it within the District.

Groups should work with project proposers and drainage authorities to ensure projects don't have an impact on increased nutrient or sediment loads or on volume.

A basin-wide entity must be created that has planning authority and provides guidance to the counties and the other watershed districts.

Technical Memorandum



To: Linda Loomis, Administrator
Lower Minnesota River Watershed District

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

Date: March 12, 2025

Re: Public Listening Session—Board Implementation Process

This memorandum serves as an internal tool to summarize and outline specific requests made during the Public Listening Session with each one's correlation to policy or legislative suggestions. This summary document provides a table with categories for the Board to rank their level of involvement and formulate a potential work plan to incorporate feedback into existing and new efforts.

We have noted whether a recommendation aligns with an ongoing initiative already adopted (i.e. water storage) or whether it's a new idea requiring incorporation into future strategic considerations.

Prioritization Method

As the Board reviews requests, the managers will consider future actions, such as policy changes; legislative activity; expanded programs and partnerships; or Watershed Management Plan (WMP) incorporation depending on the identified need and issue. While developing an implementation plan and action strategy, the following prioritization method may be used to assess and rank various stakeholder requests.

The prioritization method includes the following ratings for each request to help the Board of Managers categorize the level of priority. For priorities scoring high (Coalition Member and above), the Lower Minnesota River Watershed District (LMRWD) will identify the avenue to advance the request (i.e. legislation or WMP).

- **Champion:** We support this initiative and will visibly cheerlead it publicly.
- **Lead:** We will invest the time and energy to lead partners and assets with this activity.
- **Major Partner:** We do not want or should not be the face of this, but we are interested in teaming.
- **Coalition Member:** We'll play a role on the team but not necessarily act as part of the core strategy group.
- **Support:** We will take an action, such as writing a letter of support for a concept.
- **Neutral:** We won't oppose or support.
- **Do Not Support:** We are not in support of this publicly and will not spend money or time on it.

Summary of Testimony Requests and Specific Actions

The following table introduces specific requests, alignment with existing efforts, recommended actions and responsibilities. The Board of Managers should add the priority ranking in order to phase the actions. Requests from testimony have been grouped by major themes for clarity.

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
Upstream Water Management				
State policy to protect resources	Holly Bushman Lower Minnesota River East Watershed Partnership	<ul style="list-style-type: none"> • Lower Minnesota River East Comprehensive Watershed Management Plan (Joint Memorandum of Agreement) • LMRWD WMP (Policy 2.1 Use of High Value Resources Overlay District to Manage Water Resources) • LMRWD Water Resources Restoration Fund 		Staff: Explore shared resources in Comprehensive Management Plan and identify progress and resources to shared goals (complete by end of Q2).
State policy to promote conservation practices	Holly Bushman Lower Minnesota River East Watershed Partnership	Policy Gap		CAC: Explore additional partnerships to promote conservation practices and grant opportunities upstream (Q2). Board of Managers: Advise on changes to policy and direction (Q3).

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
State policy to promote long-term funding	Holly Bushman Lower Minnesota River East Watershed Partnership	<ul style="list-style-type: none"> • Potential Policy Gap • LMRWD Water Resources Restoration Fund 		<p>Board of Managers: Explore legislative agenda to build a coalition of funding in addition to existing LMRWD levy (Q1).</p> <p>Staff: Reiterate Water Resources Restoration Fund for upstream projects (Q1).</p>
State policy to allow long-term staffing commitments	Holly Bushman Lower Minnesota River East Watershed Partnership	Policy Gap		<p>Staff: Meet with partners upstream to determine needs and identify opportunities (Q2). Explore opportunities to share staffing resources and define what is needed (Q3).</p>
State policy for local government units requirement to have certain goals	Holly Bushman Lower Minnesota River East Watershed Partnership	Policy Gap		<p>Staff: Meet with partners upstream to better understand the goals and what needs clarification (Q2).</p> <p>Board of Managers: Advise on changes to policy and direction based on meeting outcomes (Q3).</p>
State policy to address nitrogen and water flow from upstream tile drainage detrimental	Tom Crawford, Friends of the Minnesota Valley	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, 		<p>Board of Managers: Consider letter of support for state policy addressing nitrogen and water flow or policy in WMP update addressing upstream projects (Q3).</p>

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
to downstream interests		and non-government organizations on issues affecting the LMRWD's resources		
Local policy to comment on upstream drainage proceedings as a harmed party	Tom Crawford, Friends of the Minnesota Valley	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Board of Managers: Assess LMRWD role in upstream strategy and potential to change existing role (Q3).
Local policy to be a voice in review process for upstream projects	Lee Peterson, Citizen Advisory Committee Member	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues affecting the LMRWD's resources 		Board of Managers: Assess LMRWD role in upstream strategy and potential to change existing role (Q3).
Local policy to advocate for the LMRWD's interests on upstream projects	Len Kramer, retired water resources engineer	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal 		Board of Managers: Assess LMRWD role in upstream strategy and potential to change existing role. Consider a letter of support to Len's organization or

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
		government; other agencies, and non-government organizations on issues affecting the LMRWD’s resources		partnership in their group (Q3).
Local policy to utilize your authority to protect resources from upstream damages	Ted Suss, Friends of the Minnesota Valley	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Board of Managers: Assess LMRWD role in upstream strategy and potential to change existing role (Q3).
Local policy to speak up on upstream projects requiring environmental review	Ted Suss, Friends of the Minnesota Valley	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Board of Managers: Assess LMRWD role in upstream strategy and potential to change existing role (Q3).
Sediment Control & Erosion				
State and local policy to address near channel sediment sources	Norm Senjem, Lake Pepin Legacy Alliance	Capital Improvement Projects (Work plans include: [1] Gully Prioritization and Restoration and [2] Spring Creek		Staff: Explore continued opportunities for CIPs related to sediment sources. Incorporate suggestions into 2026 work

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
(ravines, bluffs, and streambanks)		Restoration)		plan (Q3-Q4). Staff: Advance additional public education related to the importance of sediment source identification (Q3).
State or local policy to recoup damages from Rapidan Dam owner (Blue Earth County) for discharging ten-years' worth of dredged sediment	Greg Genz, Citizen Advisory Committee member	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 7.1.2 Erosion and Sediment Control Standard 		CAC: Explore data on increased sedimentation and challenges created by Rapidan Dam failure and changing river width (Q2). Board of Managers: Consider legislative support or policy letter based on additional research on sedimentation (Q3).
Continue local policy to partner on stabilization projects	Kirby Templin, City of Shakopee	<ul style="list-style-type: none"> • Water Resources Restoration Fund • Municipal Coordination 		Staff: Coordinate with Shakopee on the Water Resources Restoration Fund and explore funding of stabilization projects (Q2).
Continue local policy to cooperate on water quality improvement projects	Kirby Templin, City of Shakopee	<ul style="list-style-type: none"> • Water Resources Restoration Fund • Municipal Coordination 		Staff: Coordinate with Shakopee on the Water Resources Restoration Fund and explore funding of water quality improvement projects (Q2).

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
Flood Mitigation and Storage				
<p>State policy to support wetland restorations and cover crop establishment via incentives</p>	<p>Norm Senjem, Lake Pepin Legacy Alliance</p>	<ul style="list-style-type: none"> • Potential Policy Gap • LMRWD WMP Strategy 2.2.3 Cost Share Incentive Program • Capital Improvement Projects (Work plans include: Fen Management Plans) 		<p>CAC: Explore additional policies or strategies needed for wetlands restoration and cover crops (Q3).</p> <p>Board of Managers: Advise on changes to policy and direction (Q4).</p>
<p>State legislation to fund water quality and storage at \$50 million</p>	<p>Scott Sparlin, Minnesota River Congress</p>	<ul style="list-style-type: none"> • LMRWD WMP Policy 6.1 Maintain Water Storage Areas and the Minnesota River Floodway • Project partnership with the US Army Corps of Engineers 		<p>Staff: Assess overlap with ongoing water storage efforts (Q2).</p> <p>Board of Managers: Consider letter of support for additional funding for water storage projects (Q2).</p>
<p>Local policy to examine Dean's Lake outlet alteration to increase storage</p>	<p>Victoria Ranua, citizen</p>	<ul style="list-style-type: none"> • LMRWD WMP Policy 6.1 Maintain Water Storage Areas and the Minnesota River Floodway 		<p>Staff: Explore as Capital Improvement Project for future Watershed Management Plan. Plan a follow-up meeting with citizens and the Shakopee Mdewakanton Sioux Community (Q2-Q3)</p>

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
				CAC: Assess overlap with ongoing water storage efforts (Q3).
State policy changes to make it easier to work with altered Minnesota Department of Natural Resources (MnDNR) protected waters and wetlands to re-create water storage	Mike Schultz, LeSueur County	<ul style="list-style-type: none"> • Potential Policy Gap • LMRWD WMP Policy 6.1 Maintain Water Storage Areas and the Minnesota River Floodway 		CAC: Research MnDNR standards for ordinary high-water marks to understand if a change is feasible or necessary (Q3).
State policy areas outside of metro to address flooding and erosion like what is currently done in urban areas	Kirby Templin, City of Shakopee	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		Board of Managers: Assess LMRWD role in upstream strategy and potential to change existing role (Q3).

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
<p>State policy to pursue regional flood storage in basin like what is currently done in urban areas</p>	<p>Kirby Templin, City of Shakopee</p>	<ul style="list-style-type: none"> • LMRWD WMP Policy 6.1 Maintain Water Storage Areas and the Minnesota River Floodway • Project partnership with the US Army Corps of Engineers 		<p>Staff: Explore additional funding avenues for large-scale flood storage and damage reduction projects (Q2).</p>
<p>Public Engagement and Education</p>				
<p>State legislation to create Minnesota River Basin Commission to address systemic issues</p>	<p>Scott Sparlin, Minnesota River Congress</p>	<p>Initiative was explored through the Minnesota River Corridor Management Plan project (2022).</p>		<p>No action at this time.</p>
<p>Local policy to increase chloride education</p>	<p>Tom Crawford, Friends of the Minnesota Valley</p>	<ul style="list-style-type: none"> • WMP Strategy 4.2.3 Provide Educational Opportunities • LMRWD Education and Outreach Program 		<p>Board of Managers: Continue policy to fund Education and Outreach Program (Q1).</p> <p>Staff: Continue working with partners to understand ongoing need for chloride education and ways to increase (Q3).</p>

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
Continue local policy to partner on Ike’s Creek Restoration Project	Tom Worthington and Vicki Sherry, US Fish and Wildlife Services (USFWS)	<ul style="list-style-type: none"> • Water Resources Restoration Fund • WMP Strategy 4.2.3 Provide Educational Opportunities 		<p>Staff: Coordinate with USFWS on the Water Resources Restoration Fund and explore funding of completion of Ike’s Creek Restoration Project (Q2).</p> <p>Board of Managers: Make a recommendation on funding of Ike’s Creek Restoration Project (Q2).</p> <p>Staff: Explore continued Education and Outreach activities in cooperation with USFWS (Q2).</p>
Local policy to increase education of public on multiple topics	Judy Berglund, Citizen Advisory Committee member	LMRWD Education and Outreach Program		<p>CAC: Advise on messaging and educational materials that best align with public needs (Q2).</p> <p>Staff: Continue to implement Education and Outreach program in coordination with CAC (2025).</p>

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
<p>Local policy to improve railroad involvement with water management infrastructure</p>	<p>Jenna Olson, City of Eagan</p>	<ul style="list-style-type: none"> • Potential Policy Gap • WMP Strategy 1.1.1 Work cooperatively with local, state, and federal government; other agencies, and non-government organizations on issues 		<p>Board of Managers: Assess LMRWD role in upstream strategy and potential to change existing role (Q3). Staff: Meet with Eagan to discuss opportunities for more coordination (Q3).</p>
<p>Federal policy change to Farm Bill to make drain tile data public</p>	<p>Steve Knutson, citizen</p>	<p>Policy Gap</p>		<p>Board of Managers: Consider letter of support for reviewing federal policy change in cooperation with partners (Q3).</p>
<p>State policy for watershed districts or counties to have permit processes for drain tile projects</p>	<p>Steve Knutson, citizen</p>	<p>Policy Gap</p>		<p>Board of Managers: Assess LMRWD role in upstream strategy and potential to change existing role.</p>
<p>Continue local policy to create awareness about Ike’s Creek</p>	<p>Tom Fahey, Master naturalist and group volunteer coordinator for Bloomington Neighbors Nurturing Nature and Minnesota Valley</p>	<p>LMRWD Education and Outreach Program</p>		<p>CAC: Advise on messaging and educational materials that best align with public needs (Q2). Staff: Continue to implement Education and Outreach program in coordination with CAC (2025).</p>

Request	Testimony	Alignment with Existing Efforts	Priority	Recommended Actions/Timeline <ul style="list-style-type: none"> • Referral to CAC for review • Legal review or briefing • Direct Board action • Direct Staff action
	National Wildlife Refuge			

Technical Memorandum



To: Linda Loomis, Administrator
Lower Minnesota River Watershed District

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

Date: March 12, 2025

Re: Public Listening Session—Public Engagement and Communications Strategy

On January 8, 2025, Young Environmental helped Lower Minnesota River Watershed District (LMRWD) coordinate a public listening session that gathered insight and feedback from dozens of stakeholders regarding issues, challenges, and opportunities facing the Minnesota River. The LMRWD Board of Managers has identified a need to respond to this feedback while producing strategic actions and measurable outcomes for upcoming advocacy, communications planning, and policy updates.

To address this need, Young Environmental has drafted a preliminary public engagement and communication strategy and contacted several specialized public relations firms to provide on-call support for additional strategy implementation. The goal would be to build momentum and collaboration among the general public, municipal agencies, and local governments.

Finalizing and Releasing Public Listening Session Report

The draft Public Listening Session report will be submitted to the Board of Managers at the March 19, 2025, meeting. The managers will review and approve the report, recommending any final changes to its content. The following activities must be completed to finalize and release the report:

1. **Board of Managers:** Review and advise on the recommended prioritization of requests in both **3: Policy and Legislative Considerations** (external audience) and **5: Board Action Items and Implementation Plan** (internal audience). Complete review by April 2 and return feedback to staff to finalize the action plan.
2. **LMRWD Staff:** Build LMRWD webpage with **2: Testimony Aggregation**, once approved. House public-facing reports: **3: Policy and Legislative Considerations** and **4: Data and Supporting Evidence** on the website. Complete by April 9, 2025.
3. **LMRWD Staff:** Develop a mass email with the content from the website page summary to drive traffic to the Public Listening Session report. Release by April 9, 2025.
4. **LMRWD Staff:** Explore contracting with a public relations firm based on Board recommendations, to be completed in April 2025. Begin working on key milestones and roles to implement the **6: Public Engagement and Communications Strategy**,

introduced below.

5. **LMRWD Staff:** Document internal-facing documents on a shared site for future reference, including **1: Review of Process, 5: Board Action Items and Implementation Plan,** and **6: Public Engagement and Communications Strategy.**

Communications and Public Engagement Strategy

For: Lower Minnesota River Watershed District

Focus: Traction on Communications and Public Engagement Related to Key Water and Natural Resource Management Challenges and Opportunities

Duration: January– December 2025

Goals

1. Build on momentum from the Public Listening Session to continue conversations and progress on shared issues and solutions.
2. Increase public awareness about water-related issues (e.g., flooding and water quality) and natural resource protection.
3. Foster collaboration with stakeholders (including elected representatives and government officials, nongovernmental organizations, state and federal agencies, cities and counties, partner water management organizations, businesses, community groups, and educational institutions).
4. Encourage public participation in water and natural resources protection initiatives while creating awareness about challenges and issues facing the watershed district.
5. Establish transparent communication between upstream and downstream partners. Promote policy compliance and behavior change toward water resources protection.

Engagement Methods

The following engagement methods should be considered as primary avenues to continue the public engagement and communication strategy:

- **Digital Outreach:** Website updates, social media campaigns, and email newsletters. Led by Young Environmental with key campaigns developed in collaboration with the third-party public relations consultant. The Citizen Advisory Committee (CAC) is also interested in creating content to be released through digital methods through their quarterly article assignments.
- **Community Events:** Public tabling events, tours of key resources, additional listening sessions and workshops on key topics, and community cleanup events, such as buckthorn removal at fens or along the Minnesota River, to build cohesion and ownership of unique resources. Led by Young Environmental with support from the CAC and potentially a public relations firm (e.g., to design pop-up events).

- **Stakeholder Collaboration:** Partner meetings, technical advisory committee check-ins, and meet-and-greets on joint initiatives. Primarily led by the Board of Managers and the District Administrator with content creation and support from Young Environmental and/or the public relations firm. Finalize a Board of Managers presentation and leave-behind for key outreach meetings. Create a digital video for broader reach, particularly upstream and downstream.
- **Educational Programs:** Continue outreach to schools and educators, bolstering the mini-grant program with additional resources like webinars, handouts/infographics, and/or curriculum design. Led by Young Environmental with support from the CAC.
- **Traditional Media:** Press releases, TV/radio spots, and brochures. Potentially led by a public relations firm, preferably as strategic campaigns based on key topics.

Draft Public Engagement and Communication Strategy

The following strategy can be employed by Young Environmental in coordination with LMRWD leadership and a third-party public relations/media specialist to respond to key feedback in the Public Listening Session and to build momentum around shared priorities. It is intended to provide high-level structured engagement methods with a clear responsiveness to stakeholders and coalition-building, and, with enough flexibility for adaptation.

Stage 1: Listening to Stakeholders (January – March 2025)

Goal: Understand public concerns, priorities, and stakeholder perspectives.

January – Stakeholder Outreach & Public Listening

- **Method:** Request testimony and hold Public Listening Session

February – Community Engagement & Research

- **Method:** Compiling key themes from the Public Listening Session for next steps. Soliciting additional capacity from PR consultants.

March – Data Review & Key Themes Identification

- **Method:** Finalize Public Listening Session report with key data and findings.

Stage 2: Responding Through Key Campaigns (April – July)

Goal: Develop and implement targeted communication campaigns addressing stakeholder input.

April – Campaign 1: Key Theme 1

- **Method:** Publish the Public Listening Session report, and launch public awareness campaign on Listening Session Key Theme 1.

- **Channels:** Use website, social media, infographics, video testimonials from local leaders, and in-person meetings with Board and County Commissioners to introduce overview of campaigns.
- **Press:** Release media feature on Listening Session Key Theme 1.

May – Campaign 2: Key Theme 2

- **Method:** Launch of public awareness campaign on Listening Session Key Theme 2.
- **Channels:** Use website, social media, infographics, in-person meetings with other identified stakeholders or partners.
- **Press:** Release media feature on Listening Session Key Theme 2.

June – Campaign 3: Key Theme 3

- **Method:** Launch of public awareness campaign on Listening Session Key Theme 3.
- **Channels:** Use website, social media, webinars, and printed brochures for outreach events.
- **Press:** Conduct interview with expert on Key Theme 3.

July – Campaign 4: Policy Awareness & Compliance

- **Method:** Public education on policy and legislative stances and opportunities.
- **Channels:** Use FAQ section on website, and interactive quizzes on social media.

Stage 3: Building Coalitions & Partnerships (August – October)

Goal: Strengthen collaboration among government, community groups, businesses, and nongovernmental organizations.

August – Strengthening Stakeholder Collaboration

- **Method:** Establish working groups to tackle key concerns and shared initiatives.
- **Channels:** Use website hub for coalition resources, and stakeholder email updates.
- **Event:** Host the Minnesota River Boat Tour.
- **Press:** Release an announcement of coalition-building efforts and event promotion.

September-October – Grassroots and Volunteer Engagement

- **Method:** Continue ongoing initiative to engage partners following river tour.

- **Channels:** Use outreach emails, LinkedIn articles, and social media posts of event.
- **Press:** Release media story on partner contributions to conservation.

Stage 4: Revisiting, Analyzing, and Adapting (November – December)

Goal: Evaluate progress, share impact, and plan for 2026.

November – Measuring Impact and Public Feedback

- **Method:** Conduct post-engagement survey and collect case studies.
- **Channels:** Website impact report, and social media recap.
- **Press:** Year-end reflection article.

December – Strategy Adaptation and Future Planning

- **Method:** Conduct an internal review and refine strategy based on findings. Develop work plan for 2026, and evaluate partnership with Young Environmental and PR/media consultant.
- **Channels:** Use website update on 2026 priorities, and thank-you messages to stakeholders.
- **Press:** Release an announcement of 2026 engagement roadmap.

Recruiting and Onboarding a Public Relations Firms

To add capacity and specialization to the Education and Outreach strategy, Young Environmental staff circulated a request for information (RFI) to gauge the range of costs and level of interest to support the existing team with additional communications and public engagement activities. The RFI was circulated to the following firms:

- **Tunheim:** Liz Tunheim Sheets
- **Goff Public:** Jennifer Hellman (CEO) and Heidi Larson (CFO/COO)
- **Clear Edge:** Michelle Meek
- **Zan Associates:** Joy Miciano

We received responses and interest from three of the four firms contacted. The next page includes a summary of information received through the interview process with recommendations for next steps. The responses received have been included in the package for reference.

Range of Costs and Specializations for Public Relations and Media Consulting

Firm Name	Services	Range of Costs	Available Staff and Rates	Specialties	Interested in Contract
Clear Edge					Did not respond to request
Goff Public	<ul style="list-style-type: none"> • Public relations • Creative services 	<ul style="list-style-type: none"> • Customized communications and media strategy: \$15,000 • On-call support for media and communications campaigns: \$5,000 per month • Drafting and circulating press releases: \$3,000 <p>Total Range of Costs: \$15,000-\$39,000</p>	<ul style="list-style-type: none"> • Sarah Swenson • Madeleine Rush • Cali Torell • Grace Rose • Caroline Burns • James Schueneman • Jenny Alvermann • Kamilah Jester • Nate Kass • Chris Beeth • Liv Hultgren • Adam Darragh 	<ul style="list-style-type: none"> • Public sector, local government clients • Creative storytelling and campaigns • Experience with Minnesota Association of Soil and Water Conservation Districts and Natural Resources Conservation Service 	Yes
Tunheim	<ul style="list-style-type: none"> • Review stakeholder feedback from Public Listening Session • Immersion meeting with LMRWD team • Develop customized communications 	<ul style="list-style-type: none"> • Develop customized communications strategy: \$11,725 • On-call retainer: \$2,500-4,500 per month • On-call media and communications support can be 	<ul style="list-style-type: none"> • Liz Sheets, Project Manager • Charlie Vander Aarde • Ashley Pettingill • Miles Plueger, Associate 	<ul style="list-style-type: none"> • Liz is the Natural Resources Commissioner in Mendota Heights 	Yes

Firm Name	Services	Range of Costs	Available Staff and Rates	Specialties	Interested in Contract
	and media strategy	<p>provided on a monthly basis (\$2,500-\$4,500) or a campaign basis depending on preferences</p> <ul style="list-style-type: none"> - Media relations and messaging support: \$1,750-\$3,500 per campaign - Social media and public engagement support: \$2,500-\$5,000 per campaign - Strategic communications: \$4,500-\$8,500 per campaign <ul style="list-style-type: none"> • Drafting and circulating press releases: \$1,000-\$2,250 per release <p>Total Range of Costs: \$11,725-31,975</p>			

Firm Name	Services	Range of Costs	Available Staff and Rates	Specialties	Interested in Contract
Zan Associates	<ul style="list-style-type: none"> • Project management • Scoping workshop for communications and engagement plan with media strategy • Draft and final plan • Media strategy 	<ul style="list-style-type: none"> • Project management: \$5,368.70 • Scoping workshop for communications and engagement plan with media strategy: \$1,889.80 • Draft and final plan: \$5,221.00 • Media strategy: \$9,325.20 <p>Total Project Cost: \$21,804.70</p>	<ul style="list-style-type: none"> • President: \$232.95 • Vice President: \$216.30 • Senior Associate 3: \$201.35 • Senior Associate 2: \$184.80 • Senior Creative 2: \$184.80 • Senior Associate 1: \$148.40 • Senior Creative 1: \$148.40 • Associate 2: \$115.80 • Creative 2: \$115.80 • Associate 1: \$99.30 • Creative 1: \$99.30 • Admin: \$80.40 • Intern: \$80.40 • Media Specialist: \$258.15 	Not highlighted	Yes

Recommendations

Three qualified public relations and media firms are available to provide support to Young Environmental and the LMRWD to build momentum surrounding the communications and public engagement strategy. We recommend a meeting to discuss the level of support needed and finalize the budget available to bring on added capacity and welcome initial recommendations from the Board.

March 12, 2025

Suzy Lindberg, Communications Manager
Young Environmental Consulting Group, LLC
Lower Minnesota River Watershed District

RE: Public Relations On-Call Support 2025

Thank you for the opportunity to provide our qualifications for assisting the Lower Minnesota River Watershed District (LMRWD) with public relations services. Goff Public is deeply experienced in the public relations and media outreach services LMRWD is seeking. Our firm also brings special expertise supporting public sector clients like county governments, tribal governments, soil and water conservation districts, and other organizations in communicating about environmental initiatives. We are expert communications and community engagement practitioners – helping our clients connect with a diverse array of stakeholders through creative and captivating campaigns.

As an independent communications agency, we offer full-scale public relations services backed by an in-house creative team. We are also trusted advisors in public affairs and crisis communications. This blending of services gives us an unmatched perspective, allowing us to tackle communications, community engagement, government relations and reputational issues in a multifaceted way to benefit clients. Our firm would be enthusiastic about supporting the LMRWD in its efforts to increase storytelling in 2025 and beyond as part of its larger strategy around advocacy for water resources in the region.

Highly respected and trusted in the industry, the Goff Public team includes talented, motivated professionals with unsurpassed public relations and media relations expertise. We collaborate across disciplines to create holistic and effective communications. As a Goff Public client, you would have access to the collective knowledge and passion of our entire firm. A dedicated project team would be assembled from the list below, based on your anticipated needs and goals. In addition to the professionals listed here, Goff Public plans to add two new roles in Q2 2025 to further support public relations clients.

The Goff team

Public relations

- [Sara Swenson](#): Vice President
 - 16 years of experience
- [Madeleine Rush](#): Director
 - 15 years of experience
- [Cali Torell](#): Senior Account Manager/Lead Writer
 - 12 years of experience

- [Grace Rose](#): Senior Account Manager
 - 10 years of experience
- [Caroline Burns](#): Senior Account Executive/Public Affairs Communications Lead
 - 9 years of experience
- [James Schueneman](#): Account Executive
 - 4 years of experience
- [Jenny Alvermann](#): Writing Specialist
 - 2 years of experience
- [Kamilah Jester](#): Assistant Account Executive
 - 1 year of experience

Creative services

- [Nate Kass](#): Director of Digital and Creative
 - 17 years of experience
- [Chris Beeth](#): Multimedia Producer
 - 9 years of experience
- [Liv Hultgren](#): Digital Communications Specialist
 - 6 years of experience
- [Adam Darragh](#): Graphic Designer
 - 5 years of experience

Relevant experience

We believe in the power of telling stories that inspire action. We start with an understanding of your goals and audiences, pairing them with the right messages and illustrative stories on the channels they frequent. By partnering with Goff Public, you have access to a multidisciplinary team that can manage every detail of your public relations – from establishing a robust plan and managing media outreach to creating eye-catching multimedia and collateral materials.

Goff Public has represented the Minnesota Association of Soil and Water Conservation Districts (MASWCD) for eight years. During this time, we have been the primary contract public relations and government relations firm for the association, with work ranging from direct lobbying to member newsletters, outreach and activation. Our combined communications and advocacy strategy helps the association effectively demonstrate its value to members, conservation partners, state and federal agencies, and lawmakers. We manage its monthly e-newsletter to more than 1,400 subscribers as well as social media and advocacy communications.

In 2023, we launched a new storytelling series in partnership with the Natural Resources Conservation Service (NRCS), elevating the voices of landowners who have partnered with SWCDs to access and

implement federal conservation programs. The series includes longform stories distributed directly to landowners across the state and a dedicated e-newsletter, as well as a [video series](#).

You can find additional examples of our work in our online portfolio.

- [Newgate School](#)
- [Spectro Alloys](#)
- [Native Farm Bill Coalition](#)

Cost estimates

We pride ourselves on delivering excellent service – always on time and on budget. We are committed to working with you to determine a scope of work that is respectful of your budget and needs.

For the services identified in your request, we estimate the following fees and retainers.

- A customized communications/media strategy for the LMRWD: \$15,000 fee
- On-call support for media and communications campaigns (i.e., implementing the communications/media strategy): \$5,000 per month
- Drafting and circulating press releases: \$3,000 per month

If you have questions about our qualifications and experience as you seek public relations support in 2025, Sara Swenson from Goff Public will serve as your point of contact. Please contact her at sara@goffpublic.com or 952-221-5368.

Thank you for the opportunity to share our team's qualifications and ideas. We look forward to a potential partnership with you.



Jennifer Hellman
CEO/President
Goff Public

Public Relations On-Call Support 2025

Prepared for the Lower Minnesota River Watershed District (LMRWD)

March 12, 2025



March 12, 2025

Suzy Lindberg
Communications Manager
Young Environmental Consulting Group, LLC
ATTN: LMRWD PR Support
112 E. 5th Street, #102
Chaska, MN 55318

Dear Suzy,

Thank you for the opportunity to participate in your proposal process. Tunheim is pleased to submit our response to the Public Relations On-Call Support 2025.

Tunheim's core credo is to help clients' programs be understood by audiences critical to success. As outlined in the proposal, we will help you build from the insights and feedback from your stakeholders to design a curated communications strategy that leads to measurable outcomes for upcoming advocacy, communications planning and policy updates.

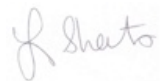
For 35 years, Tunheim has been honored as one of the region's most respected integrated communications firms. Our reputation comes from our focus on delivering results that lead to organization success. It also illustrates our professionalism and ability to deliver on our commitments.

This RFP is particularly meaningful to me as a current natural resources commissioner in the City of Mendota Heights and a former placemaking commissioner in the City of Bloomington, two communities that are part of the LMRWD. As a leader in our organization, I will not be assigned to the work, but I have perspective and care for what you do to share with our team. The Minnesota River is important to all the communities that surround it—in my role as a commissioner, I have come to realize that many people do not know they are not protecting and caring for their natural resources in ways that our team can quickly begin to impact important education and behavior changes. We would love the opportunity to partner with you to strengthen stakeholder relationships.

This proposal, including pricing, is effective for a period of ninety (90) days or the date the contract takes effect, whichever is later. Tunheim does not have an actual or perceived conflict of interest regarding this RFP or in the submission of this proposal.

I am the primary contact for the proposal—you can reach me via email at lsheets@tunheim.com. If you have any questions regarding this proposal, please do not hesitate to contact us. We thank you for the opportunity to respond to this solicitation and anticipate the prospect of working with you.

Sincerely,



Liz Sheets
Chief Growth Officer



Estimated Budget

This cost overview outlines the proposed scope and estimated costs for communications and media support for the LMRWD. The services detailed below aim to enhance public engagement, improve media outreach, and ensure strategic communication alignment with project goals. These efforts will support LMRWD in building momentum with key stakeholders, responding effectively to public testimony, and increasing visibility for surface water storage initiatives and related policy developments. The outlined costs and time commitments are based on prior experience with similar projects and tailored to LMRWD's specific needs.

1. Customized Communications/Media Strategy

This scope includes research, stakeholder engagement, and strategy development to ensure effective public outreach, messaging, and policy advocacy.

Key Deliverables & Estimated Time Requirements:

- Review of Stakeholder Feedback from January 8, 2025 – \$2,150
 - Review meeting notes, comments, and input gathered during stakeholder sessions.
 - Identify key themes, concerns, and opportunities.
 - Deliverable: Summary document with insights and recommendations.
 - Estimated Time: 6 hours (Charlie), 4 hours (Ashley)
- Immersion Meeting with Young Environmental & LMRWD Representatives – \$1,075
 - Define project scope, objectives, and communication goals.
 - Establish success metrics, key messages, and target audiences.
 - Outline expectations for media engagement, public involvement, and timeline alignment.
 - Estimated Time: 3 hours (Charlie), 2 hours (Ashley)
- Development of a Customized Communications & Media Strategy – \$8,500
 - Create a structured plan for public engagement, media relations, and stakeholder collaboration.
 - Identify opportunities to increase awareness of surface water storage efforts, municipal partnerships, and public testimony responses.
 - Define outreach protocols for policy updates, strategic planning, and advocacy messaging.
 - Provide a framework for ongoing media engagement and crisis communication, if needed.
 - Includes up to three rounds of review, edits, and additions.
 - Estimated Time: 20 hours (Charlie – \$4,500), 20 hours (Ashley – \$4,000)

2. Option 1 – Retainer-Based On-Call Support for Media and Communications Campaigns

Ongoing, as-needed support to implement the communications and media strategy, ensuring real-time engagement with stakeholders, media, and community partners.

Scope of On-Call Services:

- Media relations and response coordination.
- Social media content development and monitoring.
- Advising on public-facing messaging and crisis response.
- Strategic assistance in real-time campaign adjustments.
- Regular check-ins and progress updates.
- A retainer is a more efficient and cost-effective option for LMRWD.

Estimated Retainer:

- Suggested monthly retainer: \$2,500 – \$4,500, depending on expected media activity.
- Includes up to 15 hours per month of on-demand support. Additional hours billed at \$175/hour.

2. Option 2 – Project-Based On-Call Support for Media and Communications Campaigns

This scope provides targeted, project-specific communications and media support to implement elements of the customized communications/media strategy as needed. Services will be structured on a per-project basis, ensuring flexibility while maintaining strategic alignment.

Scope of Services (Billed Per Project):

Each project will be defined in collaboration with LMRWD, with costs estimated based on scope, timeline, and required deliverables.

- Media Relations & Messaging Support – \$1,750 – \$3,500 per campaign
 - Development of talking points and key messages.
 - Assistance in preparing responses to media inquiries.
 - Guidance on public engagement strategies related to a specific project or policy.
 - Includes up to 10-20 hours of support, depending on complexity.
- Social Media & Public Engagement Support – \$2,500 – \$5,000 per campaign
 - Creation of tailored content for social media and online engagement.
 - Development of visual assets (graphics, infographics, etc.).
 - Coordination with relevant stakeholders to amplify messaging.
 - Includes content planning, scheduling, and monitoring over a defined period (e.g., one-month campaign).
- Strategic Communications Campaigns – \$4,500 – \$8,500 per campaign
 - Comprehensive support for a public outreach or advocacy initiative.
 - Development of campaign messaging, materials, and outreach plans.
 - Execution of multi-channel communications efforts (press, digital, stakeholder engagement).
 - Includes planning, implementation, and performance review.

Additional On-Call Support:

For needs outside predefined project scopes, support is available at \$150-\$225 per hour, depending on the team engaged, scoped in advance per engagement.

3. Drafting and Circulating Press Releases

Develop and distribute press releases to inform the public and media about LMRWD initiatives, policy updates, and community engagement efforts.

Scope of Press Release Services:

- Drafting a clear, compelling press release based on project updates, events, or policy changes.
- Coordinating with LMRWD and Young Environmental to ensure accurate messaging.
- Circulating to relevant media outlets, municipal agencies, and stakeholder groups.
- Optional: Targeted media pitching and follow-ups for increased coverage.

Estimated Cost Per Release:

- Basic Release (Drafting & Circulation): \$1,000
- Expanded Outreach (Media Outreach & Follow-ups): \$1,250
- Turnaround Time: 3-5 business days

Summary of Estimated Costs

Service	Estimated Cost
1. Customized Communications/Media Strategy	\$11,725
2. Opt. 1: Retainer On-Call Media & Communications Support	\$2,500 – \$4,500 per month
2. Opt. 2: Project On-Call Media & Communications Support	
Media Relations & Messaging Support	\$1,750 – \$3,500
Social Media & Public Engagement Support	\$2,500 – \$5,000
Strategic Communications Campaigns	\$4,500 – \$8,500
3. Drafting & Circulating Press Releases	\$1,000 – \$2,250 per release

Out-of-pocket fees

All out-of-pocket expenses including wire services, social media placement, and media influencers are to be paid directly by you. If you wish Tunheim to submit payment for any out-of-pocket expense on your behalf, you agree to pay Tunheim prior to any order getting placed. In such situation, Tunheim will access an administration fee of two percent (2%) for the processing, managing, purchasing, and tracking all out-of-pocket expenses. For any out-of-pockets purchased by Tunheim on your behalf without prior payment, we will charge an additional 17.65% for processing.

Technology fee

Tunheim includes a technology fee of eight percent (8%) on top of professional fees (excluding out-of-pocket fees) to cover technology expenses incurred for our clients (i.e., media and social media monitoring tools, online media intelligence and insights aggregators, cross-media database and buying resources, cloud applications, photo, and design subscriptions). If required, we can back it out of the above budget so it is encompassed in the project fee.

Key Personnel

Our commitment to a "collective best" philosophy means we look across the talent pool to ensure that each client is served by a team whose members are specifically selected for their background and expertise. Our nimble approach to building our teams has enabled us to optimize talent, pricing and overall value for this assignment.

We present a team with the expertise to develop and implement a targeted, effective outreach and education program. Tunheim recommends the following core team based on their experience in public engagement, strategic communication, and stakeholder collaboration to support the success of the LMRWD.



Charlie Vander Aarde, Director of Public Affairs and Change Management

Hourly Rate - \$225

Charlie Vander Aarde brings his 16 years of experience in government communications and public policy advocacy, as well as a large network of city officials, legislators, state agency officials, and the Metropolitan Council to help our clients address their short-term and long-term needs.

Charlie recently worked with the City of Forest Lake to explain the City's long-range budget plan and that year's proposed operating and capital budget to residents. He developed resident engagement and outreach tools including messaging, a social media toolkit, video content, and visuals of city resources and assets for a public open house.

Prior to joining Tunheim, Charlie worked for the Association of Metropolitan Municipalities (Metro Cities) where he served as a Government Relations Specialist. He was an effective state lobbyist for eleven legislative sessions,

building coalitions to advance shared agendas, as well as providing counsel to the association’s executive director, board of directors, and city governments. He is an effective convener and collaborator with state and regional government partners, community partners, private sector and nonprofit stakeholders, and elected and appointed city officials.

An experienced writer and speaker, Charlie has spoken on a range of policy and budget areas, including community and economic development, state and local government partnerships, housing, and regional governance.

With his deep expertise in government relations and stakeholder engagement, Charlie is well-positioned to support LMRWD. His ability to navigate complex policy landscapes and build coalitions ensures that outreach efforts align with local and state priorities. Charlie’s strong relationships with government officials and community leaders will help drive collaboration and foster public buy-in, making him a key asset in advancing education and advocacy around surface water storage.



Ashley Pettingill, Account Supervisor

Hourly Rate - \$200

With a focus in public relations and digital content creation, Ashley is always adding her creative and strategic perspective to her work. Ashley brings extensive political field work and research experience to her public affairs and communications work at Tunheim. Her method is strategic and leads with a calm focus and attention to detail.

Ashley is passionate about understanding her clients' needs and helping them communicate their unique stories. As an account supervisor at Tunheim, she has the opportunity to handle social media strategy, media relations, and public affairs on a variety of accounts including the U.S. Environmental Protection Agency, Energy Foundation, the Manova Global Summit, and Minnesota Hospital Association, giving her the opportunity to show her adaptiveness, strong client relations skills, and commitment to client success.

Ashley served as the Account Lead for Environmental Protection Agency managing and executing creative and visual design, communications materials development and outreach strategy for three, multimillion-dollar, community-based projects. This led to a 400% increase in attendance to a recent virtual public meeting from previous meetings they have held. As well as, delivering more coverage than scoped including an indigenous newspaper promoting a public notice, who traditionally only run Band member related news and rarely ever publish or share materials from outside of their community.

In addition, Ashley has developed strategic digital campaigns with our clean energy clients to influence policymakers and the public about clean energy initiatives. From the ground up, she has designed graphics, drafted content, conducted research and targeted key stakeholders across social media, radio, streaming services, and traditional communication outreach. Ashley has also managed weekly newsletters and ICYMI recaps for clean energy partners in the state.

With her proven experience in environmental communications and community engagement, Ashley is well-equipped to support LMRWD. She understands how to tailor messaging to diverse audiences, ensuring that outreach efforts resonate with local residents while reinforcing the efforts around surface water storage. Her ability to craft compelling, research-based communication strategies—paired with her expertise in digital outreach and public engagement—makes her an invaluable asset in driving awareness for the initiative.



Miles Plueger, Associate

Hourly Rate - \$150

With prior internship experience in media relations, creative marketing, strategy and insights, research and politics, Miles brings a diverse range of skills to his role at Tunheim. Miles started as a Media Relations intern in February 2023 and was promoted to Associate just several months later. Over two years with Tunheim, he has impacted projects spanning media relations, digital marketing, public affairs and crisis communications. He approaches every project with precision, and his writing is

adaptable to multiple formats and styles.

Miles is driven to produce results for his clients through his writing skills and relationships with reporters. He leads calmly and confidently in moments of crisis and is ardent in telling his clients' stories effectively. Miles has already gained experience in a wide variety of industries through work with numerous clients, including Accra, Minnesota Sports and Events, Dominionium, Connexus Energy and Pace Analytical.

With adaptability being one of Miles' strengths, his writing fits a range of styles from creative to business-oriented to technical writing; he has shown his versatility through his work with Accra. He's written thought leadership pieces, content for the company's annual report and monthly newsletter for case managers, as well as numerous client feature stories. Miles is a storyteller, frequently conducting virtual interviews with Accra clients and responsible parties, producing blog articles and optimizing them for the web.

For Pace Analytical, Miles is an avid technical writer on various topics ranging from Legionella to disaster recovery, emergency response and new methods or standards. Miles has written several articles for various trade publications including Disaster Recovery Journal, Pipeline & Gas Journal, Water Conditioning and Purification Magazine, and Facility Executive. He has written copy for Pace's website and developed internal and external key messages, interviewed Pace executives for website content and thought leadership.

Miles' expertise in media relations and strategic writing helps clients enhance engagement with key groups and advocacy efforts. His experience in policy communications and public involvement ensures clear, impactful messaging tailored to diverse audiences.

Qualifications & Experience

General Overview

Founded in 1990, Tunheim is a certified Disadvantaged Business Enterprise (DBE) and small, woman-owned business (WBE, WOSB) focused on the core competencies of developing and leading communications and media strategies, public relations, public affairs and advocacy campaigns, digital content and crisis/change consulting.

A full-service marketing agency, Tunheim uses communications and public relations strategies to help public, private, and nonprofit organizations be understood. Our firm is recognized as one of the most respected strategic communications firms in the U.S. by industry associations and by our many clients, including large to small nonprofit, for-profit, and government organizations. We take on our clients' challenges as our own and customize communications efforts to deliver results.



Tunheim was awarded the U.S. Environmental Protection Agency's (EPA) Administrator's Award for Outstanding Accomplishments by a Woman-Owned Small Business Contractor in 2023.

Tunheim's 34 years of success have focused on delivering meaningful, targeted results to our clients. As an innovative marketing and communications partner, Tunheim brings relevant experience developing and leading contracts for a broad range of exceptional clients.

You are seeking an agency that will partner to make your goals its own, that right-sizes and right-talents your team throughout the project and will help you develop a comprehensive and engaging communications plan that delivers business success. Look no further than the team at Tunheim.

Our full range of services includes:

- Advocacy
- Brand Strategy
- Business Strategy
- Coalition Building
- Content Strategy
- Crisis Communications
- Data, Analytics and Listening
- Design and Creative
- Digital Marketing
- Events and Sponsorships
- Influencer Partnerships
- Integrated Marketing Strategy
- Internal Communications
- Management Consulting
- Media Relations
- Messaging
- Positioning
- Reputation Management
- Research and Trends
- SEO and Paid Advertising
- Social Media
- Stakeholder Engagement
- Website Design & Development

Experience

Tunheim's relevant experience includes communication and stakeholder engagement for the U.S. Environmental Protection Agency; The State of Minnesota, including the Minnesota Department of Revenue, Minnesota Department of Health, Minnesota Department of Natural Resources, the Governor's Office and the Metropolitan Council; Capitol Region Watershed District; and direct support for metro counties including Dakota County, Hennepin County, Ramsey County and Washington County. Tunheim has also provided crisis and stakeholder communications counsel to City of Bloomington, City of Brooklyn Center, City of Minneapolis, City of St. Paul, and City of Woodbury, among others.

U.S. Environmental Protection Agency (EPA)

Tunheim worked with the EPA on a large-scale outreach campaign in Minnesota and its border areas, providing strategic communications support for the Minnesota Red Sites in the St. Louis Area of Concern project. This critical initiative surrounds protecting the Great Lakes, which are home to over 35 million people who rely on the lakes for drinking water, recreation, and commerce.

Tunheim developed and executed outreach strategies, including community engagement and communication plans, asset development and dissemination, mailings, public meeting coordination, and hosting, design and copywriting of in-depth fact sheets and informational packets, social media and newspaper notices, signage, and overall planning and executing each outreach tactic.

Our efforts led to a 400% increase in attendance to a recent virtual public meeting from previous meetings they held. As well as delivering more coverage than scoped including an indigenous newspaper promoting a public notice, which traditionally only runs Band member-related news and rarely ever publish or share materials from outside their community. In 2023, Tunheim was awarded the **EPA Administrator's Award for Outstanding Accomplishments by a Woman-Owned Small Business Contractor** for our work efforts on this contract.

Thomson Reservoir Sediment Project

REMEDIATION METHOD

- This project uses modern technology of applying 1-2 inches of activated carbon pellets over contaminated sediment to improve the aquatic environment for wildlife and the community.
- The activated carbon rapidly binds to the contaminants in the sediment.
- Applying activated carbon prevents contaminants from accumulating in bottom dwelling organisms and moving up the food chain.

Activated carbon minimizes contaminant exposure

1-2 inches of activated carbon pellets

Contaminated sediment

Learn more: Partners:

Thomson Reservoir Sediment Project

REMEDIAL FOOTPRINT

- The contaminants present in the reservoir include elevated concentrations of dioxins/ furans in the sediments.
- The goal of the project is to improve the aquatic environment by applying activated carbon over 69.5 acres of contaminated sediment.

This map illustrates the areas where 225,000 cubic yards of contaminated sediment will be remediated.

St. Louis River

Thomson Reservoir

UMD Outpost

Public Water Access

Kayak & Trail Parking Lot

State Highway 210

Learn more: Partners:


Capitol Region Watershed District


The Capitol Region Watershed District (CRWD) is a local government agency responsible for protecting and managing water resources across 40 square miles, including parts of Falcon Heights, Lauderdale, Maplewood, Roseville, and St. Paul in Ramsey County. Serving a population of approximately 225,000, CRWD oversees key water bodies like the Mississippi River, Como Lake, Crosby Lake, Loeb Lake, and Lake McCarrons. To enhance internal coordination, engage key audiences, and prioritize community outreach efforts, CRWD sought assistance in developing a comprehensive five-year Communications and Engagement Plan.

Tunheim partnered with CRWD through a structured, multi-phase process. We began by conducting an in-depth audit of CRWD's existing communications channels, engagement activities, and programs. This audit pinpointed gaps and opportunities, providing insights into the audiences CRWD serves and informing the creation of targeted engagement initiatives. Next, we led a brainstorming session to craft measurable communication strategies, refine internal coordination, and strengthen cross-divisional collaboration.

In the Plan Development phase, we honed messaging and created a detailed communications and engagement plan. This plan outlined key strategies, a clear timeline, budget recommendations, and staff responsibilities, all aligned with CRWD's mission. Finally, to ensure effective implementation, Tunheim developed an online resource hub, including a concise elevator pitch, a one-page overview, Q&A, key messages, a media list, and a priority community partner list—empowering CRWD with the tools needed to execute the plan successfully.

Tunheim's comprehensive approach helped CRWD align its communications strategies with its goals, ensuring the plan would support its mission for years to come. Given the evolving nature of communications, Tunheim advised that the plan be reviewed and updated every three years to remain adaptable and effective.





LOVE · HELP · SAVE
COMO LAKE
Make a difference

Como Lake Alum Treatment

Planned in Spring 2020

Capitol Region Watershed District (CRWD) is committed to improving water quality in Como Lake, a beloved water resource in Saint Paul for over a century.

Despite efforts to address the water quality in the lake over the years, decades of stormwater runoff and pollution have made a new Como Lake plan necessary.

Como Lake Plan

The biggest challenge facing Como Lake today is too much phosphorus, a pollutant carried to the lake through runoff in storm drains. Over time, high levels of phosphorus—three times higher than Minnesota standards—have led to algae blooms that choke the oxygen from the lake and lead to fish kills. While CRWD and its partners have already worked to reduce phosphorus levels by 20% in the past two decades, water quality in the lake remains poor.

The other main concern in Como Lake is an invasive aquatic plant known as curlyleaf pondweed. The plant is dominating Como Lake's ecosystem, making it difficult for native plants to survive. Decaying curlyleaf pondweed adds more phosphorus to the water when it dies off, so management is key to achieving CRWD's water quality goals.

CRWD, with guidance and support from the City of Saint Paul, Ramsey County and the Minnesota Department of Natural Resources (DNR) have outlined the new Como Lake Water Management Plan implementing the industry's best practices, science and technology. The Como Lake plan identifies strategies to address the water quality issues, which includes treatment of the water over the course of several years, beginning in the spring of 2020 with herbicide and alum treatments.

Frequently Asked Questions

What is alum?

Alum (also called aluminum sulfate) is a chemical compound that has historically been used in drinking water treatment and as a scientifically proven lake management tool.

Alum is safe for humans, pets and other aquatic wildlife. It has no known adverse effects.

What is an alum treatment?

An alum treatment consists of applying liquid alum below the surface of the water from a barge. When the alum comes into contact with the water, it turns into a fluffy non-toxic substance, or floc, called aluminum hydroxide. The floc settles to the bottom of the lake, it binds to phosphorus in the water and forms a barrier that prevents it from being consumed by algae.

When will this happen at Como Lake?

In the early spring, after the first thaw, when the lake is not being used as much for recreation.

It takes roughly 4-10 days to complete a whole-lake treatment of alum, depending on weather.


How will lake visitors and users be impacted?

Visitors can expect an immediate change in Como Lake with clearer water and fewer algae blooms.

Visitors will see the lake being treated this spring, and access to the lake for recreation may be restricted at times.

Water quality monitoring will occur throughout the treatment to ensure it is being applied safely and correctly for the best results.

Photo credit: Nine Mile Creek Watershed District



How can I learn more?

Visit capitolregionwd.org to learn more about the Como Lake plan and see how you can participate.

Public meetings will be held in February and March of 2020 to discuss project plans in greater detail. Look for details on Facebook.


Signs will be posted to alert people visiting the lake during the time of application.



595 Aldine Street
Saint Paul, MN 55104

651.644.8888

www.capitolregionwd.org



Dakota County Ground Water Collaborative

The Dakota County Ground Water Collaborative wished to reduce water use and was seeking a campaign to more effectively reach and connect with residents to reduce water use for their lawns, engage in water conservation programs overall, and to increase participation in the Landscaping for Clean Water program. Tunheim and Blue Key Media were hired to create the Lawn Watering Wisdom campaign, including compelling, humorous videos, a toolkit and targeted advertising. *This campaign is still in development and will launch in the first quarter of 2025.* There are video and toolkit materials with messaging specific to two audience groups: Young Homeowners/Families and Retirees/Empty Nesters. Toolkits include a Campaign Overview, Key Messaging, Tools & Resources, a Checklist (EPA's WaterSense Checklist), FAQs, Social Media Graphics and Suggested Posts. Tunheim will manage all campaign advertising and targeting in Q1 2025. [View our example here.](#) Please note **this video is confidential and not to be shared** as it is still under development and will air June 2025.



Hennepin County

In a continuing effort to ensure that Hennepin County was providing best-in class services, Tunheim was enlisted to undertake a review of County communications efforts. The county had navigated significant changes in recent years, much of it impacting the way communications efforts were managed both by Public Affairs and across other County departments. The findings of the review allowed Hennepin County to develop a well-informed plan to close the gap between current communications management expectations and service delivered.

Washington County

In a continuing effort to ensure that Washington County was providing effective communication to both internal and external stakeholders, Tunheim was enlisted to undertake a review of County communications practices to align communications goals and practices with the County's strategic objectives. Tunheim's recommendations served as a roadmap for increasing communications output on behalf of the County in a strategic and coordinated effort in order to increase the understanding of the County's efforts among employees, residents and other key stakeholders. Executing some or all of these recommendations would improve the County's communications results and lead to improved satisfaction with Washington County among both internal and external audiences.

Why Tunheim?

We are eager to explore contracting opportunities in this area for 2025 and beyond. With over three decades of experience in public relations and stakeholder engagement, Tunheim has successfully developed and executed initiatives that drive awareness, education, and behavioral change. Our team's expertise in environmental communications and our ability to craft persuasive narratives and implement results-driven outreach make us the ideal partner to support LMRWD.

We welcome the opportunity to collaborate with partners who share our commitment to impactful, results-driven work and look forward to discussing how our expertise can contribute to this initiative and future projects.



THANK YOU

We're enthusiastic about the opportunity to work with you on this important effort. Please reach out with any questions. We aim to meet and exceed your expectations.

8009 34th Avenue South, Suite 1100, Minneapolis, MN 55425
lsheets@tunheim.com | 952-851-1600

Zan Associates Cost Proposal



Project Name: LMRWD Public Relations On Call - High Level Cost Estimate
 Estimated PoP: TBD
 Anticipated Start Date: TBD
 Anticipated End Date: TBD
 Date of submission: 2025-03-12
 Rate Sheet: 2025 Standard
 Assumed Inflation: 3.00%

WBS	Tasks	Assumptions	Start Date	End Date	President	Vice President	Senior Associate 3	Sr. Associate 2	Sr. Associate 1	Associate 2	Associate 1	Sr. Creative 2	Sr. Creative 1	Creative 2	Creative 1	Admin	Intern	Mktg Coord	Hours	Fee	Escalation	Total Labor		
					\$ 232.95	\$ 216.30	\$ 201.35	\$ 184.80	\$ 148.40	\$ 115.80	\$ 99.30	\$ 184.80	\$ 148.40	\$ 115.80	\$ 99.30	\$ 80.40	\$ 80.40	\$ 258.15						
Task 1: Project Management					0.00	5.00	4.00	11.00	0.00	1.00	0.00	1.00	0.00	1.00	0.00	0.00	0.00	0.00	4.00	27.00	5,368.70	-	5,368.70	
1.1	Project initiation and scoping	Guestimate of 3 month duration per task area				2.00	4.00	8.00		1.00		1.00		1.00					4.00	21.00	4,165.40	0.00	4,165.40	
1.2	Project management and administration					3.00		3.00												6.00	1,203.30	0.00	1,203.30	
Task 2: Communications and Engagement Plan w/Media Strategy					0.00	0.00	4.00	18.00	0.00	23.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	36.00	84.00	16,436.00	-	16,436.00
2.1	Scoping workshop						2.00	4.00		1.00				1.00					2.00	10.00	1,889.80	0.00	1,889.80	
2.2	Draft and final plan						2.00	12.00		16.00				2.00					34.00	2.00	5,221.00	0.00	5,221.00	
2.3	Media strategy							2.00		6.00									32.00	40.00	9,325.20	0.00	9,325.20	
Task 3					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-	-	
Task 4					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-	-
Task 5					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-	-	-
Total Project Hours					0.00	5.00	8.00	29.00	0.00	24.00	0.00	1.00	0.00	4.00	0.00	0.00	0.00	0.00	0.00	40.00				
Total Category Cost					-	1,081.50	1,610.80	5,359.20	-	2,779.20	-	184.80	-	463.20	-	-	-	-	-	10,326.00	111.00	21,804.70	-	21,804.70

Expenses				
Item	Assumptions	Units	Cost	Total
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
Total Expenses				-

Zan Associates reserves the right to assign work to any staff category, depending on the requirements of the project. As such, we request that this rate card to be included in the professional services contract upon project award. Zan Associates will not change staffing assignments without prior approval from the client project manager. Rates are subject to an increase on January 1st of each year based on the inflation assumption (or master contract terms if applicable).

President	\$232.95	Associate 2	\$115.80
Vice President	\$216.30	Creative 2	\$115.80
Senior Associate 3	\$201.35	Associate 1	\$99.30
Senior Associate 2	\$184.80	Creative 1	\$99.30
Senior Creative 2	\$184.80	Admin	\$80.40
Senior Associate 1	\$148.40	Intern	\$80.40
Senior Creative 1	\$148.40	Media Specialist	\$258.15

FCCM	-
Labor Total	21,804.70
Expense Total	-
Subcontractor Total	-
Project Total	21,804.70
Approved By	



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, March 19, 2025

Agenda Item

Item 7. D. – Study Area #3 Update

Prepared By

Linda Loomis, Administrator

Summary

On March 11, 2025, the LMRWD received a permit from the US Army Corps of Engineers for this project. All the permits necessary for construction of the project are in place. However, we are still working to have the property purchased by the LMRWD, re-platted and rezoned by the City of Eden Prairie. The City says the requirement that the owner of the remnant parcel sign off on the request to re-plat the property is coming from Hennepin County. The LMRWD has reached out to the property owner several times without receiving any response. The LMRWD contacted the Hennepin County Administrator to see if there was an alternative, but no response has been received. Legal counsel was consulted to see if any action can be taken to get the attention of the property owner. Legal counsel advised that there are actions that can be taken by the LMRWD, and that action was authorized.

Inter-Fluve, the engineering firm that was chosen to prepare the design for the project has informed the LMRWD that they are unable to continue the project due to capacity issues. On February 28, 2025, the LMRWD sent a message to the LMRWD engineering pool seeking interest and capacity to prepare design and construction documents for the project. Firms that indicated interest were provided with a copy of the RFP on March 6th. The deadline for proposals was March 14th to align with the March Board of Managers meeting. The deadline was extended to March 26th in response to a request from one of the engineering firms. There seems to be a current lack of capacity among engineering firms to take on additional work, as several firms declined to offer a proposal.

Lastly, the City requested that the right-of-way be surveyed and described. The LMRWD asked the surveyor to add this work to the scope of work already ordered. An amendment to the work order is attached for Board approval.

Attachments

- Amendment #001 to Work Order 2024-01 of Agreement for Professional Services between the Lower Minnesota River Watershed District and Bolton & Menk, Inc.
- Professional Services Agreement between Lower Minnesota River Watershed District and Bolton & Menk, Inc. signed October 9, 2024

Item 7. D. – Study Area #3 Update

Executive Summary

Wednesday, March 19, 2025

Page 2

Recommended Action

Motion to approve Amendment #001 to Work Order 2024-01 of Agreement for Professional Services between the Lower Minnesota River Watershed District and Bolton & Menk, Inc. and authorize execution

**AMENDMENT #001 TO WORK ORDER 2024-01 OF AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN LOWER MINNESOTA RIVER WATERSHED DISTRICT AND BOLTON & MENK, INC.**

This AMENDMENT #001 (“Amendment”) to the original Work Order 2024-01 of Agreement for Professional Services between Lower Minnesota River Watershed District (“OWNER”) and Bolton & Menk, Inc. (“SURVEYOR”) dated October 9, 2024 (the “Agreement”) is made and entered into on this 12th day of March, 2025.

WHEREAS, OWNER has engaged SURVEYOR, pursuant to the Agreement, to furnish OWNER with surveying services in connection with the Boundary Survey for Area 3 Bluff Stabilization Project (the “Project”);

WHEREAS, OWNER and SURVEYOR have agreed to amend the Agreement as set forth in this Amendment and subject to the terms and conditions of this Amendment; and,

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. SCOPE. The Scope for this AMENDMENT #001 is to locate the centerline of the traveled roadway through the Project property, to the best of our ability as portions of said roadway are either washed away from the Minnesota River and/or not very visible due to overgrown vegetation, and to establish a centerline for said roadway for the preparation of descriptions for the proposed parcel lot split. If the OWNER requests or SURVEYOR performs additional services for the Project, SURVEYOR shall make such request to OWNER in writing, setting forth any changes or additions to the Scope of the Agreement, including any additional deliverables requested for the Project.

2. FEE. The SURVEYOR’S fixed fee for this AMENDMENT #001 is **\$2,200**. If the SURVEYOR requests additional fees for the services for the Project or for services performed, SURVEYOR shall make such request to OWNER in writing, setting forth any changes in fees and all fees associated with such additional services. If OWNER agrees to the change in scope or fees proposed by SURVEYOR in writing, the parties will adjust the Maximum Fee to account for such changes. No claim for extra services performed by SURVEYOR will be allowed by OWNER except as provided in this Amendment nor will SURVEYOR perform any services or work not previously approved by OWNER except upon receipt of a written amendment.

3. All Other Terms and Conditions of the Agreement. Any conflict or inconsistency as to terms set forth in this Amendment and the Agreement or other writing will be governed by this Amendment.

IN WITNESS WHEREOF, the parties have caused this AMENDMENT #001 to be executed by their duly authorized representatives on the dates written below.

LOWER MINNESOTA RIVER WATERSHED DISTRICT

BOLTON & MENK, INC.

SIGNED: _____

SIGNED:  _____

NAME: _____

NAME: Eric Wilfahrt

TITLE: _____

TITLE: Principal Survey Manager

DATE: _____

DATE: March 12, 2025

**PROFESSIONAL SERVICES AGREEMENT BETWEEN LOWER MINNESOTA RIVER WATERSHED DISTRICT
AND Bolton & Menk, Inc.**

This Agreement is entered into between the Lower Minnesota River Watershed District, a public body with powers set forth at Minnesota Statutes chapters 103B and 103D ("LMRWD"), and Bolton & Menk, Inc. ("CONSULTANT"). In consideration of the mutual terms and conditions set forth herein, including the obligations of mutual consideration, the sufficiency of which is hereby acknowledged, LMRWD and CONSULTANT agree as follows:

1. Services

CONSULTANT will perform work described in Work Orders that may be authorized by the LMRWD from time to time during the term of this Agreement (hereinafter, "the Services"). A Work Order will specify tasks to be performed and, when applicable, the location of the work to be performed. A Work Order issued by the LMRWD under the terms of this Agreement will be incorporated into this Agreement and binding on CONSULTANT as a term hereof. The LMRWD, at its discretion, in writing, may suspend work immediately or amend the Services to delete any task or portion thereof. Authorized work by CONSULTANT on a task deleted or modified by the LMRWD will be compensated in accordance with Paragraph 6.

2. Independent Contractor

CONSULTANT is an independent contractor under this Agreement. CONSULTANT will select the means, method and manner of performing the Services. Nothing herein contained is intended or should be construed to constitute CONSULTANT as the agent, representative or employee of the LMRWD in any manner. Personnel performing the Services on behalf of CONSULTANT or a subcontractor will not be considered employees of the LMRWD and are not entitled to any compensation, rights or benefits of any kind from the LMRWD.

3. Subcontract and Assignment

CONSULTANT will not assign, subcontract or transfer any obligation or interest in this Agreement or any of the Services without the written consent of the LMRWD and pursuant to any conditions included in that consent. Written consent to any subcontracting will not relieve CONSULTANT from its responsibility to perform the Services or any part thereof, nor in any respect its warranty, insurance, indemnification, duty to defend or agreement to hold harmless with respect to the Services. CONSULTANT will incorporate this Agreement in any assignment, subcontract or transfer agreement.

4. Duty of Care and Indemnification

CONSULTANT will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of CONSULTANT's profession currently practicing under similar circumstances in a similar locality. CONSULTANT shall indemnify and hold harmless CLIENT from losses, damages, and judgments arising from third-party claims or actions relating to the Project only to the extent caused by the negligent acts, errors or omissions (whether in the performance of professional services or otherwise) of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants occurring during the scope of CONSULTANT's work on the Project, and provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property. This indemnification shall not apply to claims for consequential damages, lost revenues, increased expense or lost profits, nor to any claim for punitive or exemplary damages. This indemnification shall include reimbursement of CLIENT'S reasonable attorneys' fees and expenses of litigation, but only to the extent that defense is insurable under CONSULTANT's comprehensive general liability and professional errors and omissions insurance policies.

To the fullest extent permitted by law and subject to the maximum limits of liability set forth in Minnesota Statutes Section 466.04, the LMRWD shall indemnify, defend and hold harmless CONSULTANT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts or omission of the LMRWD or the LMRWD's employees, agents, or other consultants.

5. Compensation

The LMRWD will compensate CONSULTANT for the Services on an hourly basis in accordance with the fee schedule attached to and incorporated into this Agreement as Exhibit A. Invoices are to be submitted monthly for work performed under a Work Order during the preceding month. Payment for undisputed work is due within 30 days of receipt of invoice. Direct costs not specified in Exhibit A will not be reimbursed except with prior written approval of the LMRWD Administrator. Subcontractor fees and subcontractor direct costs incurred by CONSULTANT will be reimbursed by the LMRWD at the rate specified in the LMRWD's written approval of the subcontract arrangement.

The Services will be performed at the rates specified in Exhibit A. The total payment for the Services specified under a Work Order will not exceed the total payment specified in the Work Order in accordance with Exhibit A. In each case, total payment includes all sums paid whatsoever, including but not limited to fees, reimbursement of direct costs and reimbursement for subcontract costs.

The LMRWD will not make final payment until CONSULTANT has provided proof of compliance with state income tax withholding requirements pursuant to Minnesota Statutes § 270C.66.

CONSULTANT will maintain all records pertaining to the Services for six years from the date of completion of the Services. CONSULTANT agrees that any authorized representative of the LMRWD or the State Auditor may examine, audit, and copy any such records during normal business hours.

6. Term and Termination

This Agreement is effective when fully executed by the parties and remains in force until June 30, 2026, unless earlier terminated as set forth herein.

The LMRWD may terminate this Agreement, at its convenience, by a written termination notice stating specifically what prior authorized or additional services CONSULTANT is to complete. CONSULTANT will receive full compensation for all authorized work performed, except that CONSULTANT will not be compensated for any part performance of a specified task if termination is due to CONSULTANT's breach of this Agreement. Upon termination, the CONSULTANT will turn over all working and archived files to the LMRWD, and agrees to cooperate with the LMRWD in any transition.

7. Waiver

The failure of either party to insist on the strict performance by the other party of any provision or obligation under this Agreement, or to exercise any option, remedy or right herein, does not waive or relinquish the party's rights in the future to insist on strict performance of any provision, condition or obligation, all of which will remain in full force and affect. The waiver of either party on one or more occasion of any provision or obligation of this Agreement will not be construed as a waiver of any subsequent breach of the same provision or obligation, and the consent or approval by either party to or of any act by the other requiring consent or approval will not render unnecessary the party's consent or approval to any subsequent similar act by the other.

Notwithstanding any other term of this Agreement, the LMRWD waives no immunities in tort. This Agreement creates no rights in and waives no immunities, defenses or limitations on liability with respect to CONSULTANT or any third party.

8. Insurance

At all times during the term of this Agreement, CONSULTANT will have and keep in force the following insurance coverages:

- A. General: \$1.5 million each occurrence and aggregate, covering both CONSULTANT's work and completed operations on an occurrence basis and including contractual liability.
- B. Professional liability: \$1.5 million each claim and aggregate; coverage may be on a claims-made basis, in which case CONSULTANT must maintain the policy for, or obtain extended reporting period coverage extending, at least three (3) years from completion of the Services.

- C. Automobile liability: \$1.5 million combined single limit each occurrence coverage for bodily injury and property damage covering all vehicles on an occurrence basis.
- D. Workers' compensation: in accordance with legal requirements applicable to CONSULTANT.

The liability insurance coverage required of CONSULTANT shall name LMRWD as an additional insured with primary coverage on a noncontributory basis for the task orders covered by this agreement. As an alternative to the minimum coverage listed above for professional, general and automobile liability, CONSULTANT may place an umbrella or excess liability policy in an amount of at least \$2,000,000 that follows the underlying professional, general and automobile liability policies.

The liability insurance coverage required of CONSULTANT shall include coverage, on a project basis, for damage to property of others from pollution or contamination.

CONSULTANT will not commence work until it has filed with LMRWD a certificate of insurance clearly evidencing the required coverages and naming LMRWD as an additional insured for general liability, along with a copy of the additional insured endorsement establishing coverage for CONSULTANT's work and completed operations as primary coverage on a noncontributory basis. The certificate will name LMRWD as a holder and will state that LMRWD will receive written notice before cancellation, nonrenewal or a change in the limit of any described policy under the same terms as CONSULTANT.

9. Compliance with Laws

CONSULTANT will comply with the laws and requirements of all federal, state, local and other governmental units in connection with performing the Services, and will procure all licenses, permits and other rights necessary to perform the Services.

In performing the Services, CONSULTANT will ensure that no person is excluded from full employment rights or participation in or the benefits of any program, service or activity on the ground of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status or national origin; and no person who is protected by applicable federal or state laws, rules or regulations against discrimination otherwise will be subjected to discrimination.

10. Materials

All materials obtained or generated by CONSULTANT in performing the Services, including documents in hard and electronic copy, software, and all other forms in which the materials are contained, documented or memorialized, are the property of the LMRWD where specified as "works for hire" in the Task Order, but only upon payment of all fees owed to CONSULTANT. If specified as works for hire, CONSULTANT hereby assigns and transfers to the LMRWD all right, title and interest in: (a) its copyright, if any, in the materials; any registrations and copyright applications relating to the materials; and any copyright renewals and extensions; (b) all works based on, derived from or incorporating the materials; and (c) all income, royalties, damages, claims and payments now or hereafter due or payable with respect thereto,

and all causes of action in law or equity for past, present or future infringement based on the copyrights. CONSULTANT agrees to execute all papers and to perform such other proper acts as the LMRWD may deem necessary to secure for the LMRWD or its assignee the rights herein assigned. LMRWD makes no claim upon instruments of service obtained, produced or generated by CONSULTANT except as described below. Notwithstanding the foregoing, CONSULTANT retains title and interest in all of its standard details, plans, specifications and engineering computation documents ("Previously Created Works and Documents"), whether in written or electronic form, which have been incorporated into the deliverables and documents provided to LMRWD, but which were developed by CONSULTANT independent of this Agreement. CONSULTANT issues to LMRWD a royalty-free, nonexclusive and irrevocable license to use the Previously Created Works and Documents in relation to the Services.

If no "works for hire" specification is made in the Task Order, drawings and specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this Agreement are instruments of service in respect to the Project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the LMRWD shall acquire a limited license in all identified deliverables (including reports, plans and specifications) for any reasonable use relative to the Project and the general operations of the LMRWD. Such limited license to LMRWD shall not create any rights in third parties. The LMRWD may inspect, copy or take possession of any materials on written request to CONSULTANT. On termination of the agreement, CONSULTANT may maintain a copy of some or all of the materials, except for any materials designated by the LMRWD as confidential or non-public under applicable law, a copy of which CONSULTANT shall be permitted to maintain pursuant to separate written agreement with the LMRWD specifying commercially reasonable terms.

LMRWD may make and disseminate copies for information and reference in connection with the use and maintenance of Services under any Task Order by LMRWD. However, such documents are not intended or represented to be suitable for reuse by LMRWD or others on extensions of any Task Order, or on any other project. Any reuse by LMRWD or, any other entity acting under the request or direction of the LMRWD, without written verification or adaptation by CONSULTANT for such reuse will be at LMRWD's sole risk and without liability or legal exposure to CONSULTANT and LMRWD shall indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses including attorney's fees arising out of or resulting from such reuse.

11. Data Practices; Confidentiality

If CONSULTANT receives a request for data pursuant to the Data Practices Act, Minnesota Statutes chapter 13 (DPA), that may encompass data (as that term is defined in the DPA) CONSULTANT possesses or has created as a result of this agreement, it will inform the LMRWD immediately and transmit a copy of the request. If the request is addressed to the LMRWD, CONSULTANT will not provide any information or documents, but will direct the inquiry to the LMRWD. If the request is addressed to CONSULTANT, CONSULTANT will be responsible to determine whether it is legally required to respond to the request and otherwise what its legal obligations are, but will notify and consult with the LMRWD and its legal counsel before replying. Nothing in the preceding sentence supersedes CONSULTANT's obligations under this agreement with respect to protection of LMRWD data, property rights in data or confidentiality. Nothing

In this section constitutes a determination that CONSULTANT is performing a governmental function within the meaning of Minnesota Statutes section 13.05, subdivision 11, or otherwise expands the applicability of the DPA beyond its scope under governing law.

CONSULTANT agrees that it will not disclose and will hold in confidence any and all proprietary materials owned or possessed by the LMRWD and so denominated by the LMRWD. CONSULTANT will not use any such materials for any purpose other than performance of the Services without LMRWD's written consent. This restriction does not apply to materials already possessed by CONSULTANT or that CONSULTANT received on a non-confidential basis from the LMRWD or another party. Consistent with the terms of this section 11 regarding use and protection of confidential and proprietary information, CONSULTANT retains a nonexclusive license to use the materials and may publish or use the materials in its professional activities. Any CONSULTANT warranty under this agreement does not extend to any party other than the LMRWD or to any use of the materials by the LMRWD other than for the purpose(s) for which CONSULTANT is compensated under this agreement.

12. Property of LMRWD

All property furnished to or for the use of CONSULTANT or a subcontractor by the LMRWD and not fully used in the performance of the Services, including but not limited to, equipment, supplies and materials, both hard copy and electronic, remains the property of the LMRWD and will be returned to the LMRWD at the conclusion of the performance of the Services, or sooner if requested by the LMRWD. CONSULTANT further agrees that any proprietary materials of the LMRWD are the exclusive property of the LMRWD and will assert no right, title or interest in the materials. CONSULTANT will not disseminate, transfer or dispose of any proprietary data to any other person or entity unless specifically authorized in writing by the LMRWD. Any property supplied to CONSULTANT by the LMRWD or deriving from the LMRWD is supplied to and accepted by CONSULTANT as without LMRWD representation or warranty, including, but not limited to, a warranty of fitness, merchantability, accuracy or completeness. However, CONSULTANT's duty of professional care under paragraph 4, above, does not extend to materials provided to CONSULTANT by the LMRWD or any portion of the Services that is inaccurate or incomplete as the result of CONSULTANT's reliance on those materials.

13. Continuation of Obligation

It is understood and agreed that insurance obligations; duties of care and obligations to defend, indemnify and hold harmless; and document retention requirements will survive completion of the Services and the term of this Agreement.

14. Notices

Any written communication required under this Agreement to be provided in writing will be directed to the other party as follows:

To LMRWD:

Linda Loomis, Administrator
Lower Minnesota River Watershed District
Naiad Consulting, LLC
112 5th Street East, Suite 102
Chaska, MN 55318
Email: naiadconsulting@gmail.com

Della Young, PMP, CPESC, CTF
Young Environmental Consulting Group, LLC
6040 Earle Brown Drive, Suite 306
Brooklyn Center, MN 55430
Email: della@youngecg.com

To Bolton & Menk, Inc.:

Eric Wilfahrt
Principal Survey Manager
12224 Nicollet Avenue
Burnsville, MN 55337

Either of the above individuals may in writing designate another individual to receive communications under this Agreement.

15. Choice of Law, Venue and Jurisdiction

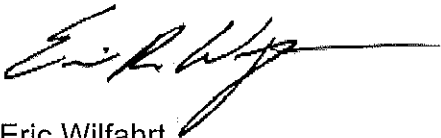
This Agreement will be construed under and governed by the laws of the State of Minnesota. Venue and jurisdiction for any action under this Agreement will lie in Carver County.

16. Whole Agreement

The entire agreement between the two parties is contained herein and this Agreement supersedes all oral agreements and negotiations relating to the subject matter hereof. Any modification of this Agreement is valid only when reduced to writing as an amendment to the Agreement and signed by the parties hereto. The LMRWD may amend this Agreement only by action of the Board of Managers acting as a body.

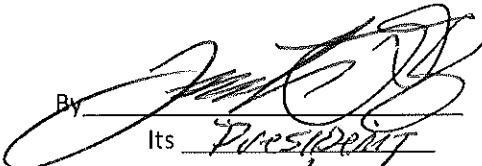
IN WITNESS WHEREOF, intending to be legally bound, the parties hereto execute and deliver this Agreement.

Bolton & Menk, Inc.


By Eric Wilfahrt
Its Principal Survey Manager
Date 10/1/2024

LOWER MINNESOTA RIVER

WATERSHED DISTRICT


By _____
Its President
Date 10/9/2024



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, March 19, 2025

Agenda Item

Item 8. A. – Committee meetings discussion

Prepared By

Linda Loomis, Administrator

Summary

In 2024, when the Board of Managers set its 2025 meeting schedule, it designated the Finance Committee meetings for the first Wednesday of each month and the Personnel Committee meetings for the second Wednesday. I would like to ask the Board to reconsider the necessity of these meetings, as committee members have struggled to attend. The few meetings that have occurred have not met quorum requirements or adhered to the open meeting law, which applies to all Board meetings, including committees and subcommittees.

The Minnesota Open Meeting Law aims to ensure that public bodies operate openly and transparently, allowing the public to observe and be informed about issues and decisions. Remote participation is permitted under certain conditions, but remote participants must be in a location that is open and accessible to the public, with the location publicly noticed three days in advance. If a member participates remotely without meeting these requirements, they cannot participate in the meeting (unless the public is given the same level of participation) or be counted towards the quorum.

In addition, staff time is consumed making reservations for meeting locations, noticing meetings and then when the committee can't meet, cancelling room reservations and sending out notices of meeting cancellations. If any member of the public was trying to observe committee meetings constantly rearranging or cancelling meetings makes it difficult for the public to participate.

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, March 19, 2025

Agenda Item

Item 8. B. – Lower Minnesota River Calcareous Fen Enhancement – Seminary Fen Land Acquisition

Prepared By

Linda Loomis, Administrator

Summary

Policy 4.3 of the LMRWD Comprehensive Watershed Management Plan (the Plan) “Coordinate with LGUs to Identify Develop Critical Trails and Green Space Corridors for Improvement and Protection” and Strategy 4.3.1, “Develop a Mechanism for Identifying and Acquiring High Value Conservation Easements” led to the inclusion of Study 4.3.5, “Fen Private Land Acquisition Study” in the implementation section of the Plan.

The LMRWD has been working on stewardship plans for the calcareous fens within the LMRWD and presented results of that work to the Board in May, 2024. The LMRWD then began work to complete the “Private Fen Land Acquisition Study”. This study is completed for Seminary Fen and the report is attached.

Money to acquire land was removed from the 2025 budget. So the LMRWD is not actively pursuing land acquisition at this time. The Board should review the report and advise staff regarding recommendations.

Attachments

Technical Memorandum – Lower Minnesota River Calcareous Fen Enhancement – Seminary Fen Land Acquisition

Recommended Action

Motion to adopt recommendations to:

- Maintain open lines of communication with priority parcel owners to explore voluntary conservation measures.
- Develop a funding and resource plan that could be activated if and when opportunities arise to secure land adjacent to the fen.
- Appoint a liaison or use the working group to monitor development proposals near the fen, engage with landowners, and facilitate protection efforts.

Item 8. B. – Lower Minnesota River Calcareous Fen Enhancement – Seminary Fen Land Acquisition

Executive Summary

Wednesday, March 19, 2025

Page 2

- Advocate for zoning and policy protections at the local level that minimize development impacts on fen-adjacent properties.

Technical Memorandum



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

From: Lan Tornes, Natural Resources Scientist
Jennifer Mocol-Johnson, Water and Natural Resources Program Manager

Date: March 10, 2025

Re: Lower Minnesota River Calcareous Fen Enhancement – Seminary Fen Land Acquisition

SUMMARY

Seminary Fen is one of the most pristine and protected fens in the Lower Minnesota River Watershed District (LMRWD). The properties immediately surrounding Seminary Fen are owned by a variety of entities, both public and private. Private landowners may have interest in profiting from the value of the property given its desirable location adjacent to this designated Scientific Natural Area (SNA).

Parcels owned by Heidi Moe and High Terrace LLC adjacent to Seminary Fen have the greatest potential to affect the quality and integrity of the fen if development is not controlled. The parcels have features making them desirable for development and their proximity to the fen suggests that development could negatively affect the fen ecosystem. The parcel of agricultural land owned by Heidi Moe on the north side of the fen is upgradient of the groundwater flowage to the fen and is home to a thriving population of fen indicator plants. Three parcels along the south edge of the fen owned by High Terrace LLC are in a desirable location along Flying Cloud Drive and encompass Assumption Creek, a designated trout stream. Acquisition or some other retirement of these properties could afford protection to the fen and its associated resources.

Several options can be considered to reduce the opportunity for development on parcels adjacent to Seminary Fen. Considerations include outright purchase of selected parcels, placing the properties in a land trust, rezoning the property, placing an easement on the property, or eminent domain. Some of these options are more desirable and practical than others. Discussing these options with the owner of identified parcels should result in an agreement that satisfies the owner while protecting the fen resources. Land acquisition will require time to negotiate and to finance whatever agreement is pursued.

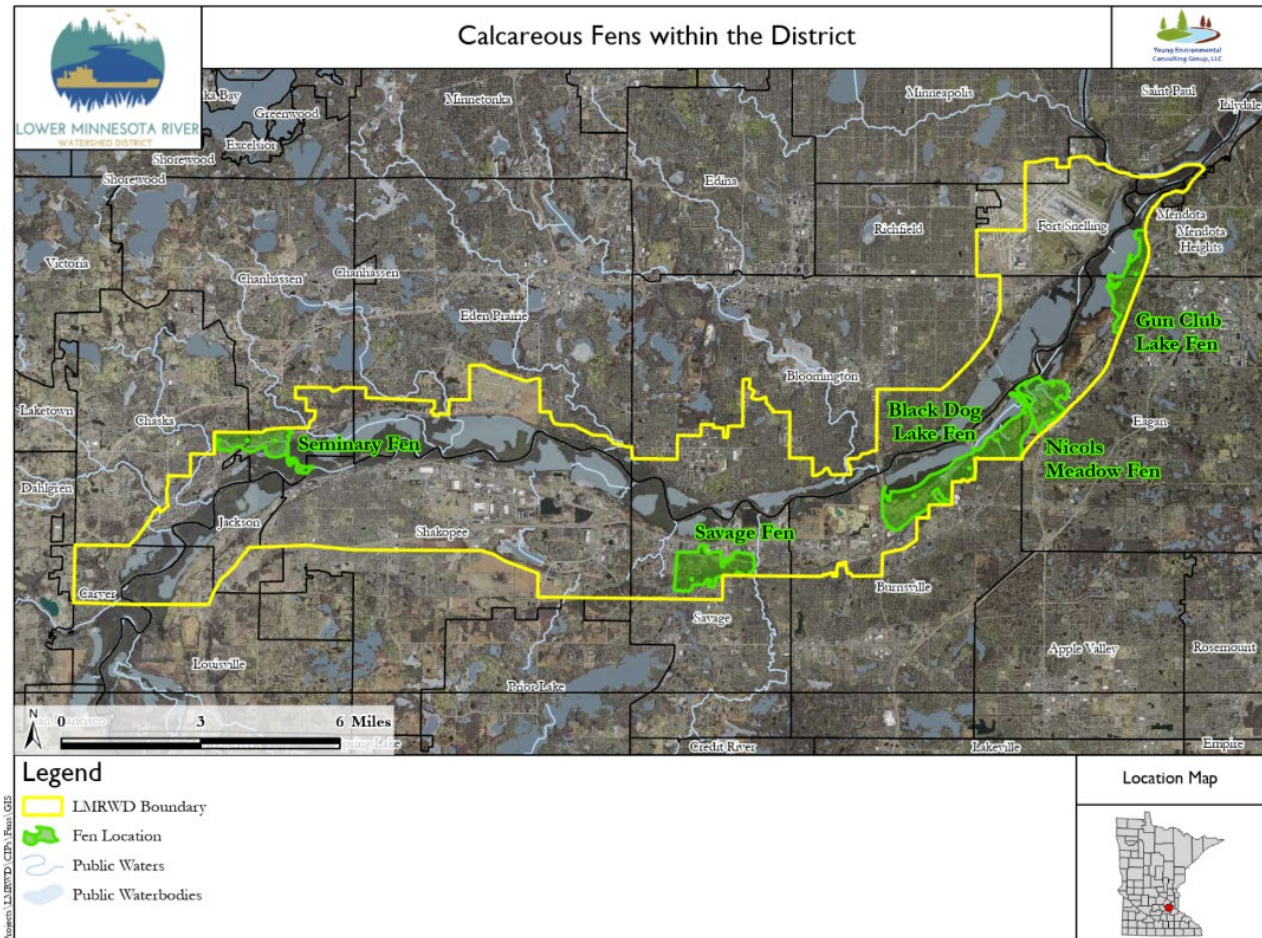
Setting aside valuable land for the public benefit is widely supported but is not without its detractors. Private property is sacred to many people and cultures, so selling or sharing land that may have been in a family for generations can be difficult. On the other hand, communities and developers see opportunities to use undeveloped private properties for growth and expansion of residential and commercial spaces that also may increase the tax base. Public lands generally do not provide a meaningful tax benefit and may be of limited value to those that are unable to enjoy their value. Public lands may be repurposed when other uses outweigh their aesthetic value.

The LMRWD is not actively pursuing land acquisition but understands it's an important part of Seminary Fen stewardship. They have actively worked with the Minnesota Department of Natural Resources (MNDNR) on this effort. The MNDNR has attempted to contact fen-adjacent property owners to advocate for protection of these lands; however, this effort has not been successful as property owners did not respond to the inquiries. The MNDNR also has given higher priority to other aspects of fen stewardship.

Introduction

Seminary Fen is the most pristine and protected of the LMRWD fens shown in Figure 1 (Young Environmental, 2020). The fen is perched on a hillside north of the Minnesota River where it receives calcium-enriched groundwater flowing from beneath. The area is located in a growing suburb of Minneapolis, and the location has desirable building sites with good views and accessibility.

Figure 1: Calcareous Fens along the Lower Minnesota River Valley.



Seminary Fen Land Ownership and Features

The properties immediately surrounding Seminary Fen are owned by a variety of entities, both public and private. Private landowners may have a future interest in profiting from the value of property given its desirable location adjacent to a pristine SNA managed by the MNDNR. Development of fen-adjacent properties for residential or commercial purposes could have

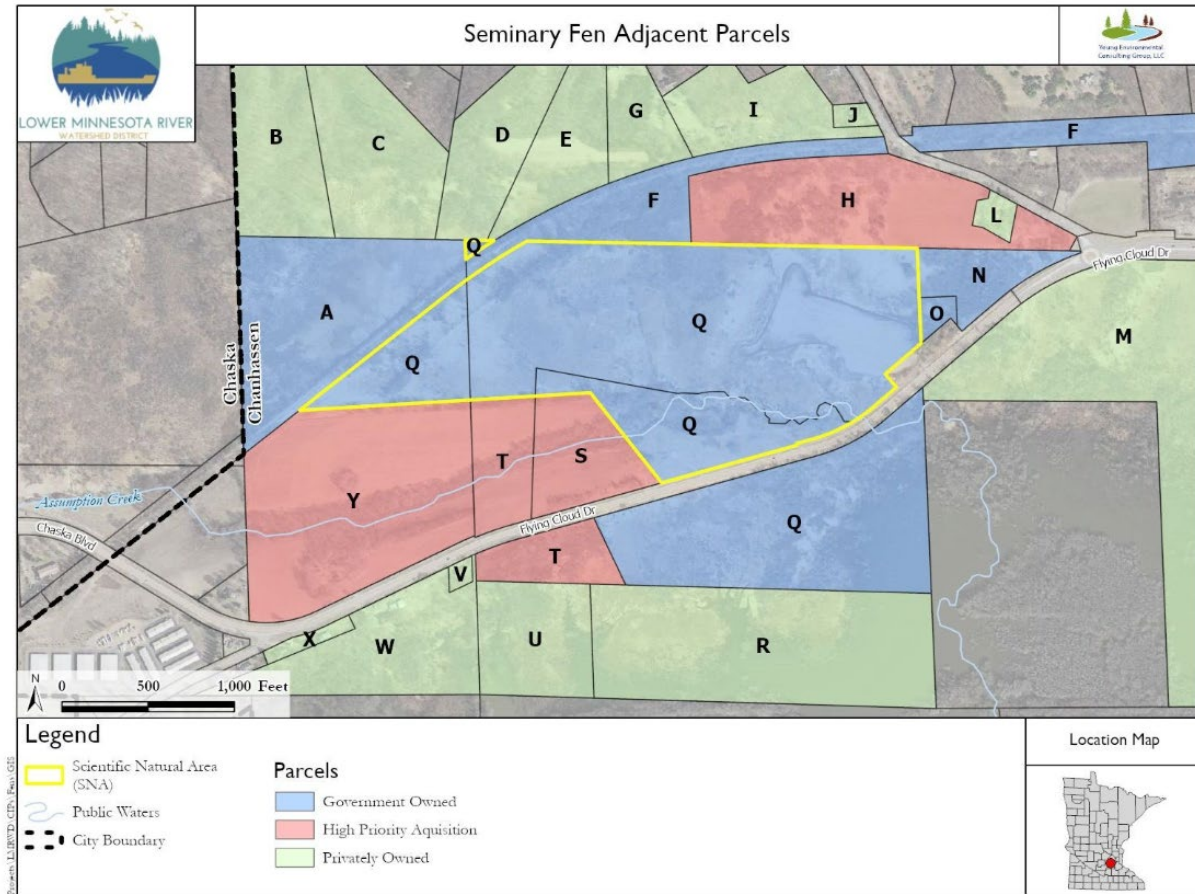
unintended consequences that would adversely affect the fen and its unique vegetation. Landscaping that accompanies development often adds impervious surfaces that increase runoff, added vegetation changes the hydrologic characteristics of soils, introduced plants may encroach on the fen and become invasive, and chemical and fertilizer treatments could alter the fen ecosystem. Development can add access directly to the fen for off-highway vehicles, allowing people to traverse and potentially damage the fragile fen environment.

Much of Seminary Fen is bounded by features, both natural and man-made, that impact hydrology and affect the development potential of adjacent properties. A railroad grade to the north of the SNA is built tens of feet above the surrounding landscape and has been repurposed to provide a scenic walking and biking path. Its steep slopes limit access to the adjacent landscape. Roadways to the east and south form boundaries that can limit development to narrow strips between the roadways and the fen. Assumption Creek, an intermittent designated trout stream that may have been perennial, forms a southern boundary for part of Seminary Fen. The creek also reduces the development potential near parts of the fen unless it is altered to accommodate development.

Figure 2 shows the parcels in and adjacent to Seminary Fen, and road and surface water features. The alphabetic characters on the parcels correspond to the rows in Table 1 that show parcel ownership. The system for color-coding the map is introduced below:

- **Green:** The green colored parcels are considered to have less influence over the fen resource because they may have limited development, such as one single family dwelling, and are relatively isolated from the fen because of the features described previously. Many of the parcels south of Flying Cloud Drive are downgradient of the fen and are subject to flooding from the Minnesota River, making development impractical.
- **Blue:** The blue colored parcels are owned by government entities including the MNDNR.
- **Red:** The parcels in red are considered priority for acquisition because they are privately owned and are adjacent to the fen and the SNA. These desirable parcels bordering pristine natural areas could be prime for development, which could adversely affect the fen ecosystem. Acquiring these parcels would provide a buffer to protect the fen ecosystem.

Figure 2: Seminary Fen-Adjacent Parcels



Parcels owned by government entities that are under land protection programs, such as the SNAs, can be considered protected from development. However, parcels under the control of local governments could be subject to sale as needs and opportunities arise.

Table 1 provides selected information publicly available on the Carver County website. Some columns were not included in this memorandum to condense the research and because they are irrelevant, redundant, misleading, or potentially deleterious. The columns *not* included are Taxpayer 2, Taxpayer Address, Property Address, City/Township, Last Sale Price, Last Sale Qualified/Unqualified, Plat Name, Lot, Block, School District, and Watershed District.

Table 1: Selected Information for Parcels Associated with Seminary Fen.

Map ID	PID:	Taxpayer:	Use 1:	GIS Acres:	Last Sale Date:	Public Land Survey System:
A	259990700	Carver County	Sp. Tax District	22.69	N/A	TWP 116, RNG 023, SEC 34
B	253320150	William H Kirkpatrick Revocable Trust	Res 1 unit	13.75	8/31/2004	TWP 116, RNG 023, SEC 34

Map ID	PID:	Taxpayer:	Use 1:	GIS Acres:	Last Sale Date:	Public Land Survey System:
C	253320160	Mary E Briol	Res 1 unit	15.59	6/27/1997	TWP 116, RNG 023, SEC 34
D	253320230	Brandon Michael Pitzer	Res 1 unit	11	6/15/2021	TWP 116, RNG 023, SEC 35
E	253320240	William N Decoulos	Res 1 unit	9.15	6/16/2016	TWP 116, RNG 023, SEC 35
F	259990600	Carver County	Sp. Tax District	62.41	4/19/2021	null
G	253320250	Scott A Lindblad	Res 1 unit	6.3	9/5/2014	TWP 116, RNG 023, SEC 35
H	250350500	Heidi R Moe	Agricultural	6.07	8/14/1998	TWP 116, RNG 023, SEC 35
I	253320260	Maren Dvorak	Res 1 unit	9.37	2/5/2016	TWP 116, RNG 023, SEC 35
J	253250050	Jeffrey M Good	Res 1 unit	0.7	2/12/1995	TWP 116, RNG 023, SEC 35
L	250350800	Goran Pujic	Res 1 unit	1.11	7/27/2017	TWP 116, RNG 023, SEC 35
M	250351200	Brian J Colvin	Q Golf Course	97.63	11/18/1998	TWP 116, RNG 023, SEC 35
N	250351000	Carver County	Co Srvc. Ent	5.06	4/4/2014	TWP 116, RNG 023, SEC 35
O	250351100	Chanhassen City	Muni Srvc. Other	0.92	N/A	TWP 116, RNG 023, SEC 35
Q	250350111, 250350112, 250340420	State Of Minnesota - MNDNR	State Property	101	6/4/2008	TWP 116, RNG 023, SEC 35
R	250350200	Peterson Farm Holding No 3 LLP	Rural Vacant Land	30.18	8/2/1996	TWP 116, RNG 023, SEC 35
S	250350100	High Terrace LLC	Agricultural	8.15	9/19/1996	TWP 116, RNG 023, SEC 35
T	250350110	High Terrace LLC	Agricultural	11.23	6/4/2008	TWP 116, RNG 023, SEC 35
U	250350300	Peterson Farm Holdings No. 3 LLP	Res V Land	9.99	5/10/2016	TWP 116, RNG 023, SEC 35
V	250340600	Mary Beth & Patrick Ripley	Res 1 unit	0.47	11/12/2014	TWP 116, RNG 023, SEC 34
W	250340410	Mark S Thome	Res 1 unit	14.39	3/14/2008	TWP 116, RNG 023, SEC 34
X	253880020	Joseph Robert Monnens	Res 1 unit	1.04	N/A	TWP 116, RNG 023, SEC 34

Map ID	PID:	Taxpayer:	Use 1:	GIS Acres:	Last Sale Date:	Public Land Survey System:
Y	250340400	High Terrace LLC	Agricultural	30.86	5/22/2008	TWP 116, RNG 023, SEC 34

Source: Carver County Property Information. Data verified January 31, 2025.

The red colored parcels have certain features that are worth discussing in detail. These features suggest a deliberate and intentional justification for acquiring the parcels and making them more protected for the benefit of Seminary Fen SNA.

The Parcel H identified as 250350500 may be the most critical piece of property adjacent to the Seminary Fen SNA. It is listed as agricultural land and Heidi Moe is listed as the taxpayer. The parcel is upgradient of the fen on the northern boundary of the SNA and development of groundwater resources on this property has the potential to interfere with groundwater needed by the fen. The parcel is on the SNA side of the boundary created by the repurposed railroad grade. The parcel also has one of the most significant communities of fen indicator plants (Young Environmental, 2024). Acquiring this parcel of land should be given the highest priority.

High Terrace LLC is an unknown landowner that could have considerable impact on Seminary Fen and associated Assumption Creek. The LLC owns three parcels S, T, and Y having parcel identifiers 250350100, 250350110, and 250340400 located along the southwest borders of the SNA. High Terrace LLC does not unambiguously show up in an online search and their address is not accompanied by a city name. Searching the parcel-owners' address provides a private residence in Greenwood, MN, near Lake Minnetonka. Discussion with fen-management staff from the MNDNR revealed that High Terrace LLC may be under the purview of, or connected with, Sam Wetterlin, a person that has considerable interest in protection of Seminary Fen, Assumption Creek, and related resources. These parcels may presently be safe from further development, but the owner(s) might consider protecting the resource through a trust or easement.

Other parcels surrounding Seminary Fen also could be considered for acquisition and protection. However, present understanding of the associated resources suggests that those parcels are relatively benign in their relation to fen sustainability.

Considerations for Land Acquisition

Various tools and methods are available to approach property owners with opportunities to protect important fen-related parcels. These include outright purchase, setting up a land trust, rezoning the property, placing an easement on the property, or eminent domain. Some of these approaches are more desirable than others. For instance, using eminent domain to protect fen resources may be considered an excessive application of government powers.

Outright purchase

Developing a reasonable asking price for fen-adjacent properties is difficult because people have different perspectives on the value of acreage on or near wetlands. Historically, wetlands were considered undesirable. They were often used as landfills or dredged to create open water. Wetland value has increased as we understand wetland contributions to hydrology and natural resources as

well as opportunities for people to connect to nature. Nearby wetlands present open views, add privacy, and may prevent unwanted development. However, as people landscape and enhance their wetland-adjacent properties the temptation to encroach upon the existing wetland continues to pose a threat.

Developing a conceptual model could allow resource managers to make purchase-price offers within budgetary constraints while considering the real value of the property. Wetlands typically are valued lower than adjacent properties based on their intrinsic value for various land uses. Persuading the landowner to sell the unproductive wetland portion of their property could potentially reduce their tax burden and offer a tax deduction for selling a property with limited development potential.

Setting up a Land Trust

Land trusts have produced some of the most successful approaches to conserving and protecting high-value natural resources. The process itself, which may in some cases be slow, involves working directly with the landowner to acquire the desired property. In many cases, the acquisition and transferring of property to public ownership may occur after the existing landowner has passed away or suffered a life-changing event.

Setting up a land trust in Minnesota can be complex and may require the help of an experienced estate planning attorney who specializes in trusts. Here are some steps the landowner should consider:

- **Choose a trustee:** Select a person or entity to hold the legal title and manage the property. This person or entity is called the trustee.
- **Identify the property:** Decide what property to include in the trust. This will include the legal description of the parcels included in the property. Overall, the property should be considered a high-value resource for conservation and protection purposes.
- **Select beneficiaries:** Determine who will benefit from the trust and receive the property.
- **Create the trust document:** Work with an attorney to create a legal document that outlines the terms, rights, and responsibilities of the trust. The document should also specify the landowner's wishes, name the trustee, and describe what the trustee can do.
- **Sign the document:** Sign the trust document in front of a notary to authenticate it.
- **Transfer the title:** Legally transfer the title of the property to the trust. Depending on the asset, the landowner may incur fees and transfer taxes.
- **Manage the property:** Manage the property according to the trust terms, including maintenance and tax obligations.

The land trust could reduce the cost of an outright purchase although there are legal expenses to set up the trust. The existing landowner also may realize a substantial tax benefit through reduced tax liability and/or through a deduction because they are gifting the property to the government or other non-profit entity.

Rezoning the Property

Within each local jurisdiction, properties are zoned based on determined classifications. While nomenclature varies, the classification or zoning districts generally encompass residential,

commercial, industrial, and agricultural. Each district has specific rules governing the types of development allowed, building height, density requirements, structure setback, and other factors. Specific zoning ordinance requirements are intended to be used to protect the natural environment and are generally found within the environmental performance standards. Some zoning classifications are more stringent than others.

In addition to local regulations, state or federal regulations often dictate what can be done with special value resources such as wetlands. Unfortunately, regulations are often insufficient in protecting small, isolated wetlands – especially when they have indeterminate boundaries. The boundaries established by the SNA program, parks and refuges protect lands but the lands and resources they protect do not conform to the established parcel boundaries. Uninformed zoning can cause serious damage that encroaches on the protected area.

Zoning to designate how properties will be used generally is a political process incorporating input from people of varied interest trying to influence local development practices. Zoning often encourages revenue-generating development rather than resource-protective land use which generates negligible revenue. An approach to protecting land is to advocate that equivalent revenue can be generated through the enhanced value of property near wetland areas. The increased quality of life provided by wetland areas attracts revenue-generating development elsewhere in the community. This approach requires persistence by resource advocates to ensure wetland resources are protected.

Placing an Easement on the Property

A property easement in Minnesota is a written agreement that gives another entity the right to use a landowner's property for a specific purpose, while still allowing the owner to maintain and use the land. Easements can be created for many reasons, including:

- **Access:** Providing access to a driveway, private road, lake, or other body of water.
- **Right of way:** Allowing someone to use a road or driveway.
- **Utility access:** Easements can allow private utility companies to bury cables or access utility lines.
- **Building:** Permitting the construction of a barn or the piling of wood or brush.
- **Support:** To allow for the right to the support of land and buildings. This may include a perpetual flowage easement, which gives allowance to flood a property or area of a property in perpetuity.
- **Drainage:** To allow for drainage and sewer conveyance or flooding of a property.
- **Entry:** Allowing someone to enter the land for any purpose related to the dominant estate, such as walking or birdwatching.
- **Nuisance:** Permitting someone to do something that might otherwise be considered a nuisance, such as burning or raising livestock.

Conservation easements involve the acquisition of limited rights in land for conservation purposes. The Minnesota Board of Water and Soil Resources (BWSR) website provides an overview of conservation easement programs including Reinvest in Minnesota (RIM). Landowners who offer the state a conservation easement receive a payment to stop cropping and/or grazing the land, and in

turn the landowners establish conservation practices such as native grass and forbs, trees, or wetland restorations. The easement is recorded on the land title with the county recorder and transfers with the land when the parcel is sold (Minnesota Board of Water and Soil Resources, 2024).

The Conservation Reserve Program (CRP) administered by the Farm Service Agency of the U.S. Department of Agriculture is a federal program that supports protection of wetlands. Eligible applicants include farmers and landowners with environmentally sensitive land that meets specific criteria related to cropping history and environmental characteristics. Applicants must demonstrate the potential for significant environmental benefits through the implementation of conservation practices (U.S. Department of Agriculture, 2024).

Easements generally are initiated by the landowner but also can be initiated by the applicable soil and water conservation district (SWCD). It may be necessary to incentivize the landowner, so they feel that the easement benefits them. Other than an outright cash incentive, resource managers could describe the value of the protected resource and how protecting the resource would increase the value of the remaining property. However, increased property value might also incentivize the landowner to ask more money for the easement or whatever other method of property acquisition is employed.

Financial incentives will vary based on location and the history of land use on the property, but it is important to provide fair value for the rights being purchased. The property may be valued based on tax-assessed value or township-based rates. Minnesota has several programs that support the establishment of easements.

Other consideration for easements:

- Most easements purchased by the state are perpetual. Some eligible lands may be enrolled under limited duration easements but should last at least 20 years.
- Building, cropping, excavating, and other detrimental land uses generally are prohibited.
- All access to the land is controlled by the landowner. No public access is allowed unless granted by the landowner.
- Landowners receive financial assistance for the costs of establishing the conservation practices (vegetation or wetlands), as outlined in a conservation plan developed by the SWCD in cooperation with the landowner. The landowner is responsible for maintaining the practices and controlling noxious weeds. Easements are inspected annually by the SWCD for the first five years and every third year thereafter. A copy of the inspection form is provided to the landowner and to the Minnesota BWSR. If necessary, the SWCD provides directions to the landowner to assure compliance.
- One disincentive for this program is that the landowner is responsible for paying all taxes and any other levies and assessments on the enrolled land. Assessed values vary from county to county and there may be a way to reduce the tax liability.

Many of the properties having conservation easements are administered by the Minnesota Land Trust (Minnesota Land Trust, 2024). Wetland reserve easements are administered by the Natural Resources Conservation Service (NRCS, 2024).

Eminent Domain

Eminent domain is the power of the government to take private property for public use, while paying the owner just compensation. The LMRWD can partner with other local government units on the acquisition. This is a unique and often complicated process under the law. If steps are missed, the government must go back to the beginning and start over. The process of eminent domain in Minnesota as it relates to the LMRWD is described below by John Kolb, the attorney that represents the LMRWD in legal matters:

Eminent domain or condemnation is a governmental authority outlined in Minnesota Statutes, chapter 117. For watershed districts, additional authority to acquire property interests “involuntarily” is contained in chapter 103D. To advance a public purpose, the watershed district may exercise the power of eminent domain under either chapter.

The process starts with a finding of public purpose and an authorization to exercise the authority by the government body. From there, depending on what statute is being utilized, there is a process of appraisal, notice, good faith negotiation, final written offer and initiation of proceedings. As part of the proceedings, depending on what process is followed, the government body may have to pay for the other party to obtain an appraisal. There are some exemptions for public service corporations like watershed districts under chapter 117.

If the entity initiates eminent domain proceedings, it may exercise a quick take option. This allows acquisition after a 90-day period while the formal proceedings move forward. The government is required to deposit the appraisal or last written offer value into the court as part of the process.

Involuntary acquisition by either eminent domain under chapter 117 or the alternative processes under 103D are options to acquire a property interest for a public purpose. These rights of government entities are clear and courts have affirmed their use.

The most important thing to remember is that the process needs to begin internally before starting discussions or negotiations with owners. There is a concept called “threat of condemnation” that can undermine an acquisition if the process is not followed correctly. With any project where there is a need to acquire property interests, the government entities and its consultants should sit down early to chart a path forward on the acquisition (Kolb, 2025).

The eminent domain process can be complicated, and it is recommended parties involved work with an eminent domain attorney to ensure just compensation (Minnesota Legislative Reference Library, 2024).

Conclusion

Preserving land adjacent to Seminary Fen is critical to maintaining the ecological integrity of this rare and sensitive ecosystem. As one of the most pristine fens in the LMRWD, Seminary Fen relies on a delicate balance of hydrology, vegetation, and groundwater flow that could be significantly disrupted by development on nearby parcels. The potential impacts of land use changes—including altered

groundwater recharge, increased runoff, habitat degradation, and encroachment from human activity—pose serious risks to the long-term viability of this unique natural area.

While we understand that the LMRWD has tabled discussions around land acquisition, proactive land protection strategies remain essential. Options such as conservation easements, land trusts, and zoning protections can safeguard the fen while respecting private property rights and local land use priorities. Collaborative efforts between the LMRWD, MNDNR, and other stakeholders will be necessary to identify and implement the most effective protection measures.

Recommendation: Although land acquisition is not actively being pursued at this time, we recommend that the LMRWD:

- **Maintain open lines of communication with priority parcel owners** (such as Heidi Moe and High Terrace LLC) to explore voluntary conservation measures, such as land trusts or easements, should their interest change in the future.
- **Develop a funding and resource plan** that could be activated if and when opportunities arise to secure land adjacent to the fen.
- **Appoint a liaison or use the working group** to monitor development proposals near the fen, engage with landowners, and facilitate future protection efforts.
- **Advocate for zoning and policy protections** at the local level that minimize development impacts on fen-adjacent properties.

While economic development and land ownership rights must be considered, the value of preserving Seminary Fen extends far beyond its immediate landscape. Protecting this resource benefits water quality, biodiversity, and future generations who will rely on healthy natural systems. Strategic conservation actions taken today—even those that prepare for future opportunities—will ensure that Seminary Fen remains a thriving and resilient natural area, reinforcing the commitment to responsible stewardship of Minnesota’s unique fen ecosystems.

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LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, March 19, 2025

Agenda Item

Item 8. C. – Distribution of Managers

Prepared By

Linda Loomis, Administrator

Summary

At the February Board of Managers meeting, Manager Lammers brought forward a Resolution to petition for the redistribution of managers, assigning two Managers to Scott County and reduce the number of Managers from Hennepin County. The rationale for Manager Lammers resolution was that Scott County has the greatest area within the Lower Minnesota River Watershed District (LMRWD), it now has the largest population of the county within the LMRWD, and it now provides the greatest amount of tax base to the LMRWD.

The motion failed, however the Board asked for more detailed information regarding options to more equitably provide representation on the Board of Managers.

Distribution of Managers is governed by MN Statutes Chapter 103D.301. 103D.301 states that, “if more than one county is affected by a watershed district, the board (board in this case means the Board of Water and Soil Resources) must provide that managers are distributed by residence among the counties affected by the watershed district and in consideration of the counties portion of the land area and net tax capacity of the watershed.”

Regarding redistribution, the Statute allows the county board of commissioners of a county affected by the watershed district to petition the board (BWSR) to redistribute managers. BWSR must hold a public hearing on redistributing managers and after a hearing may redistribute managers among the counties affected by the watershed district if the redistribution is in accordance with 103D.301. A petition for redistribution may not be filed with the board (BWSR) more often than once in 10 years.

Scott County filed a petition to redistribute the managers of the Lower Minnesota River Watershed District in 2011, but withdrew its petition before BWSR was able to hold a public hearing.

Another option that the Board had suggested in 2024 is to increase the number of managers on the Board. In the Twin Cities Metropolitan Area, Minnesota Statute allows for 5 to 9 managers. According to MN Statute Chapter 103D.305, “A proceeding to increase the number of managers of a watershed district must be initiated by filing a petition with the board.” The board means BWSR in this case.

The petition to increase the number of managers must request the increase and must be signed by one or more of the following groups:

1. One-half or more of the counties within the watershed district;
2. Counties with 50 percent or more of the area within the watershed district;
3. A majority or greater number of the cities within the watershed district;
4. 50 or more resident owners residing in the watershed district, excluding resident owners within the corporate limits of a city if the city has signed the petition; or
5. The managers of the watershed district, by resolution adopted by a majority of the managers of the watershed district.

When BWSR receives a petition to increase the number of managers of a watershed district, the board must order a hearing on the petition. The Board must determine at the hearing that the increase in the number of managers would benefit the public welfare, public interest and the purpose of 103D.305. The board (BWSR) must make findings and an order accordingly and file a certified copy of the findings and order with the secretary of state, the auditor of each county affected by the watershed district, the director (of BWSR) and the watershed district. If the watershed district affects more than one county, the board's order must direct the distribution of the managers among the affected counties.

If another manager is added to the LMRWD Board of Managers, that would make six managers on the board which would make tie votes more possible and tie votes of the board are considered "no" votes.

Attachments

No attachments

Recommended Action

No action recommended – for discussion only



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, March 19, 2025

Agenda Item

Item 9. A. – 2025 Legislative Update

Prepared By

Linda Loomis, Administrator

Summary

Managers have been receiving updates and newsletters from Park Street Public. Joe Birkholz or Molly Jansen will update the Board.

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, March 19, 2025

Agenda Item

Item 9. B. – Vernon Avenue Update

Prepared By

Linda Loomis, Administrator

Summary

At the November 2024 Board of Managers meeting, a contract was awarded for the repair and maintenance of Vernon Avenue. The project engineer expects construction to start in about six weeks, once roadway restrictions are lifted and depending on weather and river conditions.

The contract cost was lower than the engineers' estimate. I spoke with Shannon Sweeney from David Drown Associates about the LMRWD's ability to fund the construction. The LMRWD has levied \$300,000 in both 2024 and 2025 in anticipation of selling bonds. Mr. Sweeney and I discussed whether this amount could cover the construction costs for Vernon Avenue. He consulted with Mary Ippel, bond counsel from Taft Law Firm, who confirmed that these funds could be used for the construction costs. She also suggested that future levies be submitted as project levies until debt is issued.

Combining this money with the funds provided by the State would give the LMRWD enough to pay for the project.

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, March 19, 2025

Agenda Item

Item 9. C. 2025 Minnesota River Tour Update

Prepared By

Linda Loomis, Administrator

Summary

The Anson Northrup has been booked for August 14th. We are updating the invitation list and we plan to send a save the date out in April. We are planning the program and right now we are planning to highlight the work of the LMRWD.

Attachments

No attachments

Recommended Action

No action recommended

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
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
2022-007	Engineered Hillside	Topline Landscape	Construction Complete		2/15/2022	3/14/2022			4/20/2022	4/21/2022	9/20/2024
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	3/1/2026
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	4/10/2026
2022-022	Ace Rent A Car	Walser	Construction Complete		5/10/2022	11/3/2023			11/15/2023	11/16/2023	11/16/2025
2022-031	RSI Marine	RSI Marine	Conditional Approval		9/20/2023	1/24/2024	8/17/2022	2/21/2024			
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			
2023-007	MN River Greenway Trail	Dakota County	Active		3/1/2023	3/15/2023		4/19/2023	11/6/2024	11/6/2023	11/7/2025
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	Active	4/5/2023	5/8/2023	5/31/2024		6/20/2024		11/5/2024	11/5/2025
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
2023-017	MN Bluffs Regional Trail	City of Chaska	Active	6/14/2023	12/28/2023	2/26/2024		3/20/2024		11/6/2024	11/6/2025
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

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		
2023-022	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
2023-025	35W SP1987-140	MnDOT	Conditional Approval	10/31/2023	1/24/2024	1/27/2025		2/19/2025			
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	12/27/2025
2024-002	MnDOT Pond Maintenance	MnDOT	Active		3/20/2024	4/26/2024		5/15/2024		11/18/2024	11/18/2025
2024-004	35W Early Release	MnDOT	Active		2/20/2024	4/3/2024		4/17/2024		10/3/2024	10/3/2025
2024-006	T2 North Expansion	MAC	Active		2/28/2024	6/4/2024		8/21/2024		8/22/2024	8/22/2025
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	Active		6/3/2024	10/31/2024			12/11/2024	12/12/2024	12/12/2025
2024-016	Flying Cloud Airport	Metropolitan Airports	Construction Complete	7/11/2024	7/23/2024	8/2/2024		8/21/2024		9/26/2024	9/26/2025
2024-018	CPE Xenwood and 125th St.	Center Point Energy	Active		8/23/2024	9/11/2024		10/9/2024		10/10/2024	10/10/2025
2024-020	Ike's Creek Restoration	USFWS	Conditional Approval		11/21/2024			2/19/2025			
2024-021	Metro Pond Maintenance Group A2	MnDOT	Under Review		12/11/2024	3/5/2025					
2024-022*	Dell Road Reconstruction	City of Eden Prairie	Conditional Approval		12/27/2024			3/19/2025			
2025-001	Eagle Creek Restoration	MnDNR	Upcoming	1/24/2025							
2025-002	MCES Kennaley's Creek Trout Stream Restoration	MCES	Upcoming	2/27/2025							
2025-003	MAC Ponds 3 and 4	MAC	Upcoming	2/27/2025							

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