



Please note the meeting will be held in person at the Carver County Government Center on the Wednesday, December 11, 2024. The meeting will also be available virtually using this [link](#).

LOWER MINNESOTA RIVER WATERSHED DISTRICT

Lower Minnesota River Watershed District

7:00 PM - Wednesday, December 11, 2024

Carver County Government Center

602 East Fourth Street, Chaska, MN 55318

Agenda Item	Discussion
1. Call to order	A. Roll Call
2. Citizen Forum	<i>Citizens may address the Board of Managers about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 So are not needed for the Forum, the Board will continue with the agenda. The Board will take no official action on items discussed at the Forum, with the exception of referral to staff or a Board Committee for a recommendation to be brought back to the Board for discussion or action at a future meeting.</i>
3. Approval of Agenda	A. Additions, Corrections, and Deletions to Agenda
4. Public Hearings & Presentations	A. Public Hearing - 2025 Budget final adoption and Certification of Levy B. Report from River Watch C. Spring Creek Update
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 October 9, 2024, & November 6, 2024, Regular Meetings and November 6, 2024, Workshop B. Receive and file November 2024 Financial report C. Presentation of Invoices for payment i. Clifton Larson Allen (CLA) – Financial services November 2024 ii. TimeSavers Off Site Secretarial – Preparation of October 2024, meeting minutes iii. TimeSavers Off Site Secretarial – Preparation of November 2024 meeting minutes

	<ul style="list-style-type: none"> iv. Rinke Noonan, Attorneys at Law –October 2024 legal services for permit fee development, Area #3, Lakota Lane and general services v. Daniel Hron –December 2024 office rent vi. US Bank Equipment Finance – December 2024 copier lease payment vii. Young Environmental Consulting Group, LLC –October 2024 technical, and Education & Outreach services viii. Young Environmental Consulting Group, LLC – November 2024 technical, and Education & Outreach services ix. Naiad Consulting, LLC – October 2024 administrative services, mileage & expenses x. 106 Group - Archeological survey work for Area #3 (#3193-3036-3) xi. 106 Group - Archeological Field work for Area #3 (#3193-2883-14) xii. Bolton & Menk, Inc. – Engineering services related to Vernon Avenue xiii. Frenette Legislative Advisors – October November & December government relations services xiv. Minnesota Star Tribune – Vernon Avenue bid advertisement xv. 4M Fund – October 2024 fund service charges D. Report from the Citizen Advisory Committee E. Minutes of Board Committees <ul style="list-style-type: none"> o Personnel Committee – November 13, 2024 F. Approve Government Relations Service Agreement with Park Street Public G. Letter to MPCA regarding MS4 designation H. Authorize scope of work from Dakota County SWCD for 2025 monitoring, TACS and Education services I. Authorize preparation of 2024 Annual Report
6. Permits	<ul style="list-style-type: none"> A. LMRWD Permit Renewals B. LTS MSP Lateral 2 (LMRWD No. 2024-014)
7. Action Items	<ul style="list-style-type: none"> A. 2025 Legislative Agenda B. Education & Outreach <ul style="list-style-type: none"> o Approve Educator mini-grants C. Administrative Services Update D. Authorize payment to US Army Corps of Engineers for dredging at mouth E. Funding Request from Dakota County SWCD for Winter Salt Week F. 2025 Personnel and Finance Committee meeting schedule
8. Board Discussion Items	<ul style="list-style-type: none"> A.
9. Information Only	<ul style="list-style-type: none"> A. Study Area #3 B. Seminary Fen Ravine Stabilization update C. State of the Minnesota River Listening Session D. 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, January 18, 2025.
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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.

- LMRWD Citizen Advisory Committee meeting – Tuesday January 7, 2024, 6:00 pm, virtual on Webex
- [LMRWD Listening Session](#) – 1:00 pm to 4:00 pm, January 8, 2025, US Fish & Wildlife Minnesota Valley Refuge Headquarters Auditorium
- [Winter Salt Week 2025](#) – January 27-31, 2025, various Live Stream events
- [20th Annual Soil Management Summit](#) – January 29-30, 2025, Mayo Event Center, Mankato, MN

For Information Only

- **WCA Notices**
 - Hennepin County, City of Bloomington – Notice of Application, City 902 Pond Maintenance – Westhampton Pond (7038 113th Street West) Notice of end of comment period
 - Hennepin County, City of Bloomington – Notice of Decision, City 902 Pond Maintenance – Smith Pond and Westhampton Pond
 - Dakota County, City of Burnsville – Notice of Application, MNDoT I-35W Overlay
- **DNR Public Waters Work permits**
 - Hennepin County, USFWS MN Valley National Wildlife Refuge – Request for comments, Ike’s Creek restoration
- **DNR Water Appropriation permits**
 - Scott County, City of Shakopee – Maras Street, Quiring Properties – permit amendment to extend the expiration date for construction dewatering
- **Well Head Protection Plans**
 - None



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

Item 4. A. – Final Certification of Tax Levies payable 2025 and Final Adoption of 2025 Budget

Prepared By

Linda Loomis, Administrator

Summary

At the September 11, 2024, special meeting of the Board of Managers, in accordance with MN Statutes the Board gave preliminary approval of the proposed budget for 2025 and Preliminary Certification of the Tax Levies Payable 2025 on properties within the LMRWD. Preliminary Certification, as identified in Resolutions 24 - 15 through 24-18, was subsequently certified to Carver, Dakota, Hennepin, and Scott Counties.

The total budget approved in September was Two Million Forty-Nine Thousand Five Hundred and 00/100 Dollars (\$2,049,500.00). The 2025 Budget requires One Million Two Hundred Seventy-Five Thousand Dollars (\$1,275,000) to be raised from an ad valorem tax levy on all taxable property in the LMRWD, apportioned according to Schedule A, and allocated as follows:

Administrative Tax Levy	\$373,450 (Minnesota Statutes § 103D.905 Subd. 3)
Planning & Implementation Levy	\$601,550 (Minnesota Statutes § 103B.241)
Bonded Deby Levy:	
Area #3 Bonds	<u>\$300,000</u> (Minnesota Statutes § 103D.905 Subd. 4)
TOTAL Tax Levy Payable 2024	<u>\$1,275,000</u>

There have been no changes to the 2025 Budget or to the Certification of Tax Levies Payable 2025 proposed in September. Notice of the public hearing was published in the December 8th Edition of the Minnesota Star Tribune newspaper, to allow another opportunity for the public to provide comment on the budget to the Board.

Managers should certify the final levy and adopt the 2025 Budget, by adopting Resolution 24-25 Final Certification of Property Tax Levies for Taxes Payable 2025 and Final Approval of 2025 Budget is attached, as well as the 2025 budget and other supporting documents.

Item 4. A. – Final Certification of Tax Levies payable 2025 and Final Adoption of 2025 Budget

Executive Summary

December 11, 2024

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Attachments

- Resolution 24-25 Final Certification of Property Tax Levies for Taxes Payable 2025 and Final Approval of 2025 Budget
- 2025 Budget for Final Adoption

Recommended Action

Open Public hearing and take public comment

Close Public Hearing and Motion to adopt Resolution 24-25 Final Certification of Property Tax Levies for Taxes Payable 2025 and Final Approval of 2025 Budget and authorize certification to Counties

Manager _____ introduced the following resolution and moved its adoption:

RESOLUTION 24-25

LOWER MINNESOTA RIVER WATERSHED DISTRICT

FINAL CERTIFICATION OF PROPERTY TAX LEVIES FOR SCOTT COUNTY
FOR TAXES PAYABLE 2025 AND APPROVAL OF 2025 PROPOSED BUDGET

WHEREAS Minnesota Statutes Sections 103D.911 and 103D.915 require that each year the Board of Managers of the Lower Minnesota River Watershed District (LMRWD) adopt a budget for the next year and determine the total amount necessary to be raised from ad valorem tax levies to meet the District budget, and that the District certify to the auditor of each county within the District the county's share of the tax levy; and

WHEREAS, pursuant to Minnesota Statutes Section 103D.911, the Board of Managers called a public hearing to be noticed and held on September 11, 2024, on the proposed 2025 LMRWD budget and Preliminary Certification of Tax Levies Payable 2025, where all interested members of the public were afforded the opportunity to address the Board concerning the proposed budget and levy; and

WHEREAS, pursuant to Minnesota Statutes Section 103D.911, at their September 11, 2024, Special Meeting the Board of Managers adopted Resolutions 24-15 through 24-18 approving Preliminary Certification of Tax Levies Payable 2025 and adoption of the 2025 Budget; and

WHEREAS, pursuant to Minnesota Statutes Section 103D.911, the Board of Managers called a public hearing to be noticed and held on December 11, 2024, on the adoption of the Final 2025 budget, and Final Certification of Tax Levies Payable 2025, where all interested members of the public were afforded a second opportunity to address the Board concerning the 2025 Budget and Levy; and

WHEREAS, the Board of Managers of the Lower Minnesota River Watershed District ("LMRWD") has adopted a total budget of Two Million Forty-Nine Thousand Five Hundred and 00/100 Dollars (\$2,049,500.00) for the fiscal year commencing January 1, 2025; and

WHEREAS the 2025 budget requires One Million Two Hundred Seventy-Five Thousand and 00/100 Dollars (\$1,275,000) to be raised from an ad valorem tax levy on all taxable property in the LMRWD, apportioned according to the attached Schedule A, the following amounts:

Administrative Tax Levy	\$373,450 (Minnesota Statutes § 103D.905 Subd. 3)
Planning & Implementation Levy	\$601,550 (Minnesota Statutes § 103B.241)
Bonded Debt Levy:	
Area #3 Bonds	<u>\$300,000</u> (Minnesota Statutes § 103D.905 Subd. 4)
TOTAL Tax Levy	<u>\$1,275,000</u>

NOW, THEREFORE, BE IT RESOLVED, by the Board of Managers of the LMRWD, that the Secretary, in accordance with Minnesota Statutes, shall certify an ad valorem tax of One Million

Two Hundred Seventy Five Thousand and 00/100 Dollars to the Auditors of the following counties: Carver, Dakota, Hennepin and Scott, apportioned according to the attached Schedule A, which sum to be raised by a levy on all taxable property in the Lower Minnesota River Watershed District payable in the year 2025 and for the purposes noted above; and

BE IT FURTHER RESOLVED, the Administrator shall certify to the County Auditors of Carver, Dakota, Hennepin and Scott Counties a copy of this Resolution approving the property tax levies for collection in 2025 for the Lower Minnesota River Watershed District

BE IT FURTHER RESOLVED by the Board of Managers of the Lower Minnesota River Watershed District that the 2025 Budget is hereby approved and adopted as the final budget for 2025.

The question on the adoption of the Resolution was seconded by Manager _____. Upon a vote being taken there were ___ yeas and ___ nays as follows:

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

Adopted by the Board of Managers of the Lower Minnesota River Watershed District this 11th day of December 2024.

Joseph Barisonzi, President

ATTEST:

IN TESTIMONY WHEREOF, I hereunto set my hand this 11th day of December 2024.

Lauren Salvato, Secretary

SCEHDULE A

District 060 - Lower MN River Watershed

The following table was presented for the Board of Managers' consideration with regard to the proposed amounts to be levied in each separate county, based upon the net tax capacities available:

Preliminary Certification of Apportioned Levies

Payable 2025

1)	General Fund (M.S. 103D.905, Subd. 3)		\$373,450.00
2)	Planning and Implementation Fund (M.S. 103B.241)		\$601,550.00
3)	Bonded Debt Levy (M.S. 103D.905 Subd. 4)		\$300,000.00
4)	Payable 2025 Property Tax Levy		\$1,275,000.00
	(5)	(6)	(7)
<u>County</u>	Payable 2025 Taxable Net Tax Capacity	Net Tax Capacity Percent Distribution	Apportioned Payable 2025 Levy Column (4) x (6)
Carver	\$10,530,555	6.2374%	\$79,526.85
Dakota	\$16,063,915	9.5149%	\$121,314.98
Hennepin	\$65,431,738	38.7564%	\$494,144.10
Scott	\$76,802,401	45.4913%	\$580,014.08
TOTAL	\$168,828,609	100.00%	\$1,275,000.00

Proposed Levy 2025

General Fund	373,450.00
Planning and Implementation Fund	601,550.00
Debt Service on Bond repayment	<u>300,000.00</u>
Apportioned Payable 2025 Levy	1,275,000.00

<u>County</u>	<u>Net Tax Capacity % Distribution</u>	<u>Apportioned Payable 2025 Levy</u>
Carver	6.2374%	79,526.85
Dakota	9.5149%	121,314.98
Hennepin	38.7564%	494,144.10
Scott	45.4913%	580,014.08
Watershed Total	100.0000%	1,275,000.00

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

Account	Adopted 2023	2023 Actual (unaudited)	Adopted 2024	YTD 2024 (Through 11/30/24)	Projected 2024	Adopted 2025
Expenses:						
59 Wages-General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60 Severance Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
61 Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
62 PERA Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
63 Payroll Tax (FICA/Medicare)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
64 Unemployment compensation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
65 Manager Per Diem	\$ 11,250.00	\$ 4,500.00	\$ 15,000.00	\$ 5,750.00	\$ 15,000.00	\$ 15,000.00
66 Manager Expense (mileage/food/registrations)	\$ 3,000.00	\$ 549.20	\$ 4,500.00	\$ 539.87	\$ 4,500.00	\$ 4,500.00
67 Telecommunications-Cell-Internet/Phone	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
68 Office Supplies	\$ 300.00	\$ 181.68	\$ 300.00	\$ 258.61	\$ 300.00	\$ 300.00
69 Meeting Supplies/Expense	\$ 100.00	\$ 94.25	\$ 100.00	\$ 108.05	\$ 100.00	\$ 300.00
70 Rent	\$ 7,800.00	\$ 6,500.00	\$ 7,800.00	\$ 6,500.00	\$ 7,800.00	\$ 7,800.00
71 Dues	\$ 7,500.00	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -
72 Miscellaneous-General	\$ 3,000.00	\$ 2,086.00	\$ 3,000.00	\$ 2,303.25	\$ 3,000.00	\$ 3,000.00
73 Training & Education	\$ 1,500.00	\$ 330.00	\$ 1,500.00	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00
74 Insurance & Bonds	\$ 11,000.00	\$ 10,318.00	\$ 12,000.00	\$ 12,186.00	\$ 12,000.00	\$ 12,000.00
75 Postage	\$ 375.00	\$ 21.63	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
76 Photocopying	\$ 875.00	\$ 171.34	\$ 750.00	\$ 2.21	\$ 750.00	\$ 500.00
77 Legal Notices-General	\$ 1,500.00	\$ 800.40	\$ 2,000.00	\$ 1,052.90	\$ 2,000.00	\$ 2,000.00
78 Subscriptions & License Fees	\$ 250.00	\$ 580.99	\$ 400.00	\$ 400.99	\$ 400.00	\$ 500.00
79 Mileage	\$ 5,000.00	\$ 2,433.80	\$ 5,000.00	\$ 1,729.61	\$ 5,000.00	\$ 4,000.00
80 Taxable meal reimbursement	\$ 500.00	\$ 59.99	\$ 500.00	\$ 15.16	\$ 500.00	\$ 500.00
81 Lodging/ Staff Travel	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00
82 Accounting/Financial Services	\$ 5,580.00	\$ 26,436.71	\$ 25,438.00	\$ 26,121.83	\$ 25,438.00	\$ 30,000.00
83 Audit Fees	\$ 15,000.00	\$ 3,279.81	\$ 30,000.00	\$ 3,000.00	\$ 30,000.00	\$ 30,000.00
84 Professional Services-General	\$ 104,970.00	\$ 98,718.75	\$ 153,000.00	\$ 128,250.00	\$ 153,000.00	\$ 175,000.00
85 Legal Fees-General	\$ 10,000.00	\$ 21,634.00	\$ 15,000.00	\$ 9,729.00	\$ 15,000.00	\$ 15,000.00
86 Engineering-General	\$ 35,000.00	\$ 100,290.05	\$ 75,000.00	\$ 106,488.45	\$ 75,000.00	\$ 35,000.00
87 Equipment-Maintenance	\$ 500.00	\$ 3,405.34	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
88 Equipment-Lease	\$ 2,500.00	\$ 1,739.12	\$ 2,500.00	\$ 2,404.87	\$ 2,500.00	\$ 2,500.00
89 Lobbying	\$ 20,000.00	\$ 11,873.44	\$ 20,000.00	\$ 15,000.03	\$ 20,000.00	\$ 30,000.00
90 Bank fees and charges	\$ -	\$ 5,080.01	\$ 750.00	\$ 320.58	\$ 750.00	\$ 750.00
91 Total Expense for Administration:	\$ 250,000.00	\$ 297,304.50	\$ 377,838.00	\$ 323,361.41	\$ 377,838.00	\$ 373,450.00

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

	Account	Adopted 2023	2023 Actuals (unaudited)	2024 Adopted	2024 Actual YTD (Through 11/30/24)	Projected 2024	Proposed 2025
	Revenues:						
	General Property Tax						
1	Carver County	\$ 42,871.43	\$ 46,558.34	\$ 76,691.08	\$ 39,780.17	\$ 76,691.08	\$ 79,526.85
2	Dakota County	\$ 72,959.65	\$ 76,518.99	\$ 112,757.70	\$ 111,734.90	\$ 112,757.70	\$ 121,314.98
3	Hennepin County	\$ 318,293.13	\$ 286,572.54	\$ 473,452.15	\$ 253,134.66	\$ 473,452.15	\$ 494,144.10
4	Scott County	\$ 290,875.80	\$ 332,061.92	\$ 512,099.08	\$ 263,729.67	\$ 512,099.08	\$ 580,014.08
	Total Levy:	\$ 725,000.01	\$ 741,711.79	\$ 1,175,000.01	\$ 668,379.40	\$ 1,175,000.01	\$ 1,275,000.00
5	Interest Income	\$ -	\$ 61,326.62	\$ -	\$ 47,275.41	\$ 47,275.41	\$ -
6	MCES WOMP Grant	\$ 5,000.00	\$ 4,500.00	\$ 4,500.00	\$ 5,500.00	\$ 5,500.00	\$ 4,500.00
7	State of MN Grant for Dredge Material Management	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00	\$ 480,000.00	\$ 480,000.00	\$ 240,000.00
8	Metro-Area Watershed Based funding grants	\$ -	\$ 91,021.00	\$ -	\$ 96,866.00	\$ 96,866.00	\$ -
9	License Revenue from placement of dredge	\$ 25,000.00	\$ 20,513.00	\$ 25,000.00	\$ 11,979.00	\$ 25,000.00	\$ 25,000.00
10	Revenues from sale of dredge material	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 109,778.00	\$ 109,778.00	\$ 5,000.00
11	Permit Fees	\$ -	\$ 7,400.00	\$ -	\$ 9,125.00	\$ 9,125.00	\$ -
12	Miscellaneous Income	\$ -	\$ 11,279.44	\$ -	\$ 5.00	\$ 5.00	\$ -
	Total Revenues:	\$1,000,000.01	\$ 1,177,751.85	\$1,449,500.01	\$1,428,907.81	\$ 1,948,549.42	\$ 1,549,500.00
	Expenses:						
13	Administration (from Administrative Budget Page)	\$ 250,000.00	\$ 297,304.50	\$ 377,838.00	\$ 323,361.41	\$ 377,838.00	\$ 373,450.00
	Cooperative Projects						
14	Eden Prairie Bank Stabilization -Area #3	\$ -	\$ 154,736.24	\$ 100,000.00	\$ 128,968.13	\$ 115,365.73	\$ 100,000.00
15	Gully Erosion Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Seminary Fen Ravine C-2	\$ 20,000.00	\$ -	\$ 90,000.00	\$ -	\$ 90,000.00	\$ 80,000.00
17	Eagle Creek Bank Restoration Town & Country RV Park Study	\$ -	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 16,050.00
18	Shakopee River bank Stabilization Project	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00
	509 Plan Budget						
	Resource Plan Implementation						
19	Watershed Resource Restoration Fund	\$ 100,000.00	\$ -	\$ 82,500.00	\$ 7,500.00	\$ 7,500.00	\$ 100,000.00
20	Fen Private Land Acquisition Study	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
21	Gully Inventory	\$ 90,500.00	\$ 81,264.54	\$ 150,000.00	\$ 27,806.00	\$ 150,000.00	\$ 160,000.00
22	Minnesota River Corridor Management Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Gun Clun Fen Intrusion Investigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	Assumption Creek Hydrology Restoration Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	Groundwater Screening Tool Model	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	Minnesota River Floodplain Model Feasibility Study	\$ 75,000.00	\$ 9,547.85	\$ -	\$ 27,914.94	\$ -	\$ -
27	Schroeder's Acres Park/Savage Fen Stormwater Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	Downtown Shakopee Stormwater BMPs	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
29	PLOC Realignment/Wetland Restoration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Spring Creek Project	\$ 90,000.00	\$ 54,396.52	\$ 100,000.00	\$ 15,776.51	\$ 100,000.00	\$ 110,000.00
31	West Chaska Creek Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
32	Sustainable Lakes Management Plan (Trout Lakes)	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 55,000.00
33	Geomorphpic Assessments (Trout Streams)	\$ -	\$ -	\$ 100,000.00	\$ 97,243.03	\$ 100,000.00	\$ -
34	Fen Stewardship Program	\$ 75,000.00	\$ 51,540.00	\$ 75,000.00	\$ 82,837.32	\$ 75,000.00	\$ 85,000.00
35	District Boundary Modification Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36	East Chaska Creek Bank Stabilization Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
37	Minnesota River Sediment Reduction Strategy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
38	Local Water Management Plan reviews	\$ 5,000.00	\$ 31.25	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00
39	Project Reviews	\$ 50,000.00	\$ 108,379.50	\$ 50,000.00	\$ 95,789.99	\$ 74,194.60	\$ 110,000.00
40	Monitoring	\$ 75,000.00	\$ 48,750.94	\$ 75,000.00	\$ 28,532.75	\$ 75,000.00	\$ 75,000.00
41	Watershed Management Plan						
42	Legal expense related to rule enforcement & implementation	\$ -	\$ -	\$ -	\$ 3,238.50	\$ 1,869.00	\$ -
43	Technical expense related to plan & rule development	\$ -	\$ -	\$ -	\$ 9,801.22	\$ -	\$ -
44	Municipal Coordination	\$ -	\$ -	\$ -	\$ 7,260.98	\$ 4,305.75	\$ -
45	Rule Enforcement	\$ -	\$ -	\$ -	\$ 1,242.00	\$ -	\$ 20,000.00
46	Public Education/Citizen Advisory Committee/Outreach Program	\$ 85,000.00	\$ 78,753.95	\$ 115,000.00	\$ 97,269.38	\$ 115,000.00	\$ 150,000.00
47	Cost Share Program	\$ 20,000.00	\$ 20,586.50	\$ 20,000.00	\$ 8,279.97	\$ 20,000.00	\$ 20,000.00
	Nine Foot Channel						
48	Dredge site operations	\$ 240,000.00	\$ 305,473.35	\$ 240,000.00	\$ 34,140.98	\$ 240,000.00	\$ 240,000.00
49	Dredge Site Restoration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Bonded Debt Levy						
50	Area #3 Bonds	\$ -	\$ -	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 300,000.00
51	Total Non-administrative Expenses:	\$ 975,500.00	\$ 913,460.64	\$ 1,732,500.00	\$ 673,601.70	\$ 1,403,235.08	\$ 1,676,050.00
52	Total Administrative Expenses (from line 13)	\$ 250,000.00	\$ 297,304.50	\$ 377,838.00	\$ 323,361.41	\$ 377,838.00	\$ 373,450.00
53	Total Expenses	\$ 1,225,500.00	\$ 1,210,765.14	\$ 2,110,338.00	\$ 996,963.11	\$ 2,110,338.00	\$ 2,049,500.00
54	Revenue less Expenses	\$ (225,499.99)	\$ (33,013.29)	\$ (660,837.99)	\$ 431,944.70	\$ (161,788.58)	\$ (500,000.00)
55	Beginning Fund Balance - January 1		\$ 1,953,659.65		\$ 1,376,420.36		\$ 1,808,365.06
56	Total Revenue		\$1,177,751.85		\$1,428,907.81		\$ 1,549,500.00
57	Total Expenses		\$ (1,210,765.14)		\$ (996,963.11)		\$ (2,049,500.00)
	Fund Balance						\$ 500,000.00
58	Ending Fund Balance - December 31 (bold figures are projected)	\$ 1,953,659.65	\$ 1,920,646.36	\$ 1,376,420.36	\$ 1,808,365.06		\$ 1,808,365.06

2025 Budget Explanation of line items

5 Project funding proposed in the 2025 Budget is taken from Table 4-1 Implementation Program Budget found in Section 4 of the LMRWD Watershed Management Plan (as revised in 2022).
 Explanations for certain lines follow.

Line #	Cooperative Projects
	<i>Cooperative Projects are those projects that are intended to be completed by the LMRWD with other partners</i>
14	<p>Eden Prairie Bank Stabilization - Area #3</p> <p>The timeline for this project has been extended and hopefully this project will be ready to go for bid in late 2024. The LMRWD received state funds to construct this project and will need to match state funds in an amount equal to the state’s contribution. The City of Eden Prairie has indicated it will contribute \$400,000 to the project. The LMRWD applied for and received a \$50,000 grant from Hennepin County. At the August 2023 Board of Manager meeting, it was decided to issue bonds to raise the LMRWD share of the estimated project costs. The LMRWD will wait until bids for construction of the project have been received before a bond sale, however, it was recommended that the 2024 budget include an estimated first payment on the bonds. \$300,000 was included in the 2024 budget as bonded debt levy. \$300,000 is included in the 2025 budget for the same. If the money collected for repayment of debt is not used for that purpose it will be used to pay for direct costs of this project.</p> <p>This project involves stabilizing the eroding banks along the Minnesota River in Eden Prairie to prevent further erosion. It targets erosion that threatens both natural habitats and nearby infrastructure and stabilizes the bank to prevent further erosion and protect infrastructure from damage caused by current and potential bank failure.</p>
16	<p>Seminary Fen Ravine B and Ravine C-2</p> <p>The City of Chaska provided plans to address several ravines that are actively discharging sediment into the Seminary Fen Wetland Complex. The ravines were labeled A, B and C-2. The costs and schedule to stabilize the ravines shown in Table 4.1 of the LMRWD Watershed Management Plan are based on information provided to the LMRWD by the City. The City developed a feasibility study to stabilize C-2 in 2022 and is now ready to implement the recommendations found in the study.</p> <p>The City of Chaska is ready to move ahead with construction of the project and has applied for and received a \$615,000 Clean Water Fund grant for the project. The estimated total cost of the project is \$1,007,532. The City is looking for additional funds for the project. The City received Watershed Based Implementation Funding of; \$87,742 from the Lower MN River WPA and \$201,325 from the Carver County WPA.</p> <p>The City is asking the LMRWD to redirect funds in the LMRWD implementation plan to this project rather than the projects identified in LMRWD Plan implementation table. Funds for site B will be redirected to site C-2.</p> <p>This project will stabilize two eroding ravines discharging sediment into the Seminary Fen Wetland Complex and protect the fen ecosystem from further sediment deposition and potential degradation.</p>
17	<p>Eagle Creek Bank Restoration Town & Country RV Park Feasibility Study</p> <p>This project is a result of the municipal coordination meeting between the LMRWD and the City of Savage. Signs of hillslope failure have been observed near the campground on the Main Branch of Eagle Creek which is an added environmental stressor on Eagle Creek a designated trout stream. Funding to assess this area was included in the 2024 LMRWD budget. Funds in the 2025 budget are for stabilization of the area. The project will reduce sedimentation to the main branch of Eagle Creek.</p> <p>This feasibility study will assess potential bank restoration solutions along Eagle Creek to prevent further erosion and protect water quality in this sensitive trout stream. As part of</p>

2025 Budget Explanation of line items

	strategies will be developed to stabilize the banks, reduce sediment transport, and improve habitat quality for aquatic species.
18	<p>Shakopee Riverbank Stabilization Project</p> <p>This project proposes stabilizing sections of the Minnesota River riverbank that are eroding along the City of Shakopee’s parallel trunk sanitary sewer line that flows to L-16 and other storm sewer outlets. Funds may be used to complete recommendations from the Shakopee Downtown BMP Study that are part of the MN River Stabilization project. The MN Riverbank stabilization project plans to stabilize the MN Riverbank from Huber Park downstream to The Landing. The City has received funds from the Federal Government and the State of Minnesota. There is a second project planned by the City of Shakopee that was identified in its Downtown BMP study. The City has received Watershed Based Implementation funding for this project from the Scott County WPA (Watershed Planning Area) (\$150,000) and the LMRWD WPA (\$87,743). The project will divert low flows from an existing storm sewer to provide treatment in a pond to allow for settling of sediment to remove TSS and TP. The project would be constructed in 2026 coordinated with the Riverbank Stabilization project. The contributing watershed is 257.3 acres (approximately 2/3 of the watershed currently has no treatment). Project includes diversion structure, grit chamber, pond area, outlet structure, etc. The estimated total cost of this project is \$500,000. The LMRWD may use funds from this line to fund that project.</p>
	509 Plan Budget
19	<p>Watershed Resource Restoration Fund</p> <p>This fund implements Goals 2 and 3, which are to protect, improve and restore surface water and ground water quality within the District. This program will fund projects sponsored by LGUs and were not identified at the time the Plan was adopted and/or updated.</p> <p>In 2022, the LMRWD Board of Managers accepted a request from the City of Burnsville to partner on the stabilization of a ravine along Willow Creek. \$67,500 of this line was used for that project. This fund was also used to contribute \$75,000 to the City of Carver to develop plans for the City’s levee improvement project, needed to apply for funding from the State of Minnesota. The Board recently approved a request from the City of Eagan to share in the cost to address a ravine that concentrated flows of stormwater have created. Table 4-1 in the revised Plan has allocated \$100,000 to this fund. At the August 2023 Board of Managers meeting, the amount of this line item was reduced to \$82,500. \$17,500 was re-directed to Education and Outreach, to allow the Board flexibility to provide funding for River Watch. In 2024, the LMRWD notified cities of the availability of this fund and solicited projects from cities. One project (although several other cities expressed interest) was submitted by the City of Eden Prairie which was evaluated and approved for \$45,154 funding from this fund dependent on the final cost of the project.</p>
21	<p>Gully Inventory</p> <p>The gully inventory and condition assessment are an ongoing project. In 2023, the LMRWD prioritized gullies based on several factors. In 2025, funds will be used to develop feasibility studies for high priority gullies so that they can be stabilized. Erosion from gullies contributes to landscape degradation and sediment transport into water bodies. The ongoing gully inventory project prioritizes and stabilizes high-risk gullies contributing to erosion in the district.</p>
30	<p>Spring Creek Project</p> <p>Site 1 and Site 2 along Spring Creek will be stabilized using the Carver SWCD’s designs (increased riprap size and standard gradation recommended). Erosion along the creek banks contributes to landscape instability and environmental degradation. The LMRWD is preparing to bid this project in 2024. These funds will be used to pay for the construction of the project.</p>

2025 Budget Explanation of line items

32	<p>Sustainable Lakes Management Plan (Trout Lakes) Implementation</p> <p>In 2019, the District developed Sustainable Lake Management Plans (SLMPs) for trout lakes within its boundary. In 2025, the LMRWD will reassess the Trout Lakes. Reassessing the trout lakes will help maintain the water quality necessary to support cold-water species. The implementation of management plans helps protect these high-value resources from pollution and degradation.</p>
34	<p>Fen Stewardship Program</p> <p>The District, in partnership with the DNR and Metropolitan Council, has developed a fen stewardship program for the District’s fens. This work will continue in 2025 to map recharge areas and begin implementation of the stewardship plans. Mapping recharge areas and implementing stewardship plans for fens will protect these rare ecosystems by ensuring that their water sources are maintained, contributing to biodiversity preservation and groundwater quality</p>
38	<p>Local Water Management Plan Reviews</p> <p>The LMRWD is responsible for reviewing and approving local surface water management plans for all cities within the boundaries of the LMRWD. The LMRWD also reviews the plans to ensure they are in conformance with the LMRWD standards.</p>
39	<p>Project Reviews</p> <p>LMRWD initiated a permitting program and facilitates the review of development projects to ensure the projects meet water and natural resources protection, preservation and restorative standards.</p> <p>This item includes costs incurred by the LMRWD to review non-LMRWD projects. Cities have been encouraged to apply for Municipal LGU permits.</p> <p>Eden Prairie has opted to have the LMRWD review projects within the boundaries of the LMRWD. The Cities of Chanhassen and Savage are working toward but have not yet received LGU permits. The LMRWD reviews projects in some cities that are within the 100-year floodplain or high value resource areas because they do not have official controls that reflect the standards of the LMRWD rules, even though they have Municipal LGU permits.</p> <p>The LMRWD is also responsible for reviewing MNDOT, and MAC (Metropolitan Airport Commission) projects, County projects and for the unincorporated areas of the District. The LMRWD collects permit fees on private projects, but fees do not entirely offset the cost of reviews. The LMRWD is not able to collect a permit review fee on public projects. There have been so many public projects that the LMRWD has projected an increase in this line item in the Budget.</p> <p>An increase in the permit review fees for private projects was approved at the August 2024 Board Meeting.</p>
40	<p>Monitoring</p> <p>The District will continue to perform water quantity and quality monitoring of resources within the boundaries of the District. The District's Monitoring Plan will be updated to include the geochemistry recommendations from the Fens Sustainability Gaps Analysis report and the monitoring parameter recommendations from the Quarry Lake Sustainable Lake Management Plan report.</p> <p>Over the past few years, the District has collected a large quantity of water quality data. The Plan includes a preliminary assessment of lake water quality data. However, the last comprehensive data evaluation was completed in 2000. Periodic data evaluations are necessary to convert data into information that decision makers can use. Data collected for each water resource will be evaluated on a 3-year or 5-year cycle. As part of Strategy 1.3.1, all water resources within the watershed will be evaluated. An outcome of Strategy 1.3.1 will be groupings of water resources into High, Medium, and Low categories for detailed data assessments and timetables formulated for each category.</p>

2025 Budget Explanation of line items

45	<p>Rule Enforcement \$20,000 has been added to this line to account for inspections of permits issued by the LMRWD and to offset the reduction in engineering fees in the Administrative Budget.</p>
46	<p>Public Education/CAC/Outreach Program The 2025 projected costs the LMRWD plans to spend on public education include:</p> <ul style="list-style-type: none"> • Citizen Advisory Committee (CAC).....\$26,750.00 • District Signage.....\$10,000.00 • School Engagement/Mini-grant Program\$15,000.00 • Community Outreach & Engagement..... \$15,000.00 • Scott County Water Education Program.....\$7,500.00 • Project Management & Coordination w/Board.....5,000.00 • LMRWD website update/maintenance.....\$17,700.00 • Sponsor Minnesota River Congress.....\$400.00 • MN River Boat Tour/engagement activity.....\$10,500.00 • Sponsorship of Salt Symposium and Water Summit.....\$500.00 • Sponsor Metro Children’s Water Festival..... \$1,650.00 • Social Media.....\$10,000.00 • Friends of the MN Valley River Watch.....\$20,000.00 • Printing Postage, and other expenses.....\$5,000.00 • Coalition for a clean MN River.....<u>\$5,000.00</u> <p>TOTAL:.....\$150,000.00 LMRWD’s public education and outreach program aims to increase public awareness of environmental protection efforts. Public awareness of the importance of natural resource protection is often limited, which can hinder preservation and protection efforts. Educating the public on the impacts of development and land use on natural resources, encourages sustainable practices.</p>
47	<p>Cost Share and Water Quality Restoration Program Table 4-1 of the LMRWD Watershed Plan Implementation Program show \$20,000 for this program. This program offers financial incentives to local governments, landowners, and community organizations to implement best management practices aimed at improving water quality and protecting natural resources. The program targets pollution from stormwater runoff, erosion, and nutrient loading, which negatively impact water quality in local water bodies. These pollutants often originate from agricultural, urban, and residential areas, contributing to issues such as sedimentation, excess nutrients (e.g., Total Phosphorus), and habitat degradation. The goals of the program are to</p> <ul style="list-style-type: none"> • Water Quality Improvement: Support projects that implement BMPs, such as rain gardens, permeable pavements, and wetland restoration, to reduce stormwater runoff and pollutants entering local water bodies. • Erosion Control: Provide funding to projects that stabilize soil, reducing erosion and sediment deposition in streams and rivers. • Community Engagement: Encourage local participation in water resource protection by providing financial support for initiatives that foster greater environmental stewardship and awareness of water quality issues. • Long-term Sustainability: Promote the adoption of sustainable practices that ensure ongoing protection and restoration of water quality, benefiting both current and future generations. <p>These general benefits reflect how the program supports the district's broader goals of improving water quality and reducing negative environmental impacts.</p>
<p>Nine Foot Channel</p>	
48/49	<p>Dredge Operations/Restoration The District will continue its role as the local sponsor responsible for providing placement sites for the Army Corps of Engineers. The purpose is to place dredge material from the</p>

2025 Budget Explanation of line items

	<p>Minnesota River and maintain a 9-foot-deep river channel. This program includes the identification of locations to temporarily store dredge material from the river, private dredge spoil disposal and transfer, and other beneficial uses of the dredge material. The LMRWD is planning to a project for maintenance and repair of Vernon Avenue in 2024 and a culvert under the access road. This project will cost more than the LMRWD can cover using state funds. The Board has authorized the sale of bonds to finance the project and anticipates using state funds to repay the debt. Once the project has been bid, the LMRWD will know how much money is needed to fund the project.</p> <p>There will need to be some repairs made to the dredge material placement site. A section of the containment area blew out and several sink holes developed in the internal road system. Scott County is not eligible for Disaster relief funds.</p>
Line #	Administrative Budget
Note	<p>The 2023 Legislature increased the amount that can be levied to cover administrative expenses. The new formula is calculated as follows:</p> <ul style="list-style-type: none"> • Multiply the estimated market value listed in the enclosed table for the watershed district by 0.096 percent (0.00096) • Compare that calculated value to the maximum general fund levy limit of \$500,000. • Use whichever value is less. <p>See the attached memo and Estimated & Taxable Market Values (EMV) table Payable 2024</p>
65	<p>Manager Per Diem</p> <p>This amount is calculated for 5 Managers, using a per diem of \$125/meeting and 2 meetings per month per manager. If the Board intends to hold more meetings with standing committees this number may need to be increased.</p>
71	<p>Dues</p> <p>The budget for this item has been eliminated to reduce the levy. In 2023, MN Watershed dues, \$12,500, was re-directed to the Education and Outreach budget, as directed by the Board at the August 16, 2023, Board of Managers meeting.</p>
72	<p>Miscellaneous-General</p> <p>This line includes fees paid to the recording secretary for preparation of minutes of Board of Manager meetings.</p>
82	<p>Accounting /Financial Services</p> <p>In 2022, Clifton Larson Allen began providing financial/accounting services to the LMRWD. The amount in this line item reflects the amount in the Professional Services Agreement between the LMRWD and CLA. Services with CLA were recently renewed.</p>
83	<p>Audit Fees</p> <p>In 2022, the LMRWD retained the services of Global Portfolio Consulting to provide audit services. Global Portfolio Consulting withdrew from the engagement in 2023, without completing the 2021 or 2022 financial audits. Redpath and Company has agreed to perform a two-year audit covering FY 2021 and 2022 at a price of \$25,000 per year. Redpath has said that is the going rate for audits currently. Redpath informed the LMRWD that its fees have increased since receiving the quote of \$25,000 for the 2022 audit. The LMRWD issued a Request for Proposal for audit services to conduct the 2023 audit but received no responses. CLA said that was likely because the 2022 audit was not complete.</p>
84	<p>Professional Services General</p> <p>This line is for administrative services provided to the LMRWD by Naiad Consulting LLC and occasionally other consultants retained by the LMRWD. Naiad Consulting is contracted for 150 hours per month. Naiad’s hourly rate is \$95/hour. The Board should consider what it will do to replace Naiad Consulting. The current Administrator is planning to retire in 2025. It is doubtful that the LMRWD will find a replacement the current rate. If the Board plans to hold more committee meetings there will be more staff support necessary. If the LMRWD will plans to hire staff, this will engender more expense, because of payroll tax, FICA/Medicare, PERA, Unemployment compensation, health care and other required</p>

2025 Budget Explanation of line items

	<p>benefits, like safe and sick time and PTO. It is likely that the LMRWD will need to hire an HR consultant if staff is hired. The LMRWD has not had to pay any of these expenses since it contracted with Naiad Consulting. Some firms in the area contract for administrative services, but it will be more expensive than \$95/hour that the LMRWD currently pays. Some LMRWD partners have expressed interest in providing administrative services. The LMRWD would then contract with whichever partner is chosen. The LMRWD should consider asking legal counsel if a joint powers agreement would be necessary under this situation. The USACE should also be consulted.</p>
86	<p>Engineering Costs incurred by the District that are charged to this line include preparation for monthly board meeting, and Board meeting attendance by technical and engineering staff.</p>
89	<p>Lobbying The line has increased to reflect the fact that the LMRWD is looking for a new lobbyist. This number may be too low, depending on who the LMRWD retains.</p>
92	<p>Bank Fees and Charges This line was added to the Budget in 2024 to better reflect the fees charged by US Bank and the 4M Fund for banking services.</p>



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

Item 4. B. – Report from River Watch

Prepared By

Linda Loomis, Administrator

Summary

Tom Crawford, River Watch Program Coordinator with Friends of the Minnesota Valley, has provided a report on the River Watch Program the LMRWD financially supported. Mr. Crawford will be present at the December 11, 2024, LMRWD Board of Managers meeting to present the report, answer any questions Managers may have, request final payment and request support for the next year's program.

The first payment of \$10,000 on this commitment was paid at the end of August 2024.

Attachments

River Watch LMRWD Funding report

River Watch 2023-2024 Annual Report – Friends of the Minnesota Valley

Excerpt from October 18, 2023 LMRWD Board of Managers meeting minutes

Agreement for Services between LMRWD and Friends of the Minnesota Valley

Recommended Action

Motion to receive and file Annual Report and authorize final payment

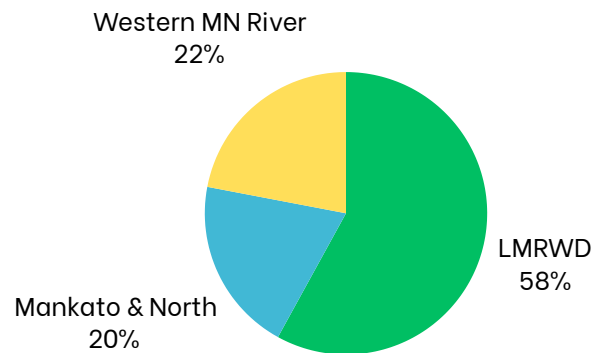
RIVER WATCH LMRWD FUNDING SPOTLIGHT



River Watch 23'-24' Season Metrics

Funding from the LMRWD allowed us to partner with Chaska & Eden Prairie, increasing the number of schools located or sampling in the LMRWD region to 10.

- Those 10 participating schools* in the LMRWD comprise 44% of all River Watch schools.
- The 536 students from 10 schools in the LMRWD comprise 58% of all students sampling in the River Watch program.



*River Watch Annual Report, Page 12

Percentage of Students Sampling by Region

River Watch Fall 24' Season Metrics

6 schools in the LMRWD participated in fall sampling (32% of schools).

- These schools accounted for 44% of the data collected and 50% of the students who sampled.
- Eden Prairie, Shakopee, South High School, and Burnsville Middle School only sample in the spring season.

River Watch hosted lessons at 3 community events across the Metro, educating over 100 elementary students on the basics of the Minnesota River watershed.*

Schools

Chaska
Hiawatha Collegiate High School
Jefferson HS - Bloomington
Prior Lake
School of Environmental Studies
Wayzata

*River Watch Annual Report, Page 7-9

Green Camp Metrics

All 193 Green Camp participants attend schools in the LMRWD. Each participant engaged in 1 week of hands-on water science activities, and water quality data collection.

- All Green Camp lessons are aligned with the MN Next Generation Science Standards.*

14 Americorps Climate Fellows and 4 volunteers staffed Green Camp.

- Each received 2 weeks of in-depth training on water science pedagogy, water sampling techniques, and environmental advocacy methods, with a specific focus on water issues in the Minnesota River Valley.

*River Watch Annual Report, Page 13

Program Highlights

As suggested by the LMRWD, Chloride testing was integrated into all River Watch & Green Camp sampling events.

Over 80 English Language Learners from Hiawatha Collegiate Prep participated in a field day at Fort Snelling State Park, sampling the water of the Minnesota River, and exploring the geography of B'dote.

The Prior Lake River Watch team hosted a Cross Grade Collaboration, leading water quality lessons for over 500 students at Red Tail Elementary.

*River Watch Annual Report, Page 7

Challenges

1. Many classes cannot pay for a bus to travel off-site for water sampling 2 to 4 times a year.
2. It has been difficult to find a new teacher at a partner school to participate in River Watch when the previous teacher leaves.

STATUS UPDATES

Task or Deliverable	Status	Notes
Increase the number of partner schools within the LMRWD region	ONGOING	River Watch added Chaska & Eden Prairie for 2024 Sampling.
Integrate Chloride testing into all River Watch sampling and curriculum	COMPLETED	RW Teams collected 50 Chloride Data Samples from the LMRWD region in 2024.
Green Camp participants receive minimum one week of instruction on water science & sampling methods.	COMPLETED	Curriculum includes overview of the watershed, common pollutants, macroinvertebrates, and water conservation ethics.

 **COMPLETED**

 **ONGOING**

Next Steps

Recommendations for Moving Forward	Goal
Engagement with the Watershed District and Soil & Water Conservation District Staff	Establish River Watch as the foremost resource for Watershed and SWCD educational programming & outreach.
Raise awareness among regional educators about River Watch programming opportunities	Become a community resource for all things related to water education.
Explore River Watch's ability to assist the LMRWD in meeting and/or supplementing its sampling goals	Align River Watch's volunteer collected data to supplement the LMRWD's sampling goals.

Summary of Funding Use

The LMRWD's funding made it possible for River Watch to increase the number of students sampling in Fall 2024 by 15%, and provided crucial support for maintaining the quality of our equipment. Furthermore, Green Summer was only possible with the LMRWD funds, which paid for planning & delivery of the program, staff training time & supervision, and lesson materials. Without this funding River Watch would have been unable to maintain the high quality hands-on education support that we provide to schools and Green Summer participants.

Prepared For
MPCA & FMV

River Watch

2023-2024 ANNUAL REPORT

A Friends of the Minnesota Valley Program



EMPOWERING FUTURE
SCIENTISTS & STEWARDS



Table of Contents



- 3) River Watch Overview
- 4) Program Descriptions
- 5) Water Quality Monitoring
- 6) Local Field Sampling
- 7) River of Dreams + Community Workshops
- 10) Organizational Partnerships
- 10) Program Management & Reporting

Appendix A: 2023 River Watch Water Monitoring Participation Data

Appendix B: Curriculum Alignment with MN's Next Generation Science Standards

River Watch Overview

River Watch (RW) engages high school, middle school, and elementary school students in a multidisciplinary study of the health and management of Minnesota’s waters through hands-on, field based experiential watershed science. Schools across the Minnesota River watershed monitor the quality of their local rivers and streams, and investigate potential impacts to the water. The in-class and field activities are designed to prepare future scientists and stewards to understand the complex nature of water quality and advocate for solutions to improve the health of our most important resource.

River Watch program funding for the 2023-2024 school year was provided by the Friends of the Minnesota Valley from its fund reserves, from generous contributions by the board and staff of Friends of the Minnesota Valley, a grant from the Lower Minnesota River Watershed District, and other contributors. Beginning during the 2018-2019 school year with five high school teams, River Watch has grown to a program including twenty-three high school teams. Over the 6 years River Watch has operated in the Minnesota River Basin, it has engaged an increasing number of students in water quality data collection, which is shared with the MPCA to supplement their Surface-Water Database. Across 2023- 2024 school year, River Watch Staff worked with nearly 1600 students from 20 high schools, 1 middle school, 1 elementary school, and 1 community organization, to collect water quality field data and investigate topics in water science.

- Bloomington Jefferson
- Chaska
- Eden Prairie
- Hiawatha HS (Mpls)
- Madelia
- Mankato East
- Mankato Loyola
- MN New Country School
- New Ulm MN Valley Lutheran
- New Ulm Cathedral
- Nicollet Middle School
- Norwood Young America
- Prior Lake
- School of Environmental Studies
- Shakopee
- Sibley East
- Sleepy Eye Public
- Sleepy Eye St. Mary’s
- Springfield
- Retail Elementary School
- South High School’s All Nations Program (Mpls)
- Waseca
- MN Valley Izaak Walton League
Green Crew Team

River Watch hosted a number of “River of Dreams” workshops for young learners and community members at schools and outdoor classrooms across the watershed. One such workshop paired over 120 high school students with 500 elementary students to explore the incredible world of macroinvertebrates. River Watch also assisted in macroinvertebrate lessons at Minneopa and Fort Snelling State Parks. Finally, we built a water science curriculum as part of our expanding partnership with the Minnesota Valley Chapter of the Izaak Walton League, which provides outdoor classroom facilities, and access to the Minnesota River floodplain.

Water Quality Monitoring

Students collect and record water quality conditions of local rivers and streams using industry standard monitoring equipment to gather “Grab” samples. Teams also collect and identify macroinvertebrates to further assess the health of the river or stream.



River of Dreams Workshops

Student leaders facilitate water science workshops and day camps for middle and elementary school students. The workshops cover a wide range of water conservation topics, focusing on hands-on exploration of water conservation, benthic macroinvertebrates, and other important facets of natural aquatic environments.



Community Workshops

River Watch provides water education expertise to a number of different events across Minnesota including the Minneopa State Park Field Day, and the MPCA State Fair Eco-Experience as a Community Partner.



Project Progress

This report is for the Minnesota River Basin River Watch Project covering August 2023 through June 2024. The Friends of the Minnesota Valley is the project sponsor with programmatic support provided by the Izaak Walton League. The remainder of this report is organized by activities undertaken between 2023-2024.

Water Quality Monitoring

The 2023-24 Season began with equipment issues, which were resolved in large part by shrinking the types of data teams collect to focus on the most relevant information and minimize the amount of equipment necessary to acquire and maintain. River Watch Teams test for:

- pH
- Specific Conductivity
- Water Temperature
- Nitrate (NO₃)
- Chloride
- Phosphate (PO₄)
- Water Clarity
- Stage Height
- Environmental Data



Collectively, the cohort of 25 River Watch teams sampled 20 sites, studying a wide variety of sites including urban and rural creeks, interstate waterways, lakes and ponds, and rivers running through state parks and housing developments spanning the Minnesota and Mississippi River Basins. Approximately 1100 individual students participated in these sampling events across the '23 - '24 season.



Local Field Sampling

Students are trained in proper data collection methods and proper use of industry standard equipment before making environmental observations of the riparian ecosystem surrounding their local sampling site. Students are then separated into groups and rotate between using the various pieces of equipment to collect water quality data.

A field sampling event includes the use of:

- YSI Sonde Handhelds - to collect water quality measures
- Van Dorn Sampler - to collect water samples from the middle of the watercourse
- Secchi Tube - to assess the turbidity or clarity of the water sample
- Phosphate Test Kit - to assess the level of phosphate in the water sample
- Chloride Test Strips - to measure the level of chloride in the waterway
- A Weighted Tape Measure - to determine the stage, or height of the water level in relation to the sampling point
- Aquatic D-Nets - to collect macroinvertebrates from the watercourse
- Macroinvertebrate Assessment Tools: Collection Tray, Taxonomy Charts, Magnifying Lens, Macroinvertebrate Pollution Sensitivity Index



Participation & Growth

Due to a change in teachers, River Watch was unable to continue partnerships with 5 schools, but brought 6 new schools on board allowing us to grow participation across the 23-24 season. Nearly 1100 students from 24 high schools, and 1 middle school sampled 20 different sites between fall and spring.

A special thanks to the Lower MN River Watershed District for providing funding crucial to expanding the reach of River Watch across the Lower Minnesota River region.



River of Dreams + Community Workshops

The “River of Dreams” program is aimed at involving middle and elementary school students in a hands-on, place-based investigation of the basics of hydrology.

All “River of Dreams” activities were designed to fulfill the Next Generation Science Standards content requirements, and structured to emphasize the three dimensions of science learning: core knowledge, scientific practices, and crosscutting concepts.



Cross-Grade Collaborations

For the second year in a row, the River Watch team from Prior Lake High School took on the role of an educator, preparing and facilitating a lesson for Redtail Elementary students. To prepare, the River Watch team members had to learn about macroinvertebrates: how to collect and identify them, what their populations can tell us about the health of the water, and how to communicate these ideas to younger learners. Then the River Watch team collected and identified macroinvertebrates to present to the young learners at Redtail Elementary.

The day of the workshop, the River Watch team led small groups of Redtail students through an exploration of the importance of benthic macroinvertebrates (water bugs). The lesson focused on the importance of biodiverse streams, how the populations of water bugs can provide clues about the water quality, and hands-on observation of the macroinvertebrates.

It was amazing to see both groups of students, young and old, energize each other and share their growing knowledge of water conservation and aquatic biology. Overall, the one workshop involved over 600 participants.

River Watch has a goal of organizing and hosting 2 Cross-grade Collaborative Workshops in the 24' - 25' season.



Green Camp

Green Camp is a summer camp experience that partners with school districts to provide an outdoor, hands-on, place-based exploration of water science, environmental ethics, and conversation service. River Watch provides curriculum and expertise surrounding the water science pillar of programming. Each week campers explore a new topic in water science through hands-on experiments, including the basics of watershed hydrology, erosion, water filtration, and macroinvertebrates.

Green Camp is located on the Izaak Walton League of America’s Minnesota River Valley Chapter (IWLA-MNV) property along the border of the Minnesota Valley National Wildlife Refuge. This proximity to a designated wildlife refuge allowed students to explore the natural riparian environment and directly observe the seasonal changes in the nearby wetlands, floodplain, and river channel.

Green Camp was implemented in partnership with the IWLA-MNV Chapter’s Green Crew and the AmeriCorps Climate Resilience Fellows. The IWLA-MV Chapter Green Crew is a youth environmental and conservation leadership training program for high school and college students. The Green Crew, which draws young leaders from across the state, has its own River Watch team within the Friends of the Minnesota Valley program.



Metro Children’s Water Festival

For the second year in a row, River Watch was proud to host its “Wonderful Watersheds” presentation at the MCWF. Over 200 students attended the workshops throughout the day, learning about the nature of a watershed, and how natural and constructed environments impact clean water upstream and downstream of the watershed.

Minneopa State Park Field Day

River Watch staff were invited to collaborate with the Water Resources Center, the MN DNR, and Minneopa State Park to welcome over 500 Mankato high school students to a field day focusing on the various facets of ecology in the State Park. At the benthic macroinvertebrate station, students learned about the amazing world of macroinvertebrates and got to spend time collecting them from the stream. The power of the students' curiosity meant that each professional got to call on their expertise, creating a well-rounded hands-on ecological learning experience.

MPCA State Fair Eco-Experience

Presenting, for the third year, as a Volunteer Science Community Partner for the MPCA's MN Eco-Experience at the MN State Fair. This event is always a chance to engage a broad community on simple and important discussions of water quality in Minnesota. The juxtaposition of the water samples from the Minnesota, Mississippi, and St. Croix rivers spurs on discussions of the "old days", where the water was in worse shape, but nature was more widespread; or surprise at how the Mississippi gains its muddy reputation because of sediment pouring in from the Minnesota River. Very rarely does the State Fair result in successful recruitment to the Program, but is always filled to the brim with conversations about the past, present and future of the major water courses in Minnesota.



Mound Springs Park Clean Up

In partnership with the South High School All Nations Program, teacher Carmen Gavin-Vanegas, and the indigenous non-profit MIGIZI, River Watch organized a clean-up of a severely trashed creek in Mound Springs Park - Bloomington, MN. Mound Spring Park is a culturally significant area to some Indigenous Minnesotans, as it has the highest concentration of burial mounds in the Twin Cities area. The team of 15, spent 2 hours removing solid waste from the stream. The relatively warm December day was great weather for doing the hard work of extracting tires and other large items (folding chair, microwave, AC Unit) from the semi-frozen muddy streambed. Thanks to their hard work, the freshwater spring is no longer affected by leachate from the deteriorating tires and other pollutants, resulting in a much cleaner watercourse.

Organizational Partnerships

River Watch is incredibly thankful for all of its amazing partners, who help sustain the valuable field experiences for River Watch students across the Minnesota & Mississippi River Basins.

Lower Minnesota River Watershed District

The Lower Minnesota River Watershed District was an important source of funding during the 23-24 program year. Their generous donation allowed River Watch to maintain the high quality of our equipment, which is crucial to the long term success program and the added educational value to our River Watch teams. With this funding River Watch was able to recruit two new schools from within the Lower Minnesota River Watershed district (Eden Prairie HS, Chaska HS).



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

Salt Watch

A national program of the Izaak Walton League of America, Salt Watch provides free chloride test strips to participating organizations in exchange for volunteer collected data. Our partnership with Salt Watch has enabled River Watch to accurately collect chloride data, which is shared with the IWLA via the Clean Water Hub.



SALT WATCH™
IZAAK WALTON LEAGUE OF AMERICA

Nitrate Watch

A national program of the Izaak Walton League of America, Nitrate Watch provides free nitrate test strips to participating organizations in exchange for their volunteer collected data. River Watch already collects nitrate information with the water testing equipment, and therefore just shares our data with the IWLA via the Clean Water Hub.



**NITRATE
WATCH™**
IZAAK WALTON LEAGUE OF AMERICA

Clean Water Hub

The Clean Water Hub (CWH) is a public database hosted by the IWLA to collect water quality data from volunteers across the nation. River Watch uses it as a secondary tool with schools because the CWH allows users easy access to the data they've collected and has tools to graph the collected data, allowing educators to help students visualize and further understand the data.

Leave No Trace Statement

Friends of the Minnesota Valley believes the River Watch program must not only engage the scientifically minded individuals, but also the environmentally conscious ones. As such, we integrate the Leave No Trace principles into every facet of our outdoor education programs.

The seven Leave No Trace principles support ethical and environmentally conscious decision-making in both natural and constructed environments. Furthermore, Leave No Trace provides a framework for stewardship that will serve students throughout their whole personal and professional lives.

Project Management & Reporting

This final 2023-24 report is to be submitted to the funding partners. The report will also be submitted to the Board of Friends of the Minnesota Valley for review. Invoices have been submitted quarterly and the final summary of the project budget is shown below.

2023-24 River Watch Expenses	
Personnel	\$ 30,067.55
Equipment & Supplies	\$ 9,092.69
Travel Reimbursement	\$ 3754.98
Lodging & Meals	\$ 160.26
Total Expenses	\$ 43,075.48



Appendix A: 2023-2024 River Watch Sampling Participation Data

School	Sampling Days	Individual Students
Bloomington - Jefferson	4	38
Chaska	1	70
Comfrey	1	25
Eden Prairie	2	8
Hiawatha Prep	2	55
MN Valley Izaak Walton League Green Crew Team	8	20
Madelia	4	24
Mankato East	3	7
Mankato Loyola	2	30
MN New Country School	2	8
Minnesota Valley Lutheran	2	24
New Ulm Cathedral	3	26
Nicollet Middle School	2	21
Norwood Young America	2	78
Prior Lake	8	173
Redtail Elementary	1	500
School of Environmental Studies	2	28
Shakopee	1	110
Sibley East	3	65
Sleepy Eye Public	3	4
Sleepy Eye St. Mary's	3	46
Springfield	1	54
South High School	3	28
Waseca	3	5
23 River Watch Teams	66 School Days	1,443 Individual Students

Appendix B: Curriculum Alignment with MN's Next Generation Science Standards

Program Level	Applicable Standards	Benchmark
High School	9E.4.2.2.1	Apply place-based evidence, including those from Minnesota American Indian Tribes and communities and other cultures, to construct an explanation of how a warming climate impacts the hydrosphere, geosphere, biosphere, or atmosphere.
	9C.2.1.1.1	Analyze patterns in air or water quality data to make claims about the causes and severity of a problem and the necessity to remediate or to recommend a treatment process.
Middle School	6E.3.2.1.3	Apply scientific principles to design a method for monitoring and minimizing a human impact on the environment.
	6E.3.1.1.3	Develop a model, based on observational and experimental evidence, to describe the cycling of water through Earth's systems driven by energy from the sun and the force of gravity.
	7L.3.2.1.1	Construct an explanation based on evidence for how environmental and genetic factors influence the growth of organisms and/or populations.
Elementary	1E.4.2.1.1	Communicate solutions that will reduce the impact of humans on the land, water, air, and/or other living things in the local environment.
	4E.1.2.1.1	Make observations and measurements to provide evidence of the effects of weathering or the rate of erosion by the forces of water, ice, wind, or vegetation.

B. Discussion of Friends of the MN Valley funding request

Mr. Suss came forward and withdrew his request for funding for next year's County Fair project. He shared that they have reached out to the directors of SWCDs in the river basin and asked if they would be interested in sharing a booth at the County Fairs with the Friends of the Minnesota River Valley, which has received some support. He shared the request for funding for the River Watch program.

Mr. Crawford reviewed the River Watch program with the Board. He stated that they have reached their capacity with their current funding and are requesting funding from the Board to work with more schools on the River Watch program.

Manager Salvato asked if the program is in the category of a volunteer monitor. Mr. Crawford explained that they have their own project number so the students are able to go enter the project number on the PCA database and see all of the River Watch data that has been collected since the program started. He noted that they have around 150 students who go out to the river in one day. He added that Prior Lake alone has generated a large amount of data.

Manager Salvato asked if this program is looking to get more lower income children into STEM. Mr. Crawford stated that this is definitely a priority for them. He added that they are now working with the All Nations Program to expand the diversity of the program.

President Barisonzi asked about the volume of the program. Mr. Crawford shared that during the 2022-2023 school year they worked with around 2500 kids and are around 700 kids so far this school year. He noted that they have different curriculums for elementary, middle, and high school students.

Mr. Suss reviewed the request for \$20,000 and how they would be able to expand the program with these funds.

Manager Hartmann noted that it is a priority of the district to collect chloride and asked if the students will be collecting this. Mr. Crawford stated that they have signed up for chloride tests from Salt Watch and they bring them out into the field with them. He noted that he does also send in this data. Mr. Suss added that they will be an official partner with Salt Watch soon.

The Board agreed that it would be important to them that chloride is added to this conversation and reporting structure.

Mr. Evenson shared that this funding is not only going to help the students, but also their parents, teachers, and friends. He noted that this will reach the whole sphere of the kids that are in these classes. He added that this will also help create a basis for future education of these kids and provide opportunities for them in the area of natural resources. He stated that this will also help give these students an understanding of natural resources.

Manager Kuplic shared that they are amazed that the high school students are helping teach this information to the younger students.

Manager Kuplic made a motion to support the proposal and authorize funding of \$20,000 for the 2023-2024 River Watch Program. Manager Salvato seconded the motion. Upon a vote

being taken the following voted in favor of the motion: Amundson, Hartmann, Kuplic and Salvato; the following voted against: None; President Barisonzi abstained.

Suss thanked the Board for their funding and support.

7. OLD BUSINESS

A. 2021/2022 Financial Audit

Administrator Loomis introduced this item and shared that the audit is still ongoing. She noted that they are hoping to have most of the audit wrapped up this week.

President Barisonzi asked if there had been any action taken against the previous auditor.

Administrator Loomis stated that they have filed a formal complaint with the accountancy board regarding this auditor.

B. Lower Minnesota River East One Watershed One Plan Governance

An update was provided in the October Administrator Report.

Administrator Loomis shared that the first draft of the plan was released today for comments to the.. Advisory Committee. She noted that the Policy Committee will likely receive it tomorrow. She added that she can share a copy of the plan with anyone interested

C. City of Carver Levee

Administrator Loomis introduced this item and shared that she and Ms. Young had run into the project manager for the city of Carver on this project at the Minnesota Water Resource Conference and he shared that he would like to come to the December Board Meeting to give an update to the Board on this.

D. Dredge Management

i. Dredging at mouth of MN River

Administrator Loomis introduced and provided background on this item. She shared that the dredging was supposed to take place on October 2nd.

ii. Sale of Dredge Material

No update on this item.

iii. Private Dredge Material Placement

Administrator Loomis noted that she has not gotten a notice from the DNR that Cargill has requested a permit to do any additional dredging at Cargill east or west.

iv. Vernon Avenue reconstruction and culvert replacement project

Administrator Loomis shared that she did receive a notice this week from the Corp. of Engineers that they will not require a permit from them on this project. She noted that they are just waiting for the LMRWD to permit the project as well as the DNR.

E. Watershed Management Plan

No new information to report since the last update.

F. 2023 Legislative Action

Administrator Loomis introduced this item. She shared that Lisa Frenette, the Board's legislative liaison, is in attendance.

Ms. Frenette shared that they have had a lot of success with dredge management and the things that they have needed to do with BWSR allowing the Board to use some extra funds for other issues. She shared that there may not be any money available next year as so much was spent

AGREEMENT FOR SERVICES

This Agreement is between the LOWER MINNESOTA RIVER WATERSHED DISTRICT, STATE OF MINNESOTA, (the “LMRWD”) a public body with purposes and powers set forth in Minnesota Statutes Chapters 103B and 103D, with offices located at 112 East 5th Street, Suite 102, Chaska, MN 55318, and Friends of the Minnesota Valley, (the “FRIENDS”) a 501(c)3 tax-exempt, nonprofit corporation, with headquarters located at 6601 Auto Club Road, Bloomington, MN 55438

The parties agree as follows:

1. TERM OF THE AGREEMENT

The Friends agrees to furnish River Watch program services to the LMRWD commencing October 18, 2023, and terminating December 31, 2024, unless terminated earlier in accordance with the Default and Cancellation provisions of this Agreement.

2. SERVICES TO BE PROVIDED

The Friends agrees to provide River Watch program services to the LMRWD as more fully described in Exhibit A, attached hereto and incorporated herein by reference.

3. PAYMENT FOR SERVICES

The Friends will bill LMRWD for services rendered. Payment shall be made within thirty-five (35) days from receipt of the invoice. Payment will be distributed in three installments: 1) The first payment of 50% will be distributed after the execution of the grant agreement. 2.) The second payment of 40% will be distributed after the first payment of 50% has been expended and reporting requirements have been met. An Interim Financial Report that summarizes expenditures of the first 50% must be signed by the Grantee and approved by the LMRWD. Grantee is required at this point to submit documentation of the expenditures report on the Interim Financial Report for verification. 3.) The third payment of 10% will be distributed after the grant has been fully expended and reporting requirements are met. The final 10% payment must be requested within 30 days of the expiration date of the Grant Agreement. A Final Financial Report that summarizes final expenditures for the grant must be signed by the Grantee and approved by the LMRWD.

The total cost of this Agreement shall not exceed Twenty Thousand Dollars (\$20,000).

4. INDEPENDENT CONTRACTOR

The Friends shall select the means, method, and manner of performing the services. Nothing is intended or should be construed as creating or establishing the relationship of a partnership or a joint venture between the parties or as constituting either party as the agent, representative, or employee of the other party for any purpose. The Friends is and shall remain an independent contractor for all services performed under this Agreement.

5. LIABILITY

Each party shall be responsible for its own acts and deeds and the results thereof. The Friends’s liability shall be governed by the provisions of Minnesota Statutes, Chapter 466 and other applicable law.

6. INSURANCE

A. Both parties agree at all times during the term of this Agreement, and beyond such term when so required, to have and keep in force the following insurance coverages:

Limits

1. Commercial General Liability on an occurrence Basis with contractual liability coverage:

General Aggregate	\$2,000,000
Products – Completed Operations Aggregate	2,000,000
Personal and Advertising Injury	1,500,000
Each Occurrence – Combined Bodily Injury and Property Damage	1,500,000

2. Workers’ Compensation and Employer’s Liability

Workers’ Compensation	Statutory
-----------------------	-----------

Employer’s Liability. Bodily injury by:

Accident – Each Accident	500,000
Disease – Policy Limit	500,000
Disease – Each Employee	500,000

3. Professional Liability – Per Claim 1,500,000
Aggregate 2,000,000

The professional Liability insurance must be maintained continuously for a period of two years after the termination of this Agreement.

B. A self-insurance program is an acceptable method to provide the required insurance limits.

C. Duty to Notify. Each party shall promptly notify the other party of any claim, action, cause of action or litigation brought against it, its employees, officers, agents or subcontractors, which arises out of the services contained in this Agreement. Each party shall also notify the other party whenever it has a reasonable basis for believing that it and/or its employees, officers, agents or subcontractors, might become the subject of a claim, action, cause of action, or litigation arising out of and/or related to the services contained in this Agreement.

7. DATA PRACTICES

Each party, its officers, agents, owners, partners, employees, volunteers and subcontractors shall abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (MGDPA), the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH), adopted as part of the American Recovery and Reinvestment Act of 2009, and implementing regulations, if applicable, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality. The terms of this section shall survive the cancellation or termination of this Agreement.

8. SUCCESSORS AND ASSIGNMENTS

- A. Each party binds itself, its partners, successors, assigns and legal representatives to the other party for all covenants, agreements and obligations contained in the contract documents.
- B. Neither party shall assign, transfer or pledge this Agreement and/or the services to be performed, whether in whole or in part, without the prior written consent of the other party.

9. MERGER AND MODIFICATION

- A. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.
- B. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties.

10. DEFAULT AND CANCELLATION

- A. If each party fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, it shall be in default. Unless the defaulting party's default is excused by the other party, the non-defaulting party may upon written notice immediately cancel this Agreement in its entirety.
- B. A party's failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.
- C. This Agreement may be canceled with or without cause by either party upon thirty (30) day written notice.

11. SURVIVAL OF PROVISIONS

Provisions that by their nature are intended to survive the term, cancellation or termination of this Agreement include but are not limited to: INDEPENDENT CONTRACTOR; LIABILITY; INSURANCE; DATA PRACTICES; DEFAULT AND CANCELLATION; PROMOTIONAL LITERATURE; and MINNESOTA LAW GOVERNS.

12. CONTRACT ADMINISTRATION

In order to coordinate the services being provided to the LMRWD with the activities of the Friends, Thomas Crawford, or successor, shall manage this Agreement on behalf of the Friends and serve as liaison between the Friends and the LMRWD.

13. COMPLIANCE AND NON-DEBARMENT CERTIFICATION

Both parties shall comply with all applicable federal, state and local statutes, regulations, rules and ordinances currently in force or later enacted.

14. NOTICES

Any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to the Friends shall be sent to the Friends Administrator with a copy to the originating Department at the address given in the opening paragraph of the Agreement. Notice to the Commission shall be sent to the address stated in the opening paragraph of the Agreement.

15. MEDIA OUTREACH

LMRWD shall not use the term “River Watch”, or any derivative thereof in LMRWD’s advertising, external facing communication and/or marketing, including but not limited to advertisements of any type or form, promotional ads/literature, client lists and/or any other form of outreach, without the written approval of the Friends of the Minnesota Valley, or their designees.

16. MINNESOTA LAWS GOVERN

The Laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the Hennepin County, State of Minnesota. Litigation, however, in the federal courts involving the parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

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FRIENDS ADMINISTRATOR AUTHORIZATION

Reviewed by the Friends Attorney’s Office

FRIENDS OF THE MINNESOTA VALLEY STATE OF MINNESOTA
The Friends certify that the person who executed this Agreement is authorized to do so on behalf of the Friends as required by applicable articles, bylaws, resolutions or ordinances. *

Attorney


By: Ted L Suss
Its: Executive Director

Date: 8/31/2024

Lower Minnesota River Watershed District

The LMRWD certifies that the person who executed this Agreement is authorized to do so on behalf of the LMRWD as required by applicable articles, bylaws, resolutions or ordinances.*

Printed Name: Joseph Barisonzi

Signed:  Joseph Barisonzi (Jun 26, 2024 20:21 CDT)

Title: President

Date: June 26, 2024

* Parties shall submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory’s delegation of authority. This documentation shall be submitted at the time parties the Agreement is executed.

EXHIBIT A

SCHEDULE OF SERVICES

River Watch is a volunteer monitoring program coordinated by Friends of the Minnesota Valley and highlights a partnership between Friends of the Minnesota Valley and the Lower Minnesota River Watershed District. In the program, teachers and youth volunteers use biological monitoring criteria established by the MPCA to monitor local streams. Teachers use this as a unique hands-on research experience in the classroom setting. The details of the program responsibilities are as follows:

- Take proper precautions to ensure the safety of those involved in activities relating to River Watch.
- Recruit and manage teachers and students to monitor sites within the Lower Minnesota River Watershed District
- Coordinate and facilitate training sessions in field collection techniques and macroinvertebrate identifications including all in-person, hands-on training.
- Provide funds to cover internal teacher costs including busing and substitute teacher pay
- Provide all Quality Assurance/Quality Control checks.
- Manage program finances.
- Manage program contracts.
- Maintain communication with all parties.
- Keep accessible all data sheets, site selection forms, financial records, and reports.
- Provide copies of checked data sheets as requested.
- Coordinate outreach educational opportunities.
- Coordinate volunteer appreciation efforts.
- Develop and distribute Year End Results to all interested parties upon request and via Hennepin Friends website.









RiverWatchContract_2023

Final Audit Report

2024-08-31

Created:	2024-06-27
By:	Linda Loomis (naiadconsulting@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIedaJ30kFTriv64w-q2IWek-qxyUadpt

"RiverWatchContract_2023" History

-  Document created by Linda Loomis (naiadconsulting@gmail.com)
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-  Document emailed to Joseph Barisonzi (jbarisonzi@iwlamnvalley.org) for signature
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-  Email viewed by Joseph Barisonzi (jbarisonzi@iwlamnvalley.org)
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2024-06-27 - 1:21:52 AM GMT
-  Signer tedluss@gmail.com entered name at signing as Ted Suss
2024-08-31 - 2:42:03 PM GMT - IP address: 98.97.13.40
-  Document e-signed by Ted Suss (tedluss@gmail.com)
E-signature obtained using URL retrieved through the Adobe Acrobat Sign API
Signature Date: 2024-08-31 - 2:42:05 PM GMT - Time Source: server- IP address: 98.97.13.40
-  Agreement completed.
2024-08-31 - 2:42:05 PM GMT



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

Item 4. C. – Spring Creek Update

Prepared By

Linda Loomis, Administrator

Summary

The LMRWD Board of Managers accepted a bid from Sunram Construction for the bank stabilization project at Spring Creek in the City of Carver. Construction began November 18, 2024, and was completed before Thanksgiving. Monday, November 18, 2024, the LMRWD met on site with residents impacted by the project, ISG, project manager and all contractors for the project. All residents were very supportive of the project. The construction went as planned and picture of the project are attached for the Board's information.

Additional planting will occur next Spring and the site will be inspected to see how well vegetation is established (the site was seeded).

The Board will be asked to approve payment for the Construction once the invoice is received. A portion of the cost will be retained until vegetation is successfully established.

Attachments

Pictures of project construction

Recommended Action

No action recommended – for information.

**Lower Minnesota River Watershed District
Spring Creek Site 1 and Site 2 Stabilization Construction Photos—November 2024**



Image 1. Riprap at Site 1

**Lower Minnesota River Watershed District
Spring Creek Site 1 and Site 2 Stabilization Construction Photos—November 2024**



Image 2. Grading and erosion control at Site 2

**Lower Minnesota River Watershed District
Spring Creek Site 1 and Site 2 Stabilization Construction Photos—November 2024**



Image 3. Riprap at Site 2

**Lower Minnesota River Watershed District
Spring Creek Site 1 and Site 2 Stabilization Construction Photos—November 2024**



Image 4. View of Spring Creek from Tracy Carlson's property

**Lower Minnesota River Watershed District
Spring Creek Site 1 and Site 2 Stabilization Construction Photos—November 2024**



Image 5 Riprap protection at Site 2 near the garage

**Lower Minnesota River Watershed District
Spring Creek Site 1 and Site 2 Stabilization Construction Photos—November 2024**



Image 6. Installation of coir logs at Site 1

**Lower Minnesota River Watershed District
Spring Creek Site 1 and Site 2 Stabilization Construction Photos—November 2024**



Image 7. Site 2 Riprap in the foreground and coir logs in the background

**Lower Minnesota River Watershed District
Spring Creek Site 1 and Site 2 Stabilization Construction Photos—November 2024**



Image 8. Grading before placement of coir logs at Site 2



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Minutes of Regular Meeting

Board of Managers

Wednesday, October 9, 2024

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

Approved _____, 2024

1. CALL TO ORDER

A. ROLL CALL

On Wednesday, October 9, 2024, at 7:00 PM CST, in the Board Room of the Carver County Government Center, 602 East 4th Street, Chaska, Minnesota, President Barisonzi called to order the meeting of the Board of Managers of the Lower Minnesota River Watershed District (LMRWD). [The meeting date was a departure from the usual third Wednesday of the month, because more than one manager had a conflict with the regular meeting date]

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

In addition, the following attended the meeting in-person: Linda Loomis, Naiad Consulting, LLC, LMRWD Administrator; Della Schall Young, Young Environmental Consulting Group, LLC, LMRWD Technical Consultant; Scott Sparlin, Coalition for a Clean Minnesota River; and Morgan Jacobs, Cost Share Applicant. Hannah LeClaire, Water Resource Engineer, Young Environmental Consulting Group, LLC; John Kolb, Rinke Noonan Attorneys at Law, LMRWD Legal Counsel; Scott County Commissioner Jody Brennan; and Manager Ben Burnett, Prior Lake Spring Lake Watershed District; attended the meeting virtually.

2. CITIZEN FORUM

No one was present to address the Board of Managers.

3. APPROVAL OF THE AGENDA

A. Additions, Corrections and Deletions to the Agenda

Administrator Loomis requested that the invoice for November 2024 office rent removed and that Item 9. B. – Study Area #3 move to Action Items, as Item 7. C. – Study Area #3, because two items were received that required action to move the Area #3 project along.

Manager Lammers made a motion to approve the agenda with Item 5. C. iv. - invoice for November 2024 office rent removed and Item 9. B. - Study Area #3 moved to Action Items as Item 7. C. – Study Area #3. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

4. PUBLIC HEARINGS & PRESENTATION

A. Report from Scott Sparlin on Water Storage Initiative

Scott Sparlin with the Coalition for a Clean Minnesota River came forward and gave a presentation on the water storage initiative.

Manager Lammers asked what the biggest obstacle with this initiative has been. Mr. Sparlin said funding is their number one obstacle. He added that there could also be potential issues with the use of the funding for drainage improvement projects.

Manager Salvato asked if they will be following up with the farmers they have talked to, to see if they will be moving forward with any water storage projects. Mr. Sparlin said yes and noted that the State of Minnesota has been granted \$25,000,000 from the Federal government for a soil health initiative. He said there has been a lot of interest in this as well from farmers.

Manager Salvato asked why he sees a need for funding when there is already so much federal funding available from Federal programs. Mr. Sparlin explained that many of the programs are not specific to water storage. He noted that Minnesota representatives advocated to the USDA to let them know that this is something much of the agricultural community recognizes and wants. He added that there are a lot of people who also applied for the Inflation Reduction Act money.

Manager Salvato shared that she understands BWSR is using their storage funding as a match; however, they are not choosing to apply for more RSPP funding. She noted that there is a disconnect as the State is not fighting for more money for this.

Manager Kuplic asked what percentage of the money they expect will be used to fix drainage issues. Mr. Sparlin said it has not yet been applied for. He noted this would be a part of their decision-making process.

Manager Salvato asked how the drainage projects are allowable under this program. Mr. Sparlin explained that the project must result in the reduction of flow rates or volumes, and they must show how the project improves flooding concerns, water quality issues, or address vulnerabilities to climate change. He added that a feasibility study is also required as a part of this project as well as having a plan for maintenance.

Administrator Loomis asked Mr. Sparlin to provide the Board with proof of funds, as well as resolutions or letters of support from other entities for their records.

President Barisonzi shared that he has a copy of the contract and what is missing from it is measurable outcomes. He said he would like to know this year's and next year's targets. He said this would be funded by taxpayer dollars, so the benefits need to be clear to the taxpayers in the represented counties.

Manager Kuplic made a motion to receive and file the reports and to authorize payment as requested, subject to the execution of a contract. Manager Lammers seconded the motion. Upon a vote being taken, the motion carried unanimously.

B. LMRWD Work Plan Update (Q3 2024)

Ms. Della Schall Young introduced this item and gave an update on the 2024 Work Plan for the third quarter.

President Barisonzi asked about the difference in volume of public versus private permits this quarter. Ms. LeClaire said around 75% were public permits and the other 25% were private permits.

Ms. Schall Young continued to report on the work done by the LMRWD in the third quarter of 2024.

Ms. Schall Young shared the request to have a date for the river tour be scheduled at the January meeting, so they have time to prepare accordingly.

Manager Kuplic said it would be nice to get a breakdown of the people who came to the last river tour. Administrator Loomis said she shared a list with President Barisonzi and can share it with the rest of the Board.

President Barisonzi asked if the CAC's action plan will be brought forward to the Board for review and approval. Administrator Loomis shared that the CAC has been treated as an independent body; however, they have always kept the Board advised of their action plans.

President Barisonzi stated he thinks it is important that the Board have buy-in to the CAC's action plan as they are asking the CAC to be their advisory committee. He said he would like to affirm their action plan.

Manager Kuplic added that it is important that the Board figure out what they want to see from the CAC. President Barisonzi said he will get an item on an upcoming agenda to discuss this.

President Barisonzi shared that the quarterly updates have just contained updates on the work done by Young Environmental. He asked if there is work done outside of the work Young Environmental is doing that should be included in these updates. Administrator Loomis explained that much of the work that she does every month is routine. Outside of that work is in support of the Watershed Plan and that is what is presented in the work being done by Young Environmental. She added that there may be other goals outside of the implementation program; however, the implementation project is what drives the work plans, and all of that information is being captured with these updates.

President Barisonzi asked what aspects of the watershed plan they are choosing to do and not to do when looking at a work plan for the year. Ms. Schall Young explained that when Section 4 - Implementation, of the watershed management plan was originally approved, it was comprehensive in terms of what they were going to do over the ten years of the plan. She noted that what is now in Section 4 is the second half of the ten years of the plan. Section 4 was updated in 2018 to address the second half of the ten year cycle, as the first five years of the plan has been completed.

Manager Lammers made a motion to receive and file quarterly update report. Manager Salvato seconded the motion. Upon a vote being taken, the motion carried unanimously.

C. 2025 Work Plans

President Barisonzi introduced this item and asked who would be presenting.

Manager Lammers moved that the Board table this item to the November Board meeting. President Barisonzi asked that the Board discuss how the Board will deal with the 2025 workplan. The Board agreed to allow questions from the Board and consider approval of the workplan at the November meeting.

Manager Salvato asked about the evolution of the municipal permit program and what the budget will look like when the LGUs have the permitting authority. Ms. Schall Young shared that there is periodic auditing of permits that happens every few years, as well as a municipal coordination meeting to see how everything is going.

Administrator Loomis pointed out that the LGU permits have an expiration on them. Ms. Schall Young said they are five-year permits. She noted that this gives them time to look at the effectiveness of the rules.

Manager Salvato asked about the development of the formal education resources (from Objective 4. Facilitate Schools Engagement in the workplan) and where this came from. Ms. Schall Young explained that this is something that has been in the works for a while. The LMRWD has worked with the City of Burnsville and others to develop educational materials for school aged children. She added that the education and outreach work plan will need the Board's attention.

Manager Salvato that the Board needs to better identify its goals for Education and Outreach.

President Barisonzi shared that he was not able to do as thorough of a review of the work plan as he would have liked; however, he does like the idea of beginning the renewal review process for the watershed management plan next year. He noted that he is looking at the work plan out of the context of the leadership transition at the executive level as well as the challenge of earning the support of the counties as they will need to increase their budget next year.

Manager Kuplic shared that the Managers used to make presentations to their counties about what the LMRWD was doing in order to get them on board. Administrator Loomis added that they have done this with cities and counties.

President Barisonzi shared that he sees this as education and outreach. He noted that he wants to see in next year's work plan that they have prioritized doing these types of education and outreach items. He added that he would also like to send out a quarterly newsletter to a growing list of recipients.

President Barisonzi stated this item will be carried over to the next meeting to be considered as actionable business.

5. CONSENT AGENDA

President Barisonzi introduced the item. Item 5. G. – Approve Cost Share for 402 Broadway Street North, Carver, MN was removed from the Consent Agenda as the applicant was in attendance.

A. Approve Minutes September 18, 2024, Regular Meeting

B. Receive and file September 2024 Financial Report

C. Approval of Invoices for payment

- i. Clifton Larson Allen (CLA) - Financial services through September 2024
- ii. TimeSavers Off Site Secretarial – Preparation of August 21, 2024, meeting minutes
- iii. Rinke Noonan, Attorneys at Law - August 2024 legal services for permit fee development, Area #3 and general services
- ~~iv. Daniel Hron – November 2024 office rent~~
- v. US Bank Equipment Finance – October 2024 copier lease payment
- vi. Young Environmental Consulting Group, LLC – September 2024 technical, and Education and Outreach services
- vii. Naiad Consulting, LLC – September 2024 administrative services, mileage, and expenses
- viii. 106 Group - Archeological survey work for Area #3 (#3193-3036-1)
- ix. 106 Group - Archeological Field work for Area #3 (#3193-2883-12)
- x. Bolton & Menk – Engineering Services, related to Vernon Avenue

- xi. MN Department of Administration – invoice for publication of Request for Qualifications for Government Relations Consultant**
- xii. Star Tribune – Invoice for Publication of Budget Hearing Notice**
- xiii. 4M Fund – August 2024 fund service charges**

D. Report from the Citizen Advisory Committee

E. LMRWD Committee meeting minutes

F. Receive and authorize distribution of September 2024 ‘Geomorphic and Habitat Assessments of Trout Streams’ report

G. Approve Cost Share for 402 Broadway Street N., Carver, MN

Manager Kuplic made a motion to approve the Consent Agenda with Item 5. G. – Approve Cost Share for 402 Broadway Street North, Carver, MN removed. Manager Salvato seconded the motion. Upon a vote being taken, the motion carried unanimously.

Morgan Jacobs, 402 Broadway Street N, Carver, MN, came forward and shared about his project to install a rainwater capture system at this location.

Manager Salvato made a motion to approve the Cost Share application for 402 Broadway Street North, Carver, MN in an amount not to exceed \$2,500. The motion was seconded by Manager Kuplic. Upon a vote being taken, the motion carried unanimously.

6. PERMITS & REPORTS ON STANDING BUSINESS ITEMS

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

President Barisonzi introduced this item.

Manager Lammers made a motion to conditionally approve a Municipal LGU permit for the Metropolitan Airport Commission subject to the adoption of the draft MAC Standard Specifications: Section 01 89 30, Sediment and Erosion Control Inspection Form (Terracon), and Recommended Approach for LMRWD Rule D Compliance with MAC as LGU. The permit will include special stipulation related to auditing. Manager Kuplic seconded the motion. Upon a vote being taken the motion was carried unanimously.

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

President Barisonzi introduced this item.

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

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

Manager Lammers seconded the motion. Upon a vote being taken the motion was carried unanimously.

- C. **CenterPoint Energy (CPE) Xenwood Avenue and West 125th Street (LMRWD No. 2024-018)**
President Barisonzi introduced this item.

Manager Lammers made a motion to conditionally approve a permit for CenterPoint Energy (CPE) Xenwood Avenue and West 125th Street (LMRWD No. 2024-018) contingent upon the receipt of contact information for the person(s) responsible for construction and maintenance of erosion and sediment control measures, and documentation of approval of the project from the City of Savage for work in the road right-of-way. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

7. ACTIONS ITEMS

- A. **Award bid for Spring Creek**

President Barisonzi introduced this item.

Manager Salvato made a motion to award bid to the low bidder, Sunram Construction, Inc.; adopt Resolution 2024-22; and direct staff to prepare contract documents with Sunram Construction, Inc. Manager Lammers seconded the motion. Upon a vote being taken the motion was carried unanimously.

- B. **Update to LMRWD By-laws**

This item was tabled August 21, 2024, to September 18, 2024, Board of Managers meeting. It was tabled again on September 18, 2024, to the October 9, 2024 meeting. The Board had requested that the conflict-of-interest section of the bylaws be removed and reference MN Statute.

President Barisonzi noted that he had not seen the non-red line version of the by-laws. Administrator Loomis explained that the red line version had changes that needed to be deleted.

President Barisonzi shared that he thinks they need to clarify the conflict-of-interest section so that it covers not only managers, but also Staff and contractors. He stated he, as well as Manager Lammers, have resigned from the Board of the Friends of the Minnesota River. He shared his concern with the specificity of the ambiguity that is in Section 8(c). He noted that 15 minutes is a very tight time window, and this seems to be case-by-case subjective.

Manager Salvato said she had a conversation with Administrator Loomis about this where she shared that this is not unusual language. She asked for more information on this. Administrator Loomis explained that watershed districts have added this language as they have had managers who will often call the consultants directly about issues or work that is within the watershed that has not been authorized by the Board. She said this language is an attempt to mitigate this. She added that Attorney Kolb has written this into the language of by-laws for other watershed districts.

Attorney Kolb reiterated that it is not uncommon for Boards to write this kind of language into their by-laws that references the Board's use of Staff and consultants as this can become a distraction for Staff. He added that this could also be costly for the Board.

President Barisonzi suggested changing the time limit, having it include all contracted services, and having it specifically call out things not directly related to the work being done by the Board. Manager Salvato agreed.

President Barisonzi suggested tabling this item to be considered on the Consent Agenda at the next meeting with updated language as discussed for Section 8(c).

Manager Kuplic asked for further clarification on the conflict-of-interest section. President Barisonzi explained that this is standard language and if someone has a conflict-of-interest, then they should not participate in the item as a Board member.

Manager Lammers made a motion to table this item to the November Board meeting and directing Staff to update the language to Section 8(c) as discussed by the Board. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

C. Study Area #3

Administrator Loomis introduced this item and gave a brief background.

Manager Kuplic made a motion to direct Staff to execute a professional services agreement with Bolton and Menk for the boundary and tree survey on behalf of the City and County for the purpose of the subdivision of the property. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

8. BOARD DISCUSSION ITEMS

A. Standing Committee meetings

President Barisonzi introduced this item.

Administrator Loomis suggested setting these meetings up on a regular schedule and putting them on the meeting schedule so people can prepare. She shared the idea of providing a summary from each committee after they meet at the Board meetings, so it is included in the record. She noted that this would take away some of the concern that the Board is not getting feedback from the committees in a timely fashion.

B. 2025 Legislative Agenda

President Barisonzi introduced this item.

Administrator Loomis asked what day they would like to set up the interviews for the Government Relations Consulting firms. President Barisonzi said he would like it to be scheduled as soon as possible when Manager Salvato's schedule would allow.

Administrator Loomis shared that it is looking like there will not be a lot of money available at the State level this year and they are anticipating a structural deficit.

9. FOR INFORMATION ONLY

A. Dredge Management

President Barisonzi introduced this item.

Administrator Loomis asked if they are planning on having a pre-bid meeting for this project. Ms. LeClaire said no.

B. State of the Minnesota River Listening Session

President Barisonzi introduced this item.

Manager Salvato asked about the distribution list for the Listening Session. President Barisonzi said they have an extensive distribution list and it will also be able to be forwarded and distributed.

Administrator Loomis shared that she has many people interested in assisting with this Listening Session who are well versed in the flooding issues and can provide some professional guidance. She added that they may be able to hold the event at the US Fish and Wildlife Headquarters.

C. LMRWD Permit Program Summary

President Barisonzi introduced this item.

10. COMMUNICATIONS

- A. **Administrator Report:** Administrator Loomis shared that the Corp of Engineers has asked if they are interested in joining a group to discuss the long term impact of the Rapidan Dam and she told them she would attend these meetings on behalf of the Board. She added that she spoke to the Administrator for the Yellow Medicine Watershed District who was in the pilot program for the One Watershed One Plan. She noted they are in the second generation of gathering data for the One Watershed One Plan update and they are in the pilot program for BWSR's water storage tool. She said the DNR is proving to be an issue because of their restrictions with using wetlands.
- B. **President:** President Barisonzi shared that a Constitutional Amendment is on the ballot which is the dedication of the lottery money to the environment, and he would like to see this dedication continue. He noted that the amendment is not well written and encouraged everyone to consider how important this money is to the environment.
- C. **Managers:**
- D. **Committees:**
- E. **Legal Counsel:** No report.
- F. **Engineer:**

11. ADJOURN

Hearing no further business, President Barisonzi adjourned the meeting at 8:57 pm.

The next regular meeting of the LMRWD Board of Managers will be at 7:00, Wednesday, November 6, 2024. The location for the meeting will be announced. Please note that this is a departure from the usual meeting date on the third Wednesday of the month. Electronic access will also be available.

Lauren Salvato, Secretary

Attest:

Linda Loomis, Administrator



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Minutes of Regular Meeting

Board of Managers

Wednesday, November 6, 2024

White Oak Room, Chaska Community Center, 1661 Park Ridge Drive, Chaska, MN 7:00 p.m.

Approved _____, 2024

1. CALL TO ORDER

A. ROLL CALL

On Wednesday, November 6, 2024, at 7:00 PM CST, in the White Oak Room of the Chaska Community Center, 1661 Park Ridge Drive, Chaska, Minnesota, Vice President Kuplic called to order the meeting of the Board of Managers of the Lower Minnesota River Watershed District (LMRWD). [The meeting date was a departure from the usual third Wednesday of the month, because more than one manager had a conflict with the regular meeting date]

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

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

2. CITIZEN FORUM

No one was present to address the Board of Managers.

3. APPROVAL OF THE AGENDA

A. Additions, Corrections and Deletions to the Agenda

Administrator Loomis requested that the October 9, 2024, meeting minutes be removed from the agenda and requested the addition of two (2) invoices from 106 Group for work performed for the Area #3 project. She also noted that the invoice from US Bank Equipment Finance, which was on the agenda, but was not included in the meeting materials was received and passed out to the Managers at the Board meeting.

Manager Lammers made a motion to approve the agenda with the October 9, 2024, meeting minutes removed from the agenda and two invoices from 106 Group for Area #3 added to the consent agenda. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

4. PUBLIC HEARINGS & PRESENTATION

A. There were no public hearings or presentations scheduled.

5. CONSENT AGENDA

Vice President Kuplic introduced this item.

Administrator Loomis said that President Barisonzi suggested tabling the Cooperative agreement with Coalition for a Clean Minnesota River until there is more time to discuss the terms with the Coalition.

Manager Salvato asked if there is still some back and forth on this with the Coalition. Administrator Loomis said yes.

~~A. Approve Minutes October 9, 2024, Regular Meeting~~

B. Receive and file October 2024 Financial Report

C. Approval of Invoices for payment

- Clifton Larson Allen (CLA) - Financial services through October 2024
- TimeSavers Off Site Secretarial – Preparation of September 18, 2024, meeting minutes
- Rinke Noonan, Attorneys at Law - September 2024 legal services for permit fee development, Area #3 and general services
- Daniel Hron - November 2024 office rent
- US Bank Equipment Finance – November 2024 copier lease payment
- Young Environmental Consulting Group, LLC – October 2024 technical, and Education and Outreach services
- ~~○ Naiaad Consulting, LLC – October 2024 administrative services, mileage, and expenses~~
- 106 Group - Archeological survey work for Area #3 (#3193-3036-1)
- 106 Group - Archeological Field work for Area #3 (#3193-2883-12)
- Barr Engineering, Company – design development for Area #3 through September 30, 2024
- Bolton & Menk – Engineering Services, related to Vernon Avenue
- HDR – website maintenance and updates through September 28, 2024
- Dakota County SWCD – Q3 2024 monitoring, TACS and education services
- Scott County SWCD – Q3 2024 monitoring, TACS and SCWEP services
- ~~○ 4M Fund – September 2024 fund service charges~~

D. Report from the Citizen Advisory Committee

E. LMRWD Personnel Committee agenda and minutes

- Personnel Committee – October 3, 2024
- Personnel Committee – October 31, 2024

F. Waiver of thirty (30) days written notice of proposed change to LMRWD By-laws

G. Update to LMRWD By-laws

H. Authorize execution of Addendum to Recording Secretary Agreement

I. Authorize execution of Richard T. Anderson Cost Share Agreement

J. Authorize execution of Cooperative agreement with Coalition for a Clean Minnesota River

K. Final Reimbursement for Willow Creek Cost Share Project with City of Burnsville

L. Authorize execution of Spring Creek Construction Documents

Manager Lammers made a motion to approve the Consent Agenda with the addition of two invoices from 106 Group, removal of the October 9, 2024, meeting minutes, the invoice from Naiad Consulting and the November rent invoice, and to table the Cooperative Agreement with the Coalition for the Clean Minnesota River. Manager Salvato seconded the motion. Upon a vote being taken, the motion carried unanimously.

6. PERMITS & REPORTS ON STANDING BUSINESS ITEMS

A. LMRWD Permit Renewals

Administrator Loomis introduced and gave a brief background of this item. She shared Young Environmental's recommendation to approve the permit renewals

Manager Lammers made a motion to approve renewals of the permits listed in Table 1. of the Technical Memorandum – November 2024 Permit Renewal Requests, dated October 30, 2024. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

B. Minnesota River Greenway Trail – Kennaley's Creek Permit Amendment

Administrator Loomis introduced this item.

Ms. LeClaire shared the reason for this amendment and explained that during construction, the contractor decided to build a bridge across Kennaley's Creek, which was not authorized under the permit. She said this temporary bridge was an additional fill in the floodplain. She added that the Minnesota DNR brought this to their attention. She said the contractor had to get a permit from the DNR and amending the permit from LMRWD.

Manager Lammers made a motion to approve Kennaley's Creek permit amendment for the addition of a temporary construction crossing at Kennaley's Creek. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

C. Permit Fee Schedule update

Administrator Loomis introduced and gave a brief background on this item. She shared that Staff met and discussed these fees.

Attorney Kolb reviewed the permitting fees, and the changes made by Staff. He shared that President Barisonzi had reached out with inquiries and recommendations related to permitting fees and the recapturing of costs related to the permits. He noted this framework is better than what they previously had and responded to President Barisonzi's inquiries.

Manager Salvato shared that she likes what Staff put together.

Administrator Loomis added that she is not sure what kind of time this will take to manage administratively.

Manager Salvato said she would like to revisit this periodically. Administrator Loomis said she will let the Board know if it gets to be too much.

Manager Lammers made a motion to adopt recommendations made in Technical Memorandum – Request for Permit Fee Revision Amendment dated October 30, 2024.

Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

7. ACTIONS ITEMS

A. 2025 LMRWD Work Plans

Administrator Loomis introduced and gave a brief background of this item. She shared that she had a discussion with President Barisonzi and he shared one of his concerns is that these are just Ms. Young's work plans. She explained that while Ms. Young puts the plans together, they are not just hear work plans. She noted that Ms. Young does a lot of work on them as they are based on the LMRWD plan and projects in the implementation program; however, what is in these plans is worked on by everyone on Staff. She explained there is a lot of work she does for these work plans.

Manager Salvato made a motion to approve 2025 LMRWD Work Plans. Manager Lammers seconded the motion. Upon a vote being taken the motion was carried unanimously.

B. Award bid for Vernon Avenue

Administrator Loomis introduced this item. She shared that they opened bids during the last week in October and they received 14 total bids, the lowest one coming from GMH Asphalt Corporation. She added that Bolton & Menk has worked with them in the past and they are reputable and responsible and recommended they accept this proposal.

Ms. LeClaire said they do not anticipate this project to start until 2025.

Manager Lammers made a motion to adopt Resolution 24-24 awarding a contract to GMH Asphalt Corporation in the amount of \$680,229.85 and retaining the services of Braun Intertec for construction materials testing. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

C. 2025 Legislative Agenda

Vice President Kuplic introduced this item.

Manager Salvato shared that the personnel committee interviewed consultants for consideration as the Government Relations Consultant for the LMRWD and all three consultants could work well for the district. She stated their recommendation is to move forward with Park Street Public for their government relations services.

Manager Lammers asked why they recommend this consultant over the others. Manager Salvato explained that Henry Erdam is a one-man shop and while he seemed competent, he did not interview in the way she would expect a Government Relations Consultant would. She noted that Flaherty Hood, P.A. was also competent, but they were more interested in Park Street Public as they seem like they would have more creative flair to their work and are very connected with the legislature. Vice President Kuplic added that Park Street Public was also very communicative, and they seemed like they would be the best fit for working and communicating with the legislature.

Attorney Kolb asked if Park Street Public was the best fit for communicating scientific principles. Manager Salvato stated they did not specifically ask about this; however, the representative they interviewed did government relations for the Nature Conservancy.

Manager Salvato made a motion to retain preferred Government Relations Consultant services from Park Street Public and to authorize the Administrator to execute a Government

Relations Services Agreement with Park Street Public. Manager Lammers seconded the motion. Upon a vote being taken the motion was carried unanimously.

D. Set 2025 meeting calendar

Administrator Loomis introduced this item and reviewed the proposed dates for the 2025 meetings.

Manager Lammers asked about the CAC meeting schedule for 2025. Administrator Loomis explained the CAC meetings are always the first Tuesday of the month, with the exception of November of this year due to the election.

Manager Salvato shared that there are a lot of meetings between the Board meetings, Personnel Committee meetings, and Finance Committee meetings. She suggested making the Personnel Committee meetings every other month.

Administrator Loomis said they can make the schedule whatever they want. She noted that once they approve a schedule for 2025 it will be posted on the website. She added that they can table this item and bring it back for more discussion at the December meeting. She noted they could just set the schedule of the Board meetings this evening then set the schedule for the Personnel Committee and Finance Committee meetings at the December meeting.

Vice President Kuplic agreed that this is a lot of meetings.

Manager Salvato shared that she is not sure if she will have conflicts with any of the meetings at this time.

Manager Lammers made a motion to set the 2025 meeting schedule for the Regular Board Meetings and table the discussion of the schedules for the Personnel Committee and the Finance Committee to the December meeting. Manager Salvato seconded the motion. Upon a vote being taken the motion was carried unanimously.

E. Sponsorship of Soil Health Event

Administrator Loomis introduced this item. She shared that she got a request from the Minnesota Soil Health Coalition to sponsor their annual conference. She added that they had a table at the River Boat Tour event.

Manager Salvato shared that she does not have an issue with this sponsorship; however, she asked if there is a way that they would be able to look at all sponsorship opportunities at one point in the year. Administrator Loomis said they could do this. She noted that most sponsorship opportunities show up in the budget.

Vice President Kuplic shared that this is a connection to farmers and that is something that they are currently lacking. Administrator Loomis added that they would likely have a greater reach with this over something like the County Fair project.

Manager Lammers asked if the CAC already does these kinds of sponsorships or events. Administrator Loomis said they do not do these kinds of things; however, there is no reason that they couldn't be involved.

Manager Lammers asked about the size of the membership for the Minnesota Soil Health Coalition. Administrator Loomis said she can find out.

Vice President Kuplic shared that she would be supportive of increasing the sponsorship amount to the next tier. Manager Salvato suggested staying at the \$500 for this year and see how the event goes for the first year.

Manager Salvato made a motion to sponsor the annual conference of the Minnesota Soil Health Coalition at the \$500 level. Manager Lammers seconded the motion. Upon a vote being taken the motion was carried unanimously.

8. BOARD DISCUSSION ITEMS

A. MN Watersheds Membership

Administrator Loomis introduced this item and gave a brief background.

Manager Salvato asked if there is a fee to going to MN Watersheds meetings. Administrator Loomis said no; however, some of their events do have a fee.

Manager Salvato shared that she was on the Board when they decided to stop paying dues and one year she was listening to the annual meeting, and they completely ditched the resolutions that were relative to the LMRWD. She said the LMRWD issues are so unique that she does not see they would benefit much from a membership with the MN Watersheds.

No action required.

9. FOR INFORMATION ONLY

A. Update on addition of a Manager to the Board

Administrator Loomis introduced this item and shared that the update is in the executive summary.

Attorney Kolb explained that there is a statutory process for enlarging a Board of Managers or redistributing the managers.

Administrator Loomis shared that President Barisonzi had asked her to call BWSR who told her they are not going to take a position on this; however, they would be able to help them through the process if they decide to make a change. She noted they would have to be able to make a good case for why they need either a redistribution of managers or a new manager entirely.

Attorney Kolb stated if they do want to petition a case for this, they would want to look at decision criteria to see if they would be able to justify their reasoning for needing an additional manager. He noted that BWSR could decide to increase their managers, or they could redistribute.

No action required.

B. Study Area #3

Administrator Loomis introduced this item.

Attorney Kolb shared that they are still trying to get the city to approve an administrator subdivision so they can get the parcel acquisition recorded.

No action required.

C. State of the Minnesota River Listening Session

Administrator Loomis introduced this item. She shared that they will be having an informational meeting on November 13 for those who have questions. She added that they are extending the deadline to turn in written testimony to November 27.

Manager Salvato asked how many written testimonies they have received. Administrator Loomis said they have received two and she knows they have more coming.

No action required.

D. LMRWD Permit Program Summary

Vice President Kuplic introduced this item.

No action required.

10. COMMUNICATIONS

- A. **Administrator Report:** Administrator Loomis shared that the amendment dedicating lottery funds to the Environment and Natural Resource Trust Fund was passed. She noted that Republicans have taken over the Minnesota House of Representatives so Rick Hansen will not likely be the chair of the Environment and Natural Resource Committee.
- B. **President:** No report.
- C. **Managers:** No report
- D. **Committees:** No report
- E. **Legal Counsel:** No report.
- F. **Engineer:** No report

11. ADJOURN

Hearing no further business, Vice President Kuplic adjourned the meeting at 8:07 pm.

The next regular meeting of the LMRWD Board of Managers will be at 7:00, Wednesday, December 11, 2024. In the County Board Room of the Carver County Government Center. Please note that this is a departure from the usual meeting date on the third Wednesday of the month. Electronic access will also be available.

Lauren Salvato, Secretary

Attest:

Linda Loomis, Administrator



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Lower Minnesota River Watershed District

5:30 PM, Wednesday, November 6, 2024

White Oak Room, Chaska Community Center, 1661 Park Ridge Drive, Chaska, MN 55318

Approved _____, 2024

1. CALL TO ORDER

A. ROLL CALL

On Wednesday, November 6, 2024, at 5:30 p.m. CST, in the White Oak Room of the Carver County Government Center, 602 East 4th Street, Chaska, Minnesota, Vice President Theresa Kuplic called to order the workshop meeting of the Lower Minnesota River Watershed District (LMRWD).

Vice President Kuplic asked for the roll call to be taken. The following Managers were present: Manager Theresa Kuplic, Manager Apollo Lammers, and Manager Lauren Salvato. In addition, the following attended the meeting in-person: Linda Loomis, Naiad Consulting, LLC, LMRWD Administrator; and John Kolb, Rinke Noonan, Attorney at Law, LMRWD legal Counsel.

2. WATERSHED PURPOSE, GOVERNANCE AND OTHER MATTERS

The meeting discussed the establishment of Lower MN River Watershed District, its potential for development in various areas, and covered governance rules and government statutes.

- Lower MN River Watershed District was established in the 1950s by petition to the state of Minnesota.
- Today, the main beneficiary of the Navigation Channel is Scott County, but other areas could potentially use it for development.
- The meeting covered general governance rules, data practices, gift bans, campaign finance disclosure, and other government statutes.

3. ADJOURN

Vice President Kuplic adjourned the workshop meeting at 6:58 p.m.

Attest:

Lauren Salvato, Secretary

Linda Loomis, Administrator



Watershed District Purpose, Governance and Other Matters

JOHN KOLB, ATTORNEY

1



Overview

- ▶ General Information/Roles
- ▶ Opening Meeting Laws/Communication
- ▶ Parliamentary Procedure
- ▶ Campaign Finance

2

Watershed District Purpose

To conserve the natural resources of the state by land use planning, flood control, and other conservation projects by using sound scientific principles for the protection of the public health and welfare and the provident use of the natural resources

3

Promoting the Purpose of the WD

- ▶ Managers
 - ▶ A watershed district has the power, to the extent necessary for lawful conservation purposes to perform all acts expressly authorized, and all other acts necessary and proper for the watershed district to carry out its purpose
- ▶ Employees and Consultants
 - ▶ The managers may employ a chief engineer, professional assistants, and other employees, and provide for their qualifications, duties, and compensation.

4

Administrative Rules

- ▶ the managers must adopt rules to accomplish the purposes of this chapter and to implement the powers of the managers
- ▶ the managers may implement a permitting program to secure compliance with administrative rules

5

Tracking Progress

- ▶ the managers must prepare a yearly report of the financial conditions of the watershed district, the status of all projects, the business transacted by the watershed district, other matters affecting the interests of the watershed district, and a discussion of the managers' plans for the succeeding year

6

Charting the Course

- ▶ the managers must adopt a watershed management plan for any or all of the purposes for which a watershed district may be established
 - ▶ the plan must give a narrative description of existing water and water-related problems within the watershed district, possible solutions to the problems, and the goals and objectives of the watershed district

7

Subsequent Planning

- ▶ the managers must revise the watershed management plan at least once every ten years after the original watershed management plan is approved
- ▶ the plan may include a separate section on proposed projects

8

Projects

- ▶ projects may not be initiated until the board approves a watershed management plan
- ▶ projects that are to be paid for by assessment of benefited properties must be initiated:
 - ▶ by a project petition
 - ▶ by unanimous resolution of the managers
 - ▶ as otherwise prescribed by chapter 103D

9

Manager Initiated Projects

- ▶ the managers may initiate a project by resolution of at least a majority of the managers if 50 percent grant and costs less than \$750,000
- ▶ the managers may undertaking all or a portion of a basic water management project as identified in the watershed management plan

10

Maintaining Existing Projects

- ▶ the managers are responsible for maintaining the projects of the watershed district in a condition so that they will accomplish the purposes for which they were constructed
- ▶ the cost of maintenance of the projects of the watershed district shall be paid from each project's maintenance fund

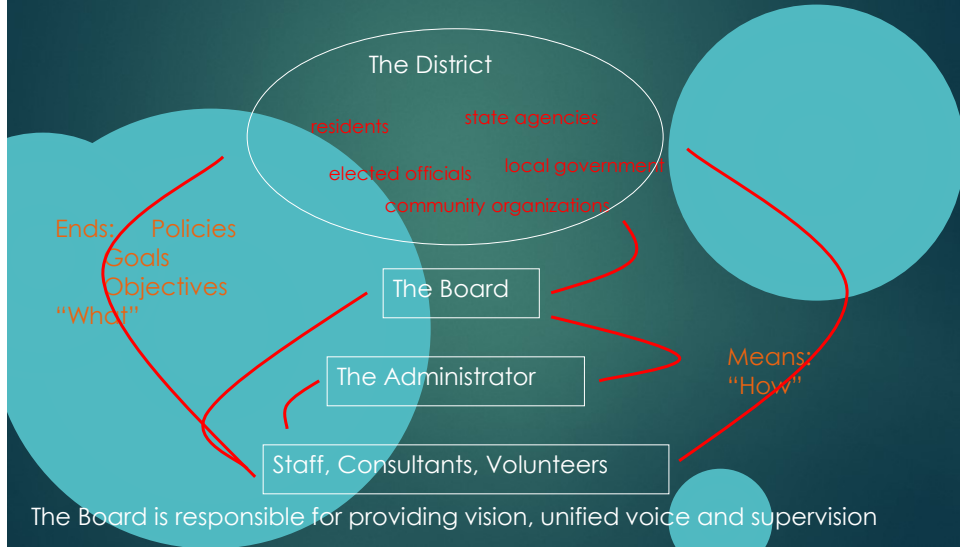
11

Role of Individual Manager

- ▶ Manger statutory duties are performed by the Board as a whole.
- ▶ Most important responsibility is to participate at Board meetings—make and second motions, participate in discussion, and vote on matters before the Board.
 - ▶ Prepare and read packet
 - ▶ Talk to staff in advance about questions
- ▶ Devote time to problems of basic policy and act as liaisons between the watershed district and the public.

12

Board Governance Model



13

Open Meeting Law, Chapter 13D

- ▶ All meetings, including executive sessions, must be open to the public. This includes meetings of any public body or committee thereof when required or permitted by law to transact public business.
- ▶ Interpretation of the Open Meeting Law is driven by the concept that the public's business should be conducted in public.
- ▶ The Open Meeting Law exists for the public benefit and should be construed most favorably to the public

14

Open Meeting Law, Chapter 13D

- ▶ Meeting: A gathering of a quorum or more members of a public body, or a quorum of a committee or subcommittee at which members discuss, decide or receive information as a group on issues relating the official business of the public body.
- ▶ Chance, accidental or random social encounters of members of the public body are not subject to the Open Meeting Law. However, the public body cannot plan a social event in order to avoid requirements. When in doubt, post notice of a special meeting.
- ▶ Members of the public body may not avoid the Open Meeting Law by using consecutive phone calls or emails to discuss matters or conduct polls. The State Supreme Court has held that serial conversations to forge consensus are improper.

15

Open Meeting Law, Chapter 13D

- ▶ If less than a quorum meets, can there still be an Open Meeting Law violation?
- ▶ Usually the answer is no, since less than a quorum cannot conduct business. However, even if less than a quorum of a committee or subcommittee is present, the Open Meeting Law could apply if the public body had delegated authority or tasks to the individuals to make decisions on behalf of the public body.

16

Remote Attendance at Meetings

- ▶ Subject to any policies adopted by the Board, Mangers may appear and participate in a meeting remotely using "interactive technology"
- ▶ Requirements
 - ▶ One member must be physically present
 - ▶ All members of the public and Board must be able to see and hear each other
 - ▶ Votes must be conducted by roll call
 - ▶ Each location must be open and accessible to the public
 - ▶ Minutes need to reflect the reason for remote appearance

17

Political Straight Talk

It is better to promise to investigate than to promise to act.

It is better to say 'If other Board members will go along with me' than to say 'I will get your zoning changed.'

It is better to say 'Let me see what I can do' than to say 'I can do.'

It is better to speak about the larger picture than about specific citizen demands until you have the facts.

It is better to say 'I don't know what can be done' than to promise action when you are not sure.

It is better to blame official constraints (state law, federal law, court decisions) than to say you can do what is beyond your ability.

It is better to say "No" than to say "Yes" and then have to make excuses why not.

It is better to be realistic about "getting half a loaf" than to be idealistic about "getting the whole loaf."

It is better to say "I haven't made up my mind" than to tacitly support any and every demand by constituents.

—Robert J. Horgan, Associate Professor of Political Science
University of Richmond, Richmond, VA

18

Meeting Process/Procedure

- ▶ Quorum
 - ▶ A minimum of three Board Members needed
- ▶ Open Meeting Law
 - ▶ Meetings must be open to the Public
 - ▶ Violations occur when three or more Board Members meet and decide business in private
 - ▶ Exceptions include performance evaluations, discussion of non-public data, attorney-client privilege, misconduct allegations/charges, and labor negotiations
 - ▶ Do not "reply all" to any email which includes a quorum of Boardmembers.
- ▶ Quorum Outside of Meetings

19

Role in Preserving Order

- ▶ The presiding officer is vested with the authority to:
 - ▶ Follow approved agenda and limiting discussion to current agenda items.
 - ▶ Rule on questions of procedure.
 - ▶ Call members of the Board or public to order if they are being unruly and removing if necessary – may request law enforcement assistance.
 - ▶ Declare meetings recessed or adjourned.

20

Example Motions

- ▶ **Motion to Refer:** Made by a member when another has the floor to refer a topic to a subcommittee/staff for further information.
- ▶ **Motion to Limit/Extend Debate:** Can be made to limit or extend the time of a debatable topic.
- ▶ **Point of Order:** A member declares a point of order; chair recognizes the point, and rules.
 - ▶ If another member does not like the chair's ruling that member can motion for an appeal, and if seconded, the question at issue will be put to a vote.

21

Public Comment

- ▶ Audience members do not have the statutory right to take an active part in the Board's discussion at a meeting.
- ▶ Open Forum
 - ▶ Not required but is a common at meetings.
 - ▶ Should be managed by considering the following:
 - ▶ Limiting time and topic.
 - ▶ Advance written notice – prior to meeting or sign up sheet before open forum begins.
 - ▶ Board should consider policy of not responding immediately to open forum. Instead, refer to staff for additional information gathering and report back to Board.

22

Making Decisions

- ▶ The managers are generally tasked with gathering information to make decisions which are in the best interest of the District.
- ▶ A board will not always agree on the final decisions that are made – but Board members should be respectful of what decision the majority makes.

23

MN Government Data Practices Act

- ▶ All data maintained by Watershed
- ▶ District and Managers in official capacity is "government data." – private email account?
- ▶ Obligation to preserve data
- ▶ Most government data is public and must be made available.
- ▶ Some data is private and there are penalties for improper disclosure.
- ▶ Personnel data is biggest liability!
 - ▶ Don't talk about personnel data – refer requests to Administrator.
- ▶ Follow data practices policy adopted by Watershed District.

24

Why?

- ▶ Protects the District from liability
- ▶ Protects individual Board members

25

Statutory Conflict of Interest

- ▶ Minnesota Statute § 471.87 provides the general rule under state law that a public official is prohibited from participating in any matter where the official has a direct financial interest in the outcome. The law criminalizes such participation. Based on the information provided, it does not appear that either manager has a direct financial interest in the solicitation. Court cases and attorney general opinions explain that family relationship alone (with the exceptions of spouses) does not disqualify the making of a contract or limit a manager's participation.

26

Statutory Conflict of Interest

- ▶ If a manager does have a financial interest (ownership interest in the property or a business relationship with the applicant), further inquiry must be made. Minnesota Statute § 471.88, contains several exceptions to the general rule.

27

Perceived Conflict of Interest

- ▶ Even if an official conflict of interest does not exist, perceived conflicts may be a concern. Any appearance of impropriety can undermine the public's trust in the District. A best practice to minimize the potential for perceived conflicts, is for the manager to publicly disclose the concerning relationship and avoid participation unless necessary.

28

Ethics in Government Act

- ▶ The Minnesota Campaign Finance and Public Disclosure Board administers the Ethics in Government Act.
- ▶ Primary Responsibilities of the Board:
 - ▶ Campaign finance registration and disclosure
 - ▶ Public subsidy administration
 - ▶ Lobbyist registration and disclosure
 - ▶ Economic Interest disclosure by public officials
- ▶ Applies to managers of a watershed district
 - ▶ Considered public officials under the Act

29

Campaign Finance

- ▶ As a public official, the following must be filed with the Minnesota Campaign Finance and Public Disclosure Board, as applicable:
 - ▶ Statement of Economic Interest
 - ▶ Potential Conflict of Interest
 - ▶ Notice of Inability to Abstain from Potential Conflict of Interest
 - ▶ Representation Disclosure
- ▶ Gifts

30

Statement of Economic Interests

- ▶ Required in metropolitan governmental units
- ▶ Used to disclose information about personal financial interest
- ▶ Due 60 days after assuming duties of the position
- ▶ Economic Interest State for Soil and Water Conservation District, Watershed District, and Watershed Management Organization Public Officials due annually
- ▶ Civil penalties can be applied if not completed

31

Representation Disclosure

- ▶ Required when a manager represents a client for a fee in a rulemaking or contested case hearing that is held in front of an individual, board, commission, or agency that has rulemaking authority.
- ▶ Must be filed within 14 days after the date of the appearance

32

Violations

- ▶ Civil penalties can be imposed if requirements are not followed
 - ▶ False information: Up to \$3,000 civil penalty
 - ▶ Failure to File Representation Disclosure: Late fee of \$35 per day, up to a maximum of \$1,000; civil penalty up to \$1,000
- ▶ Signing a notice that the manager knows contains false information can be criminally prosecuted

33

Gifts

- ▶ Gift: Money, property (real or personal), a service, a loan, the forbearance or forgiveness of debt, or a promise of future employment, given and received without the giver receiving something of equal or greater value in return
- ▶ Managers may not accept gifts from a lobbyist or principal, with limited exceptions.
- ▶ The law prohibits gift to managers, not to the watershed district itself. Managers can still acquire real and personally property by gift for the watershed district.

34

Wrap-Up

▶ Any questions?

35

Item 5.B.
LMRWD 12-11-2024

BEGINNING BALANCE	31-Oct-24		\$ 1,261,274.65
ADD:			
General Fund Revenue:			
November 2024 Interest		\$ 4,785.10	
Permit Review Fees:			
MCI Metro LMRWD No. 2024-019		\$ 2,000.00	
Tax Settlement 2nd half 2024:			
Dakota County		\$ 50,099.51	
Total Revenue and Transfers In			\$ 56,884.61
DEDUCT:			
Debits/Reductions			
Barr Engineering Company	September 2024 services for Area #3 design development	\$ 1,800.00	
Bolton & Menk, Inc.	September 2024 services for Vernon Avenue Improvements	\$ 4,110.00	
Clifton Larson Allen LLP	October 2024 financial services	\$ 3,598.00	
Dakota County SWCD	Q3 2024 monitoring, TACS and education services	\$ 1,615.00	
Daniel Hron	November 2024 office rent	\$ 650.00	
HDR Engineering, Inc.	Website maintenance services through September 28, 2024	\$ 2,418.81	
Rinke Noonan, Attorney at Law	September 2024 General Legal Services	\$ 217.00	
Rinke Noonan, Attorney at Law	September 2024 legal services-Area #3 property acquisition	\$ 396.00	
Rinke Noonan, Attorney at Law	September 2024 legal services for permit fee development	\$ 456.50	
Rinke Noonan, Attorney at Law	September 2024 legal services for dredge management	\$ 498.00	
TimeSaver Off Site Secretarial Service	Preparation of June 2024 meeting minutes	\$ 167.00	
US Bank Equipment Finance	November 2024 copier lease payment	\$ 208.38	
Young Environmental Consulting Group	July 2024 Education & Outreach, and Technical services	\$ 40,338.13	
City of Burnsville	Final installement for Willow Creek Cost Share	\$ 7,500.00	
Scott County SWCD	Q3 2024 monitoring, TACS and education services	\$ 7,092.25	
The Coalition for a Clean MN River	first payment on 2024/2025 water storage initiative	\$ 5,000.00	
4M Fund	October 2024 bank service fee	\$ 40.00	
Total Debits/Reductions			\$ 76,105.07
ENDING BALANCE	31-Oct-24		\$ 1,242,054.19

	2024 Budget	November Actuals	YTD 2024	Over (Under) Budget
Administrative expenses	\$ 377,838.00	\$ 7,139.13	\$ 323,401.41	\$ (54,436.59)
Cooperative Projects				
Eden Prairie Bank Stabilization Area #3	\$ 100,000.00	\$ 2,196.00	\$ 128,968.13	\$ 28,968.13
Gully Erosion Contingency Fund	\$ -	\$ -	\$ -	\$ -
Seminary Fen Ravine Restoration site A	\$ -	\$ -	\$ -	\$ -
Seminary Fen Ravine Restoration site C-2	\$ 90,000.00	\$ -	\$ -	\$ (90,000.00)
Eagle Creek Bank Restoration: Town & Country R	\$ 30,000.00	\$ -	\$ -	\$ (30,000.00)
Shakopee River Bank Stabilization	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
509 Plan Budget				
<i>Resource Plan Implementation</i>				
Watershed Resource Restoration Fund	\$ 82,500.00	\$ 7,500.00	\$ 7,500.00	\$ (75,000.00)
Fen Private Land acquisition study	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Gully Inventory	\$ 150,000.00	\$ 1,925.25	\$ 27,806.00	\$ (122,194.00)
MN River Floodplain Model Feasibility Study	\$ -	\$ 8,121.25	\$ 27,914.94	\$ 27,914.94
Downtown Shakopee Stormwater BMPs	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Spring Creek stabilization project	\$ 100,000.00	\$ 2,601.49	\$ 15,776.51	\$ (84,223.49)
Sustainable Lakes Mgmt. Plan (Trout Lakes)	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Geomorphic Assessments (Trout Streams)	\$ 100,000.00	\$ 4,465.25	\$ 97,243.03	\$ (2,756.97)
Fen Stewardship Program	\$ 75,000.00	\$ 2,753.00	\$ 82,837.32	\$ 7,837.32
District Boundary Modification	\$ -	\$ -	\$ -	\$ -
Local Water Management Plan reviews	\$ 5,000.00	\$ -	\$ -	\$ (5,000.00)
Project Reviews	\$ 50,000.00	\$ -	\$ 95,789.99	\$ 45,789.99
Project inspections	\$ -	\$ 776.91	\$ 30,287.43	\$ 30,287.43
<i>Monitoring</i>	\$ 75,000.00	\$ 6,664.50	\$ 30,305.50	\$ (44,694.50)
<i>Watershed Management Plan</i>	\$ -	\$ 11,456.23	\$ 24,304.20	\$ 24,304.20
<i>Public Education/CAC/Outreach Program</i>	\$ 115,000.00	\$ 13,518.31	\$ 96,144.38	\$ (18,855.62)
<i>Cost Share Program</i>	\$ 20,000.00	\$ 1,493.75	\$ 10,481.22	\$ (9,518.78)
Nine Foot Channel				
Return of unused state funds	\$ -	\$ -	\$ -	\$ -
Dredge Site Improvements	\$ 240,000.00	\$ 5,494.00	\$ 34,140.98	\$ (205,859.02)
Bonded Debt Levy				
Scheduled Area #3 Bond payments	\$ 300,000.00	\$ -	\$ -	\$ (300,000.00)
Total:	\$ 2,110,338.00	\$ 76,105.07	\$ 1,032,901.04	\$ (1,077,436.96)



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

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

Prepared By

Linda Loomis, Administrator

Summary

The Citizen Advisory Committee (CAC) met on November 12th and December 3rd. At the November 12th meeting the CAC reviewed the applications for Educator Mini-grants. There is presented under the Action Items section of this agenda.

At the December meeting, the CAC began planning the CAC calendar for 2025. They will table at events and will develop a citizen participation process as the LMRWD begins planning its next generation comprehensive watershed management plan. They will also help with outreach for the Educator Mini-grant program. The CAC has been invited to the Listening Session on January 8th.

The next meeting of the CAC is scheduled for January 7, 2025. I believe the time of the meeting was changed to 5:30 pm.

Attachments

Citizen Advisory Committee Officer Election memorandum

Recommended Action

No action recommended – for information only



Citizen Advisory Committee Officer Election

Officer Roles and Responsibilities (Article VII Bylaws)

Officers shall be elected for a one-year term. Elections shall be held during the first CAC meeting of the calendar year. The officers shall be Chair, Vice-chair, and Secretary. Descriptions of the offices are introduced below:

Chair	Vice-Chair	Secretary
Preside all CAC meetings, leading with efficiency.	Perform Chair duties in their absence and support Chair in duties as requested.	Approves meeting minutes created by Education and Outreach staff.
Plan meetings in cooperation with LMRWD staff.		Supports CAC correspondence and files as needed
Encourage participation by all members.		
Serve as primary contact to Board.		
Appoint members to subcommittees.		

CAC Members

The following CAC members can be nominated and voted for to serve as officers for 2025.

Judy Berglund

Judy is interested in preserving water quality in our lakes and streams. Judy joined the CAC to work with other residents to encourage them to preserve and improve water quality in our lakes and rivers. Judy hopes to be a spokesperson for the LMRWD and to promote her local grant project as an example of how other residents can use rain gardens and native plant restoration on the banks of streams and lakeshores to improve water quality in our local waterways. **Judy has been a member of the CAC since February 2021 and is the acting Chair.**

Greg Genz

Greg has lived his life on Minnesota rivers. This has allowed him to see the positive and negative impacts on rivers for over 60 years, from swimming in the Mississippi as a youngster to being on several nongovernmental organization boards from Red Wing to the Minnesota River. Greg states that the Minnesota River has outsized impacts on downriver water issues, and he feels he can give voice to those impacts. As a CAC member, Greg hopes to help the public understand how their personal activities affect the health of our rivers. **Greg has been a member of the CAC since February 2021 and is the acting Secretary.**

Patty Thomsen

Patty has lived within the LMRWD her whole life and has seen the changes it has gone through. She works to remove invasive plants and is interested in resorting the watershed to a healthier condition in order to improve the water quality and keep silt out of the Minnesota River by replanting with long-rooted native plants. She has hands on experience working outside and has adopted several storm drains in her community, while also leading several volunteer buckthorn busts in her neighborhood. **Patty has been a member of the CAC since February 2023.**

Lee Peterson

Lee Peterson lives in a High Value Resource Area adjacent to the Minnesota River and is concerned about lawn care practices and their effects on the water quality. Lee is a retired conservation practice farmer and former northeast Iowa Soil and Water Conservation District technician. He also has a background as a wetland restoration project manager and is knowledgeable in native grass and flower seeding. As an avid boater, canoer, and kayaker, Lee would like to keep the Minnesota River clean. **Lee has been a member of the CAC since October 2023.**

Meah Vogel

Meah Vogel is a college student earning her degree in ecology at Normandale Community College. She is interested in the local environment and how she can protect it as a young person. She brings project experience with the Metropolitan Council, where she used community outreach to bring proposals forward. She is interested in environmental topics that include gardening and native plants to help bring biodiversity to her neighborhood. **Meah joined the CAC in August 2024.**

Karl Disney

Karl Disney lives in Shakopee, near Dean's Lake. Karl is interested in serving on the CAC because he believes water management is important in addressing the impacts of climate change. He is a first-time volunteer, but he is interested in contributing to the conservation of water and natural resources within his local community. In his daily career, Karl is a Certified Public Accountant (CPA). **Karl joined the CAC in August 2024.**

John Williams

John Williams lives within the district, near Dean's Lake. He is passionate about improving and preserving the environment for future generations. As a teacher with South Washington County Schools, he also mentioned using the CAC opportunity to model how his students can be involved in watershed management. He is interested in learning to implement conservation practices and include these topics in his curriculum. His family has also adopted a section of highway in Minnesota to care for and he volunteers as a water quality monitor for a lake in northern Minnesota. As a teacher, John noted his schedule would allow him to be involved in various capacities to support the LMRWD's mission and goals. **John joined the CAC in August 2024.**

CAC Members (Continued)

The following CAC members can be nominated and voted for to serve as officers for 2025.

Kathryn (Casey) Zebrev

Kathryn Zebrev is a self-employed real estate agent who lives near Dean's Lake. Kathryn grew up near the Minnesota River and has a bachelor's degree in science with a wildlife management specialization. She believes water and preservation are key to sustainability and she is an avid recreational user of the cross-country running trails within the LMRWD. Through her work in real estate, she is very dedicated to all members of the community and works to improve access to local water and natural resources. **Casey joined the CAC in August 2024.**

Kati Johngrass

Kati Johngrass is a resident of Savage, MN, with a lifelong passion for volunteering and community service. She has a perpetual curiosity for nature and has been seeking out new ways to give back and make a difference for the environment. She wants to help educate the community and bring a sense of ownership on how the public can support improving and maintaining waterways. She lives near the Savage Fen and the Rudy Kramer Nature Preserve and believes it is critical to protect these areas for future generations' health and enjoyment. **Kati joined the CAC in August 2024.**

Holley Wlodarczyk

Holley Wlodarczyk is an independent writer, artist, and surface pattern designer that is currently serving as a Board Member for the Twin Cities Chapter of Wild Ones, where she has served in various leadership positions for more than 10 years. She is interested in learning more about how to protect our watershed and local ecosystem, participating in community education, and providing resources to help others understand decision-making that affects water quality, plant communities, and wildlife in our area. Holley has a PhD from the University of Minnesota in Comparative Studies in Discourse and Society. **Holley joined the CAC in July 2024.**

**Lower Minnesota River Watershed District
Board of Manager's Personnel Committee
7:00 p.m., Wednesday, November 13, 2024
Red Maple Room – Chaska Community Center
1661 Park Ridge Drive, Chaska, MN
Approved _____, 2024**

In attendance: In-person: Manager Theresa Kuplic; Manager Lauren Salvato; President Joseph Barisonzi; and Linda Loomis, LMRWD Administrator.

The purpose of this meeting was to develop plans for retaining new administrative services pending the retirement of the current Administrator.

President Barisonzi prepared a draft process to recommend to the Board at the December 11, 2024, Board of Managers meeting. The committee went through the document and tweaked the document.

They also developed a job description and a timeline to accomplish the recruitment process. The Committee would like to post the position immediately after the December 11th Board meeting.

The committee intends to ask the Board for authorization to go ahead with publishing the notice, accepting applications, interviewing prospects and then making a recommendation to the Board of Managers.

The meeting adjourned at 8:09 p.m.

Next Personnel Committee meeting: the next meeting of the personnel committee is planned for 7:00 p.m. January 8, 2024.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

Item 5. F. - Approve Government Relations Service Agreement with Park Street Public

Prepared By

Linda Loomis, Administrator

Summary

At the November 6, 2024, Board of Managers meeting, the Board approved retaining Park Street Public as the LMRWD Government Relations Consultant. Park Street Public was notified of the Board's decision and asked to provide a Government Relations services agreement.

They were also invited to join the Board at a workshop prior to the December 11, 2024 Board of Managers meeting. The workshop is scheduled for 5:30 PM, Wednesday, December 3, 2024.

An agreement has not yet been received. It will be shared with the Board as soon as it has been received.

Attachments

No attachments

Recommended Action

No action recommended



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

Carver

Lauren Salvato
Secretary

Dakota

Theresa Kuplic
Vice President

Hennepin

Joseph Barisonzi
President

Vinatha Viswanathan
Assistant Treasurer

Scott

Apollo Lammers
Treasurer

Linda Loomis, Administrator
Home/Office: (763) 545-4659
Cell: (763) 568-9522

112 East 5th Street
Suite 102
Chaska, MN 55318

E-mail:
admin@lowermnrivewd.org

December 11, 2024

Duane Duncanson, Supervisor
Stormwater Section
Municipal Division
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

RE: Notice of Regulatory Requirements for Lower Minnesota River Watershed District under the National Pollution Discharge Elimination System (NPDES)/State Disposal System (SDS) Stormwater General Permit for Municipal Separate Sorm Sewer Systems

Dear Mr. Duncanson:

We write this letter in response to the November 14, 2024, letter which identified the Lower Minnesota River Watershed District (LMRWD) as a Municipal Separate Storm Sewer System (MS4) subject to regulation under the NPDES/SDS requirements of Minnesota Rule 7090.

In the course of preparing this response, we have consulted a number of references, including:

- 40 CFR 122.26(b)(8)
- Minnesota General MS4 Permit – MNR040000
- MN Rule 7090.0080 Subp. 8

The LMRWD does **not** own or operate any roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels or storm drains that are part of, or comprise a system designed or used for collecting or conveying of stormwater, within the urban area defined by the US Census Bureau. Therefore, the LMRWD maintains that it is not an MS4 as defined for the purpose of regulation under the MS4 Permit Program and does not need to develop, implement and enforce a Stormwater Pollution Prevention Program (SWPPP).

Please contact me if you have any questions regarding this matter.

Sincerely,

Linda Loomis
District Administrator

Cc: Nicholas Nister, MPCA



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

Item 5. H. - Authorize scope of work from Dakota County SWCD for 2025 monitoring, TACS and Education services

Prepared By

Linda Loomis, Administrator

Summary

The LMRWD contracts with the Dakota County Soil & Water Conservation District (SWCD) to conduct monitoring of water resources within the LMRWD that are located in Dakota County. They also provide education, cost share and technical assistance to LMRWD residents that live in Dakota County. The LMRWD and Dakota SWCD renew the contract for services annually. The first step to renew the agreement is to review and approve the scope of services to be provided by the Dakota SWCD.

The 2025 Work Plan and Budget for these services is attached for the Board's review. Hourly fees increased for the 2025 Work Plan over the 2024 Work Plan. Both the 2024 and 2025 Work Plans are attached so the Board can compare 2025 to 2024. This plan does allow for additional tasks to be performed without reauthorization, should additional tasks arise.

The Landscaping for Clean Water program is open to all residents of the LMRWD, not just those that live in Dakota County.

Attachments

2024 Work Plan and Budget from Dakota SWCD

2025 Proposed Dakota County Work Plan and Budget from the Dakota SWCD

Recommended Action

Motion to accept 2025 Proposed Dakota County Work Plan and Budget

2024 Work Plan and Budget
Lower Minnesota River Watershed District

Task	Calculation			Sub-total
Education and Community Engagement				
	Hours	Rate	Fees	
Landscaping for Clean Water	15	\$90.00		\$1,350.00
Create promotional materials for classes in partnership with Dakota County cities and watershed organizations, organize course materials, and coordinate with partners.				
Education and Outreach Total				\$1,350.00
Technical Assistance				
	Hours	Rate	Fees	
Fen Well Monitoring	100	\$90.00	\$150.00	\$9,150.00
Staff time for groundwater monitoring in Fort Snelling, Nichols, and Quarry Island fens from March 1, 2023 through December 31, 2023 - 10 monitoring trips at 5 hours/trip. Also includes data management, reporting and site maintenance as needed.				
Landscaping for Clean Water			\$1,500.00	\$1,500.00
SWCD staff time for technical assistance on Landscaping for Clean Water projects.				
		\$500 x 3 projects		
Conservation Projects	75	\$90.00		\$6,750.00
Technical assistance for potential projects. <i>Only as requested by Lower Minnesota River WD.</i>				
Technical Assistance Total				\$17,400.00
Cost Share				
	Hours	Rate	Fees	
Landscaping for Clean Water			\$750.00	\$750.00
Provide cost share to landowners for projects including raingardens, native plantings and shoreline stabilization projects consistent with Dakota SWCD cost share policies.				
		\$250 X 3 projects		
Cost Share Total				\$750.00
Total Agreement Not-to Exceed				\$19,500.00

**2025 Dakota County SWCD Work Plan and Budget
for the Lower Minnesota River Watershed District**

Task	Calculation			Sub-total
Education and Community Engagement				
	Hours	Rate	Fees	
Landscaping for Clean Water			\$1,800.00	\$1,800.00
Provide access to the Landscaping for Clean Water Program: Introduction Class & Design Course Materials (Includes online registration, partner coordination, presentation creation and updates, creation of education and outreach materials, participant tracking, one-on-one design assistance)		Introduction Class = \$600 Design Course = \$1,200		
Education and Outreach Total				\$1,800.00
Technical Assistance				
	Hours	Rate	Fees	
Fen Well Monitoring	100	\$100.00	\$150.00	\$10,150.00
Staff time for groundwater monitoring in Fort Snelling, Nichols, and Quarry Island fens from March 1, 2025 through December 31, 2025 - 10 monitoring trips at 5 hours/trip. Includes data management, reporting and site maintenance as needed.		Fee is for monitoring supplies such as chalk, rags, batteries, tools, etc.		
Landscaping for Clean Water			\$2,000.00	\$1,800.00
SWCD staff time for technical assistance on Landscaping for Clean Water projects.		\$600 x 3 projects		
Conservation Projects	75	\$100.00		\$7,500.00
Technical assistance for potential projects. <i>Only as requested by Lower Minnesota River WD.</i>				
Technical Assistance Total				\$19,450.00
Cost Share				
	Hours	Rate	Fees	
Landscaping for Clean Water			\$750.00	\$750.00
Provide cost share to landowners for projects including raingardens, native plantings and shoreline stabilization projects consistent with Dakota SWCD cost share policies.		\$250 X 3 projects		
Cost Share Total				\$750.00
Total Agreement Not-to Exceed				\$22,000.00

Note: Additional items may be required of the SWCD during the workplan timeframe and individual budget amounts may change as the year progresses. If proposed changes are to exceed the total agreed amount, this work plan can be amended as jointly approved by the LMRWD and SWCD.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

Item 5. I. – Authorize Preparation of 2024 Annual Report

Prepared By

Linda Loomis, Administrator

Summary

Minnesota Statute 103D.351 and rule 8410.0150 requires the preparation of a yearly report, transmitted to the Board of Water and Soil Resources within 120 days of the end of the District's fiscal year. Managers should direct preparation of the 2024 annual report.

Attachments

2023 Annual Report

Recommended Action

Motion to authorize preparation of the 2024 Annual Report



2023

ANNUAL REPORT



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

GREETINGS

The Lower Minnesota River Watershed District (LMRWD) is an area in the south metro, which spans parts of Carver, Dakota, Hennepin, Ramsey, and Scott counties. Amidst growing communities, you can find rare and unique resources including trout streams, calcareous fens (calcium-rich wetlands), and river bluffs surrounding the focal point of the LMRWD: The Minnesota River. The LMRWD works to protect and improve these natural resources, while educating the public about their importance.



2023 HIGHLIGHTS



New Funding to Stabilize Area 3

The LMRWD is leading a large-scale bank stabilization project along the Minnesota River in Eden Prairie, MN. The steep slopes along this area of the river are eroding quickly and action is needed to protect both the river and bluff properties. The LMRWD was awarded \$2.75 million in legislative funding to construct the project, which will be matched by District funds. Hennepin County also awarded a grant to advance this work. Learn more on page 9.



Minnesota River Management

From flood protection to sediment removal, the Minnesota River is at the heart of our work. Did you know? The LMRWD works to remove and manage sediment from the Minnesota River. In 2023, the LMRWD began improvements to its dredge facility and continued communication with partners across Minnesota River basin to lower the sediment reaching the river.



Building Community Around Watershed Management

The LMRWD has been strategically working internally and with partners to spread the mission. The LMRWD continued to build Board of Managers capacity, coordinate with local stakeholders on grants, and evaluate the efficiency of the local governmental unit permit program.

To protect valuable water and natural resources, the LMRWD needs continued support from our watershed community as well as upstream partners who can have a positive impact on the health of the Minnesota River. You can find ways to get involved with the LMRWD as a volunteer or through recreation on local waterways, trails, and parks. Learning more about the resources in your backyard is the first step to protecting and appreciating them.

**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 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.



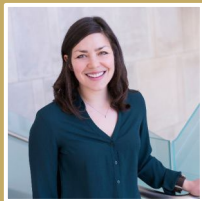
Jesse Hartmann
 President (Jan-Nov)
 Scott County
 Term Expired:
 12/20/2023



Joseph Barisonzi
 President (Nov-Dec)
 Hennepin County
 Term Expires:
 2/28/2027



Theresa Kuplic
 Vice President
 Dakota County
 Term Expires:
 2/28/2024



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



Laura Amundson
 Treasurer
 Hennepin County
 Term Expires:
 2/28/2024

Thank you, Manager Hartmann!

At the end of 2023, the LMRWD said goodbye to Manager Jesse Hartmann, who retired from his long-time service to the Board. Throughout his nearly eight years on the Board, Jesse successfully held several roles, including Vice President (2016-2018), President (2018-2023), and Manager (2023). He provided leadership for watershed management at a critical time for the LMRWD. Learn more about his work on [our website](#).



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://lowermnrivewd.org/meetings>

CITIZEN ADVISORY COMMITTEE (CAC)

The Citizen Advisory Committee is a voluntary advisory group appointed by the Board to engage citizens in community actions. In 2023, the CAC grew to six members who engage in learning activities and volunteer at community events such as farmer’s markets to spread the mission of the LMRWD.



Left to Right: Judy Berglund (President), Greg Genz (Secretary), Thomas Hartle, Kevin Kedrowski (Vice President), Lee Peterson, Patty Thomsen

TECHNICAL ADVISORY COMMITTEE (TAC)

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	View Website
US Fish & Wildlife Services	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 in the LMRWD TAC during their tenure.

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LEGISLATIVE

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B. CONTACT PERSON



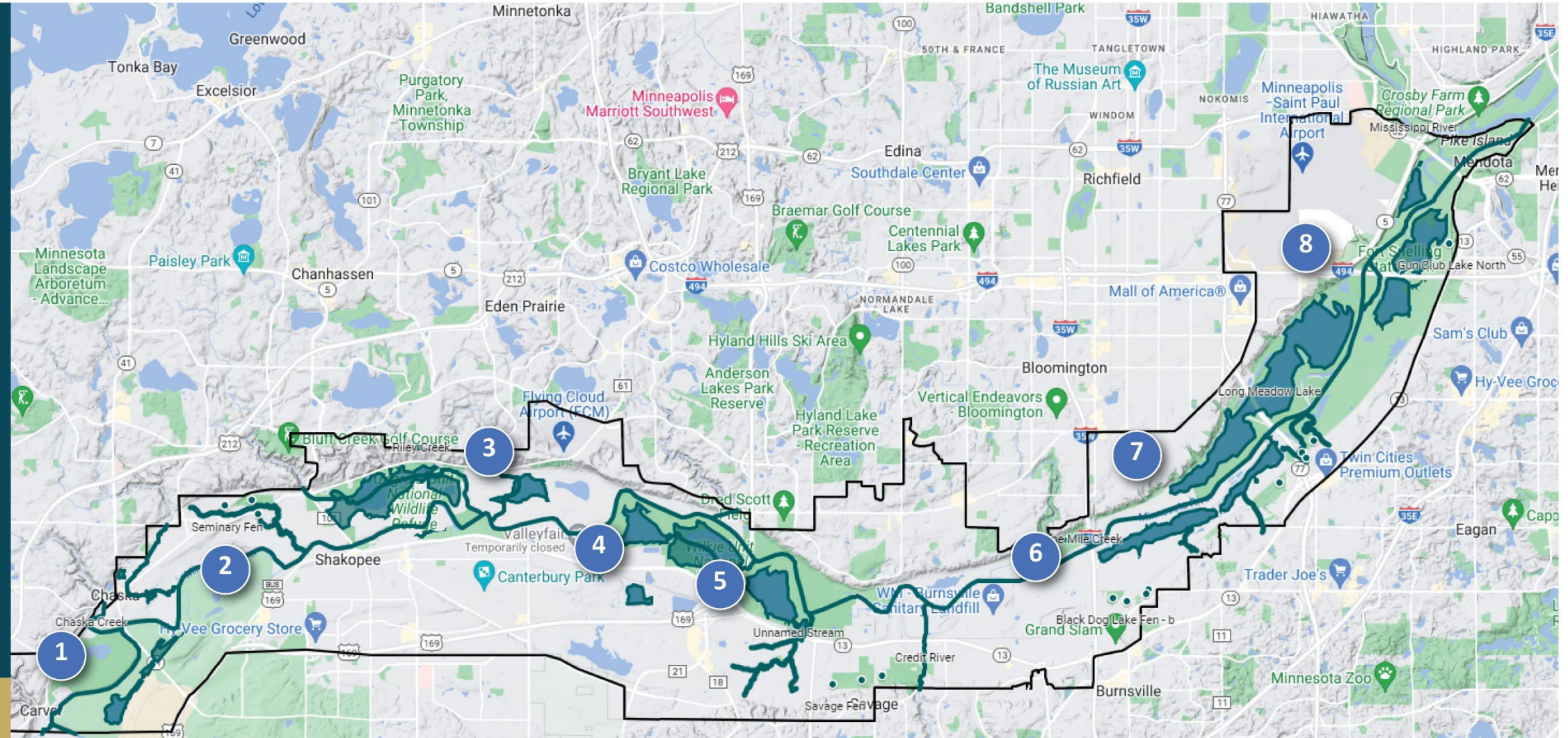
Linda Loomis, Administrator
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Chaska, MN 55318
763.568.9522
naiadconsulting@gmail.com

C. PREVIOUS YEAR WORK PLAN SUMMARY

LMRWD AND PARTNER PROJECTS

In 2023, 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 was awarded \$2.75 million in state funding to construct bank stabilization solutions at Area 3 in Eden Prairie. Because the site is posing an immediate threat to river water quality and protection of bluffs, the LMRWD worked to obtain funding and finalize construction plans.



PROJECTS



1 Spring Creek Site Stabilization



3 Area 3 Minnesota Riverbank and Bluff Stabilization Project



5 Nine-Foot Channel Maintenance



7 Gully Inventory and Condition Assessment - Phase 3



2 Fen Stewardship Plans



4 Vernon Avenue Dredge Material Management Site

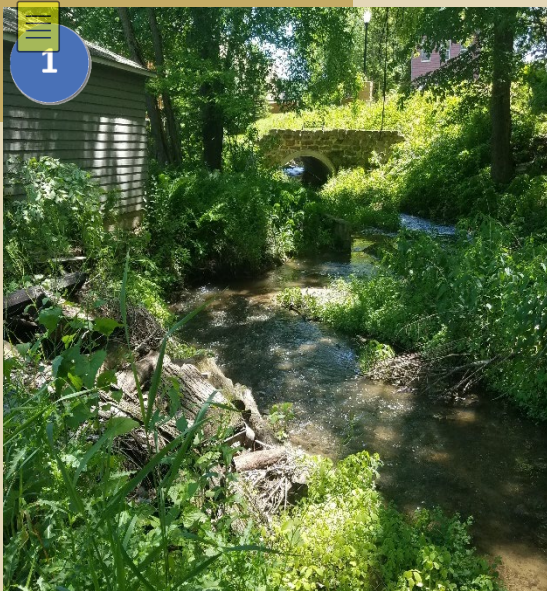


6 Floodplain Modeling Project



8 Hennepin County Chloride Project

Learn more about the projects starting on page 7.



Spring Creek Site Stabilization

The LMRWD began investigating erosion along Spring Creek in 2022 after residents reached out regarding impacts to private property. The project studied three sites along the creek in Carver, MN. In 2023, two of the sites were advanced for bank stabilization practices, which were designed to the 60% level. A wetland delineation has been submitted to USACE. These improvements are scheduled to be constructed in the winter of 2024-25.

The third site was studied further but determined that a project was not needed because of low erosion potential. The LMRWD will continue to work on providing a steep slopes management plan for the homeowner of this site.



Did you know? The Minneapolis-Saint Paul International Airport is within the LMRWD. The watershed district regularly partners with the Metropolitan Airport Commission to manage water at the airport. In 2023, the MAC adjusted its boundaries to better align with the hydrological zones.

Water Resources Restoration Fund



The LMRWD uses a Water Resources Restoration Fund to partner with neighboring cities to and support projects with goals and objectives and objectives that are in alignment.

The fund has been used for the City of Carver's Levee Improvements, Lewis Street Improvements in the City of Shakopee, and Seminary Fen Ravine C-2 in Chaska. These partnerships are critical to maximizing resources to make a larger impact on solutions. Thank you to our project partners in 2023!

2



Fen Management Plans

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

To continuously manage and protect this rare resource, the LMRWD has led an ongoing partnership with the Minnesota Department of Natural Resources (MnDNR) and the Metropolitan Council to develop management plans to protect, preserve, and possibly restore calcareous fens within LMRWD.

Fen management plans have been developed for:

- Gun Club Lake Fen
- Nicols Meadow Fen
- Savage Fen
- Seminary Fen

Since the “Fens Sustainability Gaps Analysis for Carver, Dakota, and Scott Counties, Minnesota” report was published in 2020, additional findings on fen hydrogeology were produced and added to the drafted management plans. 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.

The plans were finalized at the end of 2023 and presented to the LMRWD Board of Managers for adoption. Through careful stewardship, these spaces can be preserved for generations to come.



As a sensitive resource, it is better for the public to interact with the fens in a limited way. Some protected sites can be viewed from trails, but it is best to avoid walking through fens and potentially disrupting flora and fauna. Volunteers are often needed to remove invasive species, like buckthorn, and these events are led by a seasoned guide. Follow the LMRWD on social media to learn more about volunteer opportunities as they are scheduled.

3



Area 3 Minnesota Riverbank and Bluff Stabilization Project

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 happening at the intersection of a sharp bend in the Minnesota River and very steep riverbank slopes.

Sections of the slope are estimated to experience a rate of erosion at 3 feet per year, contributing to the excessive erosion and sediment concerns of the Minnesota River. In 2021, after 10 years of collecting monitoring data, the LMRWD and partners, moved forward with a design to stabilize the riverbank and prevent future erosion of the bluff toe and further sediment and nutrient loading to the river. During project development, the team discovered that a local stormwater pond had direct impacts to the stability of Area 3.

The technical team completed a cultural resource and threatened and endangered species reviews and a wetland delineation. A Natural Heritage review by the MnDNR and land acquisition processes are still underway. Final engineering is to be completed by June 2024 with construction scheduled March through December of 2024.

This capital improvement project continues to progress, with 60% plans developed in 2023. Funding was secured for the approximately \$5.5 million dollar project from the Minnesota State Legislature and Hennepin County. Completing this key project will address the immediate need to stabilize steep slopes, providing protection for both the river water quality and property along the bluffs.



In 2023, the LMRWD continued to collaborate with the Lower Minnesota River East One Watershed, One Plan process, finding areas of opportunity for overlapping resource management and protection. Staff attended meetings for plan development and the Board of Managers provided comments focused on the health of the Minnesota River.

4



Vernon Avenue Dredge Material Management Site

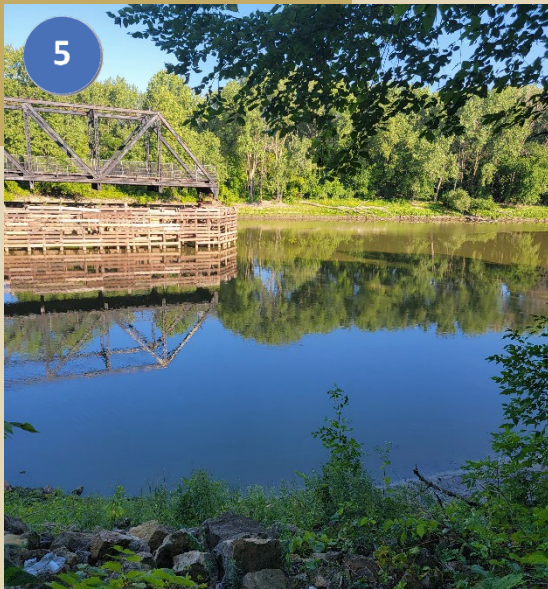
LMRWD is responsible for disposing of material dredged from the Minnesota River by USACE. This dredge disposal site is located at River Mile Post 14.2 (RMP 14.2) in Savage, MN, and accessed by Vernon Avenue. Field assessments showed Vernon Avenue was in disrepair and required maintenance.

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 is on track to be bid for construction in 2024. The project involved coordination with the Union Pacific Railroad to allow access and work within the railroad right-of-way.



Did you know? The LMRWD is unlike other state water management organizations. It was formed in 1960 to provide local participation to the USACE in the construction and maintenance of a nine-foot navigation channel in the Minnesota River. Because of this partnership, more than two million tons of goods are transported between ports on the Minnesota River to ports along the Mississippi River and the Gulf of Mexico.

5



Nine-Foot Channel Maintenance

The LMRWD continues to work with the USACE on maintenance of the navigation channel by following 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.



Floodplain Modeling Project

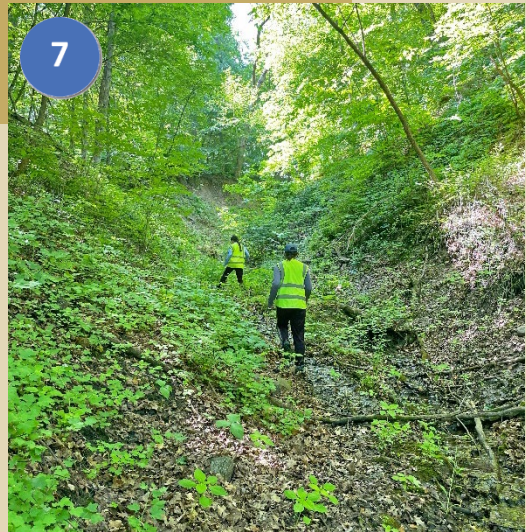
The existing floodplain model was developed by state agencies and the LMRWD in 2002. Since this time, there has been a significant change in the water surface elevation and the LMRWD leadership questioned the model’s effectiveness as a decision-making tool and its use for resource management. In 2022 the LMRWD oversaw a process to compare the efficiency of the model with the updated District rules. It was determined that the floodplain model needed to be updated, a process that is currently underway.



Hennepin County Chloride Project

Chloride pollution is a growing concern for water managers. A small amount of salt used for winter ice management can have a big impact, and it’s now known that just 1 teaspoon of salt can permanently pollute 5 gallons of water. The LMRWD has worked with the Hennepin County Chloride Initiative, the Low Salt, No Salt Minnesota program to build community capacity that maintains winter safety while reducing salt use. Learn more about this ongoing issue and how you can help on the [LMRWD website](#).

**This project received Watershed-based Implementation Funding from BWSR*



Gully Inventory and Condition Assessment–Phase Three

With the Minnesota River as the focal point, LMRWD has spent multiple years examining issues of the river’s complex natural system. A gully is a ravine that is formed by water moving across a bluff area, creating areas along the Minnesota River that are actively eroding and contributing more sediment to the river.

The LMRWD began the gully inventory and condition assessment in 2020, leading two initial phases to track gully conditions along the river. In 2023, Phase 3 of the project work was implemented to assess gullies deemed “high” and “very high” priority in the earlier phases. These sites are understood to pose a continued risk to river water quality and are being further investigated for restoration.

Each gully was quantitatively ranked based on restoration need using factors such as erosion potential, proximity to natural resources, and the potential for site contamination. The next stage of the project will use 2023 fieldwork results and recommendations to inform restoration feasibility studies for four gullies that are contributing the most sediment to the Minnesota River. By compiling site data for more than 300 gullies, the LMRWD can actively manage and improve these sites over time.

ONGOING PROGRAM WORK



Individual Permit Program

The LMRWD operates an individual permit program for new development occurring within the watershed district. 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 (such as project areas near fens), and floodplain alteration. The LMRWD permit team works collaboratively with permittees to ensure a seamless process. To learn more about permitting, see page 31.



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. In 2023, the LMRWD led a municipal permit program audit to ensure that city regulations are working in parallel with the LMRWD rules and standards. The results of the audits identified areas of excellence and opportunities for enhancements, while highlighting the existing working relationships of many partners (see page 32).



Monitoring Program

The LMRWD collaborates with local partners at soil and water conservation districts (SWCD) 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 provide data and trends that inform management strategies and protection and improvement of valuable waterbodies. To learn more about monitoring in the LMRWD, see page 19.



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 2023, see page 24.

D. WORK PLAN AND BUDGET

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

Administrative and Managerial Funds	2023 Cost
Administrative Services This fund is used for staffing, conferences, coordination with stakeholders, nine-foot channel navigation, and advisory committee coordination.	\$250,000
Program Funds	
Cost-Share Incentives and Water Quality Restoration Program LMRWD will have funding available for community members to implement water resources projects and guide educational activities.	\$20,000
Dredge Management The LMRWD oversees the operations and management of the dredge management site on the Minnesota River.	\$240,000
Education and Outreach Program The LMRWD will continue to lead activities that engage and inform the community in watershed management.	\$85,000
Fen Stewardship Program The LMRWD is developing specific management strategies for continued protection and preservation of these valued resources.	\$75,000
Gully Inventory and Assessment Program The LMRWD leads ongoing inventory and assessment of more than 300 gullies throughout the watershed district.	\$90,500
Monitoring Program The monitoring program will continue to track progress toward water quality goals through a detailed data assessment.	\$75,000
Permit Program The permit program ensures new development complies with the watershed management plan and LMRWD rules.	\$50,000
Water Resources Restoration Fund The LMRWD provides project funds to partners completing work within the LMRWD with a shared benefit toward watershed management goals.	\$100,000
Capital Improvement Project Funds	
Minnesota River Floodplain Modeling The LMRWD determined that the hydrologic and hydraulic modeling commonly used to regulate development in the floodplain and evaluate Rule C permits is out of date. The initial capital investment of updating the model will be followed by annual updates.	\$75,000
Spring Creek Site Stabilization Three sites were studied for bank stabilization measures, with two advancing to the design stage. Vegetation management (e.g., removal of invasives, native plantings, etc.), will be explored with the property owners.	\$90,000
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, MN. The project continued with the design, permitting, and funding and land acquisitions.	\$133,830 

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	2023 Progress to Goal
Goal 1: Organizational Management	<ul style="list-style-type: none"> • Cooperate with local, state, and federal government; other agencies; and non-government organizations on issues affecting the District’s resources. • Provide public information services. • Perform periodic assessments and program reviews. 	<ul style="list-style-type: none"> ✓ Completion of scheduled activities ✓ Annual local government units (LGU) audits ✓ Amount 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. • Develop a vegetation management standard/plan. 	<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

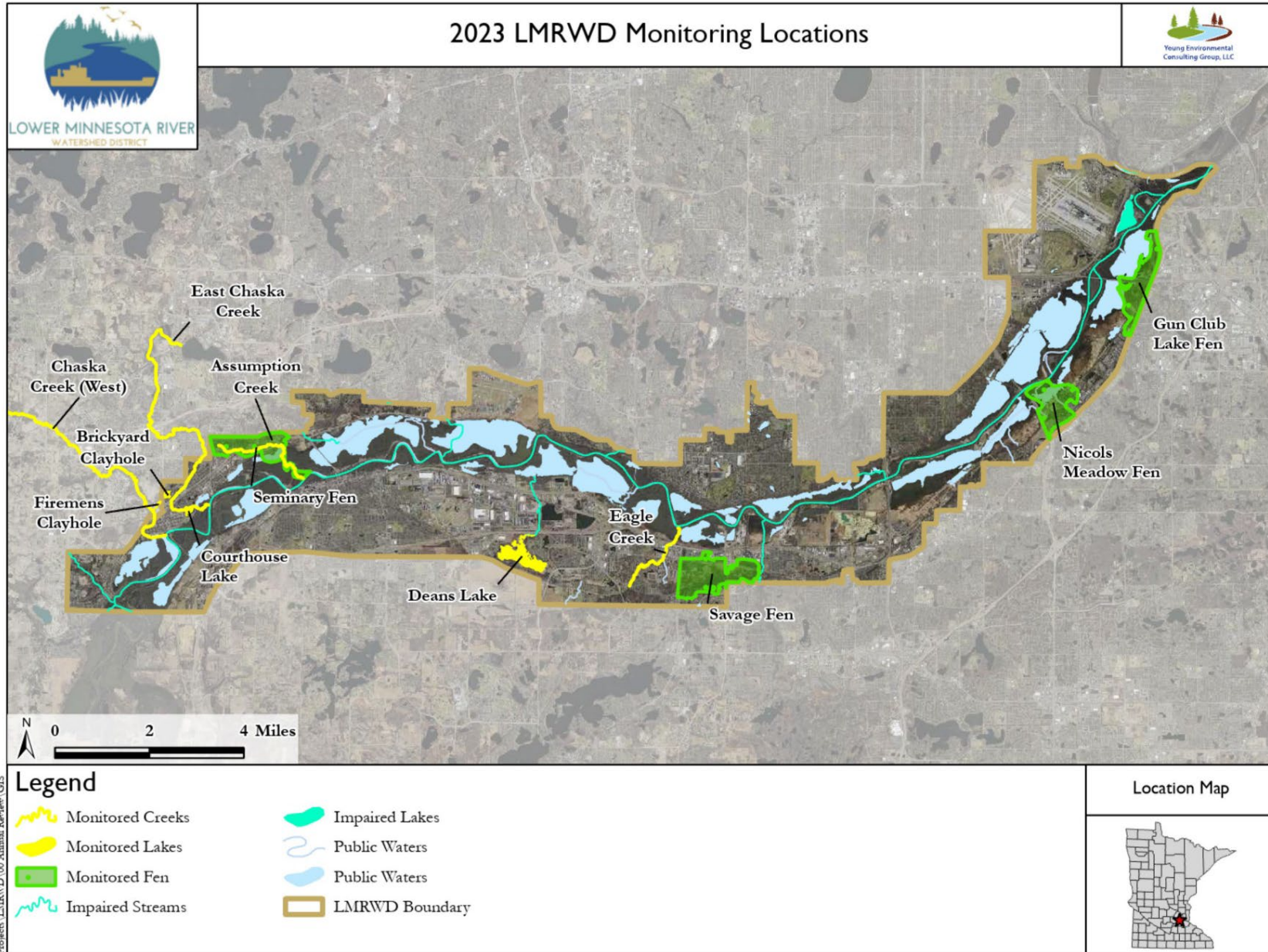
Goal	Strategies	Short-Term Metric	Long-Term Metric	2023 Progress to Goal
Goal 3: Groundwater Management	<ul style="list-style-type: none"> • Provide strategic resource evaluation and management. • Modify and continue the monitoring program. • Support wellhead protection efforts. • Develop infiltration 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
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 for five sites ✓ 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. • Develop a mechanism for identifying and acquiring high value conservation easements. 	<ul style="list-style-type: none"> ✓ Completion of scheduled activities 	<ul style="list-style-type: none"> ✓ Number and acreage of wetlands protected, restored, or enhanced 	<ul style="list-style-type: none"> ✓ Continued support to LGU partners regarding WCA ✓ Drafted and adopted Fen Management Plans for five sites

Goal	Strategies	Short-Term Metric	Long-Term Metric	2023 Progress to Goal
	<ul style="list-style-type: none"> • 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. 			
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. 	<ul style="list-style-type: none"> ✓ Completion of scheduled activities 	<ul style="list-style-type: none"> ✓ Number of structures damaged and value of flood damages ✓ Preservation of floodplain resources 	<ul style="list-style-type: none"> ✓ Completed the <i>Lower Minnesota River Floodplain Model Feasibility Study</i> ✓ Began developing 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 (NPDES) general permit. • Develop erosion and sediment control standard. • Develop a vegetation management standard/plan. • Provide streambank and mainstem erosion assessment. • Continue gully erosion repair. • Promote and encourage shoreland protection. 	<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 ✓ Finalized third gully inventory and condition assessment ✓ Led work at Spring Creek sites in Carver, MN, to address bank erosion

Goal	Strategies	Short-Term Metric	Long-Term Metric	2023 Progress to Goal
	<ul style="list-style-type: none"> • 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 (CAC). • 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 ✓ Grew involvement in the educator mini-grant program, connecting teachers with resources ✓ Continued to maintain CAC ✓ Maintained website and social media presence ✓ Led public relations and media outreach to expand knowledge of the LMRWD work ✓ Developed custom signage to share resource information with the public

F. SUMMARY OF SIGNIFICANT TRENDS IN MONITORING DATA

The LMRWD continues to monitor data at locations across the watershed. Data is collected on creeks, lakes, and fens.



IMPAIRED WATERS

Several streams, parts of streams, and lakes are listed in the Minnesota Pollution Control Agency's 2023 list of impaired waters. The impairments are being addressed with total maximum daily load (TMDL) 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
Bluff Creek	<ul style="list-style-type: none"> • Aquatic Life 	<ul style="list-style-type: none"> • Sediment, 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
Chaska Creek- East	<ul style="list-style-type: none"> • Aquatic Life, Aquatic Recreation 	<ul style="list-style-type: none"> • Sediment, Fecal Coliform, Chloride, Fish Bioassessments
Chaska Creek- West	<ul style="list-style-type: none"> • Aquatic Recreation 	<ul style="list-style-type: none"> • Fecal Coliform
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
Prior Lake Outlet Channel	<ul style="list-style-type: none"> • Aquatic Life 	<ul style="list-style-type: none"> • Fish Bioassessments, 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
Sand Creek	<ul style="list-style-type: none"> • Aquatic Life, Aquatic Recreation 	<ul style="list-style-type: none"> • Chloride, Sediment, Nutrients, E. coli, Fish Bioassessments, Benthic Macroinvertebrates Bioassessments
Spring Creek	<ul style="list-style-type: none"> • Aquatic Recreation 	<ul style="list-style-type: none"> • Fecal Coliform


TRENDS AND IMPROVEMENTS





Trend analysis is a technique applied to data collected over a defined time period to assess whether the quality or health of the resource assessed is getting better or worse. Trend analysis can also be applied to water level for assessing long-term groundwater supply for fens. Different organizations collect and report samples or data on behalf of the LMRWD. Each may use different methods to assess trends, but they are generally reported as being statistically significant or not based on a p-value. The p-value refers to the likelihood that the data


varies from our hypothesis, which is typically defined as “no change” in water quality or water level. If the p-value is less than 0.05, it is a scientifically accepted way of describing that the data pattern would be highly unlikely if there was no trend, which indicates significance. The trends discussed below were qualified using p-values to indicate their statistical significance.

Water Resource Trends

 **Brickyard Lake** is showing signs of improving water quality with decreased phosphorus concentrations; however, these trends were not statistically significant. While Courthouse Lake is seeing a long-term statistically significant trend of increasing phosphorus concentrations, all Clayhole Lakes (Courthouse, Brickyard, and Fireman’s) are showing a statistically significant trend of improving water transparency.

 **East Chaska Creek** showed a statistically significant trend of decreasing phosphorus concentrations in the last 10 years while West Chaska Creek shows a significant trend of decreasing nitrate concentrations for the same period. There are signs of improvement for East and West Chaska Creek with decreasing sediment transport but they are not statistically significant.

 In 2023, **Eagle Creek** sediment concentrations were above the state standard. The slightly higher than average concentrations of sediment in the creek could be attributed to several factors, including localized erosion from increased streamflow. However, long-term trend analysis from 1989 showed that Eagle Creek had a significant trend of decreasing total phosphorus concentrations with [no clear trend in sediment concentrations](#). The creek is also facing a challenge of increasing chloride concentrations. **Bluff Creek, Riley Creek, Purgatory Creek, East Chaska Creek, and West Chaska Creek** are also showing increasing chloride concentrations but have not reached an impairment status. Increasing chloride concentrations are a recognized concern across the entire [Twin Cities Metro Region](#).

 Assessing trends in **groundwater levels** associated with **fens** produced mixed results as the LMRWD works to restore and protect these wetland resources. Analysis indicates a statistically significant short-term (2016-2023) increase in groundwater levels for the Gun Club Lake Fen complex. A statistically significant decreasing trend in groundwater levels for the same period was observed in nearby Nichols Meadow Fen. Savage Fen had mixed trends in groundwater levels with the two deep wells having increased their observed levels over the last ten years, but all ten shallow wells show decreased water levels over a ten-year average. There were no noticeable trends in groundwater levels for Seminary Fen from 2016-2023, the period of record available. The groundwater level data from Savage and Seminary Fens were not tested for statistical significance.

Trend analysis improves as more water quality or water level data is collected, and the period of record to analyze for change becomes larger. LMRWD will continue to collaborate with its partners to collect valuable water monitoring data for the water resources within its boundaries. Accurate trends are essential to long-term planning of the management of water resources.

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:
<https://lowermnriverwd.org>





LMRWD AT A GLANCE

PEOPLE

The District is managed by the Board of Managers with input from the Citizen Advisory Committee, Technical Advisory Committee, staff, and consultants. Learn more on pages 1-3.

WATER QUALITY

The LMRWD carefully monitors water quality data to understand trends and mitigate impaired waters. Learn more on page 19.

PROJECTS

The LMRWD completes projects to control erosion, manage stormwater, protect river corridors, and much more. Learn more on page 6.

EDUCATION/ OUTREACH

The LMRWD oversees a robust education and outreach program to engage the public in unique resources and promote a community approach to water management. See page 24.

WORK PLAN

A comprehensive work plan guides the LMRWD's day-to-day work. The work plan is based on the watershed management plan and its goals. See the 2023 work plan on page 13.

REGULATORY

The LMRWD collaborates with neighboring cities on local water plans while overseeing a comprehensive regulatory program. Learn more about these efforts beginning on page 26.

GOALS

The LMRWD goals focus on protecting unique natural resources in an area of the Twin Cities metro that continues to develop. Learn more about District goals and progress on page 14.

FINANCIAL

The LMRWD is funded by contributing counties and other governmental resources and grants. To better understand the watershed budget and revenue, view the [Implementation Plan](#).

EDUCATION AND OUTREACH

The LMRWD leads a dynamic education and outreach program to work with the community. Here are a few of the tools used 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 in 2023, the group created a seasonal newsletter, a Minnesota River video, and a collection of chloride information.

In 2023, the CAC met monthly with topics and tours that included fishing the Minnesota River and wastewater treatment. The group has also been learning about salt reduction and best practices for pollinator gardens (shown left). The CAC also volunteers their time at community events where they can speak to the public directly.

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 in the LMRWD Citizen Advisory Committee.



Schools Engagement

The LMRWD has expanded its impact 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 2023, the LMRWD awarded grants to:

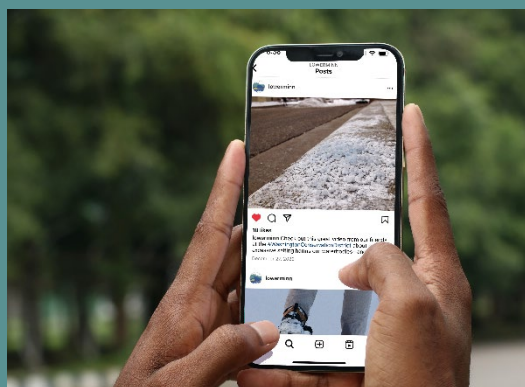
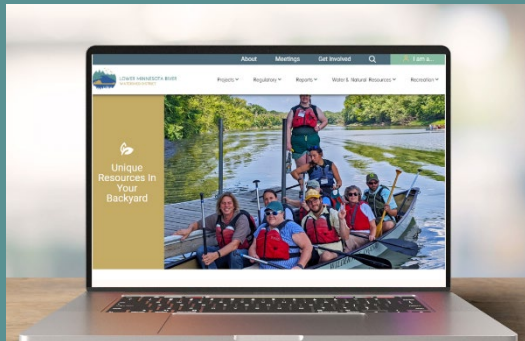
1. Nicollet Middle School Green Team (\$500)
2. Pilot Knob STEM Magnet School (\$300)
3. Chaska High School (\$500)
4. Redtail Ridge Elementary School (\$500)

The LMRWD also worked with Burnsville High School to develop curriculum for water sampling.

Thank you to the invested educators who participated!

Sharing the LMRWD Story

In 2023, the LMRWD used many strategies to engage with the community within the watershed district as well as upstream and neighboring communities.



Website Updates

In 2023, the LMRWD updated its website to better serve the community. New content was developed to highlight volunteer opportunities, recreational activities throughout the LMRWD, and focus on all of the resources unique to the area. The website also improved the user experience for partners applying for permits and includes more interactive visuals. Check out the [updated website](#) and see what's new!

Social Media

The LMRWD continued to maintain its presence on social media with frequent postings to Facebook, Instagram, and X. Popular topics include best practice, LMRWD news and events, and recreational guides.

Follow along to join the conversation by searching **"LowerMinn"** on your favorite channel.

Media Releases

The LMRWD worked with local publications to share newsworthy stories and raise awareness about the District's work toward many large-scale goals. Press coverage was obtained to recognize the service of Manager Hartmann and the Board President Joseph Barisonzi authored a Star Tribune opinion piece outlining the need for a basinwide approach to improve the Minnesota River's health.

Interpretive and Resource Signage

The LMRWD connects directly with audiences at resources of value through interpretive and resource signage. Not only do signs create awareness about high-value resources, they engage the public in protection through beautiful custom artwork and helpful, easy-to-understand reference facts. In 2023, signs were created for Courthouse and Quarry Lakes, Riley Creek, with several others in development.

Outreach Events

The LMRWD expanded its participation in outreach events, exploring new ways to spread the mission and work of the organization. The Board led a special-purpose workshop in July 2023 to plan effective messaging. The CAC worked to plan and staff tables at a number of conservation-themed events.



Steps to Use Less Salt



1 Shovel

Local Tabling Events

The CAC staffed events across the watershed to spark conversations on water quality and natural resources. In 2023, the LMRWD had a presence at the following events:

1. Everything Spring Expo: Eden Prairie
2. Arbor Day Walk & Green Fair: Eden Prairie
3. Burnsville Native Plant Market
4. Eagan Market Fest
5. Chaska Farmers Market
6. Bloomington Farmers Market
7. Buzz Fest: Bloomington

These events provide the opportunity to interact with residents one on one, sharing helpful resources such as handouts on cost-share grants and clean water practices. The LMRWD is excited to continue connecting to the public with future events following the success of 2023.

Upstream County Fair Events

The supported the Friends of the Minnesota River Valley and the Izaak Walton League in attending ten county fairs in upstream communities of the Minnesota River. The goal of these events was to build relationships and a shared connection and ownership in protecting and enjoying the Minnesota River. The Izaak Walton League Green Crew youth employees staffed these important events.

2023 Salt Symposium Sponsorship

As part of ongoing efforts to raise awareness about chloride pollution, the LMRWD sponsored the 2023 Salt Symposium, held virtually on August 1-2. 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)



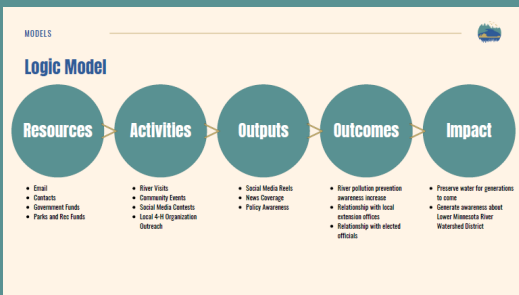
Metro Children's Water Festival Sponsorship

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 4th grade students in the Twin Cities. The LMRWD provided more than \$1,500 in funding for six buses and sponsored an educational booth where Manager Lauren Salvato prepared a presentation to help educate students. Learn more about this great event on [their website](#). Photo Credit: Metro Children's Water Festival.



River Watch Program Sponsorship

The LMRWD partnered with Friends of the Minnesota Valley by providing \$20,000 in 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.



Texas A&M Public Relations Project

A group of students at Texas A&M University studied the Lower Minnesota River Watershed as part of a project to create a public relations campaign. The group used data from the LMRWD to create a public engagement plan to increase awareness about the Minnesota River. The final recommendations included target audiences, barriers to success, campaign strategies, and draft content.



Scott County Water Education Partnership

The LMRWD supports Scott County as they bring 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 their program at: scottswcd.org/education



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% match. Projects completed or awarded in 2023 included:

- Appletree Condominiums, Bloomington, MN: Completed slope stabilization (\$7,500)
- Neighbors Nurturing Nature Project, Bloomington, MN: Completing habitat improvement (\$7,445)
- DaGiau Family, Bloomington, MN: Completing a rain garden (\$2,500)
- Cartwright Family, Bloomington, MN: Completed a rain garden (\$2,500)
- Scarborough Townhomes, Bloomington, MN: Led a pond surround restoration (\$7,500)
- Boykin Family, Carver, MN: Completing a rain garden (\$1,390)

To learn more about cost-share opportunities and apply, visit the [LMRWD website](#).



H. SOLICITATION FOR CONSULTANT PROPOSALS

In accordance with MN 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 2023, the LMRWD was in the middle of the two-year solicitation period and did not advertise a request for proposals.

Consultant Pool

The LMRWD continues to work with an engineering pool who provide professional services. These companies include Barr Engineering Company, Bolton & Menk, Inc, EOR Inc., ISG Inc., Windsor Engineers, WSB, Ultieg Engineers, HR Green, and IMO Consulting Group.



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



I. LOCAL WATER PLAN ADOPTION

2010

MENDOTA

In April 2010, water management is contained in Mendota's Comprehensive Plan.

2011

SAVAGE

In June 2011, the City began updating its Local Surface Water Management Plan.

2013

LILYDALE

Lilydale's Dec. 2013 plan adopted a resolution in 2018, conditionally approving the Local Surface Water Management Plan.

2015

MSP & FLYING CLOUD AIRPORTS

In May 2015, both airports revised their stormwater pollution prevention plans (SWPPPs).

2017

BURNSVILLE

In November 2017, Burnsville adopted its Local Surface Water Management Plan.

2018

CHANHASSEN

In January 2018, Chanhassen adopted its Local Surface Water Management Plan.

BLOOMINGTON

- ▶ In June 2018, Bloomington adopted its Local Surface Water Management Plan.

MENDOTA HEIGHTS

- ▶ In July 2018, Mendota Heights adopted its Local Surface Water Management Plan.

CHASKA

- ▶ In November 2018, Chaska adopted its Local Surface Water Management Plan.

CARVER

- ▶ In December 2018, Carver adopted its Local Surface Water Management Plan.

2019

EAGAN

In January 2019, Eagan adopted its Local Surface Water Management Plan.

SHAKOPEE

- ▶ In November 2019, Shakopee adopted its Local Surface Water Management Plan.

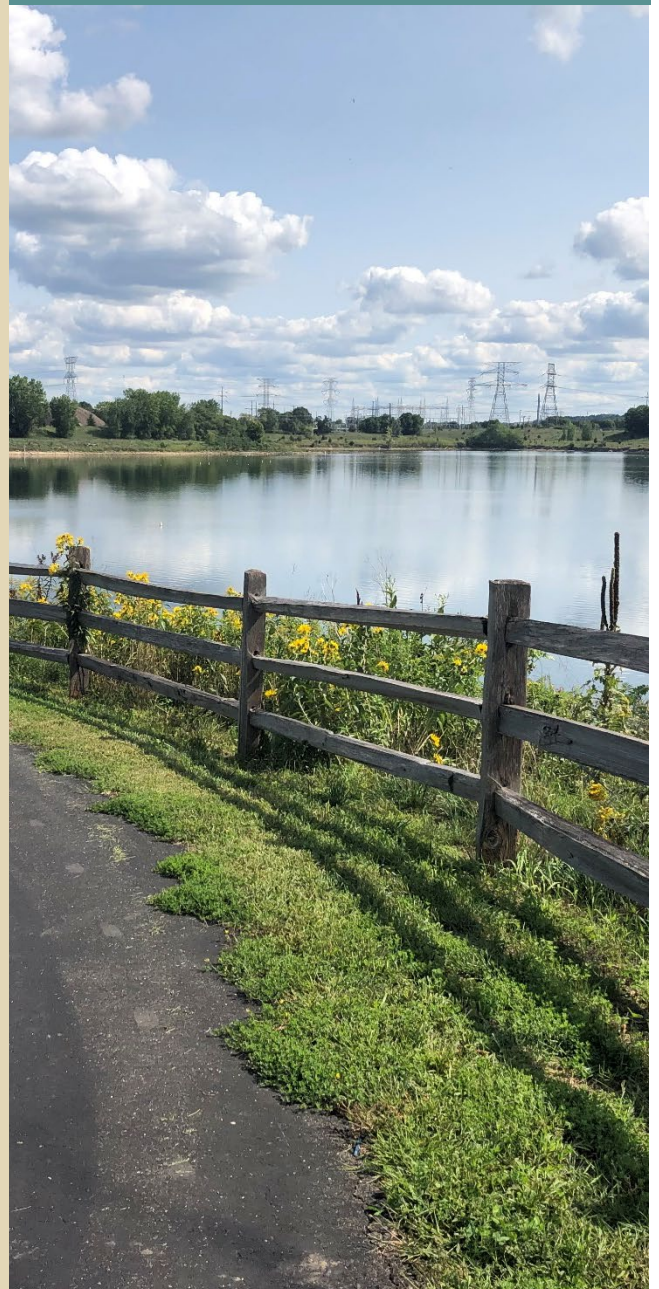
2020

EDEN PRAIRIE

In December 2020, Eden Prairie adopted its Local Surface Water Management Plan.

In 2023, the LMRWD adopted revisions to the surface water management plans for the cities of Lilydale and Chaska.

The timeline to the left shows local water plan adoption over the last 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 2022, municipal permits were approved for six local government units (LGU) within the watershed district with one conditional approval. In 2023, the City of Burnsville moved from conditional approval to full approval, with the stipulation that they do not have permitting authority in the floodplain.

In 2023, the LMRWD adopted the City of Lilydale’s updated Surface Water Management Plan. The City of Lilydale also adopted a revised ordinance for stormwater management and illicit discharges.

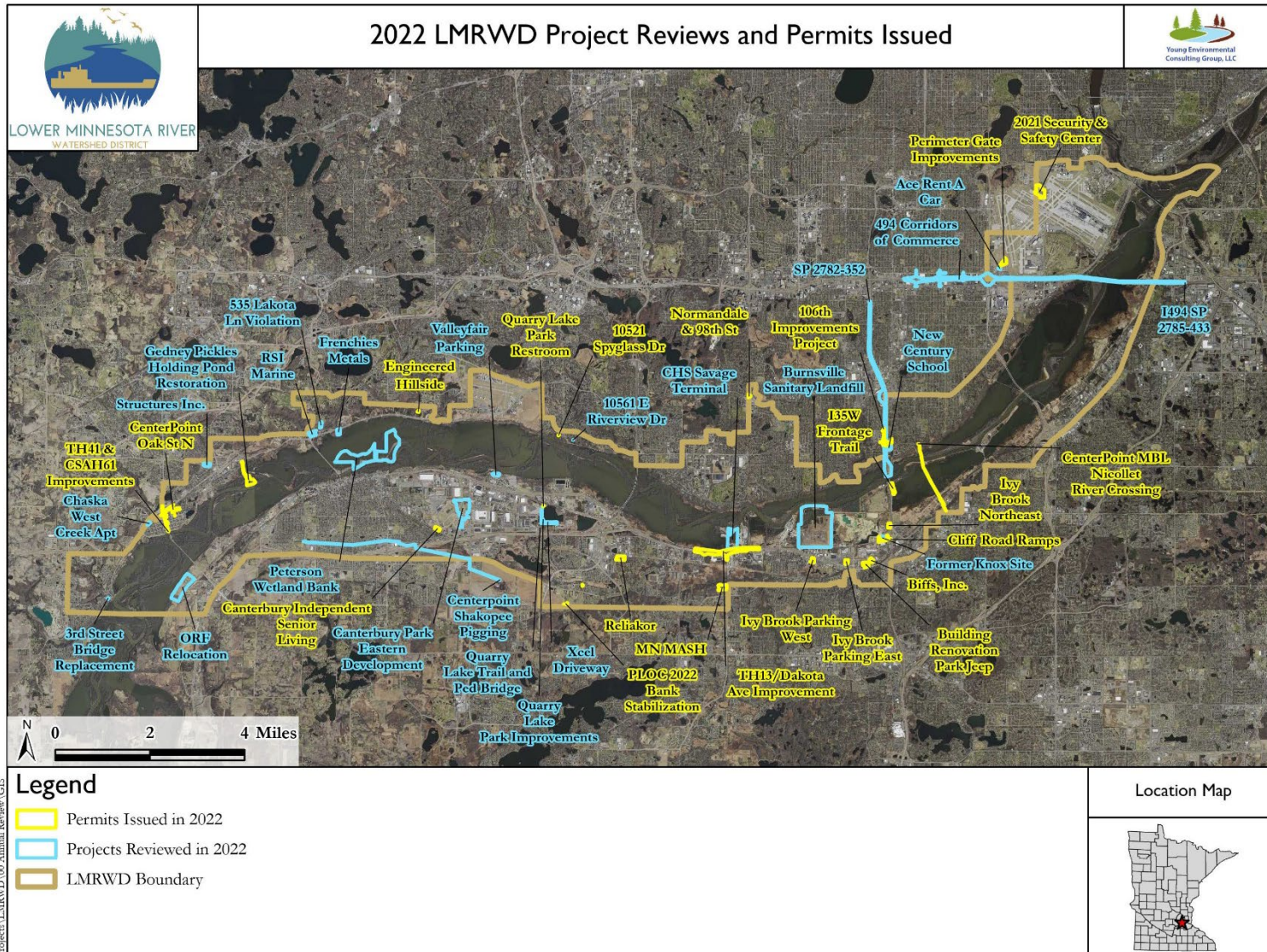
Municipal permit holders are shown below, with ongoing coordination planned for 2023 with communities not listed. We appreciate our collaboration with our local partners to strengthen our watershed’s protection of natural resources.

Date	City	Ordinance	Status
2020	City of Egan	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



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 2022, the District reviewed and approved 22 permits and led an inspection program to oversee projects as needed. No variances were issued.



Project: LMRWD_00 Annual Review_GIS



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, December 11, 2024

Agenda Item

Item 6. A. – LMRWD Permit Renewals

Prepared By

Linda Loomis, Administrator

Summary

There is one permit that requires renewing this month. Table 1 of the Technical Memorandum – December 2024 Permit Renewal Requests, dated December 4, 2024, is attached listing the Permit that has requested renewal.

Staff recommends renewal of the permit.

Attachments

Technical Memorandum – December 2024 Permit Renewal Requests, dated December 4, 2024

Recommended Action

Motion to Renew permit listed in Table 1 of the Technical Memorandum – December 2024 Permit Renewal Requests, dated December 4, 2024.

Technical Memorandum



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

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

Date: December 4, 2024

Re: December 2024 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 December 2024 LMRWD Permit Renewal Requests

LMRWD No.	Project Name	City	Previous Expiration Date	Recommended Expiration Date
2023-029	Tarnhill Pond	Bloomington	December 27, 2024	December 27, 2025
	Reason for Extension: Needs final vegetation establishment			

Recommendations

Based on review of the permit expirations, we recommend approval of permit renewals.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

Item 6. B. – LTS MSP Lateral 2 (LMRWD No. 2024-014)

Prepared By

Linda Loomis, Administrator

Summary

The application for a permit from the LMRWD is to place fiber optic cable in locations in Savage and Burnsville. Young Environmental Consulting Group, LLC has reviewed the application and supporting documents on behalf of the LMRWD. Details of the review is attached for the Board's information in Technical Memorandum – LTS MSP Lateral 2 (LMRWD No. 2024-014) dated December 4, 2024.

Young Environmental recommends approval of the permit with a special stipulation that the contractor contact the LMRWD immediately upon the discovery of disturbed groundwater or the release of lubricant fluid.

Attachments

Technical Memorandum – LTS MSP Lateral 2 (LMRWD No. 2024-014) dated December 4, 2024

Recommended Action

Motion to approve a permit for LTS MSP Lateral 2 (LMRWD No. 2024-014) with the special stipulation that the contractor contact the LMRWD immediately upon the discovery of disturbed groundwater or the release of lubricant fluid

Technical Memorandum



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

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

Date: December 4, 2024

Re: LTS MSP Lateral 2 (LMRWD No. 2024-014)

LTS Telecommunications Services, Inc. (LTS), has applied for an individual project permit from the LMRWD to place fiber optic cable and conduit in the Cities of Savage and Burnsville (Figure 1). The applicant’s engineer, Mi-Tech, submitted the permit application, associated application exhibits, and site plans for the LTS MSP Lateral 2 project.

The proposed project consists of placing 3.2 miles of underground fiber optic cable within the LMRWD, with 4,229 linear feet in the 100-year floodplain of the Minnesota River. Underground conduit/cable and handholes will be installed using directional boring. The total disturbed area within the LMRWD is 3,400 square feet (0.08 acres), including 800 square feet (0.02 acres) in the Minnesota River floodplain in the City of Savage (Figure 2). The project is not located within the High Value Resource Area. All disturbed areas within the floodplain will be returned to the existing ground elevation. The project requires an individual permit for Rule C because the City of Savage does not have their Rule C LMRWD Municipal Permit.

SUMMARY

Project Name: LTS MSP Lateral 2

Purpose: Installation of underground fiber optic utility in road right-of-way

Project Size:

Area Disturbed	Floodplain Disturbed	Permanent Cut	Permanent Fill	Net Change
3,400 square feet	800 square feet	0 cubic yards	0 cubic yards	0 cubic yards

Location: Area within floodplain requiring LMRWD permit : TH 13 from Vernon Ave. South to Lynn Ave., Savage MN, 55378

LMRWD Rules: Rule C—Floodplain and Drainage Alteration

Recommended Board Action: Approval

DISCUSSION

The LMRWD received the following documents for review:

- The following documents were received on June 3, 2024:
 - LMRWD Individual Permit Application
 - LMRWD Cover Letter & Plans (prepared by Mi-Tech), dated June 3, 2024
- Permit Application Fee of \$750, received June 12, 2024
- The following documents were received on August 30, 2024:
 - Revised LMRWD Individual Permit Application
 - LMRWD Individual Permit Package, dated August 30, 2024
 - Letter of Authorization
- LMRWD Individual Permit Package, dated September 13, 2024
- The following documents were received on October 22, 2024:
 - LMRWD Individual Permit Package, dated October 2, 2024
 - Minnesota Department of Transportation (MnDOT) Permit No. M-UL-2024-110591
 - MnDOT Permit No. M-UL-2024-110503
 - City of Burnsville Utility Work Permit within the Right-of-Way (Permit No. 52489)
 - City of Savage Right-of-Way Permit (Permit No. SA035125)

The application was deemed complete on October 31, 2024, and the documents received provide the minimum information necessary for permit review.

Rule C—Floodplain and Drainage Alteration

The LMRWD requires the applicant to provide documentation that the proposed floodplain fill will not cause an increase in 100-year water surface elevations. The project is located within the Minnesota River 100-year floodplain, as seen on the Flood Insurance Rate Map (FIRM) Panel 27139C0064E, effective February 12, 2021. The FIRM establishes that a portion of the project is within the Federal Emergency Management Agency Zone AE (or the 100-year floodplain), with an approximate 100-year elevation of 721.0 feet NAVD88 (between cross section C and D). The project proposes 7 handholes/bore pits in the 100-year floodplain, with approximately 157 cubic yards of excavation and 800 square feet of temporary soil disturbance. All bore pits will be restored to existing conditions, including elevation and revegetation. The project does not propose permanent alterations to the ground elevation within the floodplain; therefore, modeling and a no-rise certificate were not required.

The applicant submitted erosion and sediment control plans, including straw wattles, silt fencing, mulch, and seed for disturbed areas. Additionally, the applicant sent documentation of approval from the Cities of Savage and Burnsville on October 22, 2024. The project complies with Rule C.

Additional Considerations

Because of groundwater encounters on past projects within the 100-year floodplain of the Minnesota River, the LMRWD is increasingly concerned about the potential negative impacts of deep excavations on groundwater. The installation of fiber optic cable will be done via directional boring with a maximum depth of 4 feet below grade. Although the project is not anticipated to disturb groundwater patterns, for the conditions of this permit, the applicant will notify the LMRWD, local city jurisdiction, and any relevant state agencies immediately upon discovery.

Recommendations

Based on review of the project, we recommend approval of the LTS MSP Lateral 2 project for the installation of fiber optic cable and conduit in 100-year floodplain in Savage with the following special stipulation:

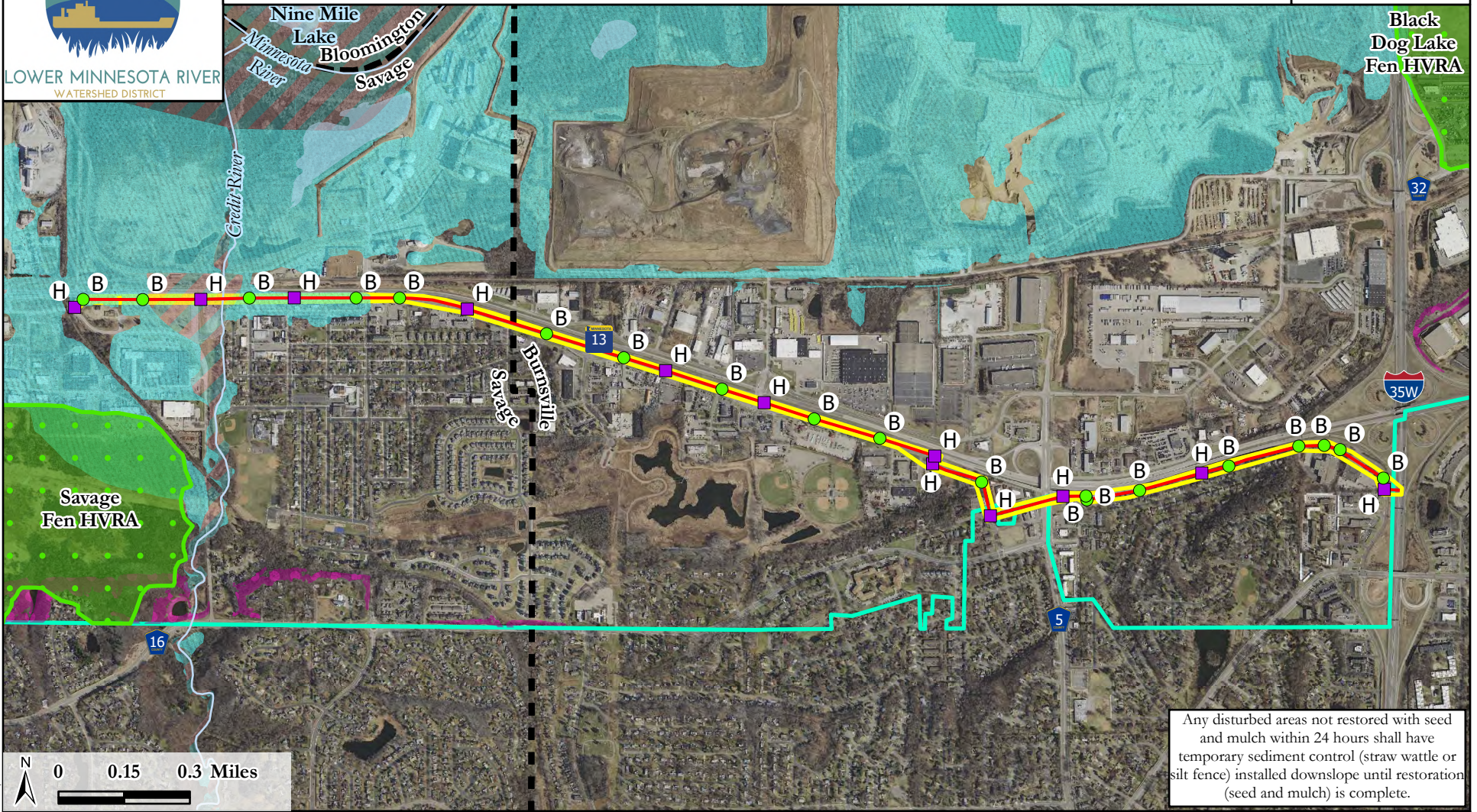
- The applicant is required to contact the LMRWD immediately upon the discovery of disturbed groundwater or any release of lubricant fluid.

Attachments

- Figure 1—LTS MSP Lateral 2 (Coates to Savage) Project Location
- Figure 2—LTS MSP Lateral 2 (Coates to Savage) Floodplain Bore Pits and Handholes



Figure 1: LTS MSP Lateral 2 (Coates to Savage) Project Location
LMRWD No. 2024-014

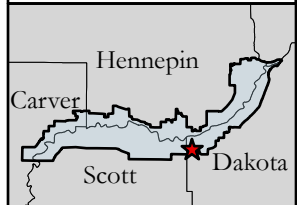


Any disturbed areas not restored with seed and mulch within 24 hours shall have temporary sediment control (straw wattle or silt fence) installed downslope until restoration (seed and mulch) is complete.

Legend

- Project Location
- LMRWD Boundary
- Handholes
- Bore Pits
- Fiber Line
- Public Waters
- Public Waterbodies
- High Value Resource Area
- Steep Slope Overlay District
- 100-yr Floodplain
- Floodway

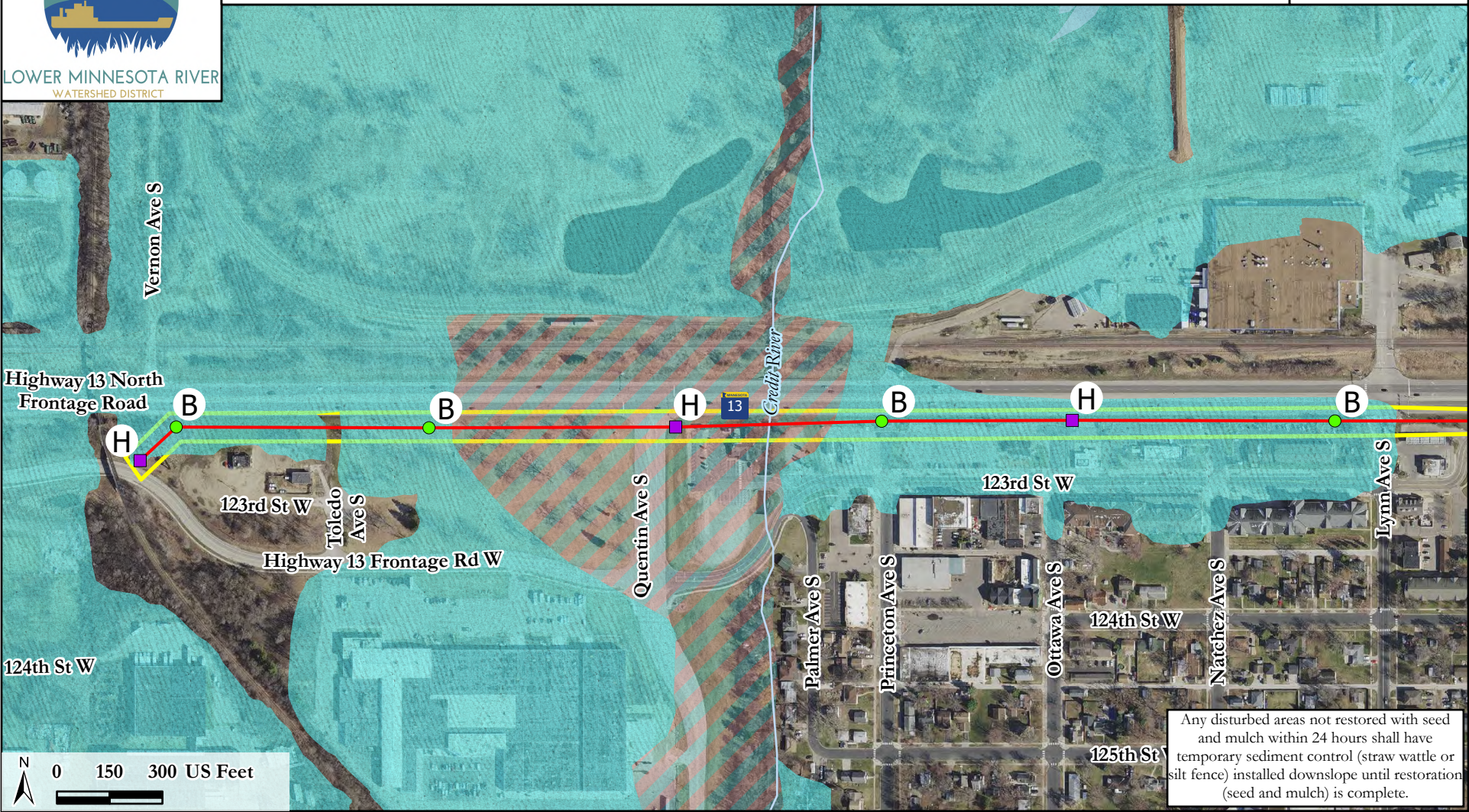
Location Map



Projects\LMRWD\Project_Reviews\02 In Process\2024-014 LTS MSP Lateral 2



Figure 2: LTS MSP Lateral 2 (Coates to Savage) Floodplain Bore Pits and Handholes
LMRWD No. 2024-014

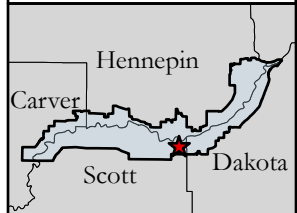


Any disturbed areas not restored with seed and mulch within 24 hours shall have temporary sediment control (straw wattle or silt fence) installed downslope until restoration (seed and mulch) is complete.

Legend

- Project Location
- Handholes
- Bore Pits
- Fiber Line
- Public Waters
- Public Waterbodies
- 100-yr Floodplain
- Floodway

Location Map



Projects\LMRWD\Project_Reviews\02 In Process\2024-014 LTS MSP Lateral 2



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

Item 7. A. – 2025 Legislative Agenda

Prepared By

Linda Loomis, Administrator

Summary

Park Street Public will join the LMRWD Board of Managers at a workshop prior to the December Board of Managers meeting. One of the goals of the workshop will be to develop legislative priorities for the upcoming legislative session.

Since official actions are not taken at workshops, the list of priorities developed at the workshop should be adopted by the Board of Managers at the Board meeting.

Attachments

No attachments

Recommended Action

Motion to adopt legislative priorities as recommended at the Board December 4, 2024 Workshop



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 11, 2024

Agenda Item

Item 7. B. – Approve Educator Mini Grants

Prepared By

Linda Loomis, Administrator

Summary

At the November 12, 2024, meeting of the Citizen Advisory Committee, applications for Educator Mini Grants were reviewed. This is the second round of grants for 2024. The first round of Educator Mini Grants was approved in March 2024. An email was sent to schools that students living in the LMRWD attend – both public and private.

A total of 4 applications were received in this round of funding, requesting a total of \$1,929.69. There was \$11,000 in the 2024 budget for the Educator Mini-grant program. \$2,475 was requested in the first round of funding.

The Educator Mini Grant program has two rounds of funding annually. Guidelines for the program can be found on the LMRWD website using this link:

<https://lowermnriverwd.org/makeadifference/educator-mini-grants>

The applications were shared with the Citizen Advisory Committee (CAC) who ranked the programs and has provided recommendations to the LMRWD Board of Managers. There was not a quorum of the CAC at the March 5, 2024, meeting, those that were in attendance voted to suspend the bylaws for the purpose of approving the recommendations.

The recommendations made by the CAC are provided in Technical Memorandum – Educator Mini-Grant Recommendations – Fall Round 2024, dated December 4, 2024.

Attachments

Technical Memorandum – Educator Mini-Grant Recommendations – Fall Round 2024, dated December 4, 2024

Recommended Action

Motion to approve Educator Mini Grants as recommended by the Citizen Advisory Committee

Technical Memorandum



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

From: Rachel Kapsch, Water Resources Scientist
Suzy Lindberg, Communications Manager

Date: December 4, 2024

Re: Educator Mini-Grant Recommendations–Fall Round 2024

The Educator Mini-Grant program is a key component of the Education and Outreach (E&O) Program, focusing on educating school-aged students within and surrounding the Lower Minnesota River Watershed District (LMRWD). The program provides up to 10 grants per school year—with a maximum fund distribution of \$500 per recipient—to help offset the costs associated with water and natural resource educational materials or programming.

On behalf of the LMRWD, Young Environmental Consulting Group, LLC (Young Environmental) announced a new round of educator mini-grants in October and received **four applications**, including requests for a total of **\$1,929.79** in funding. Young Environmental prescreened the applications for compliance and funding eligibility and created review packets that were distributed to the Citizen Advisory Committee (CAC) for evaluation at the November 12, 2024, meeting. The Young Environmental team facilitated a discussion of the applications, working with the CAC to discuss justifications for the educational relevance and cost-effectiveness of each grant application and ultimately vote on recommendations. Based on the resulting discussion, the CAC has provided the following recommendations for Board approval.

SUMMARY

Based on the review process, Young Environmental and the CAC recommend authorizing funding for all four submitted applications, noting their alignment with the LMRWD’s mission and goals for watershed-focused education. This recommendation, if approved, would authorize \$1,929.79 in funding to four current applicants. A summary of the scoring matrix and comments from the CAC is included below. Attachment 1 provides a full summary of CAC scoring. We have also included a compilation of the mini-grant applications received in Attachment 2.

Mini-Grant	Summary	Total Average Score	Recommended Board Action
Mini-Grant 1: Shakopee High School	Funds will be used to buy waders to facilitate a water quality sampling and sorting experience.	8	Recommend approving the funding request for \$449.95.
Mini-Grant 2: Chaska High School	Funds will be used for two Vernier dissolved oxygen sensors for students to use as part of water quality testing.	7.8	Recommend approving the funding request for \$500.
Mini-Grant 3: Minnesota Valley Refuge Friends	Funds will support the Minnesota Valley National Wildlife Refuge programming.	5	Recommend approving the funding request for \$500.
Mini-Grant 4: Pilot Knob STEM Magnet School	Funds will be used for handheld microscopes to support the Wondering Walk Initiative.	7.2	Recommend approving the funding request for \$479.84.
TOTAL GRANT AMOUNT REQUESTED FOR BOARD APPROVAL			\$1,929.79

Lower Minnesota River Watershed District - Educator Mini-Grant Evaluation

Fall 2024 Round



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

Mini-Grant Summary	Amount Requested	Applicant Contact	Citizen Advisory Committee (CAC) and Staff Vote							TOTAL AVG SCORE	CAC Recommendation	Notes
			Judy Berglund*	Greg Genz*	Patty Thomsen*	Lee Peterson	Holley Wlodarczyk*	Linda Loomis (Administrator)	Suzy Lindberg (Young Env.)			
Mini-Grant 1: <i>Shakopee High School</i> Money will be spent on waders for water quality sampling and sorting experience.	\$449.95	Claire Bleser cbleser@shakopeeschools.org	8	-	-	8	8	8	8	8	The CAC recommends approval.	Linda advised approving this one with the context that Claire was previously the Riley-Purgatory Bluff Administrator.
Mini-Grant 2: <i>Chaska High School</i> Money will be spent on two Vernier dissolved oxygen sensors for students to use as part of water quality testing.	\$500	Kelly Dreier dreierk@district112.org	8	-	-	8	7	8	8	7.8	The CAC recommends approval.	

Lower Minnesota River Watershed District - Educator Mini-Grant Evaluation

Fall 2024 Round



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

Mini-Grant Summary	Amount Requested	Applicant Contact	Citizen Advisory Committee (CAC) and Staff Vote							TOTAL AVG SCORE	CAC Recommendation	Notes
			Meah Vogel*	Karl Disney*	John Williams*	Kathryn Zebrev*	Kati Johngrass					
Mini-Grant 1: <i>Shakopee High School</i> Money will be spent on waders for water quality sampling and sorting experience.	\$449.95	Claire Bleser cbleser@shakopeeschools.org	-	-	-	-	8			8	The CAC recommends approval.	Linda advised approving this one with the context that Claire was previously the Riley-Purgatory Bluff Administrator.
Mini-Grant 2: <i>Chaska High School</i> Money will be spent on two Vernier dissolved oxygen sensors for students to use as part of water quality testing.	\$500	Kelly Dreier dreierk@district112.org	-	-	-	-	8			7.8	The CAC recommends approval.	

Lower Minnesota River Watershed District - Educator Mini-Grant Evaluation

Fall 2024 Round



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

Mini-Grant Summary	Amount Requested	Applicant Contact	Citizen Advisory Committee (CAC) and Staff Vote							TOTAL AVG SCORE	CAC Recommendation	Notes
			Judy Berglund*	Greg Genz*	Patty Thomsen*	Lee Peterson	Holley Wlodarczyk*	Linda Loomis (Administrator)	Suzy Lindberg (Young Env.)			
Mini Grant 3: <i>Minnesota Valley Refuge Friends</i> Money will be used for supplies and materials to support hand-on learning and education opportunities.	\$500	Alison Schaub hello@mnvalleyrefugefriends.org	5	-	-	6	5	5	5	5	The CAC recommends approval.	Based upon partnership goals, Linda advised that we move forward with this one while asking additional questions.
Mini-Grant 4: <i>Pilot Knob STEM Magnet School</i> Money will be used for handheld microscopes to support Wondering Walk Initiative.	\$479.84	Michele Link-Valenstein michele.linkvalenstein@isd197.org	8	-	-	8	6	8	7	7.2	The CAC recommends approval.	CAC discussion involved questions on what exactly the funds be used for; however other members were excited about the experience for students within nature.

Lower Minnesota River Watershed District - Educator Mini-Grant Evaluation

Fall 2024 Round



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

Mini-Grant Summary	Amount Requested	Applicant Contact	Citizen Advisory Committee (CAC) Members					Staff Vote		TOTAL AVG SCORE	CAC Recommendation	Notes
			Meah Vogel*	Karl Disney*	John Williams*	Kathryn Zebrev*	Kati Johngrass					
Mini Grant 3: <i>Minnesota Valley Refuge Friends</i> Money will be used for supplies and materials to support hand-on learning and education opportunities.	\$500	Alison Schaub hello@mnvalleyrefugefriends.org	-	-	-	-	4			5	The CAC recommends approval.	Based upon partnership goals, Linda advised that we move forward with this one while asking additional questions.
Mini-Grant 4: <i>Pilot Knob STEM Magnet School</i> Money will be used for handheld microscopes to support Wondering Walk Initiative.	\$479.84	Michele Link-Valenstein michele.linkvalenstein@isd197.org	-	-	-	-	6			7.2	The CAC recommends approval.	

*Note: 6 CAC members were absent from the November 12 monthly meeting and did not contribute to the scoring. They were provided with the mini-grant application package and our staff followed up with them offline to request scores. While we did not receive input from every CAC member, there was general consensus with members and staff in attendance on their review of applications.



Educator Mini-Grant Program Application Evaluation Form

Shakopee High School, Shakopee, MN

Purpose

This document provides information on the funding decision process for the educator mini-grant program application.

Screening

All applications received on or before the deadline will be prescreened. Staff and members of the Citizen Advisory Committee will then review applications based on the project quality metrics below. Each application will be given a numerical score by each reviewing member. While funds last, funding recommendations will be presented to the Board of Managers using the assigned scores.

Incomplete or late applications will not be considered for funding.

Scoring

Applicants who do not meet the required prescreening criteria will not be considered for funding (i.e., if there is a “no” response to any of the questions). Applications who meet prescreening eligibility are then scored numerically based on project quality. Project quality will be ranked as follows:

Five or more points..... Forward to managers for funding approval

Under five points..... Will not be considered for funding

Note: Instructions on this form are for grant reviewers. No action is required by grant applicants.

Eligibility Prescreening

Is the applicant located within the LMRWD or a member city?Yes/No

Is this the first mini-grant for this recipient for the current academic year?.....Yes/No

Are all application questions complete?Yes/No

Project Quality

Instructions for reviewer: Rate all questions on a 0–2 scale and calculate the total score.

How satisfactory is the level of detail in the project application?

very unsatisfactory (0) (1) (2) very satisfactory

How well does this project address the LMRWD goals around education and awareness relating to water quality, water conservation, and wildlife habitat?

very unsatisfactory (0) (1) (2) very satisfactory

How well does the activity or project enhance participant learning and engagement?

not well (0) (1) (2) very well

Does the proposed activity or project seem like a sensible use of funds to further LMRWD goals?

very unreasonable (0) (1) (2) very reasonable

Total Score	_____
--------------------	-------



Educator Mini-Grant Program Application

Name of School/Organization:

First Name:

Last Name:

Email:

Phone:

Describe your current role?

If you are a student, please provide the name and email of your supervising educator.

Address of School/Organization

Street Address:

Address line 2:

City:

State:

Zip Code:

Name and Address Where Activity Will Take Place (if Different from Above)

Street Address:

Address line 2:

City:

State:

Zip Code:

What age(s) are the participants?

K–5th grade

6–12th grade

18+ years

Senior

Estimated number of participants:

Describe your proposed activity or project and how it relates to water resources and wildlife habitat education. Include project goals and learning objectives for participants.

When is this activity/project scheduled to take place?

Total requested amount (maximum \$500):

\$

Specify how funds will be allocated (e.g. supplies, materials, and transportation):

I understand that if my funding request is approved, I must complete and submit the Program Project Reporting and Reimbursement form to receive payment. Any photos submitted may be used by the LMRWD in future communications.

Signature:

Date:



Educator Mini-Grant Program Application Evaluation Form

Chaska High School, Chaska, MN

Purpose

This document provides information on the funding decision process for the educator mini-grant program application.

Screening

All applications received on or before the deadline will be prescreened. Staff and members of the Citizen Advisory Committee will then review applications based on the project quality metrics below. Each application will be given a numerical score by each reviewing member. While funds last, funding recommendations will be presented to the Board of Managers using the assigned scores.

Incomplete or late applications will not be considered for funding.

Scoring

Applicants who do not meet the required prescreening criteria will not be considered for funding (i.e., if there is a “no” response to any of the questions). Applications who meet prescreening eligibility are then scored numerically based on project quality. Project quality will be ranked as follows:

Five or more points..... Forward to managers for funding approval

Under five points..... Will not be considered for funding

Note: Instructions on this form are for grant reviewers. No action is required by grant applicants.

Eligibility Prescreening

Is the applicant located within the LMRWD or a member city?Yes/No

Is this the first mini-grant for this recipient for the current academic year?.....Yes/No

Are all application questions complete?Yes/No

Project Quality

Instructions for reviewer: Rate all questions on a 0–2 scale and calculate the total score.

How satisfactory is the level of detail in the project application?

very unsatisfactory (0) (1) (2) very satisfactory

How well does this project address the LMRWD goals around education and awareness relating to water quality, water conservation, and wildlife habitat?

very unsatisfactory (0) (1) (2) very satisfactory

How well does the activity or project enhance participant learning and engagement?

not well (0) (1) (2) very well

Does the proposed activity or project seem like a sensible use of funds to further LMRWD goals?

very unreasonable (0) (1) (2) very reasonable

Total Score	_____
--------------------	-------



Educator Mini-Grant Program Application

Name of School/Organization:

First Name:

Last Name:

Email:

Phone:

Describe your current role?

If you are a student, please provide the name and email of your supervising educator.

Address of School/Organization

Street Address:

Address line 2:

City:

State:

Zip Code:

Name and Address Where Activity Will Take Place (if Different from Above)

Street Address:

Address line 2:

City:

State:

Zip Code:

What age(s) are the participants?

K–5th grade

6–12th grade

18+ years

Senior

Estimated number of participants:

Describe your proposed activity or project and how it relates to water resources and wildlife habitat education. Include project goals and learning objectives for participants.

When is this activity/project scheduled to take place?

Total requested amount (maximum \$500):

\$

Specify how funds will be allocated (e.g. supplies, materials, and transportation):

I understand that if my funding request is approved, I must complete and submit the Program Project Reporting and Reimbursement form to receive payment. Any photos submitted may be used by the LMRWD in future communications.

Signature:

Date:



Educator Mini-Grant Program Application Evaluation Form

Minnesota Valley Refuge Friends, Bloomington, MN

Purpose

This document provides information on the funding decision process for the educator mini-grant program application.

Screening

All applications received on or before the deadline will be prescreened. Staff and members of the Citizen Advisory Committee will then review applications based on the project quality metrics below. Each application will be given a numerical score by each reviewing member. While funds last, funding recommendations will be presented to the Board of Managers using the assigned scores.

Incomplete or late applications will not be considered for funding.

Scoring

Applicants who do not meet the required prescreening criteria will not be considered for funding (i.e., if there is a “no” response to any of the questions). Applications who meet prescreening eligibility are then scored numerically based on project quality. Project quality will be ranked as follows:

Five or more points..... Forward to managers for funding approval

Under five points..... Will not be considered for funding

Note: Instructions on this form are for grant reviewers. No action is required by grant applicants.

Eligibility Prescreening

Is the applicant located within the LMRWD or a member city?Yes/No

Is this the first mini-grant for this recipient for the current academic year?.....Yes/No

Are all application questions complete?Yes/No

Project Quality

Instructions for reviewer: Rate all questions on a 0–2 scale and calculate the total score.

How satisfactory is the level of detail in the project application?

very unsatisfactory (0) (1) (2) very satisfactory

How well does this project address the LMRWD goals around education and awareness relating to water quality, water conservation, and wildlife habitat?

very unsatisfactory (0) (1) (2) very satisfactory

How well does the activity or project enhance participant learning and engagement?

not well (0) (1) (2) very well

Does the proposed activity or project seem like a sensible use of funds to further LMRWD goals?

very unreasonable (0) (1) (2) very reasonable

Total Score	_____
--------------------	-------



Educator Mini-Grant Program Application

Name of School/Organization:

First Name:

Last Name:

Email:

Phone:

Describe your current role?

If you are a student, please provide the name and email of your supervising educator.

Address of School/Organization

Street Address:

Address line 2:

City:

State:

Zip Code:

Name and Address Where Activity Will Take Place (if Different from Above)

Street Address:

Address line 2:

City:

State:

Zip Code:

What age(s) are the participants?

K–5th grade

6–12th grade

18+ years

Senior

Estimated number of participants:

Describe your proposed activity or project and how it relates to water resources and wildlife habitat education. Include project goals and learning objectives for participants.

When is this activity/project scheduled to take place?

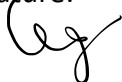
Total requested amount (maximum \$500):

\$

Specify how funds will be allocated (e.g. supplies, materials, and transportation):

I understand that if my funding request is approved, I must complete and submit the Program Project Reporting and Reimbursement form to receive payment. Any photos submitted may be used by the LMRWD in future communications.

Signature:



Date:



Educator Mini-Grant Program Application Evaluation Form

Pilot Knob STEM Magnet School, Eagan, MN

Purpose

This document provides information on the funding decision process for the educator mini-grant program application.

Screening

All applications received on or before the deadline will be prescreened. Staff and members of the Citizen Advisory Committee will then review applications based on the project quality metrics below. Each application will be given a numerical score by each reviewing member. While funds last, funding recommendations will be presented to the Board of Managers using the assigned scores.

Incomplete or late applications will not be considered for funding.

Scoring

Applicants who do not meet the required prescreening criteria will not be considered for funding (i.e., if there is a “no” response to any of the questions). Applications who meet prescreening eligibility are then scored numerically based on project quality. Project quality will be ranked as follows:

Five or more points..... Forward to managers for funding approval

Under five points..... Will not be considered for funding

Note: Instructions on this form are for grant reviewers. No action is required by grant applicants.

Eligibility Prescreening

Is the applicant located within the LMRWD or a member city?Yes/No

Is this the first mini-grant for this recipient for the current academic year?.....Yes/No

Are all application questions complete?Yes/No

Project Quality

Instructions for reviewer: Rate all questions on a 0–2 scale and calculate the total score.

How satisfactory is the level of detail in the project application?

very unsatisfactory (0) (1) (2) very satisfactory

How well does this project address the LMRWD goals around education and awareness relating to water quality, water conservation, and wildlife habitat?

very unsatisfactory (0) (1) (2) very satisfactory

How well does the activity or project enhance participant learning and engagement?

not well (0) (1) (2) very well

Does the proposed activity or project seem like a sensible use of funds to further LMRWD goals?

very unreasonable (0) (1) (2) very reasonable

Total Score	_____
--------------------	-------



Educator Mini-Grant Program Application

Name of School/Organization: **Pilot Knob STEM Magnet School**

First Name: **Michele**

Last Name: **Link-Valenstein**

Email: michele.linkvalenstein@isd197.org

Phone: **651-428-1634**

Describe your current role? **K-4 STEM Teacher and Magnet Facilitator**

Address of School/Organization

Street Address: **1436 Lone Oak Rd**

Address line 2:

City: **Eagan**

State: **MN**

Zip Code: **55121**

What age(s) are the participants?

K–5th grade 6–12th grade 18+ years Senior Estimated number of participants: 384

Describe your proposed activity or project and how it relates to water resources and wildlife habitat education. Include project goals and learning objectives for participants.

I would like to order 16 handheld microscopes to support the Wondering Walk initiative at Pilot Knob this year. The goal behind Wondering Walks is to encourage curiosity, observation, and a sense of wonder about the natural world. As a building, we are working hard to help our students notice and take in the details of the natural world. We want to help them learn how to ask questions and notice the things around them that they might sometimes overlook or ignore. Our hope is that taking students on Wondering Walks will help them develop a deeper connection to the natural world.

Handheld microscopes are an ideal match for Wondering Walks, because they allow students to observe tiny details that are often overlooked. Our students can use them to study the pond water in the woods behind our school and examine the soil more closely.

They can look at plant anatomy more closely and observe bark, sand, and rocks in a deeper way. They can find evidence of animals living in the woods and look at things like footprints more carefully. The use of these microscopes on some of our Wondering Walks will likely lead to deeper questions, stronger observations, and discovery about the natural world.

Ultimately our goal this year is to help students rediscover a sense of wonder about the natural world. Sometimes in the world of STEM, the study of the natural world is lost and we don't want that to be the case for our students. One of our goals this year is to teach our students about the history of the land Pilot Knob sits on (Dakota Land) and to help them envision how to be good stewards of the land for future generations. The first step is to give them an appreciation for what is right in front of their eyes.

When is this activity/project scheduled to take place? **The use of the handheld microscopes will be ongoing.**

Total requested amount (maximum \$500): **\$479.84**

Specify how funds will be allocated (e.g. supplies, materials, and transportation):

This will purchase 16 handheld microscopes for kids.

https://www.amazon.com/dp/B0D56Q3BFN?ref=cm_sw_r_cso_em_apin_dp_JZPB1T1YNB208KAHSQYF_1&ref=cm_sw_r_cso_em_apin_dp_JZPB1T1YNB208KAHSQYF_1&social_share=cm_sw_r_cso_em_apin_dp_JZPB1T1YNB208KAHSQYF_1&starsLeft=1&skipTwisterOG=1&th=1

I understand that if my funding request is approved, I must complete and submit the Program Project Reporting and Reimbursement form to receive payment. Any photos submitted may be used by the LMRWD in future communications.

Signature:



Date: **10/14/2024**

Please submit your application to
info@lowermnrivewd.org.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 11, 2024

Agenda Item

Item 7. C. – Administrative Services Update

Prepared By

Linda Loomis, Administrator

Summary

On Wednesday, November 13, 2024, the LMRWD Personnel Committee held a meeting to develop a plan for finding a new administrator. Managers Kuplic and Salvato held an interview with the current administrator about current services and developed a scope of work. President Barisonzi developed a proposed plan for recruitment of a CEO. The Committee tweaked all the documents, and the final drafts are attached for the Board's review.

The Committee is looking for Board authorization to release advertisements for the position and to oversee the recruitment process. The Committee would like to be ready to post immediately after the Board meeting. In order to make that happen, the Board should identify who will be responsible for posting and where it will be posted.

The Committee would like Della Schall Young to facilitate the Q & A session and would her to attend the January Personnel Committee meeting.

Legal counsel has reviewed all the documents and believes everything is in order, although he believes the timeline is aggressive. He recommends that to make sure the process is objective, the LMRWD should consider retaining an executive search firm.

Attachments

- Proposed Plan for Recruitment of a new Administrator
- Job Title: District Administrator
- Recruitment Timeline

Recommended Action

Motion to authorize release advertisements for recruitment and to authorize personnel committee to oversee recruitment process, including assembling recruitment team, scheduling a Q & A forum during recruitment period, screen candidates, conduct interviews and assessments of candidates, and select a suitable candidate and extend a formal offer.

To: LMRWD Personnel Committee
From: Joseph Barisonzi Chair
Re: Proposed Plan for Recruitment of a New CEO

Recruiting a new Administrator (equivalent to a CEO) for the Lower Minnesota River Watershed District (LMRWD) involves a structured process to ensure the selection of a qualified and suitable candidate. I propose the basic steps are as follows:

1. **Personnel Committee as the Search Committee:** The Personnel Committee will take on the responsibility of serving as the search committee to oversee the recruitment process. They will begin by defining the role and establishing the selection criteria. As part of this initial planning, the Committee will identify key individuals or stakeholders they wish to invite to join or advise them during specific stages of the search process. This might include board members, relevant community leaders, or individuals with executive recruitment experience, whose perspectives can enrich the selection process and help ensure a well-rounded assessment of candidates.
2. **Define the Role and Responsibilities:** Develop a comprehensive job description outlining the Administrator's duties, required qualifications, and desired experience. This ensures clarity and attracts candidates aligned with the District's needs. [[See Initial Draft Here](#)]
3. **Develop a Recruitment Strategy**

To attract a diverse and qualified pool of candidates for the District Administrator position, the following recruitment approach will be used:

1. **External Announcement and Advertising:**
 - a. **County and SWCD Notification:** Send a formal announcement of the position to the County, County Soil and Water Conservation Districts (SWCDs), and all existing District vendors and contractors to reach professionals familiar with watershed management and environmental policy. [[Sample Here](#)]
 - b. **Website and Social Media Posting:** Post the job description and application details on the Lower Minnesota River Watershed District's official website and social media channels to increase visibility among a broader audience interested in environmental and watershed management roles. [[Sample Press Release](#)] [[Sample Social Media Posts](#)]
 - c. **Relevant Job Boards:** Share the job posting on relevant job boards, including the Minnesota Watersheds job board, to ensure the

announcement reaches qualified external candidates. [[Draft List of Job Boards](#)]

2. Application Deadline:

- a. Set a 45-day application deadline from the posting date to allow adequate time for candidates to review the position requirements, gather required documents, and submit complete applications. [[Proposed Timeline](#)]

3. Q&A Forum:

- a. Schedule a Q&A forum at least 14 days before the application deadline to provide interested candidates an opportunity to ask questions about the role, responsibilities, and application process. This forum will be held virtually, and details will be shared on the District's website and through other announcement channels. Participation will be anonymous. [[Potential Task List](#)] [[Sample Agenda](#)]

By following this approach, the District aims to reach qualified candidates effectively, support transparency in the hiring process, and encourage applications from a diverse group of professionals aligned with the District's mission and goals.

4. **Screen and Shortlist Candidates:** Review applications to identify candidates who meet the established criteria. Conduct preliminary assessments to create a shortlist for interviews. [[Sample Candidate Screening and Shortlisting Rubric](#)]
5. **Conduct Interviews and Assessments:** Arrange multiple interview rounds to evaluate candidates' competencies, leadership abilities, and cultural fit. Incorporate assessments or presentations to gauge their strategic vision and problem-solving skills. [[Sample First round Interview Questions](#) | [Sample Second round Interview Questions](#)]
6. **Perform Reference and Background Checks:** Verify the credentials and backgrounds of top candidates to ensure their qualifications and integrity.
7. **Make a Selection and Extend an Offer:** The search committee selects the most suitable candidate and extends a formal offer, including details on compensation, benefits, and other terms of employment.
8. **Onboard the New Administrator:** Facilitate a structured onboarding process to integrate the new Administrator into the organization, providing them with the necessary resources and information to succeed in their role.

By following these steps [[First Draft of a master task list](#)], it is my belief that the LMRWD can effectively recruit a new Administrator who aligns with our mission and objectives.

Job Title: District Administrator

Reports To: Board of Managers

Location: Chaska, MN

Job Summary

The District Administrator serves as the chief executive for the Lower Minnesota River Watershed District (LMRWD), dedicated to protecting and managing the water resources of the Lower Minnesota River. The Administrator oversees all aspects of District operations, including dredge material management, water quality improvement, flood control, wetland conservation, and habitat restoration projects. Working closely with the Board of Managers, the Administrator collaborates with District staff and manages a consultant team—including the District Engineer, Counsel, and Lobby firm—to advance the District's mission. This position requires skilled vendor management, in-depth knowledge of watershed management principles, and the ability to foster partnerships with stakeholders and agencies, such as the Minnesota Board of Water and Soil Resources (BWSR), to sustain and enhance watershed health for the communities within the District.

Position Structure Options

The Lower Minnesota River Watershed District Board is open to considering various structures to fulfill the District Administrator role, recognizing that flexibility can help the District effectively accomplish its goals. We welcome applications from:

- **Individual Employees:** Candidates interested in a traditional employment role with the District.
- **Independent Contractors:** Professionals offering their services as consultants on a contract basis.
- **Principals in a Firm:** Leaders of organizations who can dedicate their time and expertise while leveraging their firm's resources to support the District.
- **Firms or Consulting Groups:** Established firms or consulting groups specializing in watershed management or related fields, capable of providing comprehensive services to meet the District's needs.

The Board is committed to exploring these options to identify the structure that best supports the District's mission and allows for effective, sustainable progress in managing the Lower Minnesota River's resources.

Key Responsibilities

A general overview of the position responsibilities with an estimate of allocated time:

1. **Strategic Leadership and Planning (15%)**

- Develop, implement, and evaluate the District's strategic plan, aligning programs with the LMRWD's mission to protect and manage the Lower Minnesota River's water resources.
 - Oversee and coordinate watershed-specific projects and policy initiatives with vendors, ensuring alignment with the District's goals, particularly in addressing issues such as sedimentation, water quality degradation, flood risk, and habitat preservation.
 - Stay informed on policy and regulatory changes affecting watershed management, particularly those related to BWSR, and proactively develop strategies to address these changes.
- 2. Program and Project Management with Consultant Team (15%)**
- Collaborate closely with the District Engineer, Counsel, and Lobby firm to manage and coordinate water resource projects, including stormwater management, wetland protection, and water quality monitoring, tailored to the needs of the Lower Minnesota River watershed.
 - Manage permitting processes through the appropriate consultants and vendors to ensure project compliance with local, state, and federal requirements.
 - Maintain regular communication with vendors to ensure timely project updates, milestone tracking, and adherence to budgets, providing regular reports to the Board of Managers and key stakeholders.
- 3. Financial Oversight and Budget Management (10%)**
- Develop and administer the District's budget in consultation with the Board, ensuring responsible fiscal management aligned with District priorities.
 - Collaborate with vendors on financial reporting, annual audits, and grant applications to secure funding from state, federal, and private sources to support watershed projects.
 - Identify and pursue innovative funding opportunities in consultation with vendors and staff to sustain and expand LMRWD initiatives and meet evolving environmental challenges.
- 4. Stakeholder and Community Engagement (15%)**
- Establish and strengthen relationships with local governments, community groups, and state agencies, such as BWSR, to promote awareness of the Lower Minnesota River's ecological importance and watershed health initiatives.
 - Represent the LMRWD at public meetings, forums, and collaborative projects, advocating for sustainable practices and educating the public on water quality and conservation.
 - Engage with residents in District programs, policies, and opportunities by District partners
 - Develop a comprehensive communications strategy in collaboration with vendors to engage the community on critical issues, upcoming projects, and volunteer or citizen science opportunities.
- 5. Board Support and Governance (40%)**

- Serve as the primary liaison between the Board of Managers, District staff, and the consultant team, facilitating communication and alignment on goals, strategies, and operational priorities.
 - Prepare and present in-depth reports, project updates, and policy recommendations to inform Board decision-making and maintain clear, effective communication channels with all vendors.
 - Execute Board directives and ensure that all District policies are implemented across District operations and projects managed by the consultant team.
- 6. Organizational and Staff Leadership (5%)**
- Lead, manage, and mentor District staff, fostering a collaborative work environment focused on professional development, accountability, and excellence in public service.
 - Conduct regular performance evaluations, support staff development, and address personnel matters as needed.
 - Ensure all District operations and initiatives comply with local, state, and federal laws, regulations, and policies, and work with consultants to verify compliance.

Qualifications

- **Education:** Bachelor's degree in finance, business administration public administration, environmental science, natural resources management, hydrology, or a related field. A master's degree or equivalent experience is preferred.
- **Experience:** Experience in water resources management, watershed management, or environmental policy, with at least three years in a senior leadership role. Experience in managing consultant teams and familiarity with BWSR programs and policies is highly preferred.
- **Knowledge:**
 - In-depth knowledge of watershed management principles, environmental policy, and regulatory frameworks, including those administered by BWSR and other Minnesota agencies.
 - Familiarity with the Minnesota Pollution Control Agency (MPCA), Department of Natural Resources (DNR), BWSR, Army Corp of Engineers and other relevant agencies, as well as grant funding processes.
- **Preferred Qualifications**
 - Certification in water resources management, public administration, or a related field.
 - Prior experience working with a Board of Managers, especially in a public or government setting.
 - Knowledge of Minnesota's environmental regulatory landscape, especially BWSR, and experience leading public engagement or community outreach programs related to watershed health.

If you do not fit all of these qualifications but are passionate and committed to these issues we urge you to apply.

Skills and Abilities

- **Leadership and Strategic Vision:** Demonstrated ability to lead strategic planning and inspire others to work toward the mission and goals of the LMRWD.
- **Vendor and Project Management:** Proven experience managing complex environmental projects with a consultant team, particularly those focused on watershed health, from concept through to successful completion.
- **Financial Acumen:** Strong skills in budgeting, financial management, and grant writing to secure funding for District initiatives.
- **Communication and Collaboration:** Excellent interpersonal and communication skills, with a proven track record of working effectively with diverse stakeholders, including public officials, community leaders, consultants, and the general public.
- **Problem-Solving and Decision-Making:** Strong analytical and problem-solving skills, with the ability to make sound decisions and adapt to evolving environmental challenges and community needs.
- **Self-Motivation and Independence:** Highly self-motivated with a strong work ethic, able to prioritize and accomplish tasks efficiently with minimal direction, demonstrating resourcefulness in addressing challenges and driving initiatives forward independently.

Compensation and Benefits

Competitive compensation commensurate with experience and qualifications.

Application Process

To apply, please submit a cover letter, resume, and three references to the Personnel Committee [Personnel@LowerMNRiverWD.org]. Applications deadline is

November 2024

- **Wednesday, November 13: Personnel Committee Meeting**
 - Finalize job description, recruitment strategy, and timeline. Confirm roles and responsibilities within the Committee.

December 2024

- **Wednesday, December 4: Finalize Posting and Distribution Details**
 - Complete all posting and distribution materials.
- **Tuesday, December 10: Prepare Announcement for Website and Social Media**
 - Ensure all announcement materials are ready for publication.
- **Wednesday, December 11: Board Meeting**
 - Approve the recruitment plan and authorize the Personnel Committee to initiate the hiring process.
- **Thursday, December 12: Job Posting Launch**
 - Post the position on the LMRWD website, social media, and relevant job boards.
- **Monday, January 27, 2025: Application Deadline**
 - Deadline for applications, 45 days from the posting date.

January 2025

- **Thursday, January 9: Special Personnel Committee Meeting**
 - Confirm logistics for the Q&A session and finalize criteria for applicant screening.
- **Monday, January 13: Q&A Forum for Candidates**
 - Host a virtual Q&A session 14 days before the new application deadline to provide information and answer applicant questions.
- **Monday, January 27: Application Deadline**
- **Wednesday, January 29: Special Personnel Committee Meeting**
 - Begin the initial review of applications within 48 hours of the deadline.
 - Cull applications and shortlist candidates for the first round of interviews.
- **Monday-Tuesday, February 3-4: First Round Interviews**
 - Conduct initial interviews with shortlisted candidates.

February 2025

- **Monday, February 10: Special Personnel Committee Meeting**
 - Review first-round interview feedback and select 2-3 finalists.
- **Wednesday-Thursday, February 12-13: Second Round Interviews**
 - Conduct final interviews with selected finalists and begin reference checks.
- **Wednesday, February 19: Board Meeting**
 - Approve the offer to the selected candidate.

March 2025

- **Wednesday, March 12: Personnel Committee Meeting**
 - Finalize onboarding preparations, including terms and contract, if still need to be completed.
- **Wednesday, March 19: Board Meeting**
 - Approve the final contract for the new District Administrator.
- **Thursday, March 20: Official Start Date for the New Administrator**

April 2025

- **Wednesday, April 9: Personnel Committee Meeting**
 - Review and adjust the onboarding process as needed.
- **Wednesday, April 16: Board Meeting**
 - Celebration and recognition of Linda's service.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 11, 2024

Agenda Item

Item 7. D. - Authorize payment to US Army Corps of Engineers for dredging at mouth

Prepared By

Linda Loomis, Administrator

Summary

At the November 2024 LMRWD Board of Managers meeting, the Board was informed that the LMRWD did not paid the USACE for transporting materials dredged at the mouth on the MN River to the Vernon Avenue Dredge placement site. The LMRWD and the USACE agreed that the LMRWD paying for transport of dredge material from this section of the river was the preferred alternative to developing a placement site along that section of the river.

The reason no payment was made is because the LMRWD was told that an MOA (Memorandum of Agreement) had been sent to Division and we were waiting for that to come back. This information was not correct, there was not a need for an MOA. The USACE assumed that the LMRWD would pay the amount originally estimated and that after the job was complete, the LMRWD would receive a refund if the actual was less than estimated or would have to pay more, if the amount were greater than the estimate.

Since the job has been complete over a year now, the actual number is available, and I have asked for an invoice before remitting. The LMRWD should get this taken care of before the end of 2024 and since this meeting is the last meeting of the year, the Board should authorize payment contingent upon receipt of an invoice.

The most recent quote from the USACE for the amount of material transported was \$152,019.54. The calculation is based on the amount of material and the distance transported. The amount of material dredged was 19,134 cubic yards, dredged from river mile 1.1 to river mile 0. Transport mileage uses river mile 0.8 as the average to calculate the cost. The Vernon Avenue dredge material placement site is located at river mile 14.1. Charges for transport follow:

0-4 miles = no charge

4-8 miles = \$1.39 per mile

Over 8 miles = \$0.45 per mile

4 miles @ \$1.39 per mile = \$5.56

5.3 miles @ \$0.45 per mile = \$2.385

Total = \$5.56 + \$2.385 = \$7.945 x 19,134 cubic yards = **\$152,019.63**

Item 7. D. - Authorize payment to US Army Corps of Engineers for dredging at mouth
Executive Summary
Wednesday, December 11, 2024
Page 2

Attachments

Regional Planning & Environment Division North Memorandum for Record dated August 17, 2023
Number breakdown from contracting officer

Recommended Action

Motion to authorize payment not to exceed \$152,019.63 to USACE contingent upon receipt of an invoice

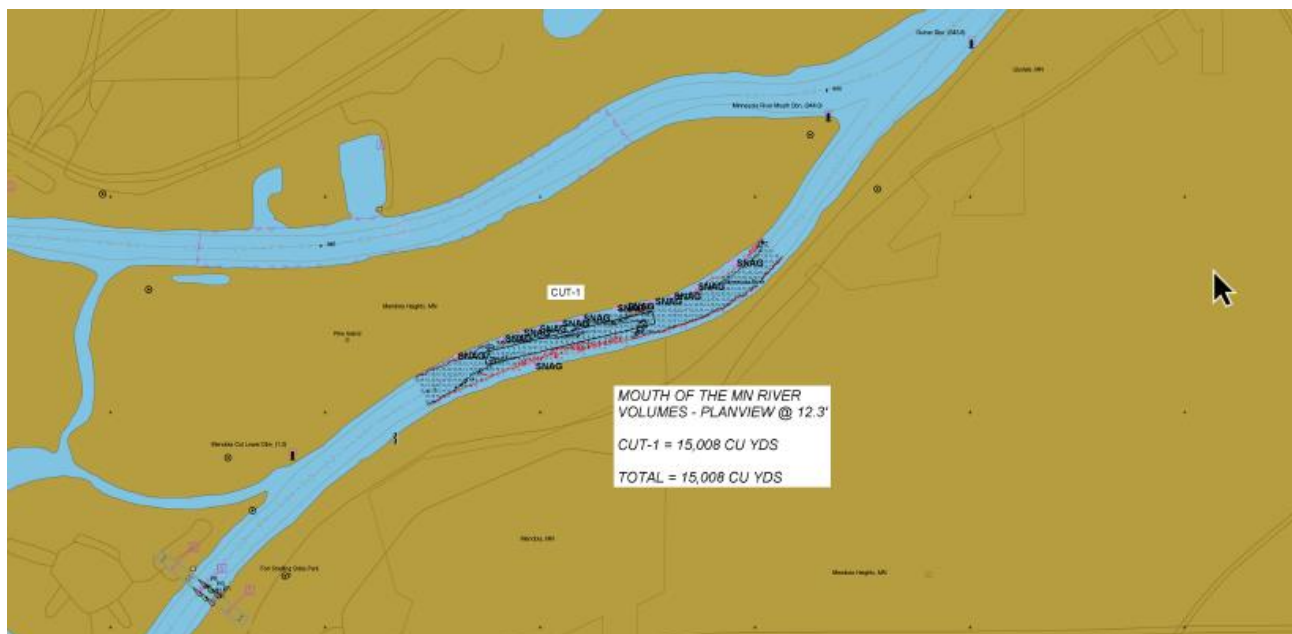
SUBJECT: Environmental Compliance Review – Minnesota River dredging

PREPARED BY: LeeAnn Glomski, Biologist and Katie Leslie, Archaeologist

1. Authorization: Final Environmental Impact Statement for 9-Foot Navigation Channel Maintenance Management Plan, Upper Mississippi River, Head of Navigation to Guttenberg, Iowa. Record of Decision (ROD) signed 7 July 1997.

2. Project Location: The project is located on the Minnesota River between RM 0.0 to 1.1.

3. Proposed Action: The proposed project would be to dredge approximately 15,000 cubic yards of material from the mouth of the Minnesota River between RM 0.0 and 1.1 as shown in the figure below. This area was last dredged in November 1993. Sedimentation has caused navigation conditions to deteriorate, and dredging is required to restore the authorized dimensions. Because this cut was last dredged 30 years ago, potential impacts were reviewed to ensure there would be no impacts different than those described in the CMMP EIS. The two resources warranting review were impacts to mussel species, and sediment contaminants.



4. Evaluation of Potential Effects on Federally Listed Species: The USFWS Information for Planning and Consultation website was consulted on August 10, 2023, to identify potential federally listed threatened and endangered species within the action areas. Species identified for each action area include the northern long-eared bat, tricolored bat, whooping crane, Higgins eye, monarch butterfly and rusty patched bumblebee. There is no critical habitat located within the action area. The proposed dredging would have no effect on any listed species as the action area does not contain suitable habitat for any of the species.

5. Evaluation of Potential for Contaminants in Dredged Sediments: Sediments were tested in this location in 2017 and no contaminants above MPCA SRVs were detected.

6. Determination: The following summarizes the status of pertinent environmental review:

- a. NEPA Compliance - The proposed action was addressed in the above-referenced 1997 CMMP EIS. Based on the analysis here, it has been determined that there has been no appreciable change in effects from what was described or assumed in the EIS.
- b. Threatened and Endangered Species - It is the Corps determination that the proposed action would have no effect on any Federal- or State-listed endangered or threatened species.
- c. Cultural Resources – The Corps has determined that the proposed project has no potential to cause effect to historic properties. Therefore, the Corps has no further obligations under Section 106 of the National Historic Preservation Act of 1966, as amended, per its implementing regulation 36 CFR Part 800. The proposed dredging would occur within an historic dredge cut, and the area has been occasionally routinely dredged to ensure continued operation of the navigation channel.

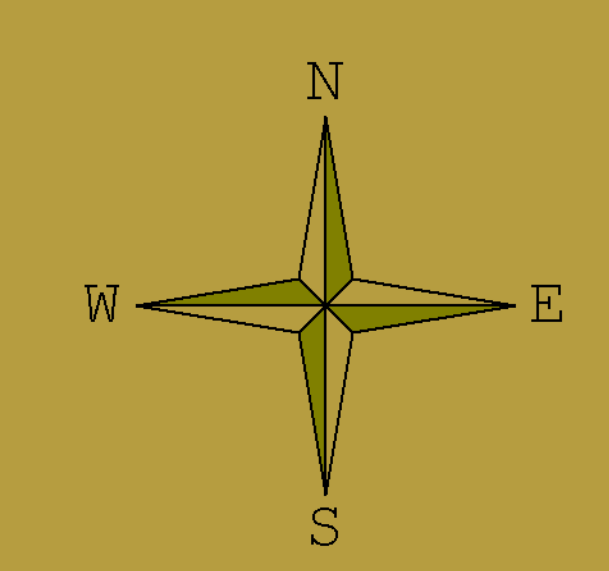
Based on the above discussion, it is my determination that the proposed action would not result in a change in effects from what was presented in the referenced EIS. Therefore, no additional NEPA documentation is required.

Date

Jonathan Sobiech
Deputy Chief, Regional Planning and
Environment Division North

PROJECT: Mouth of the MN River

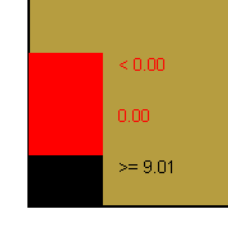
BD SURVEY: MN_SP_MN1_20230921_BD_0000_0011				AD SURVEY:					
SURVEY DATE: 21 September 2023				SURVEY DATE:					
CUT #	Total Material To Project Depth CU YDS	Total Allowable Overdepth CU YDS	Total Pay Place CU YDS		CUT#	Total Removed To Project Depth CU YDS	Total Pay Removed In Overdepth CU YDS	Total Pay Removed CU YDS	Total Removed CU YDS
1	13,584	2,133	15,717		1			0	
2	2,887	530	3,417		2			0	
Access	46	0	46		Access			0	
TOTAL	16,517	2,663	19,180		TOTAL	0	0	0	0
	CUT DIMENSIONS	CUT AREA SQ FT	DREDGE DEPTH	OVER DEPTH		CUT COORDINATES X	CUT COORDINATES Y	NOTES:	
1	120 x 1600	192,000	12.0	0.3					
2	60 x 825	49,500	12.0	0.3					
Access	35 x 150	5,250	7.0	0					
		246,750							
River Mile For Center Of Project: RM - 0.8				LCP = 686.8					
Placement Site: Cargill East River Placement Site MN-14.1-RMP							EQUIPMENT : CM - 2		



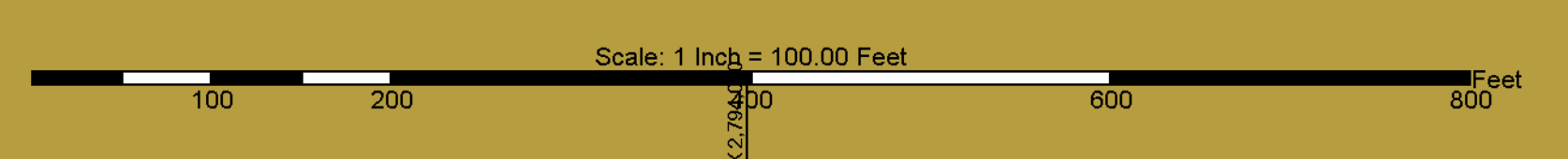
Bloomington, MN

ACCESS CUT

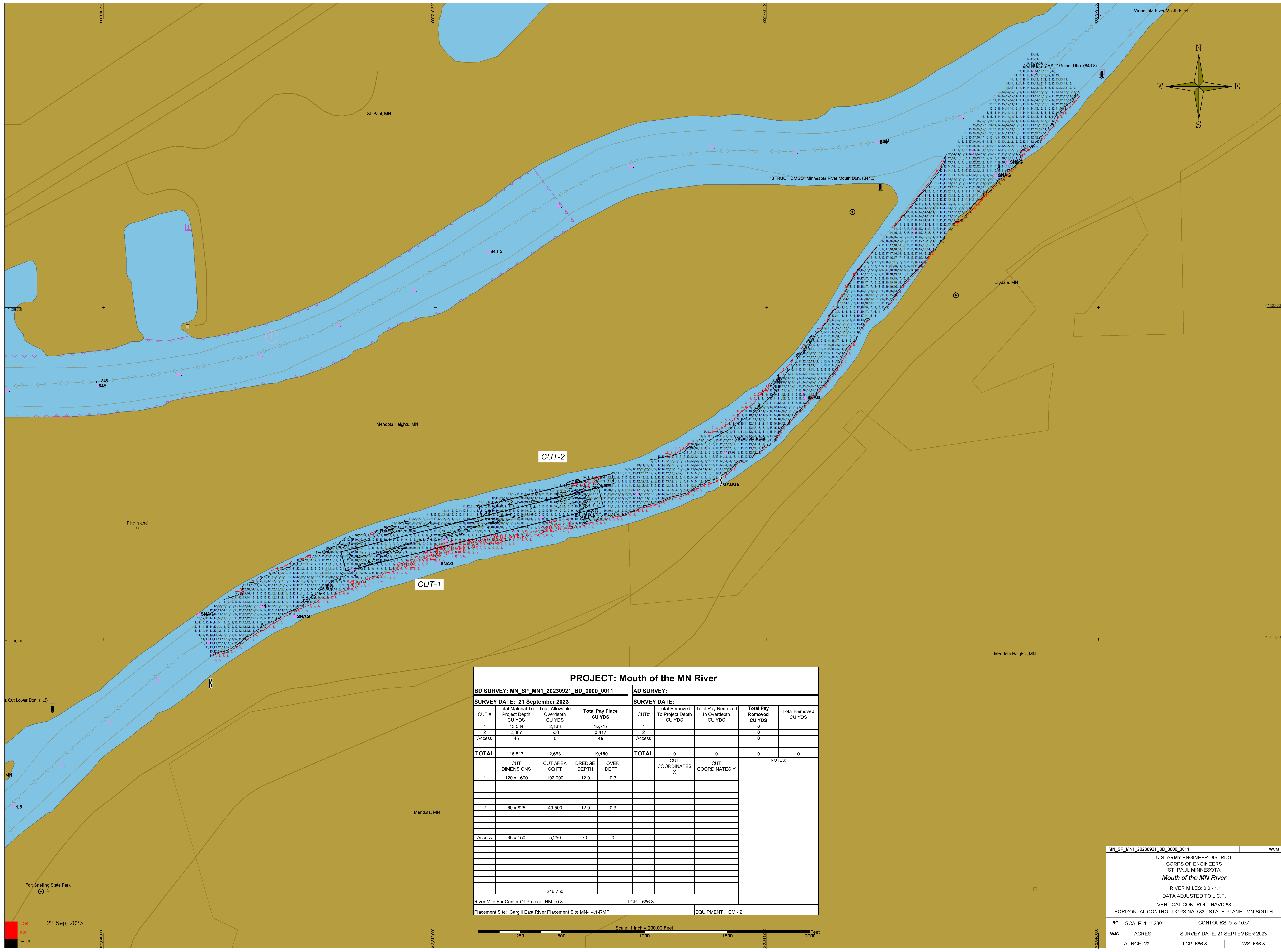
Savage, MN



22 Sep, 2023



MN_SP_MN1_20230921_ACCESS_0140_0140		WCM
U.S. ARMY ENGINEER DISTRICT CORPS OF ENGINEERS ST. PAUL MINNESOTA		
Access to Cargill East Placement Site		
RIVER MILES: 13.9 - 14.1		
DATA ADJUSTED TO L.C.P.		
VERTICAL CONTROL - NAVD 88		
HORIZONTAL CONTROL DGPS NAD 83 - STATE PLANE MN-SOUTH		
JRG	SCALE: 1" = 100'	CONTOURS: 9' & 10.5'
WJC	ACRES:	SURVEY DATE: 21 SEPTEMBER 2023
LAUNCH: 22	LCP: 686.6	WS: 686.9



PROJECT: Mouth of the MN River

BD SURVEY: MN_SP_MN1_20230921_BD_0000_0011				AD SURVEY:			
SURVEY DATE: 21 September 2023				SURVEY DATE:			
CUT #	Total Material To Project Depth CU YDS	Total Allowable Overdepth CU YDS	Total Pay Place CU YDS	CUT#	Total Removed To Project Depth CU YDS	Total Pay Removed In Overdepth CU YDS	Total Pay Removed CU YDS
1	13,584	2,133	15,717	1	0	0	0
2	2,887	530	3,417	2	0	0	0
Access	46	0	46	Access	0	0	0
TOTAL	16,517	2,663	19,180	TOTAL	0	0	0
CUT DIMENSIONS	CUT AREA SQ FT	DREDGE DEPTH	OVER DEPTH	CUT COORDINATES X	CUT COORDINATES Y	NOTES:	
1	120 x 1600	192,000	12.0	0.3			
2	60 x 825	49,500	12.0	0.3			
Access	35 x 150	5,250	7.0	0			
		246,750					
River Mile For Center Of Project: RM - 0.8				LCP = 686.8			
Placement Site: Cargill East River Placement Site MN-14.1-RMP				EQUIPMENT : CM - 2			

MN_SP_MN1_20230921_BD_0000_0011		WCM
U.S. ARMY ENGINEER DISTRICT CORPS OF ENGINEERS ST. PAUL, MINNESOTA		
Mouth of the MN River RIVER MILES: 0.0 - 1.1 DATA ADJUSTED TO L.C.P. VERTICAL CONTROL - NAVD 88 HORIZONTAL CONTROL DGPS NAD 83 - STATE PLANE MN-SOUTH		
JRG	SCALE: 1" = 200'	CONTOURS: 9' & 10.5'
WJC	ACRES:	SURVEY DATE: 21 SEPTEMBER 2023
LAUNCH: 22	LCP: 686.8	WS: 686.8



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 11, 2024

Agenda Item

Item 7. E. - Funding Request from Dakota County SWCD for Winter Salt Week

Prepared By

Linda Loomis, Administrator

Summary

Lindsey Albright from the Dakota County SWCD plans to create a multifaceted engagement campaign that marries public education efforts with an opportunity to monitor chloride in local water bodies to help raise awareness and engage the public. With this goal in mind, the campaign will partner with other Dakota County WMOs/WDs, Dakota County Parks, and Dakota County Library to broaden the campaign's reach and increase program accessibility.

The event will coincide with Winter Salt Week January 27-31, 2025 (www.wintersaltweek.org). Information about the Dakota County effort is attached. Outreach materials developed will be available to the LMRWD to use across the District. Materials developed will be available for the CAC to use when they table at events and we also plan to distribute the outreach materials to public libraries and other locations throughout the LMRWD.

The Dakota SWCD has requested \$300 from the LMRWD as a contribution to the program. More information can be found in the information attached from Dakota SWCD. The LMRWD was a partner in the development of the Hennepin County Low Salt, No Salt campaign.

Attachments

Dakota County Winter Salt Week Volunteer Chloride Monitoring and Outreach Campaign.

Recommended Action

Motion to Authorize \$300 Contribution to the Dakota County Winter Salt Week program.

Dakota County Winter Salt Week Volunteer Chloride Monitoring and Outreach Campaign

Winter Salt Week is January 27-31, 2025. This event is a collaboration of governmental and non-governmental organizations across the United States and Canada. Winter salt use damages infrastructure and threatens the health of lakes, streams, and drinking water. The goal of the event is to engage with Minnesotans on chloride pollution in your community and continue 'working to keep freshwater fresh'. Visit www.wintersaltweek.org for more information and to learn about the daily webinars including Minnesota speakers providing public works perspectives and presenting on the policy solutions panel.

Dakota County, the Dakota County SWCD, and the Vermillion River Watershed Joint Powers Organization are partnering on a local salt reduction campaign, inspired by work done in Wisconsin by [WI Salt Wise](#) and the [Low Salt, No Salt](#) campaign led by the Hennepin County Chloride Initiative. Both organizations provide excellent resources for Local Government Units (LGUs) to help build salt awareness oriented to their respective communities. An informed public can support the adoption of best practices in snow and ice control and advocate for the protection of freshwater resources.

These three partners are seeking financial support from other Dakota County Watershed Management Organizations (Lower Mississippi River WMO, Egan-Inver Grove Heights WMO, and Black Dog WMO) to provide displays surrounding chloride and salt reduction in Dakota County Libraries.

Campaign Objectives

- To raise awareness of chloride levels and the negative impacts of de-icing salt on Dakota County watersheds.
- To build agency in individual community members to take action accessible to them.
- To obtain commitments to reduce salt use through the Salty Dawg pledge form.

Campaign Logistics

The Dakota County campaign aims to marry public education efforts with an opportunity to monitor chloride in local water bodies to help raise awareness and engage the public. With this goal in mind, the campaign will partner with several organizations to help spread the word and increase program accessibility.

Monitoring program outline:

- The chloride monitoring effort will be supported by [Salt Watch](#), a national community science program hosted by the Izaak Walton League of America that provides organizations and volunteers with free kits to track levels of chloride in their local streams throughout the year.
- The monitoring kits include four test strips, a chart for result interpretation, and a postcard with instructions for completing a Salt Watch test and reporting findings in the [Clean Water Hub](#).
- A Dakota County liability form will be provided to the volunteers.

- Volunteers can monitor chloride at the stream location of their choosing, though a list of recommended locations based on access, safety, open water, and other parameters will also be provided to the volunteers.
- Monitoring data will be submitted to the Clean Water Hub and data will be reported to the public and provided to Dakota County, WMOs, and cities when available.

To increase program reach, we have partnered with Dakota County Library locations to serve as the main contact points for both the monitoring program and outreach materials. Library locations are located throughout the county, and we are working with Library staff to ensure that the campaign will be featured at a minimum of one library within each of the contributing Watershed Management Organizations. Branding for participating Watershed Management Organizations will also be incorporated into outreach materials.

Monitoring program support:

- Pick-up location for chloride monitoring kits (provided by the [Izaak Walton League Salt Watch Program](#))
- Volunteers will register through the Dakota County volunteer portal and indicate which library they will pick up the kit.
 - Written materials and contact information for program staff will be provided to the volunteers. Library staff are not being asked to answer questions about the program.
- Kits are one time use so there will be nothing for the volunteers to return.
 - Potential for more elaborate monitoring kits to check out from the library in the future.

Outreach effort:

- Display at/near the entrance of the library
 - Book topics include winter, snow, fun snow activities, snowplows, etc.
- Giveaways: Salty Dawg temporary tattoos, buttons, bookmarks, salt measuring cups
- Winter/snow maintenance related scavenger hunt (find a picture or letter search)
 - Salty Dawg sticker prize
- Story Trail at Dakota County Park
 - Water or winter themed book

Additional programming beyond Library and Parks activities:

- [Lowe's Kids Workshop](#) (West St Paul), Saturday January 18th

We envision this being the first of a multi year effort and we hope to expand engagement offerings to a larger audience in future years. Such offerings could include a Touch-a-Truck event, a “paint the plow” event, or attending a local event hosted by a city partner like a winter gear swap, December/holiday events, or a New Year’s Eve event.

Watershed Organization Support Request

We are seeking support from Dakota County Watershed Management Orgs (Lower Mississippi River WMO, Eagan-Inver Grove Heights WMO, and Black Dog WMO) to acquire outreach materials for Winter Salt Week 2025. Total expenses for this year's campaign (see next page for breakdown) are estimated to be \$701.10 per library location. At this time, we are asking that each contributing LGU provide a not to exceed financial contribution of \$300. In-kind contributions are also welcome and appreciated.

Proposed expenditures for Winter Salt Week:

Task	Item	Company	Quantity	Cost
<i>Printing</i>	Bookmark	Canva	200	\$ 40
	Postcards	Canva	200	\$ 50
	Coloring Books	Mixam	200	\$ 160
<i>Outreach Swag</i>	Temporary Tattoo	4Imprint	500	\$ 305
			1000	\$ 330
			1500	\$ 440
	Button making supplies	Amazon		\$ 60
	Smart Salting cups	In-kind contribution - Dakota County Groundwater Department and Eagan-IGH WMO		
	Story Trail signs	In-kind contribution - Dakota County Library		
	Additional outreach material creation	In-kind contribution - Dakota County SWCD		
<i>Monitoring kits</i>	Chloride test strips	Hach	40	\$ 86.10
		Salt Watch	30	Free
Total:				\$ 701.10

Any assistance you can provide in promoting Winter Salt Week through your available channels (e.g., websites, social media, newsletters) is also valuable. Please contact us if you need sample posts or graphics.

Program Contacts

- Lindsey Albright, Dakota County SWCD – lindsey.albright@co.dakota.mn.us
- Paula Liepold, Dakota County Environmental Resources Department, paula.liepold@co.dakota.mn.us
- Brita Moore-Kutz, Vermillion River Watershed Joint Powers Organization, brita.moore-kutz@co.dakota.mn.us
- Carter Anderson, MN GreenCorps via Dakota County carter.anderson@co.dakota.mn.us

Attachments

Salty Dawg graphic and pledge



Don't be a Salty Dawg! Be a smart salter.

Use of some salt during winter is necessary for safe roads, driveways and sidewalks. However, salt gets into our local lakes and rivers when snow melts, affecting fish and plants. One teaspoon of salt can permanently pollute five gallons of water.

You can help prevent salt pollution.

Choose at least 2 of the following...



Shovel first. The more snow and ice you remove, the less salt you will have to use, and the more effective it will be.



Use less salt. One 12-ounce cup of salt is enough to cover 10 sidewalk squares. Leave about three inches between salt granules.



Check the temperature. 15 degrees is too cold for salt to work.



Sweep up extra salt and reuse it.



Did you know?

Just **one teaspoon** of salt will permanently pollute **five gallons of water**



Dakota
COUNTY

I pledge to carry out the checked items from the above list.

Signature _____

email (optional) _____

Sign up for more information and e-news.



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 11, 2024

Agenda Item

Item 7. F. – 2025 Personnel and Finance Committee meeting schedule

Prepared By

Linda Loomis, Administrator

Summary

At the November 6, 2024, Board of Managers meeting, the Board approved the meeting schedule for the regular meetings of the Board and tabled the decision about the schedule for Personnel Committee meetings and Finance Committee meetings.

Previously the Board of Managers decided to have standing committees. Since all meetings are subject to the open meeting laws, there are standards in State statute requiring notice of all meetings. It is easier to set a meeting schedule annually, rather than notice every committee meeting as a special meeting. The suggested meeting schedule was to keep all meetings on Wednesdays at 7:00 and to hold Personnel Committee meetings on the first Wednesday of the month and the Finance Committee meetings on the second Wednesday of the month, or vice versa. Meetings would occur then as follows:

First Wednesday of the month falls on the following dates:

- Wednesday, January 1, 2025
- Wednesday, February 5, 2025
- Wednesday, March 5, 2025
- Wednesday, April 2, 2025
- Wednesday, May 7, 2025
- Wednesday, June 4, 2025
- Wednesday, July 2, 2025
- Wednesday, August 6, 2025
- Wednesday, September 3, 2025
- Wednesday, October 1, 2025
- Wednesday, November 5, 2025
- Wednesday December 3, 2025

The second Wednesday of the month falls on the following dates:

- Wednesday, January 8, 2025
- Wednesday, February 12, 2025
- Wednesday, March 12, 2025
- Wednesday, April, 9. 2025
- Wednesday, May 12, 2025
- Wednesday, June 11, 2025
- Wednesday, July 9, 2025
- Wednesday, August 13, 2025
- Wednesday, September 10, 2025
- Wednesday, October 8, 2025
- Wednesday, November 12, 2025
- Wednesday, December 1, 2025

Item 7. F. – 2025 Personnel and Finance Committee meeting schedule

Executive Summary

December 11, 2024

Page 2

Attachments

No attachments

Recommended Action

Motion to set the meeting schedule for the personnel committee and the Finance Committee



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 11, 2024

Agenda Item

Item 9. A. – Study Area #3

Prepared By

Linda Loomis, Administrator

Summary

The LMRWD received the final report from 106 Group on the Phase 1 field testing at Area #3. LMRWD staff reviewed the report and it has been sent along to the USACE. This should be the final item necessary for the USACE permit.

Bolton & Menk has finished the field survey and is putting together the legal survey. There were some questions about the right-of-way for Riverview Road. They were directed to the City for those questions.

We have been unsuccessful in getting the signature of the Huelers that the City and County have asked for so that the property can be re-platted and re-zoned.

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, December 11, 2024

Agenda Item

Item 9. B. – Seminary Fen Ravine Stabilization update

Prepared By

Linda Loomis, Administrator

Summary

Brent Alcott, Water Resource Coordinator for the City of Chaska, has provided an update on this project. The LMRWD committed to partial funding of this project through its Implementation Program, however, the city has been able to obtain enough funding that they do not think they will need any funding from the LMRWD.

Attachments

Seminary Fen Ravine C-2 Stabilization Project Update dated December 2, 2024

Recommended Action

No action recommended – for information only



City of Chaska

Memorandum

To: Linda Loomis, Lower MN River Watershed District Administrator
From: Brent Alcott, Chaska Water Resources Coordinator
Date: December 2, 2024
Subject: Seminary Fen Ravine C-2 Stabilization Project Update

The Seminary Fen Wetland Complex, located on Chaska's southeastern border near Audubon Road and CSAH 61 is a nationally known rare wetland complex. More than 8,000 years in the making, the 73-acre natural area consists of a large complex located at the foot of the steep valley side slopes. The fen wetland area is comprised of peat soil, offering natural flood control to filter pollutants while providing habitat for native species that are rare or nonexistent outside of calcareous fens. Assumption Creek, which flows through the site is one of only a few cold-water trout streams remaining in the Twin Cities metro area. Mineral rich groundwater sources combined with overland drainage fed by neighboring ravines provide the water resources necessary to sustain the fen complex, keeping soils hydrated. The unique hydrology, soils, plants, and animals make the area highly sensitive to water quality and sedimentation stress. The future of its rare features relies heavily on local decisions in urbanizing areas beyond the boundaries of the complex.

In efforts to protect, maintain, and restore areas that support the fen complex, a comprehensive study led by the city was completed. The study identified key areas within the community for projects that offer wetland protection and restoration opportunities. The outcome has provided the general guidance leading to multiple projects over the last decade with successful partnerships between the city, state, and watershed agencies. Most recent in 2016, Chaska partnered with the DNR and Lower Minnesota Watershed for its first ravine restoration project, labeled C-1 on the attached map. The ravine labeled as C-1 was the first ravine restoration project completed that reduced sediment discharge that directly impacts the fen area. Separate from the wetland, another factor with the project was to reduce erosion occurring over properties along the ravine where slopes were encroaching due to the erosion prone soils.

In 2022, a new feasibility study was conducted in partnership with the Lower MN Watershed District and Carver County Water Management Organization for the next ravine area identified labeled (C-2) on the exhibit. Like the previous project, the study evaluated causes of erosion and developed options with similar objectives. The study identified similar concerns with erosion sediment loss as the primary issue causing further degradation to the downstream wetlands and the adjoining properties to recommend an option that best meets the goals and objectives. The design concept provides for a small stormwater basin over the City neighborhood Bluff Park property

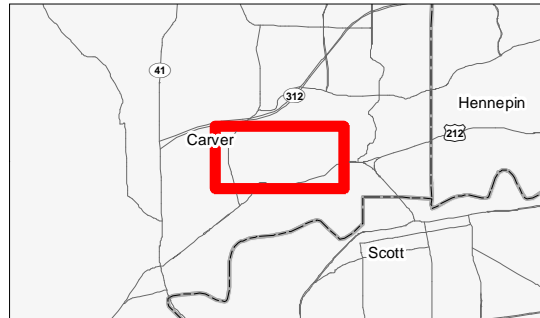
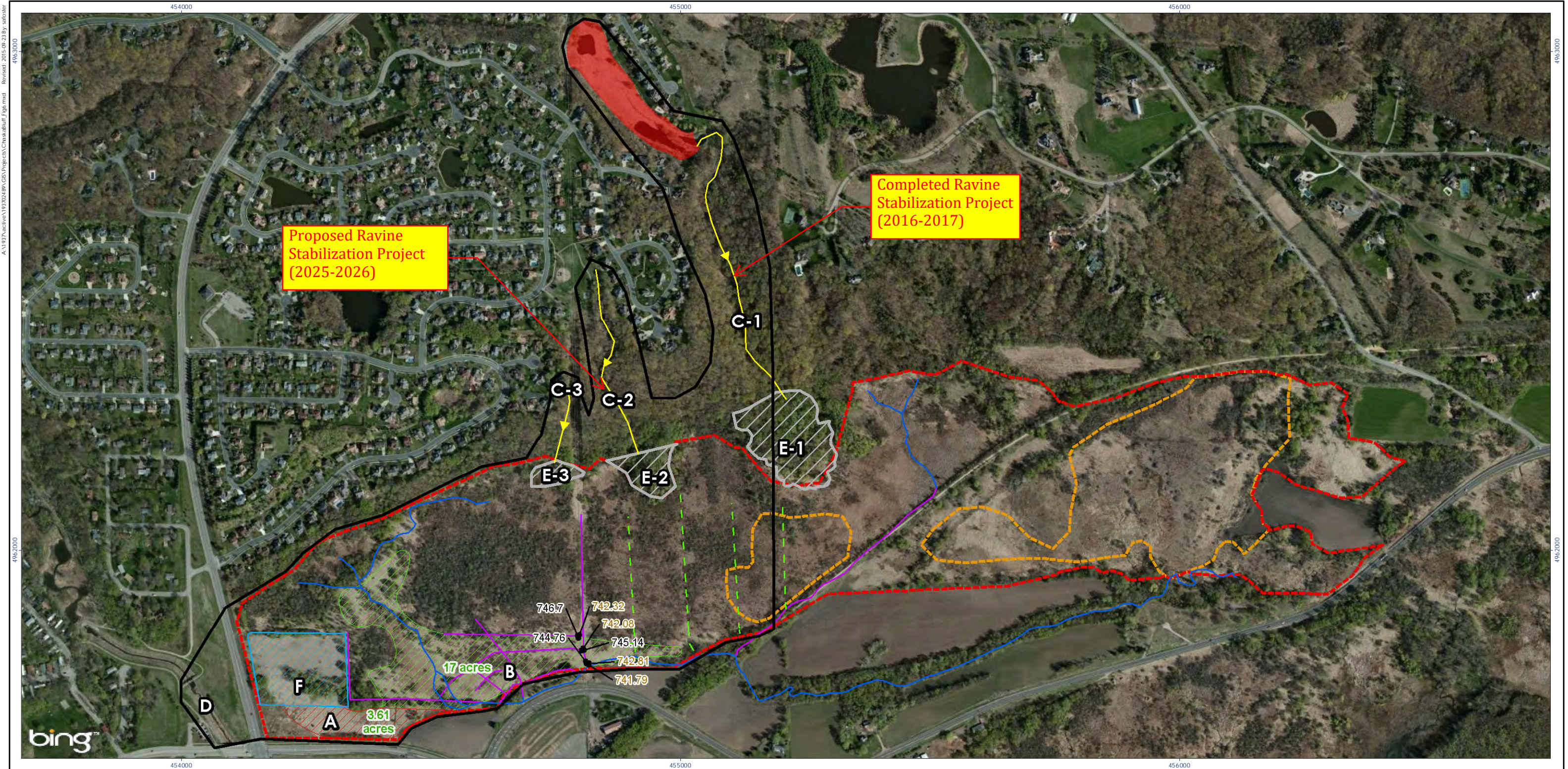
combined with a downstream rock-lined channel, and vegetating ravine side slopes. The total project cost for the repair and restoration is currently estimated at \$1,010,000.

This spring the City was awarded grant funds from the Board of Water and Soil Resources Watershed Based Implementation and Clean Water Funds which fund most of the project. Now that grants have been secured, City staff have begun engaging with those property owners who neighbor the project. Portions of the project are currently planned within the easements that were dedicated to the ravine area which still need to be further defined. The overall schedule would be to complete a design over the fall and winter timeframe for a project being scheduled for construction in the fall/winter of 2025.

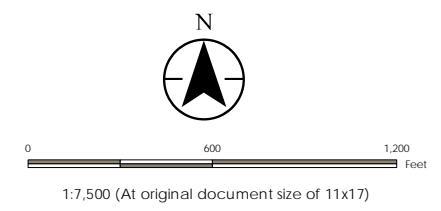
Future Seminary Fen Restoration, Protect, and Restoration Projects

As the final construction plan is developed and work begins to stabilize the Seminary Fen C-2 Ravine, the City will begin to evaluate additional project areas to restore, protect, and restore the overall wetland complex. The 2015 Seminary Fen Investigation Report, the Seminary Fen Stewardship Plan, and the Assumption Creek Hydrologic and Hydraulic study will all be used to develop and prioritize potential project area. The City appreciates the LMRWD partnership and looks forward to continuing to work with the District on future projects.

Brent Alcott
Water Resources Coordinator
(952) 227-7525
balcott@chaskamn.com



- Legend**
- Project Site
 - Seminary Fen Wetland Complex (B)
 - Calcareous Fen (Southeastern)
 - Sedimentation Plumes (E-1, E-2, E-3)
 - Barr Restoration and Management Data
 - Natural Drainageway
 - - - Potential Tile (No tile observed)
 - Surface Ditch
 - 745.14 Ditch Top Elevations
 - 742.32 Ditch Bottom Elevations
 - 2011 Wetland Restored (F)
 - Potential Purchase and Wetland Restoration Area (A)
 - Proposed Wetland Restoration Area (B)
 - Hazeltine Bluff Wetland
 - > Ravines (C-1, C-2, C-3)



Notes

1. Coordinate System: NAD 1983 UTM Zone 15N
2. Data Sources Include: Stantec, USGS, and ESRI
3. Orthophotography: Microsoft Corporation, with permission

Figure No. **1**

Title
Seminary Fen Investigation Report For The Area Within Chaska

Client/Project
City of Chaska

Project Location
1116, R23, S34
C. of Chaska
Carver Co., MN

193702489
Prepared by CS on 2015-03-05
Technical Review by JS on 2015-09-18





LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, December 11, 2024

Agenda Item

Item 9. C. – State of Minnesota River Listening Session

Prepared By

Linda Loomis, Administrator

Summary

Staff continue to work on the listening session. We are looking for a company to bring in video and audio equipment and may have more to report at the meeting as we are visiting MCN6 on Tuesday.

Young Environmental Consulting Group has prepared a memo for the Board. There are some changes to be made to the list of additional contacts and speakers.

Attachments

Technical Memorandum – Public Listening Session – January 8, 2025 – Event Planning Update dated December 5, 2024

Recommended Action

No action recommended

Technical Memorandum



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

From: Della Schall Young, PMP, CTF, CPESC, Principal Scientist
Suzy Lindberg, Communications Manager
Nick Voss, Water Resources Scientist

Date: December 5, 2024

Re: Public Listening Session – January 8, 2025 —Event Planning Update

At the July Board of Managers meeting, Manager Barisonzi introduced a proposal for a public hearing on flooding in the Lower Minnesota River Watershed District (LMRWD). In August 2024, the LMRWD staff met with Manager Barisonzi to clarify the vision for the event and begin planning logistics. The following memo captures progress to date and key next steps to implement a successful event in January 2025.

Event Goals

The event planning is aligned with the following goals established at the beginning of the project:

- Reach targeted audience (county boards, soil and water conservation districts, and other relevant policy-makers) to gain traction on legislative progress following a high-impact flood.
- Receive sufficient information from participants to create a report that summarizes recommendations based on science-based information.
- Convert the hearing to a legislative agenda while building partnership across overlapping management strategies.

Call for Testimonies

The LMRWD released a call for testimony through multiple channels, beginning on October 17. Following the announcement, our team sent three reminder emails to the LMRWD mailing list to promote testimony. The LMRWD staff also hosted a Q&A session to facilitate conversations around the event, remove potential barriers to submitting testimony, and gauge level of interest for the event. Six participants attended the Q&A call and the video was placed on the website for further reference.

The call for testimony closed on November 27 at close of businesses. The LMRWD received six testimony submissions from partners. Although the quantity of testimony did not meet the original goal for available five-minute timeslots in the agenda, the quality of the testimony received is strong. Several of the submissions provide in-depth discussion that span multiple themes and problems, solutions, outcomes; therefore, the speakers who responded could be granted additional time to speak beyond the five minutes originally proposed.

Testimony was received from the following participants (full testimony available on request):

- 1) Holly Bushman, Lower Minnesota River East Partnership
- 2) Kirby Templin, City of Shakopee
- 3) Norm Senjem, Lake Pepin Legacy Alliance
- 4) Scott Sparlin, Minnesota River Congress
- 5) Tom Crawford, Friends of the Minnesota Valley
- 6) Tom Worthington, Friends of the Minnesota Valley Refuge

Next Steps – Agenda and Additional Speakers

To round out the agenda, LMRWD staff has compiled a targeted list of speakers that includes legislative representatives (local and federal level); municipal partners; water management organization partners; and representatives from state agencies, non-profit organizations, and academia. In early December, staff will reach out to these contacts with an invitation to present at the January 8, 2025, event. Our primary goal is to fill the agenda with confirmed speakers, with the secondary goal of driving attendance through personalized invitations for key stakeholders.

Attachment 1 includes a summary of contacts who will receive a personalized invitation to speak or submit a statement to be read during the event.

Event Promotion

A **full invitation email** has been drafted and will be circulated to the attendee list during the week of December 9. The mailing list will receive at least two reminder emails as the event approaches, strategically avoiding the busy holiday season.

We established an Eventbrite landing page to capture registrations. It will allow users to register for various options including Speaker Tickets (receive time slot on agenda), Non-Speaker Tickets (audit and listen the session in-person), and Virtual Tickets (hybrid option to listen, not testify).

The page will also allow staff to monitor progress toward attendance and offer an additional request to obtain speakers who wish to participate and add to the public record during the event.

Expectations of Board

To support the ongoing success of the event, we request that the Board of Managers continue to communicate with existing partners in your network to garner attendance and participation. If the Board has successful conversations through the Board Outreach phase undertaken in early November, please communicate key notes to LMRWD staff.

To facilitate the original vision of the event, LMRWD staff anticipate that the Board Managers will be present in-person for the entirety of the Public Listening Session from 1:00-4:00pm on Wednesday, January 8, 2025. The venue will have a panel set up for the Board Managers, similar to the monthly Board meetings, and the agenda will incorporate time for the Board to ask speakers questions as needed. President Barisonzi will moderate the session, including a welcome and closing as well as the direction of speakers and Q&A. Although speakers are still being confirmed, a draft agenda is included to demonstrate the initial vision for the afternoon. Please note that current timeslots as shown are likely to change as the agenda is finalized.

Attachment I: Action Plan for Additional Speakers

State Legislators: MN Senate		
Name	Representing	Notes/Contact
Eric Pratt	Scott County (R)	sen.eric.pratt@senate.mn
Lindsey Port	Scott County (DFL)	https://www.senate.mn/members/email-form/1245
Steve Cwodzinski	Hennepin County (DFL)	https://www.senate.mn/members/email-form/1234
Melissa Halvorson Wiklund	Hennepin County (DFL)	https://www.senate.mn/members/email-form/1209
Scott Dibble	Hennepin County (DFL)	https://www.senate.mn/members/email-form/1010
Zaynab Mohamed	Hennepin County (DFL)	https://www.senate.mn/members/email-form/1273
Julia Coleman	Carver County (R)	sen.julia.coleman@senate.mn
Jim Carlson	Eagan, Mendota, Mendota Heights (DFL)	https://www.senate.mn/members/email-form/1140
Glenn Gruenhagen	Carver (R)	sen.glenn.gruenhagen@senate.mn
Matt Klein	Lilydale (DFL)	https://www.senate.mn/members/email-form/1235
State Legislators: MN House of Representatives		
Rep. Lucy Rehm	Chaska and Chanhassen (DFL)	rep.lucy.rehm@house.mn.gov Legislative Assistant: Carl.Kaase@house.mn.gov
Rep. Tom Emmer	Chaska (R)	https://emmer.house.gov/contact

Rep. Brad Tabke	Shakopee (DFL)	rep.brad.tabke@house.mn.gov
Rep. Nathan Coulter	Bloomington (DFL)	rep.nathan.coulter@house.mn.gov
Rep. Kaela Berg	Burnsville (DFL)	rep.kaela.berg@house.mn.gov
Rep. Bobbie V. Harder	Carver (R)	rep.bobbie.harder@house.mn.gov
Rep. Bianca Virnig	Eagan, Mendota, Mendota Heights (DFL)	rep.bianca.virnig@house.mn.gov
Rep. Carlie Kotyza-Witthuhn	Eden Prairie (DFL)	rep.carlie.kotyza-witthuhn@house.mn.gov
Rep. Mary Frances Clardy	Lilydale (DFL)	rep.mary.frances.clardy@house.mn.gov
Rep. Ben Bakeberg	Louisville Township (R)	rep.ben.bakeberg@house.mn.gov
Rep. Jessica Hanson	Savage (DFL)	rep.jessica.hanson@house.mn.gov
Rep. Michael Howard	Fort Snelling Area (DFL)	rep.michael.howard@house.mn.gov
US Senate and House of Representatives		
Angie Craig	US House – 2 (DFL)	https://craig.house.gov/
Dean Phillips Kelly Morrison	US House -3 (DFL)	https://phillips.house.gov/contact/contactform.htm
Amy Klobuchar	US Senate (DFL)	https://www.klobuchar.senate.gov/public/index.cfm/email-amy
Tina Smith	US Senate (DFL)	mnscheduling@smith.senate.gov

LMRWD Organization		
Greg Genz	CAC	Rapidan Dam and downstream impacts testimony.
Agency Partners		
Contact TBD	Minnesota DNR	Impact of the failure of the Rapidan Dam.
Joel Groten	USGS – Upper Midwest Water Science Center	jgroten@usgs.gov
Rita Weaver	BWSR	rita.weaver@state.mn.us
Contact TBD	US Army Corps of Engineers	Flooding and boat traffic, locks and dams
Kenny Blumenfeld	Office of Climatology	Kenneth.blumenfeld@state.mn.us
Watershed Management Partners		
Victoria Ranua	Eagan/Inver Grove Heights Water Management Organization	victoria.ranua@co.dakota.mn.us
Terry Jeffery	Riley Purgatory Bluff Creek Watershed District	tjeffery@rpbcwd.org
Erica Sniegowski	Nine Mile Creek Watershed District	esniegowski@ninemilecreek.org
Paul Moline	Carver County Water Management Organization	pmoline@carvercountymn.gov

Lezlie Vermillion Vanessa Strong	Scott Water Management Organization	lvermillion@co.scott.mn.us
Academia		
Andy Erickson, PhD, PE	St. Anthony Falls Laboratory, University of Minnesota	Eric0706@umn.edu
Kim Musser	Associate Director – Water Resources Center – MN State University - Mankato	kimberly.musser@mnsu.edu
Maggie Karschnia	Water Resources Center	maggiel@umn.edu
Relevant Organizations		
Carrie Jennings	Freshwater Society	cjennings@freshwater.org
Michelle Stockness	Freshwater Society	MStockness@freshwater.org
Mike Harley	Environmental Initiative	mharley@environmental-initiative.org
Becca Nash	Legislative Citizen Commission on Minnesota Resources	becca.nash@lccmr.mn.gov
Jim Stark	Legislative Citizen Commission on Minnesota Resources	Jim.Stark@lcc.mn.gov
Municipal Partners		
Bryan Gruidl	Bloomington	bgruidl@bloomingtonmn.gov

Ryan Peterson Mark Ray	Burnsville	ryan.peterson@burnsvillemn.gov
Brent Mareck Chad Shell	Carver	bmareck@cityofcarver.com
Charlie Howley	Chanhasen	chowley@chanhasenmn.gov
Matt Clark	Chaska	MClark@chaskamn.com
Jenna Olson	Eagan	jolson@cityofeagan.com
Lori Haak	Eden Prairie	lhaak@edenprairie.org
	Lilydale	cityoflilydale@comcast.net
	Mendota	cityofmendota@gmail.com
Ryan Ruzek	Mendota Heights	rruzek@mendotaheightsmn.gov
Seng Thongvanh	Savage	SThongvanh@cityofsavage.com



PUBLIC LISTENING SESSION

WED. JANUARY 8, 2025
1-4PM

Draft Agenda

Listening Session Opens | 1pm-1:10pm

The Lower Minnesota River Watershed District (LMRWD) will open the listening session. The Board of Managers will introduce the need and intent for the listening session and provide next steps for testimony.

Listening Session Testimony | 1:10pm-3:35pm

Selected speakers will then share oral presentations on thematic topics of note. Each speaker will provide testimony for the record using their scheduled time. The Board will close each thematic phase of the listening session by asking questions and/or sharing a formal response to testimony.

Track 1: Scientific Causes of Flooding and Climate Change (1:10pm-2:00pm)

This track includes a general discussion of: Analysis of historical rainfall data and flood events; Changes to the landscape that affect flooding; Impact of recent developments in river management; Contributions of climate change to increased rainfall and flooding; Projections for future climate impacts on the region

Timeslot	Testimony	Speaker Name and Role	Organization	Abstract
1:10pm	Altered Hydrology and Flooding and the Need for Funding	Holly Bushman, Watershed Coordinator	Lower Minnesota River East Watershed Partnership	The impacts of altered hydrology have created a stressor in the watershed. The impacts of flooding will be discussed.
1:20pm	Significant Bank Erosion Leading to Sediment and Water Quality Impairments of the Minnesota River	Kirby Templin, PE Water Resource – Environmental Manager	City of Shakopee	Stabilizing streambanks along the Minnesota River can reduce erosion during times of high flows and flooding. Water quality studies are an important tool to reduce impairments.

1:30pm	Minnesota River Flooding Causes, Impacts, and Amelioration	Norm Senjem	Lake Pepin Legacy Alliance	Historic context for Minnesota River flooding as well as solutions found in controlled erosion. Proposed incentives will be discussed.
1:45pm	Board Response to Track 1			
<p>Track 2: Water Storage Along Minnesota River and Natural Mitigation Strategies (2pm-2:50pm)</p> <p>This track includes a general discussion of: Current capacities for natural and constructed water storage; Analysis of gaps and potential improvements; Recommendations for nature-based solutions (e.g., wetland restoration, reforestation, floodplain management); and Exploration of alternative cropping practices and soil health as mitigation strategies</p>				
Timeslot	Oral Testimony	Speaker Name and Role	Organization	Abstract
2:00pm	Flood Storage Projects and Policy Changes	Kirby Templin <i>(Testimony Part 2 TBD)</i>	City of Shakopee	Reducing Regional Flooding Issues through flood storage projects and policy changes
2:10pm	Legislative Support for new statewide Water Quality and Storage Program	Scott Sparlin <i>(Testimony Part 2 TBD)</i>	MN River Congress	BWSR Water Quality and Storage Program is receiving a high level of interest from landowners. LMRWD should support legislative progress to fund this program.
2:20pm	Water Storage and Incentives for Participation	Norm Senjem <i>(Testimony Part 2 TBD)</i>	Lake Pepin Legacy Alliance	Discuss on-landscape practices to reduce erosion and incentives for participation.
2:30	Board Response to Track 2			
2:40	10-minute recess			

Track 3: Financial Costs of Flooding and Costs/Benefits of Proposed Solutions (2:50-3:40pm)

This track includes a general discussion of: Data related to the total financial impacts on property, infrastructure, and public utilities caused by flooding; Identification of the financial burden on various stakeholders; Estimation of costs for implementing solutions; Highlighting of long-term benefits; and Analysis of target water flow for the river and watershed allocation

Timeslot	Oral Testimony	Speaker Name and Role	Organization	Abstract
2:50pm	Developing a Minnesota River Commission/ Management Board to Oversee Restoration	Scott Sparlin	Minnesota River Congress	A framework for a joint commission that will oversee restoration, including the financial need for operation.
3:00pm	Funding Watershed Initiatives in Greater Minnesota	Holly Bushman <i>(Testimony Part 2 TBD)</i>	Lower Minnesota River East Watershed Partnership	Discuss the need for funding and policy changes to implement solution based on upstream needs and tax base in Greater Minnesota.
3:10pm	Solutions for Clean Water Advocacy	Tom Crawford	Friends of the Minnesota Valley	Introduce solutions including legal responsibility for water quality and downstream impacts. Provide leadership and funding for increased education for student-age youth and chloride management.
3:20 pm	Solutions for Ike's Creek	Tom Worthington	Minnesota Valley National Wildlife Refuge	Discuss proposed realignment and restoration of the Ike's Creek stream, by removing old infrastructure.
3:30pm	Board Response to Track 3			

Public Forum – Q&A Session | 3:30-3:50pm

Members of the public are invited to speak and provide testimony or questions for the record. Anyone who registers as a walk-in speaker will be numbered in a queue for order of speaking. Additional testimony for those not in attendance will be read into the record by the LMRWD.

Listening Session Closes | 3:50-4pm

The Board of Managers will close the listening session and reiterate next steps for testimony from listening session.

DRAFT

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
2022-010	Quarry Lake Trail and Ped Bridge	City of Shakopee	Construction Complete		2/24/2022	3/18/2022		4/20/2022		3/1/2023	3/1/2025
2022-015	Xcel Driveway	Xcel Energy	Construction Complete	5/25/2023	6/21/2023	7/31/2023		8/16/2023		9/21/2023	9/21/2025
2022-016	ORF Relocation	SMSC	Active		4/20/2022	6/30/2023		7/19/2023		7/20/2023	7/20/2025
2022-019	I494 SP 2785-433	MnDOT	Active		4/21/2022	6/24/2022		7/20/2022		4/10/2023	4/10/2025
2022-022	Ace Rent A Car	Walser	Construction Complete		5/10/2022	11/3/2023			11/15/2023	11/16/2023	11/16/2025
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
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

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		
2023-023	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	Under Review	10/31/2023	1/24/2024						
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
2024-003	Port Cargill Savage	Cargill	Upcoming	2/18/2024							
2024-004	35W Early Release	MnDOT	Active		2/20/2024	4/3/2024		4/17/2024		10/3/2024	10/3/2025
2024-005	Fort Snelling Cemetary	US Department of Veterans Affairs	Upcoming	2/27/2024							
2024-006	T2 North Expansion	MAC	Active		2/28/2024	6/4/2024		8/21/2024		8/22/2024	8/22/2025
2024-009	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	Conditional Approval		6/3/2024	10/31/2024		12/11/2024			
2024-015	Boiling Springs Drainage Improvements	City of Shakopee	Under Review		6/21/2024						
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
2024-017	Stagecoach Road	City of Shakopee	Upcoming								
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
2024-019	MCImetro 2407AFCI - 31282	MCImetro	Under Review		11/12/2024						
2024-020	Ike's Creek Restoration	USFWS	Under Review		11/21/2024						

Permit Number	Project Name	Owner	Status	Pre-Permit Meeting	Date Received	Date Considered Complete	Board Actions			Permit Issued	Permit Expiration Date
							Information Only	Conditional Approval	Approval		

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

STATUS DEFINITIONS:

Active Permit: Applicant has a valid permit issued by LMRWD

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

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

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

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

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