



## Board of Managers Meeting Agenda

Thursday - November 12<sup>th</sup>, 2020 - 3:00 p.m.

Held Remotely Online

1. Call Meeting to Order
  - 1.1 Public Comment / Introductions  
Audience members address the Board regarding items not on the agenda. Please limit to three minutes.
  - 1.2 Approval of Agenda\* (Additions/Corrections/Deletions) Action
2. Approval of September 9th, 2020 Meeting Minutes - Chair\* Action
3. Approval of November 12th, 2020 Financial Summary & Invoices - Treasurer\* Action
4. Discuss Draft 2021 SWCD Work Plan - SWCD\* Discussion/Action
5. Consider Ramsey County Subwatershed Analysis Matching Funds Request - SWCD\* Action
6. Discuss LMRWMO Website URL Options (below) - SWCD Action
  - A. [lmrwmo.org](http://lmrwmo.org)
  - B. [lowermissriverwmo.org](http://lowermissriverwmo.org)
  - C. [lowermississippiriverwmo.org](http://lowermississippiriverwmo.org)
7. Discuss Revised Watershed Plan Update Engagement Plan - Barr\* Information
8. Presentation: Watershed Management Plan Update Process - Barr Information
9. Updates and Handouts
  - 9.1 Grant Tracking Update - Barr\*\* Information
  - 9.2 Water Steward Program - SWCD Information
  - 9.3 Other Updates / Member City Updates Information
10. Agenda Items for Next Meeting: December 9<sup>th</sup>, 2020
11. Adjourn

\*Materials included in full packet

\*\*Materials available separately on website:

[www.dakotacountywcd.org/watersheds/lowermisswmo/agendas.html](http://www.dakotacountywcd.org/watersheds/lowermisswmo/agendas.html)

Please note, the November 12, 2020 LMRWMO Board meeting will take place **via teleconference by phone and/or the web-based application, Zoom, at 3:00 pm.** We are following provisions in Minnesota Open Meeting Law addressing meetings in the case of pandemic. Please visit the meeting listing below for instructions on how to participate. **The meeting link will be open at 2:30, 30 minutes prior to the start time, to allow for technical troubleshooting for people to get connected and into the meeting.**

#### **LMRWMO November 12th Board Meeting**

Time: November 12, 2020 02:30 PM Central Time (US and Canada) (Zoom meeting opens at 2:30 for troubleshooting, meeting starts at 3:00 pm)

#### **Join Zoom Meeting**

<https://dakotacountymn.zoom.us/j/95148252785?pwd=M3YranlROcMaDZtUE11cGc0UTlwZz09>

**Meeting ID: 951 4825 2785**

**Passcode: 879864**

One tap mobile

+16465588656,,97134750073#,,,,,0#,,958829# US (New York)

+13126266799,,97134750073#,,,,,0#,,958829# US (Chicago)

#### **Dial by your location**

+1 646 558 8656 US (New York)

+1 312 626 6799 US (Chicago)

Meeting ID: 951 4825 2785

Passcode: 879864



## MEETING MINUTES

Board of Managers Regular Meeting

September 9, 2020 - 3:00 p.m.

Meeting Held Remotely Online

### **Managers and Alternates in Attendance:**

Sharon Lencowski, (Chair) Inver Grove Heights

Mary Jeanne Schneeman, (Sec/Tres) Mendota Heights

Jill Smith, Mendota Heights (Alt)

Karen Reid, (Vice Chair) Saint Paul

Tom Sutton, Lilydale

Patti O'Leary, Sunfish Lake

### **Advisors and Others in Attendance:**

Tom Kaldunski, Inver Grove Heights

Sue Polka, West St. Paul

Krista Spreiter, Mendota Heights

Cody Joos, West St. Paul

Greg Williams, Barr Engineering

Leslie Pilgrim, Mendota Heights

Ryan Ruzek, Mendota Heights

Ross Beckwith, West St. Paul

Pat Murphy, St. Paul

Ralph Schnor, Inver Grove Heights

Greg Frandsen, Barr Engineering

Joe Barten, Dakota County SWCD

### **1. Call Meeting to Order**

The meeting was called to order by Chair Lencowski at 3:00 p.m.

#### **1.1 Public Comment / Introductions**

#### **1.2 Approval of Agenda**

Lencowski asked for any changes to the agenda.

**MOTION** by Schneeman to approve the agenda for the September 9, 2020 meeting, second by Reid; Roll call approval by Lencowski, Reid, Schneeman, Sutton; motion passed.

### **2. Approval of the August 12<sup>th</sup>, 2020 Meeting Minutes**

Lencowski asked if there were any changes to the previous meeting minutes, there were none.

**MOTION** by Reid to approve the previous meeting minutes, second by Schneeman; Roll call approval by Lencowski, Reid, Schneeman, Sutton; motion passed.

### **3. Approval of September 9, 2020 Financial Summary & Invoices**

Spreiter provided an overview of the financial summary including invoices to be paid and recommended approval.

**MOTION** by Sutton to approve the financial summary and invoices to be paid, second by Schneeman; Roll call approval by Lencowski, Reid, Schneeman, Sutton; motion passed.

**4. Discuss Draft 2021 LMRWMO Budget Options**

The Board discussed various budget options, including a 5% or 10% increase but there was consensus that with likely tighter budgets in the coming year, a 0% increase may be most prudent.

**MOTION** by Reid to not raise the budget for 2021 and to have a 0% increase in member dues, second by O'Leary; Roll call approval by Lencowski, Reid, Schneeman, Sutton, O'Leary; motion passed.

**5. Presentation: Using Hydrologic Modeling to Compare the Relative Impacts of Land Use Change vs. a Historic Wet Cycle on Water Levels in a Landlocked Basin**

Greg Frandsen presented on a study performed by Barr Engineering for the City of Inver Grove Heights on historic lake levels and rising water levels in a landlocked basin within Inver Grove Heights.

**6. Updates**

**6.1 Grant Tracking Update**

**6.2 Water Steward Program Update**

Barten provided a brief update and noted that the Freshwater Society would be coming out with more information on the program in the coming months.

**6.3 Other Updates / Member City Updates**

Member Cities provided brief updates on relevant projects in their municipalities.

**7. Adjourn** - Meeting adjourned by Chair Lencowski at 4:40 p.m.



**FINANCIAL SUMMARY**  
**September 10, 2020 to November 14, 2020**

<b>Beginning Balance - Key Community Bank</b>			<b>\$305,047.22</b>
<b>Interest</b>	8/31/2020 August 2020 Interest	+	\$14.10
	9/30/2020 September 2020 Interest	+	\$12.65
	10/30/2020 October 2020 Interest	+	\$13.65
<b>Deposits</b>	10/6/2020 State of MN - Grant Lake Augusta SFL	+	\$19,600.00
		+	
		+	

To be approved at this meeting:

**Key Community Bank:**

<b>Bank Fee</b>	10/30/2020 August, September & October 2020 Paper Statement Fee	-	\$6.00
<b>3706</b>	11/12/2020 Barr Engineering	-	\$1,815.00
<b>3707</b>	11/12/2020 Dakota County Soil & Water Conservation District	-	\$15,337.14
		-	
		-	
		-	

**Available Balance at Key Community Bank** **\$307,529.48**

**Gateway Bank Accounts:**

<u>Savings</u>		<u>Balance</u>	\$70,970.15
<b>Deposits</b>	<b>Interest</b> 9/30/2020	+	\$29.17
	10/30/2020	+	\$30.15
		-	
	<u>Ending Balance</u>		<b><u>\$71,029.47</u></b>
<u>Checking</u>		<u>Balance</u>	\$1,000.00
	<u>Ending Balance</u>	-	<b><u>\$1,000.00</u></b>

**Available Balance at Gateway Bank** **\$72,029.47**

**Available Balance - Key Community & Gateway Banks** **\$379,558.95**

**4th Generation Plan Balance for 2020** **\$45,000.00**

\*Balance includes dedicated funds to 4th Generation Watershed Plan

BD106 (1)  
DEPOSIT TICKET

751688/960

LOWER MISSISSIPPI RIVER WMO  
125 - 3RD AVENUE NORTH  
SOUTH SAINT PAUL, MN 55075

KEY COMMUNITY BANK

5684 Bishop Ave.  
Inver Grove Heights, MN 55076  
Phone (651) 457-7KEY  
Visit us at  
www.keycommunitybank.com

DATE 10-6-2020  
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL.  
LIST CHECKS SINGLY OR ATTACH LIST  
DOLLARS CENTS

CURRENCY  
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CHECK I.D.

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\$

PLEASE ENTER TOTAL HERE

Checks and other items are received for deposit  
subject to the provisions of the Uniform Commercial  
Code or any applicable collection agreement.

Warrant No. 21941586  
Transaction No. R9P 0000023316  
Agency Name WATER/SOIL RESOURCES  
Phone No. 651/296-3767  
Cust Acct No. BWSR GRANT  
Invoice ID FY16 Competi  
Message FY16 Competitive Grant  
Amount 19,600.00  
09-16-20  
\$19,600.00  
LOWER MISSISSIPPI WATERSHED





# INVOICE

Barr Engineering Co.  
4300 MarketPointe Drive, Suite 200  
Minneapolis, MN 55435  
Phone: 952-832-2600; Fax: 952-832-2601  
FEIN #: 41-0905995 Inc: 1966

Mr. Joe Barten  
Lower Mississippi River Water Mgmt. Org.  
c/o Dakota County SWCD  
Suite 102  
4100 220th Street West  
Farmington, MN 55024

May 18, 2020  
Invoice No: 23191436.00 - 2

<b>Total this Invoice</b>	<b>\$437.50</b>
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**Regarding: Fourth generation update to the Lower Mississippi River WMO Watershed Management Plan**

This invoice is for professional services, which include the following:

- Revising the stakeholder engagement plan based on discussion with the LMRWMO Administrator
- Development of the online survey
- General communicating with LMRWMO Administrator and project management

**Project Budget Status:**

Job	Task	Contract Budget	Previously Billed	Invoice Amount	Total Billed	Balance
ENG - Stakeholder Engagement	1A0	\$ 1,210.00	\$ 931.50	\$ 145.00	\$ 1,076.50	\$ 133.50
	1B0	\$ 2,930.00	\$ -	\$ -	\$ -	\$ 2,930.00
	1C0	\$ 1,550.00	\$ -	\$ 292.50	\$ 292.50	\$ 1,257.50
	1D0	\$ -	\$ -	\$ -	\$ -	\$ -
	1E0	\$ 3,580.00	\$ -	\$ -	\$ -	\$ 3,580.00
	1F0	\$ 3,520.00	\$ -	\$ -	\$ -	\$ 3,520.00
	1G0	\$ 4,880.00	\$ -	\$ -	\$ -	\$ 4,880.00
	1H0	\$ 3,170.00	\$ -	\$ -	\$ -	\$ 3,170.00
PLAN - Prepare Draft Plan	2A0	\$ 6,890.00	\$ -	\$ -	\$ -	\$ 6,890.00
	2B0	\$ 6,730.00	\$ -	\$ -	\$ -	\$ 6,730.00
	2C0	\$ 6,840.00	\$ -	\$ -	\$ -	\$ 6,840.00
	2D0	\$ 7,540.00	\$ -	\$ -	\$ -	\$ 7,540.00
	2E0	\$ 7,710.00	\$ -	\$ -	\$ -	\$ 7,710.00
REV - Review and Adoption	3A0	\$ 4,240.00	\$ -	\$ -	\$ -	\$ 4,240.00
	3B0	\$ 3,600.00	\$ -	\$ -	\$ -	\$ 3,600.00
	3C0	\$ -	\$ -	\$ -	\$ -	\$ -
	3D0	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00
	3E0	\$ 2,260.00	\$ -	\$ -	\$ -	\$ 2,260.00
<b>Total</b>		\$ 71,650.00	\$ 931.50	\$ 437.50	\$ 1,369.00	\$ 70,281.00

**Professional Services from March 21, 2020 to April 17, 2020**

Job	ENG	Stakeholder Engagement
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PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms

*This invoice  
was accidentally  
missed.*

Task 1A0 develop engagement plan

**Labor Charges**

	Hours	Rate	Amount
Engineer / Scientist / Specialist III			
Williams, Sterling	1.00	145.00	145.00
	1.00		145.00
<b>Subtotal Labor</b>			<b>145.00</b>
<b>Task Subtotal</b>			<b>\$145.00</b>

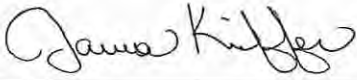
Task 1C0 stakeholder survey

**Labor Charges**

	Hours	Rate	Amount
Engineer / Scientist / Specialist III			
Williams, Sterling	1.50	145.00	217.50
Support Personnel II			
Ungar, Lisa	.60	125.00	75.00
	2.10		292.50
<b>Subtotal Labor</b>			<b>292.50</b>
<b>Task Subtotal</b>			<b>\$292.50</b>
<b>Job Subtotal</b>			<b>\$437.50</b>
<b>Total this Invoice</b>			<b>\$437.50</b>

Thank you in advance for your prompt processing of this invoice. If you have any questions, please contact Greg Williams, your Barr project manager at 952.832.2945 or email at [gwilliams@barr.com](mailto:gwilliams@barr.com).

Barr declares under the penalties of law that this account, claim or demand is just and no part of it has been paid.

Authorized By:   
Janna Kieffer



# Billing Backup

Monday, May 18, 2020

Barr Engineering Co. Invoice 2 Dated 5/18/2020 10:16:59 AM

Job	ENG	Stakeholder Engagement
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Task	1A0	develop engagement plan
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## Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
Engineer / Scientist / Specialist III					
SGW	Williams, Sterling	3/24/2020	1.00	145.00	145.00
	stakeholder plan edits				
			1.00		145.00
<b>Subtotal Labor</b>					<b>145.00</b>

**Task Subtotal \$145.00**

Task	1C0	stakeholder survey
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## Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
Engineer / Scientist / Specialist III					
SGW	Williams, Sterling	4/2/2020	1.50	145.00	217.50
	Survey to Lisa U				
Support Personnel II					
Support Personnel II					
LAU	Ungar, Lisa	4/6/2020	.60	125.00	75.00
	setup LMRWMO survey				
			2.10		292.50
<b>Subtotal Labor</b>					<b>292.50</b>

**Task Subtotal \$292.50**

**Job Subtotal \$437.50**

**Total this Project \$437.50**

**Total this Report \$437.50**



# INVOICE

**Barr Engineering Co.**  
**4300 MarketPointe Drive, Suite 200**  
**Minneapolis, MN 55435**  
**Phone: 952-832-2600; Fax: 952-832-2601**  
**FEIN #: 41-0905995 Inc: 1966**

Mr. Joe Barten  
 Lower Mississippi River Water Mgmt. Org.  
 c/o Dakota County SWCD  
 Suite 102  
 4100 220th Street West  
 Farmington, MN 55024

November 2, 2020  
 Invoice No: 23191436.00 - 6

<b>Total this Invoice</b>	<b>\$282.00</b>
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Regarding: Fourth generation update to the Lower Mississippi River WMO Watershed Management Plan

This invoice is for professional services, which include the following:

- Meeting with the Board Chair and Administrator on September 18, 2020 to revise the Plan update schedule
- General communicating with LMRWMO Administrator and project management

Job	Task	Contract Budget	Previously Billed	Invoice Amount	Total Billed	Balance
ENG - Stakeholder Engagement	1A0	\$ 1,210.00	\$ 1,679.50	\$ 265.00	\$ 1,679.50	\$ (734.50)
	1B0	\$ 2,930.00	\$ -	\$ -	\$ -	\$ 2,930.00
	1C0	\$ 1,550.00	\$ 510.00	\$ -	\$ 510.00	\$ 1,040.00
	1D0	\$ -	\$ -	\$ -	\$ -	\$ -
	1E0	\$ 3,580.00	\$ -	\$ -	\$ -	\$ 3,580.00
	1F0	\$ 3,520.00	\$ -	\$ -	\$ -	\$ 3,520.00
	1G0	\$ 4,880.00	\$ 4,659.00	\$ 17.00	\$ 4,676.00	\$ 204.00
	1H0	\$ 3,170.00	\$ -	\$ -	\$ -	\$ 3,170.00
PLAN - Prepare Draft Plan	2A0	\$ 6,890.00	\$ -	\$ -	\$ -	\$ 6,890.00
	2B0	\$ 6,730.00	\$ -	\$ -	\$ -	\$ 6,730.00
	2C0	\$ 6,840.00	\$ -	\$ -	\$ -	\$ 6,840.00
	2D0	\$ 7,540.00	\$ -	\$ -	\$ -	\$ 7,540.00
	2E0	\$ 7,710.00	\$ -	\$ -	\$ -	\$ 7,710.00
REV - Review and Adoption	3A0	\$ 4,240.00	\$ -	\$ -	\$ -	\$ 4,240.00
	3B0	\$ 3,600.00	\$ -	\$ -	\$ -	\$ 3,600.00
	3C0	\$ -	\$ -	\$ -	\$ -	\$ -
	3D0	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00
	3E0	\$ 2,260.00	\$ -	\$ -	\$ -	\$ 2,260.00
<b>Total</b>		\$ 71,650.00	\$ 6,848.50	\$ 282.00	\$ 7,130.50	\$ 64,519.50

## Professional Services from August 8, 2020 to October 2, 2020

Job	ENG	Stakeholder Engagement
Task	1A0	develop engagement plan

### Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist III Williams, Sterling	1.50	145.00	217.50
Support Personnel II Nypan, Nyssa	.50	95.00	47.50
	2.00		265.00

**Subtotal Labor**

**265.00**

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

**Task Subtotal** **\$265.00**

Task 1G0 gaps analysis

**Labor Charges**

	Hours	Rate	Amount
Principal			
Kieffer, Janna	.10	170.00	17.00
	.10		17.00
<b>Subtotal Labor</b>			<b>17.00</b>

**Task Subtotal** **\$17.00**

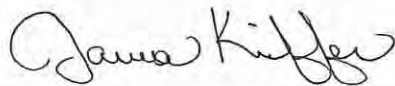
**Job Subtotal** **\$282.00**

**Total this Invoice** **\$282.00**

Thank you in advance for your prompt processing of this invoice. If you have any questions, please contact Greg Williams, your Barr project manager at 952.832.2945 or email at [gwilliams@barr.com](mailto:gwilliams@barr.com).

Barr declares under the penalties of law that this account, claim or demand is just and no part of it has been paid.

Authorized By:



Janna Kieffer

# Billing Backup

Monday, November 2, 2020

Barr Engineering Co. Invoice 6 Dated 11/2/2020 5:08:01 PM

Job	ENG	Stakeholder Engagement
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Task	1A0	develop engagement plan
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## Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
Engineer / Scientist / Specialist III					
SGW	Williams, Sterling	9/18/2020	1.50	145.00	217.50
	revise schedule, meet with Joe and Sharon				
Support Personnel II					
Support Personnel II					
NJN	Nypan, Nyssa	9/2/2020	.50	95.00	47.50
			2.00		265.00
<b>Subtotal Labor</b>					<b>265.00</b>

**Task Subtotal \$265.00**

Task	1G0	gaps analysis
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## Labor Charges

			Hours	Rate	Amount
Principal					
Principal					
JMK2	Kieffer, Janna	9/2/2020	.10	170.00	17.00
	invoice review				
			.10		17.00
<b>Subtotal Labor</b>					<b>17.00</b>

**Task Subtotal \$17.00**

**Job Subtotal \$282.00**

**Total this Project \$282.00**

**Total this Report \$282.00**



# INVOICE

Barr Engineering Co.  
4300 MarketPointe Drive, Suite 200  
Minneapolis, MN 55435  
Phone: 952-832-2600; Fax: 952-832-2601  
FEIN #: 41-0905995 Inc: 1966

Ms. Nancy Bauer  
Lower Mississippi River Water Mgmt. Org.  
City of Mendota Heights  
1101 Victoria Curve  
Mendota Heights, MN 55118

October 29, 2020  
Invoice No: 23190078.00 - 231

<b>Total this Invoice</b>	<b>\$1,095.50</b>
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## Regarding: Watershed Management Organization

The following invoice is for professional services related to the above project, which include:

- Preparing materials for and participating in the August 12, 2020 Board of Managers meeting
- Preparing materials for and participating in the September 9, 2020 Board of Managers meeting
- Communicating with LMRWMO Administrator and project management

## Professional Services from June 13, 2020 to October 2, 2020

Job	2020	2020 Engineering Services
Task	001	Board Meetings

### Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist III			
Williams, Sterling	6.00	145.00	870.00
	6.00		870.00
<b>Subtotal Labor</b>			<b>870.00</b>
		<b>Task Subtotal</b>	<b>\$870.00</b>

Task	002	Technical Assistance
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### Labor Charges

	Hours	Rate	Amount
Principal			
Kieffer, Janna	.60	170.00	102.00
Support Personnel II			
Nypan, Nyssa	1.30	95.00	123.50
	1.90		225.50
<b>Subtotal Labor</b>			<b>225.50</b>
		<b>Task Subtotal</b>	<b>\$225.50</b>
		<b>Job Subtotal</b>	<b>\$1,095.50</b>
		<b>Total this Invoice</b>	<b>\$1,095.50</b>

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

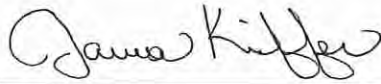
Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.



Thank you in advance for your prompt processing of this invoice. If you have any questions, please contact your Barr Project Manager, Janna M. Kieffer Phone: 952-832-2785 or E-Mail: [jkieffer@barr.com](mailto:jkieffer@barr.com).

Barr declares under the penalties of law that this account, claim or demand is just and no part of it has been paid.

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



Janna Kieffer



# Billing Backup

Thursday, October 29, 2020

Barr Engineering Co.

Invoice 231 Dated 10/29/2020

9:14:42 AM

Job	2020	2020 Engineering Services
Task	001	Board Meetings

## Labor Charges

			Hours	Rate	Amount	
Engineer / Scientist / Specialist III						
Engineer / Scientist / Specialist III						
SGW	3 - Williams, Sterling	8/11/2020	.50	145.00	72.50	
	call with Joe Barten					
SGW	3 - Williams, Sterling	8/12/2020	2.50	145.00	362.50	
	prep for and attend Manager mtg					
SGW	3 - Williams, Sterling	8/14/2020	.50	145.00	72.50	
	meet with JMK2 regarding agenda items					
SGW	3 - Williams, Sterling	9/9/2020	2.50	145.00	362.50	
	prep for and attend board meeting					
			6.00		870.00	
<b>Subtotal Labor</b>						<b>870.00</b>
					<b>Task Subtotal</b>	<b>\$870.00</b>

Task	002	Technical Assistance
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## Labor Charges

			Hours	Rate	Amount	
Principal						
Principal						
JMK2	1 - Kieffer, Janna	7/13/2020	.10	170.00	17.00	
	invoice review					
JMK2	1 - Kieffer, Janna	8/14/2020	.50	170.00	85.00	
	mtng follow-up					
Support Personnel II						
Support Personnel II						
NJN	9 - Nypan, Nyssa	6/15/2020	.50	95.00	47.50	
NJN	9 - Nypan, Nyssa	6/18/2020	.30	95.00	28.50	
NJN	9 - Nypan, Nyssa	7/10/2020	.50	95.00	47.50	
			1.90		225.50	
<b>Subtotal Labor</b>						<b>225.50</b>
					<b>Task Subtotal</b>	<b>\$225.50</b>
					<b>Job Subtotal</b>	<b>\$1,095.50</b>
					<b>Total this Project</b>	<b>\$1,095.50</b>
					<b>Total this Report</b>	<b>\$1,095.50</b>



**Dakota County Soil & Water  
Conservation District**

**4100 220th Street West, Ste 102  
Farmington, MN 55024**

# Invoice

DATE	INVOICE #
10/19/2020	3036

BILL TO

Lower Mississippi River WMO  
City of Mendota Heights  
Nancy Bauer  
1101 Victoria Curve  
Mendota Heights, MN 55118

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	July - September 2020			
Lower Mis...	Administrative Assistance: Board Meeting coordination, packets generated, attend, follow-Up (August 12, September 09, October 14 prep). BWSR survey completed. Technical assistance with IGH Flooding at Alaureate Ct, Signal Hills development, Sunfish Lake City Council lake pumping issue. Lower MN One Watershed One Plan meeting, Mississippi East Watershed Based Funding Grant coordination and research. Website re-design planning and coordination.	77	80.00	6,160.00
Lower Mis...	Printing, Paper, Postage Expense		50.00	50.00
Lower Mis...	Education and Outreach Assistance: Master Water Stewards Program Coordination	6	80.00	480.00
Lower Mis...	CAC Coordination/Special Education Request Coordination			0.00
Lower Mis...	Website Updates	1	80.00	80.00
Lower Mis...	Website Hosting Fee		25.00	25.00
Lower Mis...	Technical Assistance and Project Implementation: Landscaping for Clean Water Grants Browning, Boerboom, Fenton, Tobias, Smith, Ruvelson, Keller, Lucio/Kouri.		2,000.00	2,000.00
Lower Mis...	Landscaping for Clean Water Grants Technical Assistance Browning, Boerboom, Fenton, Tobias, Smith, Ruvelson, Keller, Lucio/Kouri.		4,000.00	4,000.00
Lower Mis...	Lake Water Monitoring: Data Management			0.00
Lower Mis...	Volunteer Coordination	3	80.00	240.00
Lower Mis...	Water Monitoring			0.00

Thank you.

**Total \$13,035.00**





## BROWNING

# RESIDENTIAL NATIVE GARDEN



A native garden, also called natural landscaping, uses plants, trees and grasses that are suitable for growth in a particular geographical area



**PROJECT:** Installation of a 900 sq. ft. residential native garden.

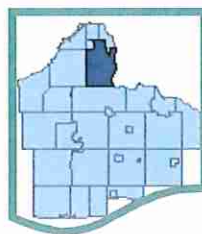
**COST:** Project materials cost estimated at \$800

**FUNDING:** Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

**LMR WMO**  
LOWER MISSISSIPPI RIVER  
WATERSHED MANAGEMENT ORGANIZATION

**LOCATION:**

93rd Circle East  
Inver Grove Heights



**PRACTICE:**

- Native Garden

**BENEFITS:**

- Runoff volume reduction
- Slope stabilization
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

**PARTNERS:**

- Lower Mississippi River Watershed Management Organization

**WATERSHED:**

- Lower Mississippi River

**INSTALLATION:**

- Summer 2020





## BOERBOOM

# RESIDENTIAL RAINGARDEN



BEFORE

A raingarden is a shallow depression that captures rainwater, removes pollutants, and soaks the water into the ground.



AFTER

**PROJECT:** Installation of a 243 square foot residential raingarden.

**COST:** Project materials cost estimated at \$565

**FUNDING:** Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

### PRACTICE:

- Raingarden

### BENEFITS:

- Runoff volume reduction
- Improved water quality
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

### PARTNERS:

- Lower Mississippi River Watershed Management Organization

### WATERSHED:

- Lower Mississippi River

### INSTALLATION:

- Summer 2020







## FENTON

# RESIDENTIAL RAINGARDEN



BEFORE

A raingarden is a shallow depression that captures rainwater, removes pollutants, and soaks the water into the ground.



AFTER

### PRACTICE:

- Raingarden

### BENEFITS:

- Runoff volume reduction
- Improved water quality
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

### PARTNERS:

- Lower Mississippi River Watershed Management Organization

### WATERSHED:

- Lower Mississippi River

### INSTALLATION:

- Summer 2020

**PROJECT:** Installation of a 100 square foot residential raingarden.

**COST:** Project materials cost estimated at \$251.

**FUNDING:** Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

### LOCATION:

18th Avenue North  
South St Paul







## TOBIAS

# RESIDENTIAL NATIVE GARDEN



BEFORE

A native garden, also called natural landscaping, uses plants, trees and grasses that are suitable for growth in a particular geographical area



AFTER

**PROJECT:** Installation of a 450 sq. ft. residential native garden.

**COST:** Project materials cost estimated at \$431

**FUNDING:** Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

### PRACTICE:

- Native Garden

### BENEFITS:

- Runoff volume reduction
- Slope stabilization
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

### PARTNERS:

- Lower Mississippi River Watershed Management Organization

### WATERSHED:

- Lower Mississippi River

### INSTALLATION:

- Summer 2020







## SMITH

# RESIDENTIAL NATIVE GARDEN



BEFORE

A native garden, also called natural landscaping, uses plants, trees and grasses that are suitable for growth in a particular geographical area



AFTER

### PRACTICE:

- Native Garden

### BENEFITS:

- Runoff volume reduction
- Slope stabilization
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

### PARTNERS:

- Lower Mississippi River Watershed Management Organization

### WATERSHED:

- Lower Mississippi River

### INSTALLATION:

- Summer 2020

**PROJECT:** Installation of a 1,500 sq. ft. residential native garden.

**COST:** Project materials cost estimated at \$2,112

**FUNDING:** Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

### LOCATION:

Coventry Court  
Mendota Heights







## RUVELSON

# NATIVE SHORELINE PLANTING



BEFORE

A native garden, also called natural landscaping, uses plants, trees and grasses that are suitable for growth in a particular geographical area



AFTER

### PRACTICE:

- Native Garden

### BENEFITS:

- Runoff volume reduction
- Slope stabilization
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

### PARTNERS:

- Lower Mississippi River Watershed Management Organization

### WATERSHED:

- Lower Mississippi River

### INSTALLATION:

- Summer 2020

**PROJECT:** Installation of a 625 sq. ft. residential native garden.

**COST:** Project materials cost estimated at \$1,000

**FUNDING:** Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District







## KELLER

# RESIDENTIAL RAINGARDEN



A raingarden is a shallow depression that captures rainwater, removes pollutants, and soaks the water into the ground.



**PROJECT:** Installation of a 100 square foot residential raingarden.

**COST:** Project materials cost estimated at \$330

**FUNDING:** Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

**LMR WMO**  
LOWER MISSISSIPPI RIVER  
WATERSHED MANAGEMENT ORGANIZATION

**LOCATION:**

Ottawa Avenue  
West St Paul



**PRACTICE:**

- Raingarden

**BENEFITS:**

- Runoff volume reduction
- Improved water quality
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

**PARTNERS:**

- Lower Mississippi River Watershed Management Organization

**WATERSHED:**

- Lower Mississippi River

**INSTALLATION:**

- Summer 2020





## LUCIO & KOURI

# RESIDENTIAL NATIVE GARDEN



BEFORE

A native garden, also called natural landscaping, uses plants, trees and grasses that are suitable for growth in a particular geographical area



AFTER

### PRACTICE:

- Native Garden

### BENEFITS:

- Runoff volume reduction
- Slope stabilization
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

### PARTNERS:

- Lower Mississippi River Watershed Management Organization

### WATERSHED:

- Lower Mississippi River

### INSTALLATION:

- Summer 2020

**PROJECT:** Installation of a 126 sq. ft. residential native garden.

**COST:** Project materials cost estimated at \$414

**FUNDING:** Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District





**Dakota County Soil & Water  
Conservation District**

**4100 220th Street West, Ste 102  
Farmington, MN 55024**

# Invoice

DATE	INVOICE #
10/19/2020	3037

BILL TO

Lower Mississippi River WMO  
City of Mendota Heights  
Nancy Bauer  
1101 Victoria Curve  
Mendota Heights, MN 55118

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	Thompson, Sunfish, Augusta CWF Grant Tasks June 28 to October 3, 2020			
	THOMPSON LAKE STORMWATER IMPROVEMENT GRANT			
LMR WM...	Grant Administration:		188.70	188.70
LMR WM...	Project Development: Dakota County parks and Prairie Restoration, Inc planting maintenance and coordination. Lake level and vegetation management. Stormwater raingarden troubleshooting.		1,094.46	1,094.46
LMR WM...	Education and Outreach Thompson signage coordination with Dakota County.		415.14	415.14
LMR CWF...	SUNFISH / AUGUSTA LAKE Grant Administration:			0.00
LMR CWF...	Project Development			0.00
	11.50 Hours at BWSR Required Billable Rate.			

Thank you.

**Total** \$1,698.30





**Dakota County Soil & Water  
Conservation District**

**4100 220th Street West, Ste 102  
Farmington, MN 55024**

# Invoice

DATE	INVOICE #
10/19/2020	3038

BILL TO

Lower Mississippi River WMO  
City of Mendota Heights  
Nancy Bauer  
1101 Victoria Curve  
Mendota Heights, MN 55118

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	Cherokee Heights CWF Grant Tasks June 28 to October 3, 2020			
LMR CWF...	Administration BWSR eLINK Reporting (4.00 Hours)		301.92	301.92
LMR CWF...	Project Development:			0.00
LMR CWF...	Education and Outreach & Rainbarrel Program  4.00 Hours at BWSR Required Billable Rate.			0.00
Thank you.			<b>Total</b>	<b>\$301.92</b>





**Dakota County Soil & Water  
Conservation District**

**4100 220th Street West, Ste 102  
Farmington, MN 55024**

# Invoice

DATE	INVOICE #
10/19/2020	3039

BILL TO

Lower Mississippi River WMO  
City of Mendota Heights  
Nancy Bauer  
1101 Victoria Curve  
Mendota Heights, MN 55118

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	Watershed Based Funding Grant June 28 - October 3, 2020			
LMR CWF...	Administration		0.00	0.00
LMR CWF...	Education Programs		0.00	0.00
LMR CWF...	Stenciling Programs		0.00	0.00
LMR CWF...	Lake Agusta Study Site visit for coordination on drainage and the cormorant issues. (4.00 Hours)		301.92	301.92
LMR CWF...	Interstate Valley Creek  4.00 Hours at BWSR Required Billable Rate.			0.00
			<b>Total</b>	<b>\$301.92</b>

LMRWMO 2020 Financial Summary											
Actual Revenues											
ESTIMATED REVENUES AND ASSETS	Budget	Dec 12 2019 - Jan 8 2020	Jan 9 - Feb 12 2020	Feb 13 - Mar 11 2020	Mar 12 - May 13 2020	May 14 - June 10 2020	June 11 - Aug 12 2020	Aug 13 - Sept 9 2020	Sept 10 - Nov 12 2020	Total	Variance
Use of Fund Balance	\$34,750									\$0.00	\$34,750.00
Dues from Members	\$110,224				\$96,062.24	\$14,162.11				\$110,224.35	(\$0.35)
Interest	\$500	\$81.25	\$84.89	\$100.56	\$100.08	\$48.48	\$73.45	\$44.46	\$99.72	\$632.89	(\$132.89)
Other/Grant Match	\$0									\$0.00	\$0.00
LMCIT Rebate	\$500	\$163.00								\$163.00	\$337.00
Other Grants	\$0.00	\$150,000.00								\$150,000.00	(\$150,000.00)
BWSR FY16-18 CWF & FY19 WBF Grants <sup>2</sup>	\$250,000.00								\$19,600.00	\$19,600.00	\$230,400.00
<b>TOTAL</b>	<b>\$395,974.00</b>	<b>\$150,244.25</b>	<b>\$84.89</b>	<b>\$100.56</b>	<b>\$96,162.32</b>	<b>\$14,210.59</b>	<b>\$73.45</b>	<b>\$44.46</b>	<b>\$19,699.72</b>	<b>\$261,020.24</b>	
Actual Expenses											
ESTIMATED EXPENSES AND LIABILITIES	Budget	Dec 12 2019 - Jan 8 2020	Jan 9 - Feb 12 2020	Feb 13 - Mar 11 2020	Mar 12 - May 13 2020	May 14 - June 10 2020	June 11 - Aug 12 2020	Aug 13 - Sept 9 2020	Sept 10 - Nov 12 2020	Total	Balance Remaining
<b>Engineering/Technical Assistance</b>											
Technical Assistance	\$5,500.00	\$317.00	\$817.00	\$34.00	\$2,972.00	\$2,140.00	\$45.50	\$274.00	\$225.50	\$6,825.00	(\$1,325.00)
Meetings	\$6,000.00	\$675.40	\$523.00	\$507.50	\$1,308.50	\$76.00	\$580.00	\$652.50	\$870.00	\$5,192.90	\$807.10
Plan Reviews	\$0.00									\$0.00	\$0.00
Watershed Plan Amendment	\$40,000.00				\$2,491.50		\$1,576.00	\$4,823.50	\$719.50	\$9,610.50	\$30,389.50
<b>Project Planning/Implementation</b>											
Plan Implementation	\$0.00									\$0.00	\$0.00
Landscaping for Clean Water Projects	\$15,000.00		\$6,000.00						\$6,000.00	\$12,000.00	\$3,000.00
Water Monitoring	\$6,500.00	\$330.00	\$924.00		\$480.00		\$2,120.00		\$240.00	\$4,094.00	\$2,406.00
Seidl's Lake Grant	\$0.00	\$150,000.00								\$150,000.00	(\$150,000.00)
<b>Education</b>											
Landscaping for Clean Water Workshops	\$6,400.00				\$1,600.00		\$4,800.00			\$6,400.00	\$0.00
Master Water Stewards Program	\$8,500.00	\$500.00	\$1,600.00		\$6,400.00		\$262.40		\$480.00	\$9,242.40	(\$742.40)
Storm Drain Stenciling Program	\$0.00									\$0.00	\$0.00
Storwater Signage Program	\$2,500.00									\$0.00	\$2,500.00
WMO Tabling/Event Materials	\$600.00									\$0.00	\$600.00
Host Neighborhood or Lake Assn. Mtgs	\$1,200.00									\$0.00	\$1,200.00
General Education Requests	\$1,000.00				\$200.00					\$200.00	\$800.00
Metro Watershed Partners Membership	\$1,000.00			\$1,000.00						\$1,000.00	\$0.00
Board Tour / Boat Tour	\$4,000.00									\$0.00	\$4,000.00
Website Maint.	\$1,700.00		\$385.00		\$545.00		\$225.00		\$105.00	\$1,260.00	\$440.00
CAC Coordination	\$1,120.00									\$0.00	\$1,120.00
Board Education	\$1,500.00									\$0.00	\$1,500.00
<b>Administration</b>											
General Administration	\$30,000	\$2.00	\$5,459.10	\$4.00	\$9,854.00	\$2.00	\$9,012.00	\$2.00	\$6,216.00	\$30,551.10	(\$551.10)
Accounting Services	\$1,400									\$0.00	\$1,400.00
Insurance	\$2,500						\$2,275.00			\$2,275.00	\$225.00
Attorney and Audit	\$4,500	\$255.00		\$85.00	\$102.00		\$4,051.00			\$4,493.00	\$7.00
<b>BWSR FY16-19 CWF &amp; WBF Grants<sup>3</sup></b>	<b>\$550,000.00</b>	<b>\$0.00</b>	<b>\$487.50</b>	<b>\$0.00</b>	<b>\$78,317.35</b>	<b>\$0.00</b>	<b>\$2,000.22</b>	<b>\$0.00</b>	<b>\$2,302.14</b>	<b>\$83,107.21</b>	<b>\$466,892.79</b>
<b>Subtotal Operating Costs Only</b>	<b>\$140,920.00</b>	<b>\$2,079.40</b>	<b>\$15,708.10</b>	<b>\$1,630.50</b>	<b>\$25,953.00</b>	<b>\$2,218.00</b>	<b>\$24,946.90</b>	<b>\$5,752.00</b>	<b>\$14,856.00</b>	<b>\$93,143.90</b>	
<b>TOTAL</b>	<b>\$831,840.00</b>	<b>\$152,079.40</b>	<b>\$16,195.60</b>	<b>\$1,630.50</b>	<b>\$104,270.35</b>	<b>\$2,218.00</b>	<b>\$26,947.12</b>	<b>\$5,752.00</b>	<b>\$17,158.14</b>	<b>\$326,251.11</b>	
<b>Overall Fund Balance</b>		<b>\$423,354.67</b>	<b>\$407,243.96</b>	<b>\$405,714.02</b>	<b>\$397,605.99</b>	<b>\$409,598.58</b>	<b>\$382,724.91</b>	<b>\$377,017.37</b>	<b>\$379,558.95</b>		
<b>Total Clean Water Fund Grant Balance</b>		<b>\$276,463.72</b>	<b>\$275,976.22</b>	<b>\$275,976.22</b>	<b>\$197,658.87</b>	<b>\$197,658.87</b>	<b>\$195,658.65</b>	<b>\$195,658.65</b>	<b>\$212,956.51</b>		
<b>LMRWMO Operating Fund Balance</b>		<b>\$146,890.95</b>	<b>\$131,267.74</b>	<b>\$129,737.80</b>	<b>\$199,947.12</b>	<b>\$211,939.71</b>	<b>\$187,066.26</b>	<b>\$181,358.72</b>	<b>\$166,602.44</b>		
<b>Unencumbered Operating Fund Balance<sup>1</sup></b>		<b>\$101,890.95</b>	<b>\$86,267.74</b>	<b>\$84,737.80</b>	<b>\$154,947.12</b>	<b>\$166,939.71</b>	<b>\$142,066.26</b>	<b>\$136,358.72</b>	<b>\$121,602.44</b>		

Carryover Fund Balance from Dec. 12, 2019      \$ 425,189.82

2020 Budget Notes:

1. \$45,000 total set aside in 2020 for Watershed Management Plan
2. Includes final payment for Alum Treatment grant and 40% payment for Thompson Lake grant
3. Budget is an estimate and will vary depending on grant project progress.

### 3.2 LMRWMO Budget vs. Actual Grants 11-12-20

LMRWMO Grants Financial Summary (2016-2020)																
ESTIMATED REVENUES AND ASSETS	Budget	Sum: Mar 10 - Dec 14 2016	Sum: Dec 15, 2016 - Dec 13, 2017	Sum: Dec 14, 2017 - Dec 12, 2018		Sum: Dec 13 2018 - Dec 11 2019	Dec 12 2019 - Jan 8 2020	Jan 9 - Feb 12 2020	Feb 13 - Mar 11 2020	Mar 12 - May 13 2020	May 14 - June 10 2020	June 11 - Aug 12 2020	Aug 13 - Sept 9 2020	Sept 10 - Nov 12 2020	Total	Variance
BWSR FY16-18 CWF Grant Payment - Thompson Lake	\$576,000.00	\$288,000.00													\$288,000.00	(\$288,000.00)
BWSR FY16-18 CWF Grant Payments - Alum	\$196,000.00	\$98,000.00				\$78,400.00									\$196,000.00	\$0.00
BWSR FY18 CWF Grant Payments - Cherokee	\$700,000.00				\$350,000.00	\$280,000.00								\$19,600.00	\$630,000.00	(\$70,000.00)
*Lake Augusta Matching Funds	\$24,500.00		\$37,500.00												\$37,500.00	\$13,000.00
*Sunfish Lake Matching Funds	\$24,500.00	\$26,129.13	\$870.97												\$27,000.10	\$2,500.10
Thompson Lake Matching Funds	\$144,000.00														\$0.00	(\$144,000.00)
FY-2019 Watershed Based Funds	\$144,670.00					\$72,335.00									\$72,335.00	(\$72,335.00)
TOTAL MATCH FUND RECEIVED	\$193,000.00	\$26,129.13	\$38,370.97	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,500.10	(\$128,499.90)
TOTAL GRANT FUNDS RECEIVED	\$1,616,670.00	\$386,000.00	\$0.00	\$350,000.00		\$430,735.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,600.00	#####	(\$808,335.00)
ESTIMATED EXPENSES AND LIABILITIES	Budget	Sum: Mar 10 - Dec 14 2016	Sum: Dec 15, 2016 - Dec 13, 2017	Sum: Dec 14, 2017 - Dec 12, 2018		Sum: Dec 13 2018 - Dec 11 2019	Dec 12 2019 - Jan 8 2020	Jan 9 - Feb 12 2020	Feb 13 - Mar 11 2020	Mar 12 - May 13 2020	May 14 - June 10 2020	June 11 - Aug 12 2020	Aug 13 - Sept 9 2020	Sept 10 - Nov 12 2020	Total	Balance Remaining
Internal Phosphorus - Augusta & Sunfish																
Grant Administration	\$8,000.00		\$3,900.00	\$2,062.50		\$2,834.35									\$8,796.85	(\$796.85)
Project Development	\$10,000.00	\$4,904.33	\$4,955.20	\$487.50		\$261.42									\$10,608.45	(\$608.45)
Lake Augusta Alum Treatment																
Lk Augusta Stakeholder Participa	\$2,500.00		\$2,475.00												\$2,475.00	\$25.00
Lk Augusta Alum Dosing	\$20,000.00		\$19,856.75	\$3,161.00		\$1,824.10									\$24,842.75	(\$4,842.75)
Lk Augusta Alum Application	\$55,000.00		\$55,000.00												\$55,000.00	\$0.00
Lk Augusta Alum Application Match	\$24,500.00		\$37,493.70												\$37,493.70	(\$12,993.70)
Lk Augusta Shoreline Inlet Eneigh	\$0.00															
Lake Augusta Shoreline / Inlet Ass	\$7,000.00														\$0.00	\$7,000.00
Sunfish Lake Alum Treatment																
Sunfish Lake Stakeholder Particip	\$4,000.00	\$4,104.48													\$4,104.48	(\$104.48)
Sunfish Lake Alum Dosing	\$20,000.00		\$20,272.47												\$20,272.47	(\$272.47)
Sunfish Lake Alum Application	\$63,000.00		\$63,000.00												\$63,000.00	\$0.00
Sunfish Lake Alum Application Match	\$24,500.00		\$27,000.10												\$27,000.10	(\$2,500.10)
Sunfish Lake Rainbarrel Program	\$6,000.00		\$6,000.00	\$487.50											\$6,487.50	(\$487.50)
Sunfish Lake Shoreline Survey	\$500.00		\$412.50												\$2,487.50	\$87.50
Thompson Lake Stormwater Improvements																
Grant Administration	\$15,000.00		\$1,912.50	\$2,437.50		\$3,256.48				\$865.32				\$188.70	\$8,660.50	\$6,339.50
Project Development	\$15,000.00	\$1,077.50	\$4,347.50	\$8,737.50		\$5,983.64		\$112.50				\$1,283.16		\$1,094.48	\$22,636.26	(\$7,636.26)
Education and Outreach	\$18,000.00		\$2,375.00	\$18,072.64						\$315.23				\$415.14	\$21,178.01	(\$3,178.01)
Engineering, Design, Permitting	\$140,000.00		\$1,960.00	\$44,409.65		\$56,869.10				\$3,080.26					\$106,329.02	\$33,670.88
Forebay, Wetland, & Pond Install	\$344,000.00			\$72,719.65		\$71,912.11				\$71,912.11					\$144,631.75	\$199,368.25
Match	\$144,000.00			\$11,102.41		\$63,382.60									\$74,485.01	\$69,514.99
Water Reuse Irrigation System	\$44,000.00														\$0.00	\$44,000.00
Cherokee Heights Stormwater																
Grant Administration	\$12,000.00			\$520.00		\$5,014.73				\$1,550.37		\$75.48		\$301.92	\$7,462.50	\$4,537.50
Project Development	\$10,000.00			\$6,240.00		\$5,543.36		\$375.00		\$252.39		\$490.62			\$11,901.37	(\$1,901.37)
Rainbarrel Program	\$15,000.00		\$840.00			\$11,163.91									\$12,003.91	\$2,996.09
Ravine Stabilization	\$275,000.00					\$187,519.28									\$187,519.28	\$87,480.72
Ravine Stabilization Match	\$210,000.00					\$57,996.18									\$57,996.18	\$152,003.82
Design	\$137,000.00					\$90,323.45									\$90,323.45	\$46,676.55
Stormwater BMP Construction	\$211,000.00					\$137,011.46									\$137,011.46	\$73,988.54
Match	\$170,000.00					\$117,003.82									\$117,003.82	\$52,996.18
Design	\$40,000.00					\$25,448.93									\$25,448.93	\$14,551.07
FY 2019 Watershed Based Funding																
Grant Administration	\$8,000.00					\$37.35				\$43.23					\$80.58	\$7,919.42
Implementation	\$36,000.00					\$914.60									\$914.60	\$35,085.40
Education Program Project Dev.	\$4,670.00					\$87.41									\$231.63	\$4,438.37
Match	\$4,670.00														\$0.00	\$4,670.00
Dev	\$4,000.00					\$74.69									\$74.69	\$3,925.31
Interstate Valley Creek Study	\$44,000.00														\$0.00	\$44,000.00
Match	\$25,000.00														\$0.00	\$25,000.00
Development	\$4,000.00					\$373.45				\$144.22					\$970.55	\$3,629.45
Lake Augusta Study	\$44,000.00											\$150.96		\$301.92	\$0.00	\$44,000.00
Lake Augusta Study Match	\$30,000.00														\$0.00	\$30,000.00
TOTAL GRANT EXPENSE	\$1,616,670.00	\$10,086.31	\$184,091.92	\$70,759.05		\$625,334.00	\$0.00	\$487.50	\$0.00	\$78,317.35	\$0.00	\$2,000.22	\$0.00	\$2,302.14	\$973,378.49	\$643,291.51
TOTAL MATCH EXPENSE	\$632,670.00	\$0.00	\$64,493.80	\$11,102.41		\$238,382.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$313,978.81	\$318,691.19
LMRWMO GRANT FUND BALANCE																
		\$375,913.69	\$191,821.78	\$471,062.73		\$276,463.72	\$275,976.22	\$275,976.22	\$275,976.22	\$197,658.87	\$197,658.87	\$195,658.65	\$195,658.65	\$212,956.51		

1. Includes \$35,000 from City, \$2,500 from Lake Augusta residents.  
 Note: Budget reflects most recent BWSR work plan, not original work plan  
 Note: Revenue and expenditures from 2016, 2017, 2018, and 2019 are shown but have been aggregated

Summary		Eink Verification 2-1-20
<b><u>Internal Phosphorus - Augusta &amp; Sunfish</u></b>		
<b>\$196,000.00</b>	Total Grant	
\$64,493.80	Match	
<b>\$196,000.00</b>	Spent	<b>\$196,000.00</b>
<b>\$0.00</b>	Balance	<b>100.00%</b>
<b>\$196,000.00</b>	Funds Received 100%	
<b>\$0.00</b>	Funds on Hand	
<b><u>Thompson Lake Stormwater Improvements</u></b>		
<b>\$576,000.00</b>	Total Grant	
<b>\$303,435.54</b>	Spent	<b>52.68%</b>
\$74,485.01	Match	
<b>\$342,079.45</b>	Balance	<b>\$224,158.66</b>
<b>\$288,000.00</b>	Funds Received 50%	
<b>-\$15,435.54</b>	Funds on Hand	
<b><u>Cherokee Heights Stormwater</u></b>		
<b>\$700,000.00</b>	Total Grant	
<b>\$471,670.90</b>	Spent	<b>67.38%</b>
\$175,000.00	Match	
<b>\$433,329.10</b>	Balance	<b>\$468,625.12</b>
<b>\$630,000.00</b>	Funds Received 90%	
<b>\$158,329.10</b>	Funds on Hand	
<b><u>FY 2019 Watershed Based Funding</u></b>		
<b>\$144,670.00</b>	Total Grant	
<b>\$2,272.05</b>	Spent	<b>1.57%</b>
\$0.00	Match	
<b>\$142,397.95</b>	Balance	<b>\$1,487.50</b>
<b>\$72,335.00</b>	Funds Received 50%	
<b>\$70,062.95</b>	Funds on Hand	<b>\$562,300.91</b>

\$562,300.91

**2021 Dakota County SWCD Work Plan and Budget**  
**Prepared for the**  
**Lower Mississippi River Watershed Management Organization**

<b>TASK – ADMINISTRATION</b>	<b>COST ESTIMATE</b>
<b>General Administration and Coordination</b> <ul style="list-style-type: none"> <li>• Coordinate Board packet materials including agenda, minutes, and support information (based on 10 meetings).</li> <li>• Develop and distribute Board packets to members, alternates, and partners, prepare press releases as needed.</li> <li>• Prepare annual reports, newsletter, plans, and financial reports for the Board of Water and Soil Resources (BWSR).</li> <li>• Maintain documents through records retention schedule.</li> <li>• Coordinate annual audit, maintain financials, dues.</li> <li>• Prepare annual budget from approved plan and LMRWMO Board priorities and distribute.</li> <li>• All other duties as necessary.</li> </ul>	130 hours @ \$80/hour = \$10,400
<b>Watershed Management Plan Update</b> <ul style="list-style-type: none"> <li>• Coordinate with state agencies on LMRWMO Watershed Management Plan update.</li> <li>• Coordinate public, CAC, or TAC meetings with consultant.</li> </ul>	120 hours @ \$80/hour = \$9,600
<b>General Correspondence, Coordination, and Grant Writing</b> <ul style="list-style-type: none"> <li>• Draft letters on various issues as requested.</li> <li>• Coordinate with state agencies, regional organizations, member cities, and consultants regarding pertinent watershed management topics.</li> <li>• Submit grant proposals to seek funding as requested, coordinate with grant recipients, and execute grant agreements.</li> <li>• Participate in Metro Watershed Based Funding process.</li> </ul>	130 hours @ \$80/hour = \$10,400
<b>Printing and Postage</b>	4 quarters @ \$50/quarter = \$200
<b>Subtotal</b>	<b>\$30,600</b>

<b>TASK - EDUCATION</b>	<b>COST ESTIMATE</b>
<b>Landscaping for Clean Water Workshops</b> <ul style="list-style-type: none"> <li>• Conduct 1 Landscaping for Clean Water Introduction Presentation (one evening).</li> <li>• Conduct 1 Landscaping for Clean Water Design Workshop (two evenings).</li> <li>• Conduct 1 Landscaping for Clean Water Maintenance Presentation (one evening).</li> </ul>	<p>Introduction Presentation = \$1,600</p> <p>Design Workshop = \$3,200</p> <p>Maint. Presentation = \$1,600</p>
<b>Water Stewards Program Coordination</b> <ul style="list-style-type: none"> <li>• Coordinate with Freshwater Society Staff on program content; provide outreach on program to public; coordinate with participants on program.</li> <li>• Provide tour of LMRWMO for participants.</li> <li>• Attend classes as necessary.</li> <li>• Assist participants in implementing capstone projects.</li> <li>• Coordinate volunteer opportunities for participants.</li> </ul>	<p>44 hours @ \$80/hour = \$3,520</p>
<b>General Education Coordination</b> <ul style="list-style-type: none"> <li>• Respond to public education requests for information.</li> <li>• Coordinate citizen advisory committee meetings; work with CAC to develop/distribute educational materials and develop/coordinate service projects.</li> <li>• Coordinate and plan tour of LMRWMO projects or river boat tour for LMRWMO Board members and stakeholders.</li> <li>• Coordinate design of template signage for water resource projects for use by member cities.</li> <li>• Host neighborhood or Lake Association meetings at member City request.</li> <li>• Coordinating materials or presence for educational tabling at events.</li> </ul>	<p>100 hours @ \$80/hour = \$8,000</p>
<b>Website Updates and Maintenance</b> <ul style="list-style-type: none"> <li>• Update LMRWMO website with meeting minutes, agendas, project information, Board information, water monitoring information, and other information as necessary.</li> <li>• Website hosting fee.</li> </ul>	<p>20 hours @ \$80/hour = \$1,600</p> <p>4 quarters @ \$25/quarter = \$100</p>
<b>Subtotal</b>	<b>\$19,620</b>

**TASK - TECHNICAL ASSISTANCE & PROJECT IMPLEMENTATION**
**COST ESTIMATE**

<b>Plan Review</b> <ul style="list-style-type: none"> <li>At Board's request, review and comment on wetland issues, local water plans, EISs, EAWs, etc.</li> </ul>	10 hours @ \$80/hour = \$800
<b>Cost Share Program – Landscaping for Clean Water</b> <ul style="list-style-type: none"> <li>SWCD staff time for technical assistance for participants.</li> <li>Provide cost share to landowners for up to 20 Landscaping for Clean Water projects including raingardens, native plantings and shoreline stabilization projects consistent with SWCD cost share policies.</li> </ul>	Technical Assistance = \$10,000  Landowner Incentives: \$250/project x 20 projects = \$5,000
<b>Subtotal</b>	<b>\$15,800</b>

<b>TASK – LAKE WATER MONITORING</b>	<b>COST ESTIMATE</b>
<b>CAMP Fee for Three Lakes</b> <ul style="list-style-type: none"> <li>7 sampling events for each lake, June through September</li> <li>Laboratory costs for analysis of chlorophyll-<i>a</i> and total phosphorus samples.</li> </ul>	CAMP Program Fee: \$280 x 3 lakes = \$840
<b>Data Management &amp; Volunteer Coordination</b> <ul style="list-style-type: none"> <li>Establishing project with Metropolitan Council.</li> <li>Entering and submitting data to Metropolitan Council.</li> <li>Create yearly monitoring summary memo for LMRWMO Board and volunteers.</li> <li>Establish volunteers for each lake.</li> <li>Coordinate time and location of training for volunteers.</li> <li>Attend training for volunteers.</li> <li>Coordinate pickup and drop off of monitoring samples.</li> </ul>	40 hours @ \$80/hour = \$3,200
<b>Water Monitoring (as needed if volunteers are unable to perform)</b> <ul style="list-style-type: none"> <li>4 potential sampling events, June through September.</li> <li>Field measurements including Secchi transparency and field observations.</li> <li>Travel to and from monitoring site.</li> </ul>	(3 hours per event x 4 sampling events x 2 staff)  24 hours @ \$80/hour = \$1,920
<b>Thompson Lake Chloride Water Monitoring</b> <ul style="list-style-type: none"> <li>2 potential sampling events.</li> <li>Field measurements and water sample collection.</li> <li>Travel to and from monitoring site.</li> </ul>	(4 hours per event x 2 sampling events x 2 staff)  16 hours @ \$80/hour = \$1,280
<b>Subtotal</b>	<b>\$7,240</b>

**TOTAL AGREEMENT NOT TO EXCEED \$73,260**





LMRWMO  
Joe Barten, Administrator  
4100 22<sup>nd</sup> St. West, Suite 102  
Farmington, MN 55024

November 1, 2020

Dear Administrator Barten,

The Ramsey County Soil & Water Conservation division (RCSWCD) received \$17,000 as part of a Clean Water Fund grant awarded to the Metro Conservation Districts. This funding is used for completing SubWatershed Analysis (SWAs) of priority areas, to determine the most cost-effective locations to implement retrofit projects aimed at improving water quality. The grant requires a 25% match, which would be \$4,250 for this project.

Since 2010, the RCSWCD has completed numerous SWAs throughout Ramsey County and several of these studies have resulted in successful Clean Water Fund grant applications for the installation of projects identified in the studies.

Please let us know if you would be able to provide the match and would like to move forward on this project. We look forward to working with you further.

Sincerely,

**Ann White Eagle** | SWCD Director  
Ramsey County  
Soil & Water Conservation Division  
Parks & Recreation Department  
2015 Van Dyke Street  
Maplewood, MN 55109

# FY19 MCD Subwatershed Analysis (SWA) Program Application

Submit completed form to WCD, Host District

A. Requesting District and Contact			
<u>District Name</u>	<u>Project Contact</u>	<u>Contact Phone</u>	<u>Contact Email</u>

B. Project Information (attach location map)		
<u>Project Name</u>		
<u>Receiving Water(s)</u>	<u>Drainage Area (acres)</u>	<u>Target Pollutant(s)</u>
<u>Project Type:</u> <input type="checkbox"/> Protection Project (receiving water not impaired) <input type="checkbox"/> Restoration Project (receiving water on 303D list)		
<u>Assessment Type:</u> <input type="checkbox"/> Urban Subwatershed <input type="checkbox"/> Rural/Agricultural Subwatershed <input type="checkbox"/> Combined Urban/Rural Subwatershed		

C. Prioritization Model(s) or Technique
<input type="checkbox"/> P8 <input type="checkbox"/> WinSLAMM <input type="checkbox"/> EBI <input type="checkbox"/> RUSLE <input type="checkbox"/> OTHER* (describe):

\*Other prioritization models or diagnostic approaches must be approved by host district

D. Funding						
<table border="1"> <tr> <td><u>Grant Request Amount (1)</u></td> <td><u>Non-State Match Amount (2)</u></td> <td><u>Match Sources (list and identify cash and in-kind)</u></td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>	<u>Grant Request Amount (1)</u>	<u>Non-State Match Amount (2)</u>	<u>Match Sources (list and identify cash and in-kind)</u>			
<u>Grant Request Amount (1)</u>	<u>Non-State Match Amount (2)</u>	<u>Match Sources (list and identify cash and in-kind)</u>				

1 – Each member may request up to \$17,000.00 during the current grant cycle. 2 – Non-state match must be at least 25% of total SWA analysis costs (metro-wide)

E. Project Narrative (Describe receiving water(s), contributing subwatershed area, local partnerships, potential funding for BMP implementation, previous related studies, etc. Attach map of project area and extra sheets as needed to explain why you think SWA should be considered)

F. General Requirements – Please Review, Internalize, and Check
<input type="checkbox"/> <b>Non-Point:</b> MCD SWA funds will be used to address non-point source water quality problems.
<input type="checkbox"/> <b>Criteria:</b> Member district will meet MCD SWA Minimum Criteria to complete the subwatershed analysis project.
<input type="checkbox"/> <b>Reporting:</b> Member district will submit project status reports to Host by January 1 and July 1 of each year during the project. Final report will meet MCD SWA Minimum Criteria and include an Executive Summary with map and BMP list.
<input type="checkbox"/> <b>Billing:</b> Member districts shall submit an invoice after Final Report is approved. Receipts/invoices must include: the name of the vendor, item description, the component unit costs (e.g. staff rate(s)) and units/quantity provided, and date the services were provided or performed. The invoice will include hours, BWSR rates, dates of service, and detailed match documentation.
<input type="checkbox"/> <b>Deadlines:</b> Member districts are encouraged to submit applications by the end of 2020 or indicated they will not use all of their allocated funding. Member district will complete all SWA Final Reports by September 31, 2021.

## Program Tracking – Host & Fiscal Agent Use Only

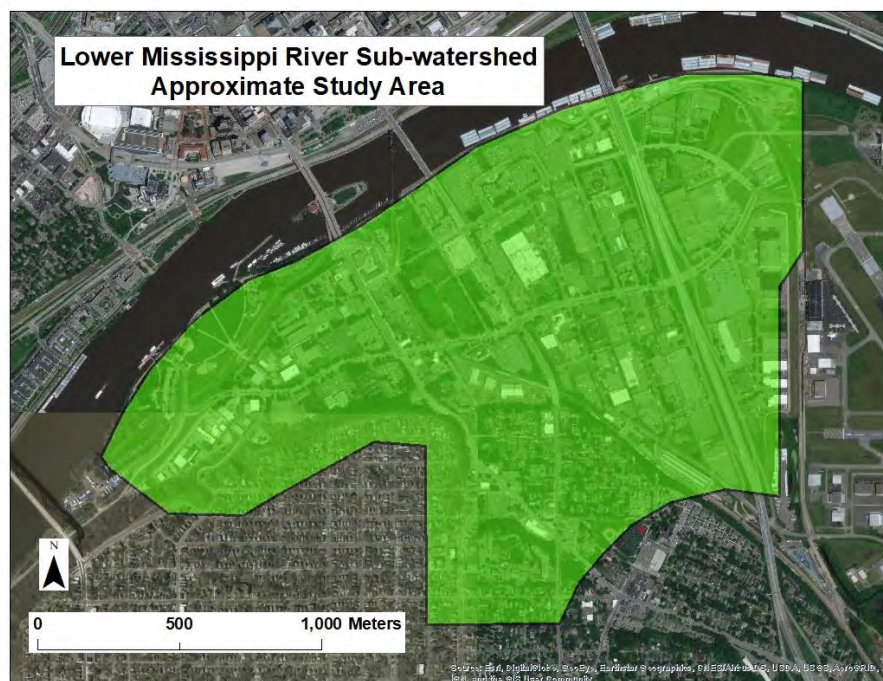
Application Approved	Final Report	Final Invoice and Match	Payment and Match Amounts
<input type="checkbox"/> Host Agent	<input type="checkbox"/> Host Agent	<input type="checkbox"/> Host Agent	Payment:
<input type="checkbox"/> Fiscal Agent	<input type="checkbox"/> Fiscal Agent	<input type="checkbox"/> Fiscal Agent	Match

## **Project Narrative**

The Lower Mississippi River sub-watershed, draining approximately 650 acres, is an area of mixed residential, business, park (Harriet Island), and recreational use. The pollutant load in this drainage area contributes to the overall Mississippi River pollution, including but not limited to sediment, phosphorus, and runoff volume. The objective of this study is to identify the most cost-effective locations to retrofit the stormwater conveyance system to improve water quality, reduce runoff volumes, reduce Total Phosphorous (TP) and Total Suspended Solids (TSS), help recharge groundwater, and manage stormwater rates of discharge. The result will be a ranked list of best management practices, with corresponding locations, that would improve water quality and achieve pollutant reductions within the Lower Mississippi River sub-watershed. In 2015, a similar study was done by Ramsey County Soil & Water Conservation Division (RCSWCD) for a watershed partner in East Kittsondale sub-watershed (St. Paul), which evaluated stormwater retrofits within alley rights-of-way as well as on private property. Since 2010, the RCSWCD has completed multiple similar retrofit studies for numerous watershed districts. Several of these studies leveraged funding from the Clean Water Fund grant for the installation of retrofits identified within these studies.

Before the study begins, the RCSWCD would meet with Lower Mississippi River Watershed Management Organization (LMRWMO) personnel to review the watershed goals and determine the target pollutants for the study. Information from past studies would be reviewed to determine if existing information could be used to fulfill any of the study's objectives. Funding provided by LMRWMO and grant funding through State programs will be requested for the implementation of projects identified within this study.

## **Map of Approximate Study Area**





## Memorandum

**To:** Lower Mississippi River Watershed Management Organization Board of Managers  
**From:** Greg Williams and Joe Barten  
**Subject:** Stakeholder Engagement Plan for 2021 Watershed Management Plan Update –  
**Revised to address COVID-19 and planned extension**  
**Date:** October 6, 2020  
**Project:** 23191436.00

In developing its 2021 Watershed Management Plan (WMP, Plan), the Lower Mississippi River Watershed Management Organization (LMRWMO) has an opportunity to engage and receive input from a broad, diverse group of stakeholders within the watershed. Consideration of stakeholder input is an important step in establishing Plan priorities and is key in fostering the community support and cooperation necessary to successfully implement LMRWMO projects and programs. The LMRWMO values input from residents, businesses, community groups, and local governments and seeks to ensure that its communities are represented, engaged, heard and empowered throughout the WMP update process.

This memorandum details the proposed methods by which the LMRWMO Board of Managers, in cooperation with Barr Engineering Co. (Barr) staff and the LMRWMO Administrator, will engage stakeholders throughout Plan development. [The stakeholder engagement Plan was revised in September, 2020 to reflect the ongoing challenges of the COVID-19 pandemic and planned extension of the Plan development schedule through the end of 2022.](#)

### 1.0 Targeted Stakeholders

The LMRWMO has strong existing relationships with its member cities, maintained in part by regular city staff attendance at LMRWMO Board meetings. Input from city staff is anticipated throughout the Plan development process. Interaction between the LMRWMO and state and regional government agencies is less consistent. Direct engagement with residents, businesses, and community groups has often been limited to specific project opportunities, although the LMRWMO's recent investment in training several Master Water Stewards has increased its public outreach.

With consideration for current and past outreach efforts, the 2021 Plan stakeholder engagement efforts will focus on obtaining input from the following stakeholders groups, with a particular focus on engaging residents and community groups not regularly engaged in water resource management:

- Residents – property owners and tenants
- Businesses and developers
- Neighborhood organizations, faith based organizations, and community groups

- *Cities: Inver Grove Heights, Lilydale, Mendota Heights, Saint Paul, South Saint Paul, Sunfish Lake, and West Saint Paul (including city staff and elected officials)*
- *Dakota County and the Dakota County Soil and Water Conservation District*
- State agencies including: the **Metropolitan Council**, **Minnesota Department of Agriculture** (MDA), **Minnesota Department of Health** (MDH), **Minnesota Department of Natural Resources** (MDNR), **Minnesota Pollution Control Agency** (MPCA), **Minnesota Board of Water and Soil Resources** (BWSR), and **MN Department of Transportation** (MnDOT).
- *Adjacent Watershed Management Organizations (WMOs): Capitol Region Watershed District, Eagan-Inver Grove WMO, Lower Minnesota River WMO, Ramsey-Washington Metro Watershed District, South Washington Watershed District, and Vermillion River Watershed Joint Powers Organization (these organizations will be notified of plan activity per Minnesota Rules 8410)*

Parties listed above in **bold** are referred to in Minnesota Rules 8410 as “Plan review agencies.” Minnesota Rules 8410 also defines “Plan review authorities” as the Plan review agencies and additional entities identified above in *italics*.

## 2.0 Planned Stakeholder Engagement Activities

We recommend several concurrent strategies to obtain meaningful and representative input from a diverse group of Plan stakeholders. These strategies are listed below and described in the following sections. Minnesota Statutes 103B and Minnesota Rules 8410 also include minimum stakeholder engagement strategies required as part of Plan development. Required tasks are included and noted among the strategies described herein.

### 2.1 Plan Update Notification (completed)

**Target audiences:** plan review agencies; plan review authorities

Per MN Rules 8410.0045 Subp. 3 and Subp. 4, a notification of the Plan update must be sent to the Plan review agencies and the Plan review authorities, respectively. The LMRWMO Administrator distributed the Plan notification letter electronically on December 27, 2019 and requested a response by March 1, 2020. The notification requested that the recipients provide information about their respective priority issues, goals, and data relevant to the Plan updated. Additionally, the notification sent to the Plan review authorities must request information about programs and official controls (e.g., rules, ordinances, permit programs). The LMRWMO received responses from:

- MN Board of Water & Soil Resources
- Minnesota Department of Natural Resources
- Minnesota Pollution Control Agency
- Dakota County

**To:** Lower Mississippi River Watershed Management Organization Board of Managers  
**From:** Greg Williams and Joe Barten  
**Subject:** Stakeholder Engagement Plan for 2021 Watershed Management Plan Update – Revised to address COVID-19 and planned extension  
**Date:** October 6, 2020  
**Page:** 3

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- Dakota County Soil and Water Conservation District
- City of Saint Paul
- City of Sunfish Lake
- Metropolitan Council

## 2.2 Online Survey (~~ongoing online and paper/face-to-face~~)

**Target audiences:** residents      **Schedule:** March 2020 – ~~September 2020~~ June 2021

~~We recommend that t~~The LMRWMO website is linking to host an online survey to obtain information from residents, property owners, business owners, and other individuals who live, work, or recreate in the watershed. ~~Draft survey questions for Board consideration are included below. We recommend that t~~The survey be brief (~~3-5 questions~~) to encourage participation and allow some or all of the survey questions to be asked in during potential future face-to-face interactions with stakeholders (e.g., public kickoff meeting, partner/community events).

### Potential Survey Questions:

1. Do you live inside the Lower Mississippi River Watershed Management Organization (LMRWMO) boundary? If so, in what city?
2. How do you interact with the water resources (lakes, streams, wetlands, Mississippi River) in your community?
3. How does the health of water resources in your community affect you, your friends, or your community?
4. Are there water resources in your community you would like to see improved? If so, how?
5. As the LMRWMO updates its 10 year Plan, if you would you would like to receive email updates on the planning process, please enter your email address here.

Information obtained through the survey will inform identification of issues in the Plan and may be used to tailor future education and outreach strategies. The LMRWMO ~~staff~~ will continue to leverage existing communication tools (e.g., city newsletters, websites, and social media) and Master Water Stewards to advertise the survey. The online survey will be heavily promoted during the initial phase of Plan development, although input may be considered throughout the project.

In consideration for public health, the LRRWMO plans to forego a traditional initial planning (public kickoff meeting). The survey will replace the public kickoff meeting as a means by which the public may participate in identifying and prioritizing issues.



## 2.3 ~~Initial Planning (Public Kickoff) Meeting~~

**Target audience:** Residents, community groups, plan review authorities **Schedule:** July 2020 – August 2020

~~Per Minnesota Rules 8410.0045 Subp.5, the LMRWMO must notice and host an “initial planning meeting presided over by the organization’s governing body to receive, review, and discuss input” on the Plan update. The meeting must occur after the 60 days in which the Plan review authorities may respond to the Plan update notification (see Section 2.1). Written notification must be made to the Plan review authorities and known stakeholders. Legal notice must be posted on the organization’s Web site and comply with open meeting law requirements.~~

~~The purpose of the initial planning meeting will be to identify issues to addressed by the Plan and obtain input on their relative priority. We recommend that the programming for this meeting include a brief presentation on the Plan update process, a visioning exercise, facilitated small group discussion regarding watershed issues, and a “dot voting” or similar exercise by which participants can identify the highest priorities.~~

~~We recommend scheduling the initial planning meeting towards the end of the initial stakeholder engagement efforts (July 2020 – August 2020) so that input obtained through other engagement efforts (e.g., online survey, interviews at community events) may be incorporated into the discussion and prioritization of watershed issues.~~

## 2.4 Elected City Officials Event (~~Boat Watershed~~ Tour)

**Target audience:** Elected City officials, city staff **Schedule:** ~~September 2020~~June 2021 – ~~October 2020~~August 2021

Engaging elected City officials in water and natural resource management planning is a difficult task. We recommend that the LMRWMO Board of Managers host a boat watershed tour event and invite select City staff and elected officials. ~~Programming on the bout tour~~ The watershed tour would include stops at various natural resources and/or BMPs; discuss would include a summary of the WMO’s history, its role, and the Plan update process. The Board or staff would present results of the stakeholder engagement activities performed to date ~~and a draft issue and resource prioritization~~. Attendees would be asked to comment on the draft priority issues and resources. This input would be considered by the Board in future Plan development steps. Based on the planned programming, this even could occur in ~~late summer/early fall 2020, following the initial planning meeting~~ summer 2021 in the hopes of eased social gathering restrictions.

## 2.5 Citizen Advisory Committee Meetings

**Target audience:** LMRWMO Residents      **Schedule:** ~~May 2020~~June 2021 – ongoing

The LMRWMO will convene a Citizen Advisory Committee (CAC) to assist in 2021 Plan development. Potential participants in the CAC will be recruited from City environmental commissions (if they exist), past CAC members, and LMRWMO Master Water Stewards. Respondents to advertisements on the LMRWMO website, City social media, and other electronic communications could also be contacted for involvement.

The CAC will meet 2-3 times during Plan development. Planned meetings of the CAC include:

- Meeting earlier Plan development (~~May 2020 – June 2020~~Summer 2021) to identify and prioritize issues to be addressed in the 2021 Plan
- Meeting later Plan development (~~December 2020 – January 2021~~Winter 2022) to review education, communication, and engagement strategies included in the draft 2021 Plan

Additional meetings of the CAC may be scheduled, as needed, to ensure all relevant topics have been discussed by the CAC. The CAC may also be leveraged for continuing roles through Plan implementation.

## 2.6 Technical Advisory Committee Meetings

**Target audience:** City staff, Dakota County, Dakota SWCD, plan review agencies      **Schedule:** ~~May 2020~~June 2021 - ongoing

City staff from most LMRWMO member cities regularly attend LMRWMO Board meetings and are active partners in watershed management. In addition to this participation, the LMRWMO will convene a Technical Advisory Committee (TAC) to meet during 2021 Plan development. The TAC will include member city staff as well as invitees from plan review agencies (e.g., MDNR, MPCA). Plan review agencies were asked to identify preferred TAC participants in the response to the notification letter. The TAC will meet 2-3 times during Plan development. Planned meetings of the TAC include:

- Meeting earlier in Plan development (~~May 2020 – June 2020~~Summer 2021) to identify and prioritize issues related to water resources and coordination between the LRRWMO, its cities, and partner entities
- Meeting later in Plan development (~~December 2020 – January 2021~~Winter 2022) to review policy, identify implementation strategies, and clarify roles and responsibilities

Additional meetings of the TAC may be scheduled, as needed, to ensure that TAC participants have had adequate opportunity to provide input on the 2021 Plan.

## 2.7 Possible Partner/External Community Events and Meetings

**Target audience:** Residents, community groups      **Schedule:** ~~April 2020~~ June 2021 – ~~September 2020~~ August 2021

Events focused on water resource management typically draw few attendees, often with very specific concerns. Conversely, community events within the watershed present ready-made opportunities for the LMRWMO representatives (include the Board of Managers, member city staff, Administrator, Master Water Steward, and/or Barr staff) to engage with a broader cross-section of potential stakeholders.

~~Concurrent with the online survey, if public health recommendations permit,~~ LMRWMO representatives will attend select community events to share information about the Plan update and solicit input from community members. LMRWMO representatives will bring materials (e.g., a board, handouts) presenting a brief introduction to the LMRWMO and the Plan update process. LMRWMO representatives will ask interested individuals questions similar to those developed for the online survey and document any feedback provided (or direct individuals to the online survey).

Attendance at community events is planned through (and potentially beyond) the initial planning meeting as part of the initial issue identification. Barr will coordinate a meeting and or materials for “plan update ambassadors” to be trained to gather input and obtain meaningful information.

## 2.8 Topic Presentations to the Board of Managers

**Target audience:** Board of Managers      **Schedule:** September 2020 – January 2021

~~Barr prepared a gaps analysis to identify potential areas where the existing LMRWMO and/or current practice may be inconsistent with local or state regulations, current industry practices, or most recent data. The gaps analysis prompted a request by the Board of Managers for more detailed information about the topics included in that analysis (e.g., impaired waters, stormwater performance standards, wetland management).~~

~~Over the course of several LMRWMO meetings, Barr and/or agency staff will present information on various technical topics to be addressed in the 2021 Plan. These presentations are intended to create a shared knowledge base from which the Board of Managers can make informed decisions throughout the project.~~

## 2.9 “What is the LMRWMO?” Video and Plan Introduction

**Target audience:** Residents, community groups      **Schedule:** Winter 2021

~~Barr will work with LMRWMO staff to develop a short video that explains the origins and role of the LMRWMO. The video is intended to increase public awareness about the LMRWMO. The video will~~

contain additional information about the 2021 Plan development and opportunities for public engagement. The project-specific information will later be removed, allowing the video to serve as an ongoing communication tool. The video will be shared via the LMRWMO website and partner media.

### **2.82.10 Stakeholder Engagement after Initial Input Phase**

The stakeholder engagement strategies described herein are concentrated at the beginning of the Plan update process to maximize use of the data throughout Plan development. However, the LMRWMO will continue to engage stakeholders through the following strategies:

**LMRWMO Website** – The LMRWMO will use website to communicate important steps in Plan development. This information may include the results of stakeholder engagement activities, draft Plan content, and details about upcoming Plan update events (e.g., initial planning meeting).

**Ongoing CAC/TAC Workshops** – Additional workshops with the CAC and TAC are planned following the initial stakeholder engagement phase. These workshops will shift the focus from “*What should the Plan address?*” to “*How should the Plan address it?*”

**Formal Plan Review** – Consistent with Minnesota Statutes 103B.231 Subd. 7, the LMRWMO must submit the draft Plan to the Plan review authorities for a 60-day formal review. The Plan review authorities will provide comments on the draft Plan, which the LMRWMO must address in writing prior to hosting a public hearing. During the review period, we recommend that the LMRWMO also make the complete draft Plan for available on the LMRWMO website for public comment. The LMRWMO is not obligated to respond to public comments received during the 60-day formal review period.

## **3.0 Schedule**

Many of the stakeholder outreach strategies occur early in Plan development during the initial stakeholder engagement phase. Several of these strategies are scheduled concurrently. Table 1 present a proposed schedule and flowchart of the planned stakeholder engagement activities. This schedule has been revised from previous versions to reflect ongoing public health guidance related to the COVID-19 pandemic and a planned extension of the project schedule through 2022.

Table 1 Proposed schedule for stakeholder engagement activities

Phase	Memo Section	Task description	stakeholder engagement					2020												2021												2022														
			managers	TAC	CAC	others	agencies	public	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22		
Phase 1	2.5, 2.6	recruit and meet with TAC and CAC	X	X	X																																									
	2.2	implement stakeholder survey	X		X		X																		X																					
	2.1	distribute plan update notification and summarize responses	X			X	X																																							
	2.7	engage community through events and interviews	X		X	X		X																																						
	2.3	Board visioning workshop	X																																											
	2.4	city officials event (boat tour)	X			X																																								
	2.4 (revised)	city officials event (watershed tour) - designed to obtain feedback	X			X																																								
	2.3	host initial planning meeting	X	X	X	X	X	X																																						
	2.8 (new)	Topic presentations to Board of Managers	X			X																																								
	2.9 (new)	What is the LMRWMO video and plan intro						X																																						
prepare draft plan	2a	aggregate data and update inventory	X			X	X																																							
	2b	establish measurable goals	X	X														X	X		X								X	X																
	2c	review policies and performance standards	X	X		X												X	X	X									X	X	X															
	2d	update targeted implementation program	X	X	X	X													X	X													X	X												
	2e	compile draft plan and graphic executive summary	X																																											
review, revise, and obtain approval	3a	revise plan per board feedback	X																			X																								
	3b	conduct formal 60-day review and respond to comments	X			X	X	X																																						
	3c	host public meeting	X			X	X	X																			X																			
	3d	revise and resubmit plan	X			X																							X																	X
	3e	produce and distribute plan	X																																											

Notes:

- X indicates anticipated meeting with board, TAC, CAC, and/or stakeholders
- indicates task completed
- indicates expected task duration (original)
- indicates expected task duration (revised September 2020)
- indicates anticipated formal review periods as required in MN Statute 103B.231