



## Board of Managers Meeting Agenda

Wednesday - December 9<sup>th</sup>, 2020 - 3:00 p.m.

Held Remotely Online

1. Call Meeting to Order
  - 1.1 Public Comment / Introductions  
Audience members may 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 November 12<sup>th</sup>, 2020 Meeting Minutes - Chair\* Action
3. Approval of December 9<sup>th</sup>, 2020 Financial Summary & Invoices - Treasurer\* Action
4. Review and Approve 2021 Board Meeting Schedule - SWCD\* Action
5. Review Water Stewards Applications & Select Participants - SWCD\* Action
6. Presentation: Addressing Groundwater Concerns in the LMRWMO - Dakota County Staff Information
7. Updates and Handouts
  - 7.1 Grant Tracking Update - Barr\*\* Information
  - 7.2 Other Updates / Member City Updates Information
8. Agenda Items for Next Meeting: January 13<sup>th</sup>, 2021
9. Adjourn

\*Materials included in full packet

\*\*Materials available separately on website:

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

---

Please note, the December 9<sup>th</sup>, 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 2:20, 40 minutes prior to the start time, to allow for technical troubleshooting for people to get connected and into the meeting.**

**LMRWMO December 9th Board Meeting**

Time: December 9, 2020 02:20 PM Central Time (US and Canada) (Zoom meeting opens at 2:20 for troubleshooting, meeting starts at 3:00 pm)

**Join Zoom Meeting**

<https://dakotacountymn.zoom.us/j/94071238784?pwd=ZEdYTFZwbFNnNFcwTDJNeGphTHNiZz09>

**Meeting ID: 940 7123 8784**

**Passcode: 192643**

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: 940 7123 8784

Passcode: 192643



## MEETING MINUTES

Board of Managers Regular Meeting

November 12, 2020 - 3:00 p.m.

Meeting Held Remotely Online

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

Sharon Lencowski, (Chair) Inver Grove Heights  
Sheila Vanney, West St. Paul  
Lyle Hanzal, Lilydale

Karen Reid, (Vice Chair) Saint Paul  
Tom Sutton, Lilydale

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

Tom Kaldunski, Inver Grove Heights  
Pat Murphy, St. Paul  
Greg Williams, Barr Engineering

Krista Spreiter, Mendota Heights  
Ralph Schnor, Inver Grove Heights  
Joe Barten, Dakota County SWCD

#### **1. Information Items**

Barten provided an update on the MN Water Stewards program, asking Cities to help get the word out to garner interested applicants.

Williams provided an overview on the relevant items from the Grant Tracking spreadsheet.

#### **2. Presentation: Watershed Management Plan Update Process**

Williams summarized the information provided in the packet and described the various processes, using flow charts, which identify priority issues, resources, and projects, establish goals, and develop targeted implementation plans for the Watershed Management Plan update.

#### **3. Call Meeting to Order**

The meeting was called to order by Chair Lencowski at 3:30 p.m.

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

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

Lencowski asked for any changes to the agenda.

**MOTION** by Vanney to approve the agenda for the November 12, 2020 meeting, second by Reid; Roll call approval by Lencowski, Reid, Vanney, Sutton; motion passed.

#### **4. Approval of the September 9, 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 Lencowski; Roll call approval by Lencowski, Reid, Vanney, Sutton; motion passed.

**5. Approval of November 12, 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 Reid; Roll call approval by Lencowski, Reid, Vanney, Sutton; motion passed.

**6. Discuss Draft 2021 SWCD Work Plan**

Barten presented a proposed work plan as presented in the packet for 2021 between the LMRWMO and Dakota County SWCD for Administrative and other services. Barten noted an increase due to additional monitoring at Thompson Lake. The Board discussed available hours and the amounts of funding needed and billable hours from the SWCD.

**MOTION** by Reid to approve the budget and work plan as presented and to authorize the Board Chair to execute an agreement with the Dakota County SWCD, second by Sutton; Roll call approval by Lencowski, Reid, Vanney, Sutton; motion passed.

**7. Discuss Ramsey County Subwatershed Analysis Application & Matching Funds Request**

Barten summarized the information provided in the packet to request matching funds to perform a subwatershed analysis to identify stormwater management projects in the West Side of St. Paul. There was discussion on the various modeling programs used for studies such as this.

**MOTION** by Vanney to authorize funding as requested to Ramsey County for a subwatershed analysis in the West Side of St. Paul, second by Reid; Roll call approval by Lencowski, Reid, Vanney, Sutton; motion passed.

**8. Discuss LMRWMO Website URL**

The Board discussed the three options provided for a new LMRWMO website URL.

**MOTION** by Sutton to select [www.lmrwmo.org](http://www.lmrwmo.org) as the preferred website URL, unless the website consultant sees an issue with this choice, second by Reid; Roll call approval by Lencowski, Reid, Vanney, Sutton; motion passed.

**9. LMRWMO Plan Update Revised Engagement Plan**

Williams summarized the changes to the LMRWMO Watershed Management Plan update Engagement Plan due to COVID. Barten noted that the changes would be provided to BWSR along with a request for a Watershed Management Plan extension due to an inability to execute the initial Plan update outreach and meetings as planned.

**MOTION** by Reid to authorize the LMRWMO Administrator to submit a request to the MN Board of Water and Soil Resources (BWSR) for a one-year Watershed Management Plan extension, second by Sutton; Roll call approval by Lencowski, Reid, Vanney, Sutton; motion passed.

**10. Adjourn** - Meeting adjourned by Chair Lencowski at 4:35 p.m.



**FINANCIAL SUMMARY**  
**November 15, 2020 to December 9, 2020**

Beginning Balance - Key Community Bank					\$307,529.48
Interest				+	
				+	
				+	
Deposits				+	
				+	
				+	
To be approved at this meeting:					
<u>Key Community Bank:</u>					
Bank Fee				-	
3708	12/9/2020	Barr Engineering		-	\$528.50
				-	
				-	
				-	
				-	
Available Balance at Key Community Bank					\$307,000.98
<u>Gateway Bank Accounts:</u>					
	<u>Savings</u>		Balance		\$71,029.47
Deposits	Interest	11/30/2020		+	\$29.19
				+	
				-	
			Ending Balance		<u>\$71,058.66</u>
	<u>Checking</u>		Balance		\$1,000.00
				-	
			Ending Balance		<u>\$1,000.00</u>
Available Balance at Gateway Bank					<u>\$72,058.66</u>
Available Balance - Key Community & Gateway Banks					<u>\$379,059.64</u>
4th Generation Plan Balance for 2020					\$45,000.00

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



# 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

November 30, 2020  
Invoice No: 23190078.00 - 232

<b>Total this Invoice</b>	<b>\$311.00</b>
---------------------------	-----------------

## Regarding: Watershed Management Organization

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

- Preparing materials for October meeting (ultimately cancelled, materials carried over to November meeting)
- Communicating with LMRWMO Administrator and project management

### Professional Services from October 3, 2020 to October 30, 2020

Job	2020	2020 Engineering Services
-----	------	---------------------------

Task	001	Board Meetings
------	-----	----------------

#### Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist III				
Williams, Sterling	1.70	145.00	246.50	
	1.70		246.50	
<b>Subtotal Labor</b>				<b>246.50</b>
				<b>Task Subtotal</b>
				<b>\$246.50</b>

Task	002	Technical Assistance
------	-----	----------------------

#### Labor Charges

	Hours	Rate	Amount	
Principal				
Kieffer, Janna	.10	170.00	17.00	
Support Personnel II				
Nypan, Nyssa	.50	95.00	47.50	
	.60		64.50	
<b>Subtotal Labor</b>				<b>64.50</b>
				<b>Task Subtotal</b>
				<b>\$64.50</b>
				<b>Job Subtotal</b>
				<b>\$311.00</b>
				<b>Total this Invoice</b>
				<b>\$311.00</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

Monday, November 30, 2020

Barr Engineering Co.

Invoice <Draft> Dated 11/30/2020

4:08:52 PM

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	10/7/2020	1.00	145.00	145.00
	material prep				
SGW	3 - Williams, Sterling	10/12/2020	.70	145.00	101.50
	planning for Board presentations				
			1.70		246.50
<b>Subtotal Labor</b>					<b>246.50</b>

**Task Subtotal \$246.50**

Task	002	Technical Assistance
------	-----	----------------------

## Labor Charges

			Hours	Rate	Amount
Principal					
	Principal				
JMK2	1 - Kieffer, Janna	10/29/2020	.10	170.00	17.00
	invoice review				
Support Personnel II					
	Support Personnel II				
NJN	9 - Nypan, Nyssa	10/29/2020	.50	95.00	47.50
			.60		64.50
<b>Subtotal Labor</b>					<b>64.50</b>

**Task Subtotal \$64.50**

**Job Subtotal \$311.00**

**Total this Project \$311.00**

**Total this Report \$311.00**





# 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

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

November 30, 2020  
Invoice No: 23191436.00 - 7

<b>Total this Invoice</b>	<b>\$217.50</b>
---------------------------	-----------------

**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 project schedule and stakeholder engagement plan per recommendations from the Board Chair and Administrator
- 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	\$ 1,944.50	\$ 217.50	\$ 2,162.00	\$ (952.00)
	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	\$ 4,676.00	\$ -	\$ 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	\$ 7,130.50	\$ 217.50	\$ 7,348.00	\$ 64,302.00

**Professional Services from October 3, 2020 to October 30, 2020**

Job	ENG	Stakeholder Engagement
Task	1A0	develop engagement plan

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.

**Labor Charges**

	Hours	Rate	Amount	
Engineer / Scientist / Specialist III				
Williams, Sterling	1.50	145.00	217.50	
	1.50		217.50	
<b>Subtotal Labor</b>				<b>217.50</b>
		<b>Task Subtotal</b>		<b>\$217.50</b>
		<b>Job Subtotal</b>		<b>\$217.50</b>
		<b>Total this Invoice</b>		<b>\$217.50</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, November 30, 2020

Barr Engineering Co. Invoice 7 Dated 11/30/2020 4:04:01 PM

Job	ENG	Stakeholder Engagement
Task	1A0	develop engagement plan

## Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
SGW	Williams, Sterling	10/6/2020	1.50	145.00	217.50
	revise engagement plan per extnesion revisions		1.50		217.50
<b>Subtotal Labor</b>					<b>217.50</b>

**Task Subtotal \$217.50**

**Job Subtotal \$217.50**

**Total this Project \$217.50**

**Total this Report \$217.50**

### 3.1 Budget vs. Actual 12/9/2020

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	Nov 13 - Dec 9 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	\$29.19		\$662.08	(\$162.08)
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>\$29.19</b>		<b>\$261,049.43</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	Nov 13 - Dec 9 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	\$64.50		\$6,889.50	(\$1,389.50)
Meetings	\$6,000.00	\$675.40	\$523.00	\$507.50	\$1,308.50	\$76.00	\$580.00	\$652.50	\$870.00	\$246.50		\$5,439.40	\$560.60
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	\$217.50		\$9,828.00	\$30,172.00
<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
Stormwater 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>\$0.00</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>\$528.50</b>		<b>\$93,672.40</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>\$528.50</b>		<b>\$326,779.61</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>\$379,059.64</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>\$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>\$166,103.13</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>	<b>\$121,103.13</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 Grants Budget vs. Actual 12/9/2020

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 - Dec 9 2020	Total	Variance
BWSR FY16-18 CWF Grant Payment - Thompson	\$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								\$19,600.00	\$196,000.00	\$0.00
BWSR FY18 CWF Grant Payments - Cherokee	\$700,000.00			\$350,000.00	\$280,000.00									\$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 - Dec 9 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	\$3,161.90	\$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 Matc	\$24,500.00		\$37,493.70											\$37,493.70	(\$12,993.70)
Lk Augusta Shoreline/Inlet Engine	\$0.00														
Lake Augusta Shoreline / Inlet Ass	\$7,000.00													\$0.00	\$7,000.00
Sunfish Lake Alum Treatment															
Sunfish Lake Stakeholder Participa	\$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 Ma	\$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											\$412.50	\$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		\$1,094.46	\$22,636.26	(\$7,636.26)
Education and Outreach	\$18,000.00		\$2,375.00	\$18,072.64	\$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				\$3,090.26					\$106,329.02	\$33,670.98
Forebay, Wetland, & Pond Install	\$344,000.00				\$72,719.65				\$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				\$301.92	\$7,462.50	\$4,537.50
Project Development	\$10,000.00			\$5,240.00	\$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				\$144.22					\$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		\$150.96		\$301.92	\$970.55	\$3,029.45
Lake Augusta Study	\$44,000.00													\$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	\$276,463.72	\$275,976.22	\$275,976.22	\$197,658.87	\$197,658.65	\$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	Elink Verification 2-1-20
<b>Internal Phosphorus - Augusta &amp; Sunfish</b>	
\$196,000.00 Total Grant	
\$64,493.80 Match	
\$196,000.00 Spent	\$196,000.00
\$0.00 Balance 100.00%	
\$196,000.00 Funds Received 100%	
\$0.00 Funds on Hand	
<b>Thompson Lake Stormwater Improvements</b>	
\$576,000.00 Total Grant	
\$303,435.54 Spent 52.68%	\$224,158.66
\$74,485.01 Match	
\$342,079.45 Balance	
\$288,000.00 Funds Received 50%	
\$15,435.54 Funds on Hand	
<b>Cherokee Heights Stormwater</b>	
\$700,000.00 Total Grant	
\$471,670.90 Spent 67.38%	\$468,625.12
\$175,000.00 Match	
\$433,329.10 Balance	
\$630,000.00 Funds Received 90%	
\$159,329.10 Funds on Hand	
<b>FY 2019 Watershed Based Funding</b>	
\$144,670.00 Total Grant	
\$2,272.05 Spent 1.57%	\$1,487.50
\$0.00 Match	
\$142,397.95 Balance	
\$72,335.00 Funds Received 50%	
\$70,062.95 Funds on Hand	\$562,300.91



## 2021 Board Meeting Schedule

The regular Lower Mississippi River Watershed Management Organization (LMRWMO) Board of Manager meetings are held the second Wednesday of each month at 3:00 p.m. The Board may cancel the January and July meetings if business renders them unnecessary.

Meeting locations typically rotate among select member communities with the following rotating order, Inver Grove Heights, Lilydale, Sunfish Lake, Saint Paul, Mendota Heights, West St. Paul, South St. Paul, with each hosting two consecutive meetings.

Listed below are the host Cities and locations for the scheduled 2021 meetings.

January 13, 2021	TBD
February 10, 2021	TBD
March 10, 2021	TBD
April 14, 2021	TBD
May 12, 2021	TBD
June 9, 2021	TBD
July 14, 2021	TBD
August 11, 2021	TBD
September 8, 2021	TBD
October 13, 2021	TBD
November 10, 2021	TBD
December 8, 2021	TBD



**Water Stewards Application Review:** Please rank each applicants response on a 1 to 5 scale where 1 = Least Thorough or Intentional Response and 5 = Most Thorough or Intentional Response

Review Criteria	Analiese Miller	Camille Morse Nicholson	Dan Trudeau	Eric Peterson
I accept that I am responsible for raising some funds for a Capstone Project (your watershed district will provide some or all of the cost depending on the district grants)				
Why are you interested in becoming a Water Steward?				
Please list any community organizations in which you participate, positions held and relevant accomplishments. Please list your public speaking and meeting facilitation skills and experience.				
Proficiency in email, microsoft word, internet/social networking.				
List any relevant computer or non-computer skills or interests.				
What do you expect to gain from your participation in the Master Water Steward Program?				
What changes are you hoping to affect in your community?				
Do you have any conflicts with the class dates as published?				
Is this person located in a LMRWMO Member City not yet represented by a MWS? If so, add 5 points.				
<b>Total Score</b>				
<b>Total Rank out of all Applicants</b>				

Comments:

--	--	--	--

**Current LMRWMO Sponsored WS's**

Steve Gebauer  
 Leslie Pilgrim  
 James McClosky  
 Dawn Gaetke  
 Mike Dox  
 Thomas Becknell

**City**

Mendota Heights  
 Mendota Heights  
 South St. Paul  
 Inver Grove Heights  
 South St. Paul  
 South St. Paul

**Year**

2017-2018  
 2017-2018  
 2018-2019  
 2018-2019  
 2019-2020  
 2019-2020

<b>Name</b>
Analiese Miller
<b>I prefer all correspondence sent to:</b>
<ul style="list-style-type: none"> <li>Home</li> </ul>
<b>Home Address</b>
West Saint Paul, Minnesota 55118 United States <a href="#">Map It</a>
<b>Business Address (if applicable)</b>
Minnesota United States <a href="#">Map It</a>
<b>Cell Phone Number</b>
<b>Preferred Email</b>
<hr/>
<b>Partner organization or area of residence</b>
Lower Mississippi River Water Management Org
<b>Tuition and Project Costs</b>
<ul style="list-style-type: none"> <li>I accept that I am responsible for raising some funds for a Capstone Project (your partner organization will provide some opportunity for all of the cost depending on the district grants)</li> <li>I have attended an information session, or commit to attending one, prior to the start of class.</li> </ul>
<b>Which area interests you and represents your community most?</b>
Urban stormwater pollution
<b>How did you hear about the Minnesota Water Stewards Program?</b>
Freshwater MN website
<b>Why are you interested in becoming a Minnesota Water Steward?</b>
I am interested in learning more about how to better protect and preserve our water resources, and to become a resource in myself for my community.
<b>Please list any community organizations in which you participate, positions held and relevant accomplishments. Please list your public speaking and meeting facilitation skills and experience.</b>
I am a member of Audubon MN, and worked as a volunteer in their marshbird surveys, documenting under-reported species in the Rochester area. I care for two storm drains with Adopt-a-drain. I have also volunteered extensively with Friends of the Mississippi River, with eco-restoration projects and in collecting samples and performing laboratory analysis for the Wetland Health Evaluation Program (WHEP) and the Stream Health Evaluation Program (SHEP) for seven years. I served on the Summit-University Planning Council as an elected representative for 3 terms, until I moved from the area.



I am a working actor and am at ease speaking publicly.

**Indicate your proficiency in E-mail:**

Proficient

**Indicate your proficiency in Microsoft Office (Word, Excel, PPT):**

Proficient

**Indicate your proficiency in Internet/Social Networking**

Proficient

**Please list any other relevant computer or non-computer skills or interests:**

I have a BA in Art and Anthropology from the U of MN and am a highly skilled photographer/editor/visual storyteller.

**What do you expect to gain from your participation in the Minnesota Water Stewards Program?**

I hope to gain the skills and knowledge required to be a better advocate; to learn more about partner organizations and opportunities for making positive and lasting impressions on the waters around me. I am also eager to join in community with like-minded citizen/stewards to find and share creative ways to expand our reach and impact.

**What changes are you hoping to effect in your community?**

Most directly, I hope to build a sense of investment among property owners in the protection of our resources around Lilly Lake in West Saint Paul.

**Do you have any conflicts with the class dates as published?**

None

**E-Signature**

Analiese Miller

<b>Name</b>
Camille Morse Nicholson
<b>I prefer all correspondence sent to:</b>
<ul style="list-style-type: none"> <li>• Home</li> </ul>
<b>Home Address</b>
Saint Paul, Minnesota 55107 United States <a href="#">Map It</a>
<b>Business Address (if applicable)</b>
Minnesota United States <a href="#">Map It</a>
<b>Cell Phone Number</b>
<b>Preferred Email</b>
<hr/>
<b>Partner organization or area of residence</b>
Lower Mississippi River Water Management Org
<b>Tuition and Project Costs</b>
<ul style="list-style-type: none"> <li>• I accept that I am responsible for raising some funds for a Capstone Project (your partner organization will provide some opportunity for all of the cost depending on the district grants)</li> <li>• I have attended an information session, or commit to attending one, prior to the start of class.</li> </ul>
<b>Which area interests you and represents your community most?</b>
Urban stormwater pollution
<b>How did you hear about the Minnesota Water Stewards Program?</b>
Mississippi Water Management Organization newsletter
<b>Why are you interested in becoming a Minnesota Water Steward?</b>
I want to meet my neighbors in a positive context, build my knowledge of water issues, tap into natural resource efforts in my neighborhood, and connect with similarly-interested folks!
<b>Please list any community organizations in which you participate, positions held and relevant accomplishments. Please list your public speaking and meeting facilitation skills and experience.</b>
I've been a dialogue and meeting facilitator for the last 6 years related to natural resources and a board member of my district council.
<b>Indicate your proficiency in E-mail:</b>
Proficient
<b>Indicate your proficiency in Microsoft Office (Word, Excel, PPT):</b>

Proficient

**Indicate your proficiency in Internet/Social Networking**

Proficient

**Please list any other relevant computer or non-computer skills or interests:**

Project management experience, rain garden and pollinator garden design and experience, volunteer recruitment experience, canvassing experience.

**What do you expect to gain from your participation in the Minnesota Water Stewards Program?**

More focused training on community-led water conservation/mgmt projects, an opportunity to meet my neighbors in a positive context.

**What changes are you hoping to effect in your community?**

I want to meet my neighbors, build connection among community members, and engage folks on environmental issues.

**Do you have any conflicts with the class dates as published?**

n/a

**E-Signature**

Camille Morse Nicholson

<b>Name</b>
Dan Trudeau
<b>I prefer all correspondence sent to:</b>
<ul style="list-style-type: none"> <li>Home</li> </ul>
<b>Home Address</b>
Mendota Heights, Minnesota 55120 United States <a href="#">Map It</a>
<b>Business Address (if applicable)</b>
Minnesota United States <a href="#">Map It</a>
<b>Home Phone Number</b>
<b>Preferred Email</b>
<hr/>
<b>Partner organization or area of residence</b>
Lower Mississippi River Water Management Org
<b>Tuition and Project Costs</b>
<ul style="list-style-type: none"> <li>I accept that I am responsible for raising some funds for a Capstone Project (your partner organization will provide some opportunity for all of the cost depending on the district grants)</li> <li>I have attended an information session, or commit to attending one, prior to the start of class.</li> </ul>
<b>Which area interests you and represents your community most?</b>
Urban stormwater pollution
<b>How did you hear about the Minnesota Water Stewards Program?</b>
I worked on a project with Peggy Knapp in 2013, when the program was first being piloted
<b>Why are you interested in becoming a Minnesota Water Steward?</b>
I live in an area with abundant surface water and where homeowners' yard practices contribute significantly to nonpoint source pollution, threatening the health of downstream water bodies and riparian habitat. I want to help show alternative ways of tending one's yard, and mobilize behavior change to mitigate pollution and improve habitat health.
<b>Please list any community organizations in which you participate, positions held and relevant accomplishments. Please list your public speaking and meeting facilitation skills and experience.</b>
I am a college professor. Public speaking and facilitating meetings are part of my everyday work life.
I received a Lawns to Legumes grant in spring 2020 and have been active in cultivating a pollinator- and bee-friendly landscape while mitigating runoff and using permaculture design principles.

I participate in Scouts BSA (active parent), Minnesota Youth Ski League (volunteer coach), and Juvenile Diabetes Research Fund (parent outreach volunteer).

**Indicate your proficiency in E-mail:**

Proficient

**Indicate your proficiency in Microsoft Office (Word, Excel, PPT):**

Proficient

**Indicate your proficiency in Internet/Social Networking**

Proficient

**Please list any other relevant computer or non-computer skills or interests:**

Graphic design, data visualization, GIS, statistical analysis, qualitative analysis, participatory methods, public communication in the digital age, help people understand human-environment relationships

**What do you expect to gain from your participation in the Minnesota Water Stewards Program?**

Network with other individuals who are working to motivate behavior change, enhance landscape ecology knowledge; learn about best practices for mitigating nonpoint source pollution in Minnesota; access support for generating enthusiasm for turfgrass alternatives in suburban areas.

**What changes are you hoping to effect in your community?**

I want to motivate and help a critical mass of homeowners in Mendota Heights to make changes to their yardscapes and adopt yard care practices that mitigate runoff, demonstrate turfgrass alternatives, and forge an environmentally-minded yard aesthetic to replace the suburban ideal of a velvety green carpet.

**Do you have any conflicts with the class dates as published?**

No

**Referred by (if applicable):**

Leslie Pilgrim

**E-Signature**

Daniel Trudeau

<b>Name</b>
Erik Peterson
<b>I prefer all correspondence sent to:</b>
<ul style="list-style-type: none"> <li>• Home</li> </ul>
<b>Home Address</b>
Mendota Heights, Minnesota 55118 United States <a href="#">Map It</a>
<b>Business Address (if applicable)</b>
Minnesota United States <a href="#">Map It</a>
<b>Home Phone Number</b>
(612) 616-6449
<b>Cell Phone Number</b>
<b>Preferred Email</b>
<a href="#">_____</a>
<b>Partner organization or area of residence</b>
Lower Mississippi River Water Management Org
<b>Tuition and Project Costs</b>
<ul style="list-style-type: none"> <li>• I accept that I am responsible for raising some funds for a Capstone Project (your partner organization will provide some opportunity for all of the cost depending on the district grants)</li> <li>• I have attended an information session, or commit to attending one, prior to the start of class.</li> </ul>
<b>Which area interests you and represents your community most?</b>
Water conservation/groundwater
<b>How did you hear about the Minnesota Water Stewards Program?</b>
Mendota Heights city flyer
<b>Why are you interested in becoming a Minnesota Water Steward?</b>
I studied biology (BA) and business administration (MBA) because I wanted to understand the most powerful forces affecting our water resources and environment. Having worked around the world, I am proud to say I am from a US state that has put so much care and intention into water stewardship and I'd be thrilled to be a part of that ongoing effort.
<b>Please list any community organizations in which you participate, positions held and relevant accomplishments. Please list your public speaking and meeting facilitation skills and experience.</b>
I've just recently returned from serving overseas with my wife in the US State Department so we have not plugged in locally quite yet. Nonetheless, my relevant experience includes:

- Organizing beach clean-ups in Cotonou, Benin with 500+ participants, shovels, rakes, bags, and a deployment plan
- Serving/Volunteering as Treasurer and Business Development Officer of the American Embassy Employee Association in Santiago, Chile, I improved financial stability, raised revenues, put together and executed a yearly event calendar, and worked with my colleagues on the Executive Board to better serve the American Embassy community.
- Chaired bi-weekly meetings, organized agendas, and took and circulated meeting minutes for the American Embassy Association in Santiago, Chile and as project lead for the 18 month transition to a New Embassy Compound in Cotonou, Benin.
- Served on Environmental Working Group at US Embassy Cotonou to discuss and find ways to support conservation efforts in Cotonou, Benin that aligned with US values of stewardship and conservation.
- (2nd place at MN High School State Speech tournament 15 years ago, if that counts!)

**Indicate your proficiency in E-mail:**

Proficient

**Indicate your proficiency in Microsoft Office (Word, Excel, PPT):**

Proficient

**Indicate your proficiency in Internet/Social Networking**

Proficient

**Please list any other relevant computer or non-computer skills or interests:**

Introductory level experience with R, Python, and SQL. Experience organizing and analyzing data. Intermediate statistics knowledge and biological survey experience.

**What do you expect to gain from your participation in the Minnesota Water Stewards Program?**

I am thirsty for practicable, actionable skills and understanding that can be put to use in the long-term defense of Minnesota's (and the region's) water sources. I would also be thrilled to be plugged in to a new network of similarly devoted Minnesotans. I hope the program would allow me to participate in water conservation or remediation projects in the future.

**What changes are you hoping to effect in your community?**

Awareness is key: I'd like to be an informed and steady voice equipped to articulate how valuable Minnesota's water resources are and how fragile they can be. Action is also critical: whether it's a need for riparian reforestation or run-off monitoring and control, or some other objective entirely, I also hope to organize community members toward achieving ambitious water conservation goals the state can be proud of.

**Do you have any conflicts with the class dates as published?**

None I am aware of.

**E-Signature**

J. Erik Peterson