



Draft Watershed Plan Update (60 day) Public Hearing & Board of Managers Regular Meeting Agenda

Wednesday - November 9th, 2022 - 3:00 p.m.

**West St. Paul City Hall
Council Chambers
1616 Humboldt Ave. West St. Paul, 55118**

Public Hearing on the Draft LMRWMO Watershed Management Plan (60 day)

1. Public Hearing -

1.1 Public Comment / Introductions

Audience members may address the Board regarding items not on the agenda. Please limit to three minutes.

Regular Board Meeting

1. Call Meeting to Order

1.1 Identification of Voting Board Members

1.2 Approval of Agenda* (Additions/Corrections/Deletions) Action

2. Approve October 12th, 2022 Meeting Minutes - Chair* Action

3. Approve November 9th, 2022 Financial Summary & Invoices - Treasurer* Action

4. Young Environmental Consulting Presentation - Jen Dullum* Information

5. Watershed Management Plan Update

5.1 Responses to Agency Plan Comments - Barr* Information

5.2 Approval to Revise Plan and Submit for 90 Day BWSR Review - Barr* Discussion/Action

6. Updates & Handouts

6.1 West St. Paul Ordinance Revision Memorandum - Barr* Information

6.2 Watershed Based Implementation Funding Convene Meeting - SWCD Information

7. Other Member City Updates

8. Next Meeting

8.1 December 14, 2022 – South St. Paul Airport

8.2 Current Board Action Items

9. Adjourn

* Materials included in full packet

** Materials available separately on website:

<https://lmrwmo.org/about-us/meeting-information/>



Board of Managers Meeting Minutes

Wednesday - October 12th, 2022 - 3:00 p.m.

City Hall, West St. Paul

Managers and Alternates in Attendance:

Sharon Lencowski (Chair), Inver Grove Heights
Mary Jeanne Scheeman, Mendota Heights
Sheila Vanney, West St. Paul
Dan Halvorsen, Sunfish Lake

Karen Reid (Vice Chair), Saint Paul
Jill Smith, Mendota Heights
Tom Sutton, Lilydale
Shannon Nelson, Sunfish Lake

Advisors and Others in Attendance:

Krista Spreiter, Mendota Heights
Ross Beckwith, West St. Paul
Greg Williams, Barr Engineering

Pat Murphy, Saint Paul
Laura Zanmiller, Dakota County SWCD
Joe Barten, Dakota County SWCD

1. Call Meeting to Order

1.1 Public Comment / Introductions

Audience members may address the Board regarding items not on the agenda.

1.2 Approval of Agenda* (Additions/Corrections/Deletions)

Barten requested to move agenda item #8.2 to #4.

Motion by Schneeman to approve the agenda as amended, second by Reid; motion passed.

2. Approve September 14th, 2022 Meeting Minutes

Motion by Reid to approve the previous meeting minutes, second by Nelson; motion passed.

3. Approve October 12th, 2022 Financial Summary & Invoices

Spreiter provided a summary of the financial information.

Motion by Vanney to approve the financial summary, second by Halvorsen; motion passed.

4. Review Watershed Plan Responses to Agency Comments

Williams summarized the information in the packet and the Board went through the individual comments and response from Barr and the LMRWMO Administrator. After discussion, the Board decided to only modify language regarding Sunfish Lake herbicide treatments (comment 19) and a correction to the SFL volume control standard (comment 17). Williams noted that if the Board is comfortable with Administrator approval of the final response to comments, the Board can hold a public hearing on the draft plan in November.

Motion by Sutton to approve the responses for comments with the above amendments and to allow the LMRWMO Administrator to provide final approval of the responses prior to distribution the commenting agencies, second by Schneeman; motion passed.

5. Review Year-End Budget Projection

Barten provided an update on the year-end finances for the LMRWMO and summarized the information in the packet. He noted that to maintain a higher fund balance prior to grant reimbursements, the LMRWMO could ask member Cities for 2023 member dues earlier than usual. There was Board consensus that this would be an acceptable approach, though some member Cities may not pay dues until after the end of the fiscal/calendar year.

6. Discuss 2023 Budget, Member Dues, SWCD Agreement for Services and MN Water Stewards Participation

The Board discussed a 5% or 10% increase in member dues to accommodate the 2023 work plan and budget. Ultimately, a 10% increase was preferred to include the MN Water Steward program for two participants and to provide a shoreline focused Landscaping for Clean Water presentation in 2023.

Motion by Vanney to approve a 10% increase in the member dues from 2022 to 2023, with the associated 10% increase budget as shown in the packet, and authorize the Board Chair to execute an agreement with the Dakota County SWCD for 2023 services as shown in the packet, second by Nelson; motion passed.

7. Updates & Handouts

Barten provided a status update of current/active and past LMRWMO grants and projects in the packet.

8. Other Member City Updates

Member City staff provided updates on current or upcoming projects.

9. Agenda Items for Next Meeting

- The next Board meeting is scheduled for **November 9th at the West St. Paul City Hall**

10. Meeting adjourned at 4:45 pm



FINANCIAL SUMMARY
October 13, 2022, to November 9, 2022

Beginning Balance - Key Community Bank **\$122,566.42**

Interest +
+

Deposits +

To be approved at this meeting:

Key Community Bank:

<u>Bank Fee</u>	-	
3772 11/9/2022 Barr Engineering	-	\$9,289.61
3773 11/9/2022 Ramsey County	-	\$4,962.50
3774 11/9/2022 Bolton & Menk	-	\$1,085.00
3775 11/9/2022 wsb	-	\$15,422.00
3776 11/9/2022 Campbell Knutson	-	\$449.00

Available Balance at Key Community Bank **\$91,358.31**

Gateway Bank Accounts:

<u>Savings</u>	<u>Balance</u>		
			\$71,739.54
Deposits 10--31-2022 October 2022 Interest		+	\$81.64

Savings Ending Balance **\$71,821.18**

<u>Checking</u>	<u>Balance</u>		
			\$1,000.00

Checking Ending Balance **\$1,000.00**

Available Balance at Gateway Bank **\$72,821.18**

Available Balance - Key Community & Gateway Banks **\$164,179.49**

* check 3769 will be for \$945.40 to include payment that was approved on the July 13 Financial Statement (\$211.40) and never received by Campbell Knutson



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

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

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

October 11, 2022
Invoice No: 23190078.00 - 251

Total this Invoice	\$1,236.00
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Regarding: Watershed Management Organization

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

- Responding to inquiry regarding Lake Augusta water quality
- Developing memorandum summarizing applicable water quality and rate control standards
- Preparing materials for September 14, 2022 Board of Managers meeting packet
- Communicating with LMRWMO Administrator and project management

Professional Services from August 13, 2022 to September 9, 2022

Job	2020	2020 Engineering Services
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Task	001	Board Meetings
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Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist III				
Williams, Sterling	.80	155.00	124.00	
	.80		124.00	
Subtotal Labor				124.00
		Task Subtotal		\$124.00

Task	002	Technical Assistance
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Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist III				
Williams, Sterling	6.70	155.00	1,038.50	
Support Personnel II				
Nypan, Nyssa	.70	105.00	73.50	
	7.40		1,112.00	
Subtotal Labor				1,112.00
		Task Subtotal		\$1,112.00
		Job Subtotal		\$1,236.00

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

Total this Invoice **\$1,236.00**

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.

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

Tuesday, October 11, 2022

Barr Engineering Co.

Invoice 251 Dated 10/11/2022

9:04:38 AM

Job	2020	2020 Engineering Services
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Task	001	Board Meetings
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Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
Engineer / Scientist / Specialist III					
SGW	3 - Williams, Sterling	9/9/2022	.80	155.00	124.00
	items for packet				
			.80		124.00
Subtotal Labor					124.00

Task Subtotal \$124.00

Task	002	Technical Assistance
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Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
Engineer / Scientist / Specialist III					
SGW	3 - Williams, Sterling	8/15/2022	.70	155.00	108.50
	response to Lake Augusta inquiry				
SGW	3 - Williams, Sterling	8/31/2022	1.50	155.00	232.50
	summary of applicable WQ and Rate standards				
SGW	3 - Williams, Sterling	9/2/2022	1.50	155.00	232.50
	summary of applicable WQ and Rate standards				
SGW	3 - Williams, Sterling	9/6/2022	2.50	155.00	387.50
	standards memo				
SGW	3 - Williams, Sterling	9/9/2022	.50	155.00	77.50
	revise standards memo				
Support Personnel II					
Support Personnel II					
NJN	9 - Nypan, Nyssa	8/15/2022	.50	105.00	52.50
NJN	9 - Nypan, Nyssa	8/23/2022	.20	105.00	21.00
			7.40		1,112.00
Subtotal Labor					1,112.00

Task Subtotal \$1,112.00

Job Subtotal \$1,236.00

Total this Project \$1,236.00

Total this Report \$1,236.00



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

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

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

October 11, 2022
Invoice No: 23191476.00 - 7

Total this Invoice	\$8,053.61
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Regarding: Lake Augusta Water Quality Improvement and Outlet Feasibility Study

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

- Maintaining stormwater monitoring equipment installation and collected baseflow and stormflow water quality samples at each site
- Maintaining lake level gage and logger
- Completed lake water quality monitoring events on August 18 and September 7, 2022
- Compiling monitoring results and completing quality checks
- Compiling background documents and developing GIS basemapping
- Internal communications, invoicing and project management

Task Number	Task	Budget	Current Invoice	Previously Invoiced	Total Billed	Remaining Budget	Percent Billed
1	Lake August Monitoring	\$13,000.00	\$2,344.02	\$12,604.98	\$14,949.00	(\$1,949.00)	115%
2	Watershed Monitoring	\$18,000.00	\$5,000.09	\$15,111.79	\$20,111.88	(\$2,111.88)	112%
3	Background and GIS Mapping	\$8,000.00	\$594.00	\$3,225.00	\$3,819.00	\$4,181.00	48%
4	Watershed modeling	\$9,500.00	\$0.00	\$0.00	\$0.00	\$9,500.00	0%
5	In-lake modeling	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0%
6	Feasibility analysis/reporting	\$20,000.00	\$0.00	\$110.00	\$110.00	\$19,890.00	1%
7	Meetings/presentation	\$10,000.00	\$115.50	\$951.00	\$1,066.50	\$8,933.50	11%
Total		\$86,500.00	\$8,053.61	\$32,002.77	\$40,056.38	\$46,443.62	

Professional Services from August 13, 2022 to September 9, 2022

Job	0001	Lake Augusta Feasibility Study
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Task	001	Lake Augusta monitoring
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Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist III			
Olson, Terri	1.10	155.00	170.50
Technician II			
Melmer, David	5.60	95.00	532.00
Novack, John	4.60	105.00	483.00
Technician I			
Schneider, Anna	2.10	80.00	168.00
Support Personnel II			
Treanor, Margaret	2.90	120.00	348.00
	16.30		1,701.50
Subtotal Labor			1,701.50

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

Subconsultant Charges

Subconsultants			
9/7/2022	RMB Environmental Laboratories Inc	121.00	
Subtotal Subconsultant			121.00

Expense Charges

Materials / Equipment			
9/2/2022	Corporate VISA	THE HOME DEPOT; 08.04.2022	126.16
9/2/2022	Corporate VISA	JERRY S DO IT BEST; 08.18.2022	17.73
Subtotal Expenses			143.89

Unit Charges

Barr Owned Vehicle Use	1.5 days @ 95.00	142.50	
Ice (per bag)	2.0 ea @ 2.50	5.00	
Vehicle (Mileage)	151.0 miles @ 0.625	94.38	
Depth Sensor/Flow Meter only	1.0 day @ 18.00	18.00	
Canoe	0.5 days @ 32.00	16.00	
Kemmerer Vertical Bottle Sampler	0.5 days @ 33.50	16.75	
Water Quality Meter (YSI 556 MPS)	1.0 day @ 85.00	85.00	
Subtotal Units			377.63

Task Subtotal \$2,344.02

Task 002 Watershed monitoring

Labor Charges

	Hours	Rate	Amount	
Vice President				
Kieffer, Janna	.30	185.00	55.50	
Engineer / Scientist / Specialist IV				
Wilson, Gregory	2.00	180.00	360.00	
Technician II				
Johannessen, Kim	4.50	105.00	472.50	
Melmer, David	22.10	95.00	2,099.50	
Support Personnel II				
Hutson, Jeremy	.30	120.00	36.00	
	29.20		3,023.50	
Subtotal Labor				3,023.50

Subconsultant Charges

Subconsultants			
8/20/2022	RMB Environmental Laboratories Inc	121.00	
8/23/2022	RMB Environmental Laboratories Inc	79.20	
8/30/2022	RMB Environmental Laboratories Inc	79.20	
9/6/2022	RMB Environmental Laboratories Inc	105.60	
Subtotal Subconsultant			385.00

Unit Charges

Depth Sensor/Flow Meter only	14.0 days @ 22.50	315.00
Depth Sensor/Flow Meter only	41.0 days @ 18.00	738.00
Environmental Equipment Shelter	7.0 days @ 2.0625	14.44
Environmental Equipment Shelter	21.0 days @ 1.65	34.65
Canoe	0.5 days @ 32.00	16.00
Kemmerer Vertical Bottle Sampler	0.5 days @ 33.50	16.75
Barr Owned Vehicle Use	1.5 days @ 95.00	142.50
Hand Held Velocity Flow Meter	1.0 day @ 40.50	40.50
Vehicle (Mileage)	26.0 miles @ 0.625	16.25
Ice (per bag)	1.0 ea @ 2.50	2.50
Water Quality Meter (YSI 556 MPS)	1.0 day @ 85.00	85.00
Confined Space Rescue Retrieval Kit	0.5 days @ 295.00	147.50
MX4 - O2 LEL H2S & CO 4 Gas Meter	0.5 days @ 45.00	22.50
Subtotal Units		1,591.59
Task Subtotal		\$5,000.09

Task 003 Background and GIS mapping

Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist IV			
Wilson, Gregory	3.30	180.00	594.00
	3.30		594.00
Subtotal Labor			594.00
Task Subtotal			\$594.00

Task 007 Meetings/presentation

Labor Charges

	Hours	Rate	Amount
Support Personnel II			
Nypan, Nyssa	1.10	105.00	115.50
	1.10		115.50
Subtotal Labor			115.50
Task Subtotal			\$115.50
Job Subtotal			\$8,053.61
Total this Invoice			\$8,053.61

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.

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

Tuesday, October 11, 2022

Barr Engineering Co.

Invoice 7 Dated 10/11/2022

9:32:11 AM

Job	0001	Lake Augusta Feasibility Study
Task	001	Lake Augusta monitoring

Labor Charges

			Hours	Rate	Amount
Engineer / Scientist / Specialist III					
TAO	Olson, Terri	8/16/2022	.10	155.00	15.50
	Report review				
TAO	Olson, Terri	8/20/2022	.20	155.00	31.00
	Log-in and report review				
TAO	Olson, Terri	8/24/2022	.10	155.00	15.50
TAO	Olson, Terri	8/31/2022	.10	155.00	15.50
	Report review				
TAO	Olson, Terri	9/6/2022	.30	155.00	46.50
	Log-in review, report review				
TAO	Olson, Terri	9/7/2022	.30	155.00	46.50
	Report review				
Technician II					
DJM	Melmer, David	8/18/2022	2.60	95.00	247.00
	August WQ. v-notch wir check--plug leaks				
DJM	Melmer, David	9/7/2022	3.00	95.00	285.00
	Sept. WQ-Intert site checks/maint--AV--90 weir download--batt				
JFN	Novack, John	8/18/2022	2.40	105.00	252.00
	Lake Augusta (DJM) water quality & wier maintenance,				
JFN	Novack, John	9/7/2022	2.20	105.00	231.00
	Augusta WQ (DJM) water quality and weir maintenance,				
Technician I					
AES	Schneider, Anna	8/24/2022	.40	80.00	32.00
	Upload reports B006522 and B006470				
AES	Schneider, Anna	8/31/2022	1.10	80.00	88.00
	Lake Augusta: B006607, B006725, and field data from 8/3 - 8/18				
AES	Schneider, Anna	9/1/2022	.60	80.00	48.00
	Lake Augusta: B006607, B006725, and field data from 8/3 - 8/18				
Support Personnel II					
MST	Treanor, Margaret	8/22/2022	1.00	120.00	120.00
	Post 2 chains-of-custody, 2 lab acknowledgements, 2 field reports & 2 lab reports in the QC Tracking Database system; file 2 chains-of-custody, 2 lab acknowledgements, 2 field reports, 2 lab reports & data emails in the Client project file folders on the P:\drive; file 2 EQuIS EDDs in the laboratory file folder on the S:\drive; email COC, field report & lab report datalinks to the project teams.				
MST	Treanor, Margaret	8/23/2022	.40	120.00	48.00
	Post 1 lab report in the QC Tracking Database system; file 1 lab report & data email in the Client project file folders on the P:\drive; file 1 EQuIS EDD in the laboratory file folder on the S:\drive; email 1 lab report datalink to the project team.				

Project	23191476.00	Lake Augusta Water Quality Improvement	Invoice	7
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MST	Treanor, Margaret	9/7/2022	1.50	120.00	180.00	
	Post 3 lab reports, 1 chain-of-custody & 1 lab acknowledgement in the QC Tracking Database system; email RMB laboratory regarding WO # B006691; file 3 chains-of-custody, 3 lab acknowledgements, 3 lab reports & data emails in the Client project file folders on the P:\drive; file 3 EQUIS EDDs in the laboratory file folder on the S:\drive; email COC & lab report datalinks to the project team.					
			16.30		1,701.50	
	Subtotal Labor					1,701.50
Subconsultant Charges						
Subconsultants						
AP	416415	9/7/2022	RMB Environmental Laboratories Inc / Invoice: B006691, 9/7/2022		121.00	
	Subtotal Subconsultant				121.00	121.00
Expense Charges						
Materials / Equipment						
AP	417011	9/2/2022	Corporate VISA / THE HOME DEPOT; 08.04.2022 / Invoice: 090222VISA-DJM, 9/2/2022		126.16	
AP	417011	9/2/2022	Corporate VISA / JERRY S DO IT BEST; 08.18.2022 / Invoice: 090222VISA-DJM, 9/2/2022		17.73	
	Subtotal Expenses				143.89	143.89
Unit Charges						
	Barr Owned Vehicle Use		1.5 days @	95.00	142.50	
	Ice (per bag)		2.0 ea @	2.50	5.00	
	Vehicle (Mileage)		151.0 miles @	0.625	94.38	
	Depth Sensor/Flow Meter only		1.0 day @	18.00	18.00	
	Canoe		0.5 days @	32.00	16.00	
	Kemmerer Vertical Bottle Sampler		0.5 days @	33.50	16.75	
	Water Quality Meter (YSI 556 MPS)		1.0 day @	85.00	85.00	
	Subtotal Units				377.63	377.63
Task Subtotal						\$2,344.02

Task 002 Watershed monitoring

Labor Charges

			Hours	Rate	Amount
Vice President					
JMK2	Kieffer, Janna	8/15/2022	.10	185.00	18.50
	invoice review				
JMK2	Kieffer, Janna	8/23/2022	.10	185.00	18.50
	invoice review				
JMK2	Kieffer, Janna	9/9/2022	.10	185.00	18.50
	invoice review				
Engineer / Scientist / Specialist IV					
GJW	Wilson, Gregory	8/22/2022	.50	180.00	90.00
GJW	Wilson, Gregory	8/23/2022	1.00	180.00	180.00
GJW	Wilson, Gregory	8/28/2022	.50	180.00	90.00

Project	23191476.00	Lake Augusta Water Quality Improvement	Invoice	7
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Technician II

KSJ	Johannessen, Kim	9/2/2022	4.50	105.00	472.50
	Base flow grab, steam sampling				
DJM	Melmer, David	8/13/2022	.20	95.00	19.00
	prep for wq,				
DJM	Melmer, David	8/17/2022	.20	95.00	19.00
	prep for wq,				
DJM	Melmer, David	8/18/2022	.40	95.00	38.00
	h Depot-- Hydraulic Cement--v notch weir				
DJM	Melmer, David	8/19/2022	.30	95.00	28.50
	data./ equip/COC				
DJM	Melmer, David	8/22/2022	2.60	95.00	247.00
	Baseflow grabs, download/maint. on loggers				
DJM	Melmer, David	8/24/2022	.70	95.00	66.50
	prep for possible storm grabs/equip rental				
DJM	Melmer, David	8/24/2022	.60	95.00	57.00
	uploaded--both sites --from meter readings				
DJM	Melmer, David	8/27/2022	.30	95.00	28.50
	radar watch/storm watch/prep for possibles event				
DJM	Melmer, David	8/28/2022	3.60	95.00	342.00
	Storm Event				
DJM	Melmer, David	8/29/2022	1.60	95.00	152.00
	Flowmeter trouble shoot/ samples to RMB				
DJM	Melmer, David	8/31/2022	.30	95.00	28.50
	confined space entry prep--NE Inlet				
DJM	Melmer, David	9/2/2022	5.60	95.00	532.00
	Baseflow grabs/ NE Outlet--AV950 site check/meter maint.				
DJM	Melmer, David	9/6/2022	.30	95.00	28.50
	Sept. WQ--bottle check/load				
DJM	Melmer, David	9/7/2022	.50	95.00	47.50
	prep for level logger download/larger shelte install at weir--prevent vandalism of battery				
DJM	Melmer, David	9/7/2022	.40	95.00	38.00
	upload data--v notch weir 9-7 download				
DJM	Melmer, David	9/8/2022	1.70	95.00	161.50
	Augusta- Level logger--download/clean--export/merge check QA/QC				
DJM	Melmer, David	9/8/2022	.40	95.00	38.00
	lake data/COC				
DJM	Melmer, David	9/8/2022	2.00	95.00	190.00
	replace AV950 Shelter with larger one--due to battery theft				
DJM	Melmer, David	9/8/2022	.40	95.00	38.00
	storm grab--prep-possible event 9/9				

Support Personnel II

JDH	Hutson, Jeremy	8/29/2022	.30	120.00	36.00
	equipment prep for Melmer				

29.20 3,023.50

Subtotal Labor

3,023.50

Project	23191476.00	Lake Augusta Water Quality Improvement	Invoice	7
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Subconsultant Charges

Subconsultants

AP	415790	8/20/2022	RMB Environmental Laboratories Inc / Invoice: B006470, 8/20/2022	121.00	
AP	415793	8/23/2022	RMB Environmental Laboratories Inc / Invoice: B006607, 8/23/2022	79.20	
AP	416102	8/30/2022	RMB Environmental Laboratories Inc / Invoice: B006725, 8/30/2022	79.20	
AP	416410	9/6/2022	RMB Environmental Laboratories Inc / Invoice: B006804, 9/6/2022	105.60	
Subtotal Subconsultant				385.00	385.00

Unit Charges

Depth Sensor/Flow Meter only	14.0 days @ 22.50	315.00	
Depth Sensor/Flow Meter only	41.0 days @ 18.00	738.00	
Environmental Equipment Shelter	7.0 days @ 2.0625	14.44	
Environmental Equipment Shelter	21.0 days @ 1.65	34.65	
Canoe	0.5 days @ 32.00	16.00	
Kemmerer Vertical Bottle Sampler	0.5 days @ 33.50	16.75	
Barr Owned Vehicle Use	1.5 days @ 95.00	142.50	
Hand Held Velocity Flow Meter	1.0 day @ 40.50	40.50	
Vehicle (Mileage)	26.0 miles @ 0.625	16.25	
Ice (per bag)	1.0 ea @ 2.50	2.50	
Water Quality Meter (YSI 556 MPS)	1.0 day @ 85.00	85.00	
Confined Space Rescue Retrieval Kit	0.5 days @ 295.00	147.50	
MX4 - O2 LEL H2S & CO 4 Gas Meter	0.5 days @ 45.00	22.50	
Subtotal Units		1,591.59	1,591.59
Task Subtotal			\$5,000.09

Task 003 Background and GIS mapping

Labor Charges

			Hours	Rate	Amount	
Engineer / Scientist / Specialist IV						
GJW	Wilson, Gregory	8/15/2022	1.50	180.00	270.00	
GJW	Wilson, Gregory	8/16/2022	.70	180.00	126.00	
GJW	Wilson, Gregory	9/7/2022	.50	180.00	90.00	
GJW	Wilson, Gregory	9/9/2022	.60	180.00	108.00	
			3.30		594.00	
Subtotal Labor						594.00
Task Subtotal						\$594.00

Task 007 Meetings/presentation

Labor Charges

			Hours	Rate	Amount	
Support Personnel II						
NJN	Nypan, Nyssa	8/15/2022	.50	105.00	52.50	
NJN	Nypan, Nyssa	8/23/2022	.20	105.00	21.00	
NJN	Nypan, Nyssa	9/9/2022	.40	105.00	42.00	
			1.10		115.50	
Subtotal Labor						115.50
				Task Subtotal		\$115.50
				Job Subtotal		\$8,053.61
				Total this Project		\$8,053.61
				Total this Report		\$8,053.61



MEMORANDUM

To: Nancy Bauer
From: Joe Barten, LMRWMO Administrator
Subject: Lower Mississippi River - Financial Actions
Date: October 18, 2022

Enclosed please find the following invoices totaling \$4,962.50 for payment:

- Invoice #PRK-002029 dated 10/17/2022 in the amount of \$4,250.00 for the grant match portion of the Urban Stormwater Retrofit Analysis within the West Side of the City of Saint Paul.
- Invoice #PRK-002079 dated 10/17/2022 in the amount of \$712.50 for design and technical assistance from Ramsey County Environmental Resources staff, for assistance with Landscaping for Clean Water project installation participants that reside in the portion of LMRWMO within Ramsey County (the West Side of Saint Paul).

Thank you and please contact me with any questions.

Joe Barten
Administrator
Lower Mississippi River Watershed Management Organization

Enclosed: Ramsey County Invoice #PRK-002029 - \$4,250.00
Ramsey County Invoice #PRK-002079 - \$712.50

**RAMSEY COUNTY****Parks and Recreation****INVOICE**

Invoice No: PRK-002029
Invoice Date: 10/17/22
Page: 1 of 1

Please Remit To:

Ramsey County
90 Plato Blvd W
PO Box 64097
St Paul MN 55164-0097
USA

Customer Number: 148510
Payment Terms: 30 Days
Due Date: 11/18/22

AMOUNT DUE: 4,250.00 USD

Bill To:

LOWER MISSISSIPPI RIVER WMO
4100 220TH STREET WEST
FARMINGTON MN 55024
United States

Amount Remitted

For billing questions, please call 651-748-2500

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
		Charge for match portion of Urban Stormwater Retrofit Analysis within the West Side of the city of St. Paul.				
1			1.00	EA	4,250.00	4,250.00
		Invoice is due upon receipt. If you have any questions, please call Ann WhiteEagle at 651-266-7271.				
		Subtotal:				4,250.00
		Amount Due:				4,250.00

Please return the top portion of the invoice with your check payable to Ramsey County

Soil & Water Conservation Division

DETAIL

2015 Van Dyke Street
Maplewood, MN 55109
Phone: 651-266-7270

DATE 5/11/2022
CUSTOMER 148510

BILL TO

Lower Mississippi River WMO
c/o Dakota County SWCD
4100 220th Street West
Farmington, MN 55024

DESCRIPTION	Hours	Rate	AMOUNT
Charge for match portion of Urban Stormwater Retrofit Analysis within the West Side of the city of St. Paul			-
Emily Deering, Ramsey County SWCD		18,521.44	-
Chakong Thao, Ramsey County SWCD		12,444.05	-
Joe Lochner, Ramsey County SWCD		4,581.21	-
	Total	35,546.70	-
	MCD_Clean Water Fund Grant	(17,000.00)	-
	Balance	18,546.70	-
	MCD Max Funds		4,250.00
			-
			-
	TOTAL		\$ 4,250.00

OTHER COMMENTS

Make all checks payable to
Ramsey County
90 Plato Blvd West
St. Paul, MN 55107

If you have any questions about this invoice, please contact
Ann WhiteEagle • 651-266-7270 • ann.whiteeagle@co.ramsey.mn.us

Thank You For Your Business!

Ramsey County-2022

LMR SWA

Emily Deering-Environmental Specialist

Date	Description	Hours
1/3/2022	Reviewing previous SWAs	1.75
1/4/2022	Reviewing previous SWAs	1.50
1/6/2022	Communication, file review	2.00
1/11/2022	Communication	1.00
1/12/2022	Communication	0.50
1/13/2022	Communication	0.50
1/14/2022	Communication	0.75
1/18/2022	Communication	0.25
1/19/2022	Communication	0.25
1/20/2022	Meeting prep and meetings	6.00
1/24/2022	Linking up project mxd	1.00
1/29/2022	Communication, file review	2.50
1/31/2022	Communication, file review	2.00
2/1/2022	Meeting, communication	2.00
2/2/2022	Updating maps	2.50
2/3/2022	BMP research, updating maps	4.75
2/7/2022	Communication, field recon prep	2.00
2/8/2022	Communication, map creation, field recon prep	6.00
2/9/2022	Field recon of existing BMPs	3.75
2/10/2022	Map update, communication, meeting	8.00
2/12/2022	Field recon documentation	1.75
2/15/2022	Map update, communication	4.00
2/16/2022	Map update, communication	6.50
2/17/2022	Map update, communication, planning	5.00
2/18/2022	Creating GANTT chart, communication, field recon data processing	4.25
2/21/2022	Continuing GANTT chart, updating maps	6.00
2/22/2022	Updating maps, communication, dividing up sub-watersheds by catchment	5.75
2/23/2022	Meetings, updating catchments, communication, existing BMP modeling	6.25
2/24/2022	Communication, field recon prep, meeting prep	3.00
2/25/2022	Dividing up sub-watersheds by catchment	1.75
2/28/2022	Preparing to model Wabasha rain garden, dividing up sub-watersheds by catchment	7.50
3/1/2022	Meeting, dividing up sub-watersheds by catchment	4.75
3/2/2022	Dividing up sub-watersheds by catchment and preparing IR to City of St. Paul	8.00
3/3/2022	IR to City of St. Paul, preparing report template, re-doing land use and soils data, and file review	3.00
3/4/2022	Call with City of St. Paul, reviewing Volume Reduction Plan, finishing report template	2.50
3/7/2022	Communication	0.75
3/8/2022	Modelling Wabasha BMP, communication	2.50
3/9/2022	Meeting, updating review areas	6.50
3/10/2022	Writing meeting notes, desktop review of potential sites	5.75
3/11/2022	Desktop review of potential sites, preparing maps	4.25
3/13/2022	Preparing maps for field recon	1.50
3/14/2022	Meeting, field prep	5.75

3/15/2022	Field prep, reviewing West Side neighborhood for proposed BMPs, creating maps	7.75
3/16/2022	Field prep, field recon in primary review area, post field work review	8.50
3/17/2022	Post field work documentation	4.00
3/18/2022	Post field work documentation	3.00
3/21/2022	Dividing up sub-watersheds based on field recon	5.25
3/22/2022	Field recon prep, communication, microwatershed review	5.25
3/23/2022	Field recon prep	1.00
3/24/2022	Recon prep, field recon, recon documentation	8.00
3/28/2022	Budget discussions, recon documentation, communications, and update	7.50
3/29/2022	Communication, reviewing BMP Plans	4.50
3/31/2022	QC land use types and SSURGO soils	3.75
4/1/2022	QC land use types and SSURGO soils, creating pivot tables.	7.25
4/4/2022	Creating land use / SSURGO soil pivot tables, modelling	4.25
4/5/2022	Meeting, editing land use / SSURGO soil data	2.00
4/6/2022		
	Delineating watersheds around each existing BMP, editing land use / SSURGO soil data	6.50
4/7/2022	Meetings, modelling, creating edited land use / SSURGO soil pivot tables	4.75
4/8/2022	Modelling	1.50
4/11/2022	Modelling, communication	5.75
4/13/2022	Modelling, communication	6.25
4/14/2022	Modelling, meeting, communication	6.50
4/15/2022	Modeling, meeting, communication	4.25
4/17/2022	Writing	1.25
4/18/2022	Modeling, meeting, communication	4.75
4/19/2022	Modeling, meeting, communication	6.25
4/20/2022	Modeling, meeting, analysis	4.00
4/21/2022	Modeling, analysis, writing	9.00
4/22/2022	Modeling, analysis, writing	8.25
4/23/2022	Modeling, analysis, writing	8.50
4/24/2022	Modeling, analysis, writing, communication	8.75
4/25/2022	Writing, figure creation, meeting	5.25
4/26/2022	Editing, meeting	3.25
4/27/2022	Communication	0.50
5/2/2022	Editing, modeling	2.00
5/4/2022	Editing, modeling	6.00
5/5/2022	Editing, modeling	7.00
5/6/2022	Editing	7.25
5/9/2022	Editing, communication, submittal	4.50
2022 Total hours		340.00

Ramsey County Soil Water Division: Conservation Design Specialist

Metro Conservation Districts						
Project Name	Last	First	Address	City	Zip	Phone
LMRWMO SWA	Barten	Joe	4100 220th Street West	Farmington	55024	651-480-7784
Date	Owner	Description	Type	Hours	Notes	
10-Mar-21	State	Project	Design/Planning	2.50	Meeting with Cha to discuss SWA	
11-Mar-21	State	Project	Design/Planning	1.00	Follow up from meeting with Cha- SWA	
15-Mar-21	State	Project	Design/Planning	1.00	Follow up from meeting with Cha- SWA	
17-Mar-21	State	Project	Design/Planning	1.00	Follow up from meeting with Cha- SWA	
01-Feb-22	WD/WMO	Project	Research/Develop	2.50	Prep, Meeting, and Follow up with Emily on LMRWMO SWA- West Side	
09-Feb-22	WD/WMO	Project	OnSite	4.00	On-Site inspections, field verifications of potential retrofit sites	
15-Feb-22	WD/WMO	Project	Design/Planning	1.00	Create files, prep for Winslamm work, download new software	
16-Feb-22	WD/WMO	Project	Design/Planning	1.00	Create files, prep for Winslamm work, download new software	
22-Feb-22	WD/WMO	Project	Design/Planning	2.00	GIS File set up	
28-Feb-22	WD/WMO	Project	Design/Planning	4.00	GIS File set up, calculate watersheds	
01-Mar-22	WD/WMO	Project	Design/Planning	3.00	Winslamm Models	
07-Mar-22	WD/WMO	Project	Design/Planning	1.00	Meeting with Emily to discuss modeling and additional areas to research	
08-Mar-22	WD/WMO	Project	Design/Planning	4.00	Watershed Data, revise Winslamm files, Pollutant Reductions of existing sites	
14-Mar-22	WD/WMO	Meeting	Design/Planning	1.00	Meeting w/ Mike/Emily- field recon	
14-Mar-22	WD/WMO	Project	Design/Planning	2.50	Print and assemble field work documents, review sites for project potential	
15-Mar-22	WD/WMO	Meeting	Design/Planning	1.00	Prep work for SWA Site Recon	
16-Mar-22	WD/WMO	Meeting	Design/Planning	1.00	Prep work for SWA Site Recon	
16-Mar-22	WD/WMO	Meeting	OnSite	6.00	Drive around reconnaissance with Emily	
22-Mar-22	WD/WMO	Meeting	Design/Planning	1.00	Prep work for SWA Site Recon	
23-Mar-22	WD/WMO	Meeting	Design/Planning	1.25	Prep work for SWA Site Recon	
24-Mar-22	WD/WMO	Meeting	OnSite	8.00	Drive around with Mike and Emily to field verify potential BMP locations	
29-Mar-22	WD/WMO	Meeting	Design/Planning	2.00	Review notes, aerials, set up files for Winslamm	
05-Apr-22	WD/WMO	Meeting	Phone/email	3.00	Review project, meeting w/Emily and Mike	
07-Apr-22	WD/WMO	Meeting	Phone/email	2.00	Review existing BMP watersheds with Emily, Winslamm Modeling	
14-Apr-22	WD/WMO	Meeting	Phone/email	1.00	Review project, Prep for meeting with Emily regarding Winslamm modeling	
15-Apr-22	WD/WMO	Meeting	Phone/email	1.00	Review project, Prep for meeting with Emily regarding Winslamm modeling	
15-Apr-22	WD/WMO	Meeting	Phone/email	4.00	Meeting w/Emily - Winslamm modeling	
18-Apr-22	WD/WMO	Meeting	Phone/email	5.00	Meeting w/Emily - Winslamm modeling	
19-Apr-22	WD/WMO	Meeting	Phone/email	1.50	Meeting w/Emily - Winslamm modeling	
20-Apr-22	WD/WMO	Project	Design/Planning	1.00	Cost Estimates for BMPs and maintenance	
20-Apr-22	WD/WMO	Meeting	Phone/email	1.00	Meeting w/Emily - Winslamm modeling	
21-Apr-22	WD/WMO	Project	Design/Planning	1.00	Cost Estimates for BMPs and maintenance	
				72.25		

Total LMRWMO SWA Hours: 72.25

Joe Lochner, LMRWMO 5/9/2022

Sub-watershed Analysis Hours Q4 2020 Billing - Chakong Thao

Lower Mississippi River WMO - West Side Flats

Quarter	Date	Description	Hours	Mileage
4th 2020	11/18/2020	Email correspondences regarding LMRWMO SWA	0.50	
4th 2020	11/19/2020	Doodle Poll for SWA kick-off meeting	0.50	
4th 2020	11/30/2020	Emails, set up kick-off meeting	0.50	
4th 2020	12/1/2020	Review SWA protocol & procedures	2.50	
4th 2020	12/2/2020	Review SWA protocol & procedures	1.50	
4th 2020	12/3/2020	Review SWA protocol & procedures	1.50	
4th 2020	12/7/2020	Emails, GIS research, map processing	2.00	
4th 2020	12/8/2020	Emails, review SWA protocol, research GIS data	7.00	
4th 2020	12/9/2020	Emails, GIS data, PowerPoint prep	5.00	
4th 2020	12/10/2020	Review/prepare data for SWA meeting	5.25	
4th 2020	12/11/2020	Review/prepare data for SWA meeting	4.75	
4th 2020	12/14/2020	PowerPoint prep, GIS	6.00	
4th 2020	12/16/2020	SWA kick-off meeting	1.00	
4th 2020	12/16/2020	PowerPoint prep work, follow-up emails	6.00	
4th 2020	12/16/2020	Summarize meeting notes	1.00	
4th 2020	12/23/2020	Review bluff studies and input GIS data from partners	4.00	
4th 2020	12/24/2020	Research study area and review GIS shapefiles	4.00	
4th 2020	12/28/2020	Research study area and review GIS data	2.00	
4th 2020	12/29/2020	Research study area and review GIS data, download P8, review P8 models from St. Paul	3.00	
4th 2020	12/30/2020	Research study area and review GIS data	2.00	
4th 2020	12/31/2020	GIS data, review P8 models	2.00	
			Total	62.00

Sub-watershed Analysis Hours Q1 2021 Billing - Chakong Thao

Lower Mississippi River WMO - West Side Flats

Quarter	Date	Description	Hours
1st	1/4/2021	Review Barr studies - bluffs	2.00
1st	1/7/2021	Put together storm drain GIS data, research Greenway Development	2.00
1st	1/8/2021	Put together storm drain GIS data, research Greenway Development	4.00
1st	1/11/2021	Research MAC airport stormwater plans	2.00
1st	1/13/2021	Research MAC airport stormwater plans & Greenway Development	4.00
1st	1/19/2021	Research watershed delineation GIS tools	2.00
1st	1/20/2021	Contact Anoka Conservation District for SWA assistance. Research MAC airport developments.	2.00
1st	1/21/2021	Research: MAC airport, GIS tools, catchment delineation process	3.00
1st	1/22/2021	Correspondence with Anoka Conservation District; research catchment delineating techniques; ArcSWAT procurement inquiries with IS	4.00
1st	1/25/2021	Meeting prep, ArcGIS Online connection with IS, research existing GIS data and study area	6.00
1st	1/26/2021	Catchment & subwatershed delineations, Meeting prep, GIS file research	4.75
1st	1/27/2021	Catchment & subwatershed delineations, Meeting prep, GIS file research	5.75
1st	1/28/2021	Catchment & subwatershed delineations, Meeting prep, GIS file research, Meeting with LMRWMO, additional data requests to St. Paul	8.00
1st	1/29/2021	Review and prepare catchment data for base modeling, GIS file research, phone call with St. Paul Utility	7.00
1st	2/1/2021	Create base catchment models via GIS, Excel, WinSLAMM	3.00
1st	2/2/2021	Soils research. Create base catchment models via GIS, Excel, WinSLAMM	8.00
1st	2/3/2021	Phone call with MAC Airport manager. Create base catchment models via GIS, Excel, WinSLAMM.	4.50
1st	2/4/2021	Catchment delineations and maps	7.00
1st	2/5/2021	Update maps: catchment delineations and entire study area. Send materials to partners.	6.00
1st	2/8/2021	Base modeling: GIS & Winslamm	7.00
1st	2/9/2021	Meeting with LMRWMO. Delineate final catchment. Desktop analysis - gather GIS data on catchment, land use, & soils.	6.75
1st	2/10/2021	Delineate final study area and produce maps/update for partners. Send inquiries to City of St. Paul and Barr. Base modeling in GIS/WinSLAMM.	8.00
1st	2/11/2021	Desktop analysis and base modeling in GIS/WinSLAMM.	8.00
1st	2/12/2021	Desktop analysis and base modeling in GIS/WinSLAMM.	8.00
1st	2/16/2021	Desktop analysis and base modeling in GIS/WinSLAMM. Locate and map existing BMPs - inquire about design specifications.	7.00
1st	2/17/2021	Desktop analysis and base modeling in GIS/WinSLAMM.	2.00
1st	2/18/2021	Desktop analysis and base modeling in GIS/WinSLAMM.	4.00
1st	2/19/2021	Desktop analysis and base modeling in GIS/WinSLAMM.	2.00
1st	2/25/2021	Desktop analysis and existing-conditions modeling in GIS/WinSLAMM. Emails/correspondence.	3.00
1st	3/1/2021	Desktop analysis and existing-conditions modeling in GIS/WinSLAMM. Emails/correspondence.	1.00
1st	3/8/2021	Desktop Analysis - existing BMPs & proposed BMPs	3.50
1st	3/9/2021	GIS/WinSLAMM specifications for existing BMPs, locations for proposed BMPs	1.00
1st	3/10/2021	Meeting to discuss process of proposing BMPs and WinSLAMM model inputs. GIS/WinSLAMM specifications for existing BMPs, locations for proposed BMPs	4.50
1st	3/11/2021	Correspondence to various partners, Contact ACD for SWA modeling assistance, GIS review for potential BMPs	4.00
1st	3/15/2021	GIS/WinSLAMM: review project details for CDS systems, specifications for other existing BMPs, locations for proposed BMPs	4.00
1st	3/16/2021	GIS: specifications for existing BMPs, label existing BMPs in drainage areas, utilize DEM to assist with analyzing drainage to BMPs. Email correspondence.	3.00
1st	3/17/2021	GIS: update attribute table values for land use and soil groups	1.00
1st	3/18/2021	GIS: gather data for land use, soils, and drainage to provide inputs for existing-condition models	2.50
1st	3/22/2021	GIS: gather data for land use, soils, and drainage to provide inputs for existing-condition models	4.00
1st	3/24/2021	WinSLAMM: build and run models for existing BMP conditions.	4.00
1st	3/25/2021	WinSLAMM: build and run models for existing BMP conditions.	5.00
1st	3/31/2021	WinSLAMM: specifications on existing BMPs. Phone call with Mitch (ACD) to discuss WinSLAMM errors.	2.00
Total			180.25

Sub-watershed Analysis Hours Q2 2021 Billing - Chakong Thao

Lower Mississippi River WMO - West Side Flats

Quarter	Date	Description	Hours
2nd	4/7/2021	Field visit - verify function of existing BMPs	2.00
2nd	4/8/2021	Upload and review field photos of existing BMPs	1.00
2nd	4/9/2021	WinSLAMM & GIS: determine specifications on existing BMPs.	2.00
		Total	5.00

**RAMSEY COUNTY****Parks and Recreation****INVOICE**

Invoice Number: PRK-002079
Invoice Date: 10/17/22
Page: 1 of 1

Please Remit To:

Ramsey County
90 Plato Blvd W
PO Box 64097
St Paul MN 55164-0097
USA

Customer Number: 148510
Payment Terms: 30 Days
Due Date: 11/16/22

AMOUNT DUE: 712.50 USD

Bill To:

LOWER MISSISSIPPI RIVER WMO
4100 220TH STREET WEST
FARMINGTON MN 55024
United States

Amount Remitted

For billing questions, please call 651-748-2500

Original Invoice: PRK-002077 10/17/22
Prior Adjustment: PRK-002078

Original

Line	Identifier	Description	Quantity	UOM	Unit Amt	Net Amount
		Charges for Design and Technical Assistance 7/1/22 - 9/30/22 (detail attached).				
1		Design & Technical Services	1.00	EA	712.50	712.50
		Invoice is due upon receipt. If you have any questions, please contact Ann WhiteEagle at 651-266-7270.				
		Subtotal:				712.50
		Amount Due:				712.50

Please return the top portion of the invoice with your check payable to Ramsey County.
Ramsey County invoices may be paid online!
Please visit ramseycounty.us/PayInvoices for more information.
You will need your Customer Number and Invoice Number to complete your transaction.

DETAIL

DATE	10/17/2022
CUSTOMER	148510

Lower Mississippi River WMO
c/o Dakota County SWCD
4100 220th Street West
Farmington, MN 55024

OTHER COMMENTS

Thank You For Your Business!

Ramsey County Soil Water Conservation Division: Environmental Resource Specialist

LMRWMO: Cost-Share Grant Program						
Project Name	Last	First	Address	City	Zip	Phone
Bakkum	Bakkum	Amy	835 Ohio St	St. Paul	55107	
Date	Owner	Description	Type	Hours	Notes	
02-May-22	Resident	Project	Phone/email	0.25	site visit scheduling, review plans	
18-May-22	Resident	Project	OnSite	0.75	conduct site visit, to/from site	
24-May-22	Resident	Project	OnSite	1.00	construction oversight	
				2.00		

Project Name	Last	First	Address	City	Zip	Phone
Blurton	Blurton	Larry	125 Congress St	St. Paul	55107	
Date	Owner	Description	Type	Hours	Notes	
02-May-22	Resident	Project	Phone/email	0.25	site visit scheduling, review plans	
18-May-22	Resident	Project	OnSite	0.75	conduct site visit, to/from site	
23-May-22	Resident	Project	OnSite	1.00	construction oversight	
				2.00		

Project Name	Last	First	Address	City	Zip	Phone
Hoffman	Hoffman	Sarah	752 Ottawa Ave	St. Paul	55107	
Date	Owner	Description	Type	Hours	Notes	
02-May-22	Resident	Project	Phone/email	0.25	site visit scheduling, review plans	
18-May-22	Resident	Project	OnSite	0.75	conduct site visit, to/from site	
27-May-22	Resident	Project	Phone/email	0.50	coordinate construction oversight	
01-Jun-22	Resident	Project	OnSite	1.00	construction oversight	
21-Jun-22	Resident	Project	OnSite	1.00	final site visit	
				3.50		

Total Cost-Share Grant Program Hours:	7.50
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Ramsey County Soil Water Conservation Division: Environmental Resource Specialist

LMRWMO: Cost-Share Grant Program						
Project Name	Last	First	Address	City	Zip	Phone
Bakkum	Bakkum	Amy	835 Ohio St	St. Paul	55107	
Date	Owner	Description	Type	Hours	Notes	
05-Jul-22	Resident	Project	Phone/email	0.25	coordinate final visit	
06-Jul-22	Resident	Project	OnSite	0.75	final visit, email photos	
				1.00		

Project Name	Last	First	Address	City	Zip	Phone
Blurton	Blurton	Larry	125 Congress St	St. Paul	55107	
Date	Owner	Description	Type	Hours	Notes	
05-Jul-22	Resident	Project	Phone/email	0.25	coordinate final visit	Blurton
06-Jul-22	Resident	Project	OnSite	0.75	final visit, email photos	Blurton
				1.00		

Total Cost-Share Grant Program Hours:	2.00
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MEMORANDUM

To: Nancy Bauer
From: Joe Barten, LMRWMO Administrator
Subject: Lower Mississippi River - Financial Actions
Date: October 12, 2022

Enclosed please find the following invoice for payment:

- \$390.00 to Bolton & Menk for the FY-2019 Watershed Based Implementation Funding Spanish Chloride Education project.

Thank you and please contact me with any questions.

Joe Barten
Administrator via Dakota County SWCD
Lower Mississippi River Watershed Management Organization

Enclosed: Bolton & Menk Invoice # 0298182



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
 1980 Premier Drive | Mankato, MN 56001-5900
 507-625-4171 | 507-625-4177 (fax)

Payment by Credit Card Available Online at www.Bolton-Menk.com
 To Ensure Proper Credit, Provide Invoice Numbers with Payment

Lower Mississippi River WMO
 Joe Barten, Administrator via Dakota SWCD
 c/o 4100 220th Street West, #102
 joe.barten@co.dakota.mn.us
 Farmington, MN 55024

September 23, 2022
 Project No: 0X1.127007
 Invoice No: 0298182
 Client Account: LMSRWDMO_WD_MN

LMRWMO/Spanish Language Smart Salting

Professional Services from July 23, 2022 to September 2, 2022

Stakeholder Engagement (001)

Professional Services

	Hours	Rate	Amount	
Specialist	1.00	140.00	140.00	
<i>Recruiting for Spanish Classes</i>				
Specialist	.50	140.00	70.00	
<i>Registration Strategy, Meeting Preparation</i>				
Specialist	.50	90.00	45.00	
<i>Class Promotion to Smart Salting Contacts and Internal Contacts.</i>				
Specialist	.50	90.00	45.00	
<i>Review and Send Photos for Newsletter.</i>				
Totals	2.50		300.00	
Total Labor				300.00
		Total this Task		\$300.00

Reporting and Results Tracking (003)

Professional Services

	Hours	Rate	Amount	
Specialist	1.00	90.00	90.00	
<i>Check In Meeting with LMRWMO and MPCA.</i>				
Totals	1.00		90.00	
Total Labor				90.00
		Total this Task		\$90.00
		Total this Invoice		\$390.00

Billing Backup

Monday, September 26, 2022

Bolton & Menk, Inc.

Invoice 0298182 Dated 9/23/2022

8:15:30 AM

Project	0X1.127007	LMRWMO/Spanish Language Smart Salting
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Task	001	Stakeholder Engagement
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Professional Services

			Hours	Rate	Amount	
	Specialist					
X11978	110 - Farber, Kathryn	8/10/2022	1.00	140.00	140.00	
	<i>Recruiting for Spanish Classes</i>					
X11978	110 - Farber, Kathryn	8/24/2022	.50	140.00	70.00	
	<i>Registration Strategy, Meeting Preparation</i>					
X11975	110 - Randolph, Caralie	8/9/2022	.50	90.00	45.00	
	<i>Review and Send Photos for Newsletter.</i>					
X11975	110 - Randolph, Caralie	8/11/2022	.50	90.00	45.00	
	<i>Class Promotion to Smart Salting Contacts and Internal Contacts.</i>					
	Totals		2.50		300.00	
	Total Labor					300.00

Total this Task \$300.00

Task	003	Reporting and Results Tracking
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Professional Services

			Hours	Rate	Amount	
	Specialist					
X11975	110 - Randolph, Caralie	8/25/2022	1.00	90.00	90.00	
	<i>Check In Meeting with LMRWMO and MPCA.</i>					
	Totals		1.00		90.00	
	Total Labor					90.00

Total this Task \$90.00

Total this Project \$390.00

Total this Report \$390.00



MEMORANDUM

To: Nancy Bauer
From: Joe Barten, LMRWMO Administrator
Subject: Lower Mississippi River - Financial Actions
Date: November 1, 2022

Enclosed please find the following invoice for payment:

- \$695.00 to Bolton & Menk for the FY-2019 Watershed Based Implementation Funding Spanish Chloride Education project.

Thank you and please contact me with any questions.

Joe Barten
Administrator via Dakota County SWCD
Lower Mississippi River Watershed Management Organization

Enclosed: Bolton & Menk Invoice # 0300333



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
1960 Premier Drive | Mankato, MN 56001-5900
507-625-4171 | 507-625-4177 (fax)

Payment by Credit Card Available Online at www.Bolton-Menk.com
To Ensure Proper Credit, Provide Invoice Numbers with Payment

Lower Mississippi River WMO
Joe Barten, Administrator via Dakota SWCD
c/o 4100 220th Street West, #102
joe.barten@co.dakota.mn.us
Farmington, MN 55024

November 1, 2022
Project No: 0X1.127007
Invoice No: 0300333
Client Account: LMSRWDMO_WD_MN

LMRWMO/Spanish Language Smart Salting**Professional Services from September 3, 2022 to September 30, 2022****Stakeholder Engagement (001)****Professional Services**

	Hours	Rate	Amount	
Specialist	1.50	140.00	210.00	
<i>Meeting and Planning</i>				
Specialist	1.50	140.00	210.00	
<i>Phone Survey</i>				
Specialist	1.00	140.00	140.00	
<i>WebEx Lesson and Practice</i>				
Totals	4.00		560.00	
Total Labor				560.00
		Total this Task		\$560.00

Training Program Implementation (002)**Professional Services**

	Hours	Rate	Amount	
Specialist	1.00	90.00	90.00	
<i>Debrief and Next Steps Meeting with LMRWMO and MPCA.</i>				
Totals	1.00		90.00	
Total Labor				90.00
		Total this Task		\$90.00

Reporting and Results Tracking (003)**Professional Services**

	Hours	Rate	Amount	
Specialist	.50	90.00	45.00	
<i>August Summary of Work. Prepare list of Marketing Efforts, Challenges, and Limitations.</i>				
Totals	.50		45.00	
Total Labor				45.00
		Total this Task		\$45.00
		Total this Invoice		\$695.00

Billing Backup

Tuesday, November 1, 2022

Bolton & Menk, Inc.

Invoice 0300333 Dated 11/1/2022

3:39:21 PM

Project 0X1.127007 LMRWMO/Spanish Language Smart Salting

Task 001 Stakeholder Engagement

Professional Services

			Hours	Rate	Amount
	Specialist				
X11978	110 - Farber, Kathryn	9/7/2022	1.00	140.00	140.00
	<i>WebEx Lesson and Practice</i>				
X11978	110 - Farber, Kathryn	9/15/2022	1.50	140.00	210.00
	<i>Meeting and Planning</i>				
X11978	110 - Farber, Kathryn	9/27/2022	.50	140.00	70.00
	<i>Phone Survey</i>				
X11978	110 - Farber, Kathryn	9/29/2022	1.00	140.00	140.00
	<i>Phone Survey</i>				
	Totals		4.00		560.00
	Total Labor				560.00

Total this Task \$560.00

Task 002 Training Program Implementation

Professional Services

			Hours	Rate	Amount
	Specialist				
X11975	110 - Randolph, Caralie	9/15/2022	1.00	90.00	90.00
	<i>Debrief and Next Steps Meeting with LMRWMO and MPCA.</i>				
	Totals		1.00		90.00
	Total Labor				90.00

Total this Task \$90.00

Task 003 Reporting and Results Tracking

Professional Services

			Hours	Rate	Amount
	Specialist				
X11975	110 - Randolph, Caralie	9/6/2022	.50	90.00	45.00
	<i>August Summary of Work. Prepare list of Marketing Efforts, Challenges, and Limitations.</i>				
	Totals		.50		45.00
	Total Labor				45.00

Total this Task \$45.00

Total this Project \$695.00

Total this Report \$695.00

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



Lower MS River WMO
Attn: Joe Barten
125 Third Ave N
So. St. Paul, MN 55075

September 30, 2022
Project/Invoice: R-020683-000 - 3
Reviewed by: Jacob Newhall
Project Manager: Laura Rescorla

Interstate Valley Creek Study

Professional Services from August 1, 2022 to August 31, 2022

Phase 001 Review Existing Data Plans
Project Management and Kickoff Meeting

	Hours	Rate	Amount	
Odegard, Erica	.50	137.00	68.50	
Totals	.50		68.50	
Total Labor				68.50
		Total this Task		\$68.50
		Total this Phase		\$68.50

Phase 002 Assessment of Interstate Valley Creek Er
Project Management and Progress Meeting

	Hours	Rate	Amount	
Rescorla, Laura	1.50	137.00	205.50	
Totals	1.50		205.50	
Total Labor				205.50
		Total this Task		\$205.50

Evaluate Streambank Stabilization Measur

	Hours	Rate	Amount	
Anderson, Amy	2.00	155.00	310.00	
Newhall, Jacob	2.00	182.00	364.00	
Otten, Foster	13.50	106.00	1,431.00	
Totals	17.50		2,105.00	
Total Labor				2,105.00
		Total this Task		\$2,105.00

Prioritization and Cost Estimate

	Hours	Rate	Amount	
Anderson, Amy	4.50	155.00	697.50	
Totals	4.50		697.50	
Total Labor				697.50

Project	R-020683-000	LMRWMO - Interstate Valley Creek Study	Invoice	3
Total this Task				\$697.50
Total this Phase				\$3,008.00

Phase 003 Assessment of Interstate Valley Creek Tr
Evaluate Streambank Stabilization Measur

	Hours	Rate	Amount	
Anderson, Amy	2.00	155.00	310.00	
Totals	2.00		310.00	
Total Labor				310.00
Total this Task				\$310.00

Report Writing

	Hours	Rate	Amount	
Anderson, Amy	4.50	155.00	697.50	
Totals	4.50		697.50	
Total Labor				697.50
Total this Task				\$697.50
Total this Phase				\$1,007.50

Phase 004 Watershed Analysis Study to Identify BMP
Watershed Modeling and Analysis

	Hours	Rate	Amount	
Lopez, Karla	27.00	97.00	2,619.00	
Newhall, Jacob	2.50	182.00	455.00	
Rescorla, Laura	4.00	137.00	548.00	
Totals	33.50		3,622.00	
Total Labor				3,622.00
Total this Task				\$3,622.00

Prioritization and Cost Estimate

	Hours	Rate	Amount	
Newhall, Jacob	.50	182.00	91.00	
Totals	.50		91.00	
Total Labor				91.00
Total this Task				\$91.00
Total this Phase				\$3,713.00

Phase 005 Final Deliverables
Report Writing - Interstate Valley Creek



MEMORANDUM

To: Nancy Bauer
From: Joe Barten, LMRWMO Administrator
Subject: Lower Mississippi River - Financial Actions
Date: October 12, 2022

Enclosed please find the following invoice for payment:

- \$8,660.00 to WSB for services for August 1 – August 31, 2022 for the FY-2019 Watershed Based Implementation Funding, Interstate Valley Creek study.

Thank you and please contact me with any questions.

Joe Barten
Administrator via Dakota County SWCD
Lower Mississippi River Watershed Management Organization

Enclosed: WSB Invoice R-020683-000 - 3

Project	R-020683-000	LMRWMO - Interstate Valley Creek Study	Invoice	3
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	Hours	Rate	Amount	
Anderson, Amy	5.00	155.00	775.00	
Jakes, Monica	1.00	88.00	88.00	
Totals	6.00		863.00	
Total Labor				863.00
		Total this Task		\$863.00
		Total this Phase		\$863.00

Billing Limits	Current	Prior	To-Date
Total Billings	8,660.00	15,355.25	24,015.25
Limit			73,798.00
Remaining			49,782.75
		Total this Invoice	\$8,660.00

Outstanding Invoices

Invoice Number	Date	Balance	
2	8/31/2022	12,840.50	
Total		12,840.50	
	Total Now Due		\$21,500.50



MEMORANDUM

To: Nancy Bauer
From: Joe Barten, LMRWMO Administrator
Subject: Lower Mississippi River - Financial Actions
Date: November 2, 2022

Enclosed please find the following invoice for payment:

- \$6,762.00 to WSB for services for September 1 – September 30, 2022 for the FY-2019 Watershed Based Implementation Funding, Interstate Valley Creek study.

Thank you and please contact me with any questions.

Joe Barten
Administrator via Dakota County SWCD
Lower Mississippi River Watershed Management Organization

Enclosed: WSB Invoice R-020683-000 - 4

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



Lower MS River WMO
Attn: Joe Barten
125 Third Ave N
So. St. Paul, MN 55075

October 31, 2022
Project/Invoice: R-020683-000 - 4
Reviewed by: Jacob Newhall
Project Manager: Laura Rescorla

Interstate Valley Creek Study

Professional Services from September 1, 2022 to September 30, 2022

Phase 001 Review Existing Data Plans
Project Management and Kickoff Meeting

	Hours	Rate	Amount	
Odegard, Erica	.50	137.00	68.50	
Totals	.50		68.50	
Total Labor				68.50
		Total this Task		\$68.50

Review of Existing Data and Gaps

	Hours	Rate	Amount	
Lopez, Karla	7.50	97.00	727.50	
Totals	7.50		727.50	
Total Labor				727.50
		Total this Task		\$727.50
		Total this Phase		\$796.00

Phase 002 Assessment of Interstate Valley Creek Er
Evaluate Streambank Stabilization Measur

	Hours	Rate	Amount	
Otten, Foster	1.00	106.00	106.00	
Phillips, Samuel	3.25	106.00	344.50	
Totals	4.25		450.50	
Total Labor				450.50
		Total this Task		\$450.50

Prioritization and Cost Estimate

	Hours	Rate	Amount	
Anderson, Amy	1.50	155.00	232.50	
Totals	1.50		232.50	
Total Labor				232.50

Project	R-020683-000	LMRWMO - Interstate Valley Creek Study	Invoice	4
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Total this Task \$232.50

Development of 2D Model

	Hours	Rate	Amount	
Lopez, Karla	4.00	97.00	388.00	
Phillips, Samuel	10.00	106.00	1,060.00	
Totals	14.00		1,448.00	
Total Labor				1,448.00
		Total this Task		\$1,448.00
		Total this Phase		\$2,131.00

Phase 003 Assessment of Interstate Valley Creek Tr
Evaluate Streambank Stabilization Measur

	Hours	Rate	Amount	
Phillips, Samuel	.50	106.00	53.00	
Totals	.50		53.00	
Total Labor				53.00
		Total this Task		\$53.00

Report Writing

	Hours	Rate	Amount	
Anderson, Amy	3.00	155.00	465.00	
Totals	3.00		465.00	
Total Labor				465.00
		Total this Task		\$465.00
		Total this Phase		\$518.00

Phase 004 Watershed Analysis Study to Identify BMP
Watershed Modeling and Analysis

	Hours	Rate	Amount	
Lopez, Karla	2.00	97.00	194.00	
Newhall, Jacob	.50	182.00	91.00	
Pietila, Laura	6.00	123.00	738.00	
Rescorla, Laura	3.00	137.00	411.00	
Totals	11.50		1,434.00	
Total Labor				1,434.00
		Total this Task		\$1,434.00
		Total this Phase		\$1,434.00

Phase 005 Final Deliverables
Report Writing - Interstate Valley Creek

Project	R-020683-000	LMRWMO - Interstate Valley Creek Study	Invoice	4
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	Hours	Rate	Amount
Anderson, Amy	10.50	155.00	1,627.50
Jakes, Monica	1.25	88.00	110.00
Lopez, Karla	1.50	97.00	145.50
Totals	13.25		1,883.00
Total Labor			1,883.00

Total this Task **\$1,883.00**

Total this Phase **\$1,883.00**

Billing Limits	Current	Prior	To-Date
Total Billings	6,762.00	24,015.25	30,777.25
Limit			73,798.00
Remaining			43,020.75
		Total this Invoice	\$6,762.00

Outstanding Invoices

Invoice Number	Date	Balance	
3	9/30/2022	8,660.00	
Total		8,660.00	
	Total Now Due		\$15,422.00

CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
(651) 452-5000

Lower Mississippi River WMO
c/o Nancy Bauer
City of Mendota Heights
1101 Victoria Curve
Mendota Heights MN 55118

Page: 1
September 30, 2022
Account # 601-0000G
83

RE: GENERAL SERVICES
RENDERED TO DATE:

			HOURS	
09/01/2022	JMO	Review several emails between Joe Barten and attorney; save track change versions of JPA to our system.	0.30	24.00
09/14/2022	JJJ	Attend board meeting.	1.50	255.00
09/15/2022	JJJ	Review meeting action items.	0.20	34.00
09/28/2022	JJJ	Telephone call with Tim Kuntz re: Sunfish Lake review of JPA amendments.	0.50	85.00
09/29/2022	JJJ	Emails Joe re: revisions to JPA.	0.30	51.00
		AMOUNT DUE	2.80	449.00
		TOTAL CURRENT WORK		449.00
		PREVIOUS BALANCE		\$996.40
09/28/2022		Payment - thank you		-51.00
		TOTAL AMOUNT DUE		<u>\$1,394.40</u>

Amounts due over 30 days will be subject to a finance charge of
.5% per month (or an annual rate of 6%). Minimum charge - 50 cents.

LMRWMO 2022 Budget & Financial Summary														2022 Monthly Revenue			
Revenue	Budget	Dec 9, 2021 - Jan 12, 2022	Jan 13 - Feb 9 2022	Feb 10 - Mar 9 2022	Mar 10 - April 13 2022	April 14 - May 11 2022	May 12 - June 8 2022	June 9 - July 13 2022	July 14 - Aug 10 2022	Aug 11 - Sept 14 2022	Sept 15 - Oct 12 2022	Oct 13 - Nov 9 2022	2022 Total	Variance	Percent Received		
Dues from Members	\$115,735.00				\$62,116.27	\$53,619.29							\$115,735.56	(\$0.56)	100%		
Interest	\$600.00	\$33.70	\$33.56	\$30.16	\$39.24	\$34.16	\$30.75	\$57.32	\$47.54	\$79.40	\$72.21	\$81.64	\$539.68	\$60.32	90%		
LMCIT Rebate	\$500.00	\$920.00											\$920.00	(\$420.00)	184%		
Combined Grant Income	\$131,975.00								\$0.00				\$0.00	\$131,975.00	0%		
Subtotal Operating Revenue	\$248,810.00	\$953.70	\$33.56	\$30.16	\$62,155.51	\$53,653.45	\$30.75	\$57.32	\$47.54	\$79.40	\$72.21	\$81.64	\$117,195.24				
Grant Income	\$131,975.00																
2022 Monthly Expenses																	
Expenses	Budget	Dec 9, 2021 - Jan 12, 2022	Jan 13 - Feb 9 2022	Feb 10 - Mar 9 2022	Mar 10 - April 13 2022	April 14 - May 11 2022	May 12 - June 8 2022	June 9 - July 13 2022	July 14 - Aug 10 2022	Aug 11 - Sept 14 2022	Sept 15 - Oct 12 2022	Oct 13 - Nov 9 2022	2022 Total	Remaining Budget	Percent Expended		
Engineering/Technical Assistance																	
Technical Assistance	\$5,500.00	\$156.00	\$411.00	\$697.50	\$110.50	\$53.00	\$217.50		\$269.50	\$1,696.00	\$102.50	\$1,112.00	\$4,825.50	\$674.50	88%		
Meetings	\$6,000.00	\$300.00	\$750.00	\$341.00	\$542.50	\$544.50	\$790.50		\$387.50	\$1,481.00	\$697.50	\$124.00	\$5,958.50	\$41.50	99%		
Watershed Plan Amendment	\$40,000.00	\$1,845.00	\$1,038.00	\$1,362.50	\$3,706.00	\$6,913.50	\$3,996.50		\$6,441.00	\$6,411.00	\$3,252.20		\$34,965.70	\$5,034.30	87%		
Project Planning/Implementation																	
Plan Implementation	\$5,000.00												\$0.00	\$5,000.00	0%		
Landscaping for Clean Water Projects	\$12,000.00		\$4,500.00						\$750.00			\$712.50	\$5,962.50	\$6,037.50	50%		
Water Monitoring ¹	\$22,000.00	\$2,660.00	\$2,115.75			\$935.00			\$1,827.50				\$7,538.25	\$14,461.75	34%		
Ramsey County Subwatershed Analysis ²	\$4,250.00											\$4,250.00	\$4,250.00	\$0.00	100%		
Grant Matching Funds	\$4,640.00					\$3,040.00							\$3,040.00	\$1,600.00	66%		
Education																	
Landscaping for Clean Water Workshops	\$6,400.00								\$3,400.00				\$3,400.00	\$3,000.00	53%		
MN Water Stewards Program	\$10,000.00		\$120.00	\$600.00		\$892.50							\$1,612.50	\$8,387.50	16%		
Storwater Signage Program	\$2,500.00												\$0.00	\$2,500.00	0%		
WMO Tabling/Event Materials	\$500.00												\$0.00	\$500.00	0%		
General Education Requests	\$2,000.00					\$1,912.50			\$1,147.50				\$3,060.00	(\$1,060.00)	153%		
Metro Watershed Partners	\$1,000.00		\$1,000.00										\$1,000.00	\$0.00	100%		
Website Update / Maintenance ³	\$4,000.00		\$1,380.00			\$5,305.00			\$382.50				\$7,067.50	(\$3,067.50)	177%		
Board Education	\$500.00												\$0.00	\$500.00	0%		
Administration																	
General Administration	\$36,000.00	\$2.00	\$5,252.00	\$2.00	\$61.83	\$7,999.50		\$4.00	\$6,382.50	\$4.00	\$2.00		\$19,709.83	\$16,290.17	55%		
Insurance	\$2,500.00									\$2,473.00			\$2,473.00	\$27.00	99%		
Attorney and Audit	\$5,000.00				\$204.00	\$85.00	\$554.40		\$360.20	\$4,151.00	\$945.40	\$449.00	\$6,749.00	(\$1,749.00)	135%		
Subtotal Operating Expenses	\$169,790.00	\$4,963.00	\$16,566.75	\$3,003.00	\$4,624.83	\$27,680.50	\$5,558.90	\$4.00	\$21,348.20	\$16,216.00	\$4,999.60	\$6,647.50	\$111,612.28	\$58,177.72	66%		
Subtotal Grant Expenses	\$198,324.00	\$5,985.63	\$4,395.83	\$0.00	\$0.00	\$10,940.50	\$3,846.29	\$3,865.00	\$17,563.94	\$14,520.48	\$28,721.09	\$24,560.61	\$114,399.37	\$115,639.44	58%		
Overall Fund Balance	\$263,000.97	\$242,071.95	\$239,099.11	\$296,629.79	\$311,662.24	\$302,287.80	\$298,476.12	\$259,611.52	\$228,954.44	\$195,305.96	\$164,179.49						
Total Grant Balance	\$112,870.37	\$108,474.54	\$108,474.54	\$108,474.54	\$97,534.04	\$93,687.75	\$89,822.75	\$72,258.81	\$57,738.33	\$29,017.24	\$4,456.63						
LMRWMO Operating Fund Balance	\$150,130.60	\$133,597.41	\$130,624.57	\$188,155.25	\$214,128.20	\$208,600.05	\$208,653.37	\$187,352.71	\$171,216.11	\$166,288.72	\$159,722.86						
Unencumbered Operating Fund Balance	\$140,130.60	\$123,597.41	\$120,624.57	\$178,155.25	\$204,128.20	\$198,600.05	\$198,653.37	\$177,352.71	\$161,216.11	\$156,288.72	\$149,722.86						

Carryover Fund Balance from Dec. 8, 2021 \$267,010.27
Anticipated use of Fund Balance in 2022 \$39,955.00

2022 Budget Notes:

- \$10,000 set aside in 2022 for 2033 Watershed Plan Update, will add \$5,000 annually to encumbered amount.
- Is carryover from November 2020 approved expenditure. Budget amended on 3-9-22 due to omission from original 2022 budget.
- Is carryover from May 2020 approved expenditure. Amended on 3-9-22 due to omission from original 2022 budget.
- Board approved additional \$13,000 towards Lake Augusta monitoring in 2022 on 3-9-22.

Check for and \$211.40 never received by Campbell Knutson, paying with Oct 12, 2022 bill

General: Budget is an estimate and will vary depending on changing priorities and grant project progress.

LMRWMO 2022 Grant Budget & Financial Summary																
	Budget	Accumulated Prior to Dec 9, 2021	Dec 9, 2021 - Jan 12, 2022	Jan 13 - Feb 9 2022	Feb 10 - Mar 9 2022	Mar 10 - April 13 2022	April 14 - May 11 2022	May 12 - June 8 2022	June 9 - July 13 2022	July 14 - Aug 10 2022	Aug 11 - Sept 14 2022	Sept 15 - Oct 12 2022	Oct 13 - Nov 9 2022	Total	Variance	Percent Received/ Expended
BWSR - FY 2019 Watershed Based Implementation Funding																
Revenue																
BWSR FY-2019 WBIF Payment	\$144,670.00	\$72,335.00												\$72,335.00	\$72,335.00	50%
WBIF Matching Funds	\$59,640.00													\$0.00	\$59,640.00	0%
Total Revenue	\$204,310.00	\$72,335.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$72,335.00	\$131,975.00	35%
Expenses																
Grant Administration	\$8,000.00	\$497.43					\$2,080.00			\$567.00				\$3,144.43	\$4,855.57	39%
Education Program Implementation	\$36,000.00	\$1,899.87		\$492.64			\$2,684.00	\$2,360.00	\$3,865.00		\$2,116.14	\$6,816.14	\$1,085.00	\$21,318.79	\$14,681.21	59%
Education Program Project Dev.	\$4,670.00	\$913.75		\$3,258.97						\$2,713.50				\$6,886.22	(\$2,216.22)	147%
Education Program Project Dev. Match (WMO)	\$4,640.00						\$3,040.00							\$3,040.00	\$1,600.00	66%
Interstate Valley Creek Project Dev.	\$4,000.00	\$339.96					\$2,972.00			\$2,551.50				\$5,863.46	(\$1,863.46)	147%
Interstate Valley Creek Study	\$44,000.00															
Interstate Valley Creek Study Match	\$25,000.00													\$30,777.25	\$13,222.75	70%
Lake Augusta Project Development	\$4,000.00	\$2,334.62		\$644.22			\$3,050.00			\$324.00				\$0.00	\$25,000.00	0%
Lake Augusta Study	\$44,000.00						\$154.50	\$1,486.29		\$11,407.94	\$9,889.59	\$9,064.45	\$8,053.61	\$40,056.38	\$3,943.62	91%
Lake Augusta Study Match	\$30,000.00													\$0.00	\$30,000.00	0%
Total Expenses	\$204,310.00	\$5,985.63	\$0.00	\$4,395.83	\$0.00	\$0.00	\$13,980.50	\$3,846.29	\$3,865.00	\$17,563.94	\$14,520.48	\$28,721.09	\$24,560.61	\$117,439.37	\$86,870.63	57%
FY-19 WBIF Balance		\$66,349.37	\$66,349.37	\$61,953.54	\$61,953.54	\$61,953.54	\$47,973.04	\$44,126.75	\$40,261.75	\$22,697.81	\$8,177.33	\$20,543.76	\$45,104.37	\$45,104.37		
BWSR - FY 2021 Watershed Based Implementation Funding																
Revenue																
BWSR FY-2021 WBIF Payment	\$93,042.00	\$46,521.00												\$46,521.00	\$46,521.00	50%
WBIF Matching Funds	\$9,304.00													\$0.00	\$9,304.00	0%
Total Revenue	\$102,346.00	\$46,521.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,521.00	\$55,825.00	45%
Expenses																
Grant Administration	\$10,042.00													\$0.00	\$10,042.00	0%
Erosion & Direct Drainage Study	\$71,000.00													\$0.00	\$71,000.00	0%
Erosion & Direct Drainage Study Match (WMO)	\$9,304.00													\$0.00	\$9,304.00	0%
Project Development	\$12,000.00													\$0.00	\$12,000.00	0%
Total Expenses	\$102,346.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102,346.00	0%
FY-21 WBIF Balance		\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00	\$46,521.00		
MN DNR - Seidls Lake Shoreline LCCMR Grant																
Revenue																
Grant Reimbursement Payments	\$382,000.00													\$0.00	\$382,000.00	0%
Matching funds	\$75,000.00													\$0.00	\$75,000.00	0%
Total Revenue	\$457,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$457,000.00	0%
Expenses																
Grant Administration/Project Mgmt	\$26,000.00													\$0.00	\$26,000.00	0%
Construction	\$356,000.00													\$0.00	\$356,000.00	0%
Engineering - Construction Docs	\$37,500.00													\$0.00	\$37,500.00	0%
Engineering - Const. Mgmt, Permits, Bids	\$37,500.00													\$0.00		
Total Expenses	\$457,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$419,500.00	0%
Seidls Lake Shoreline Balance		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
	Budget	Accumulated Prior Years	Dec 9, 2021 - Jan 12, 2022	Jan 13 - Feb 9 2022	Feb 10 - Mar 9 2022	Mar 10 - April 13 2022	April 14 - May 11 2022	May 12 - June 8 2022	June 9 - July 13 2022	July 14 - Aug 10 2022	Aug 11 - Sept 14 2022	Sept 15 - Oct 12 2022	Oct 13 - Nov 9 2022	Total	Variance	Percent Received/ Expended
TOTAL GRANT FUNDS RECEIVED	\$763,656.00	\$118,856.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$118,856.00	\$644,800.00	16%
PASS THROUGH MATCH RECEIVED	\$130,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$143,944.00	0%
LMRWMO MATCH PROVIDED	\$13,944.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,040.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,040.00	\$644,800.00	22%
GRANT EXPENSES (MINUS WMO MATCH)	\$749,712.00	\$5,985.63	\$0.00	\$4,395.83	\$0.00	\$0.00	\$10,940.50	\$3,846.29	\$3,865.00	\$17,563.94	\$14,520.48	\$28,721.09	\$24,560.61	\$117,439.37	\$632,272.63	16%
PASS THROUGH MATCH EXPENSES	\$130,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,040.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,040.00	\$126,960.00	2%
NET PASS THROUGH MATCH FUND BALANCE		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$3,040.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
NET FUND BALANCE (MINUS WMO MATCH)		\$112,870.37	\$112,870.37	\$108,474.54	\$108,474.54	\$108,474.54	\$97,534.04	\$93,687.75	\$89,822.75	\$72,258.81	\$57,738.33	\$29,017.24	\$4,456.63	\$1,416.63		



Technical Memorandum

To: Joe Barten, Lower Mississippi River Watershed Management Organization
Administrator via Dakota County SWCD

From: Jen Dullum, Education and Outreach Coordinator
Della Schall Young, CPESC, PMP

Date: October 31, 2022

Re: Public Education Programming Project Summary

In March 2022, the Lower Mississippi River Watershed Management Organization (LMRWMO) retained Young Environmental Consulting Group, LLC (Young Environmental) to provide environmental education programming and Spanish language education services. The following is a summary of activities we completed for the four requested tasks:

1. Stenciling Program and Kit Creation
2. Impaired Waters Educational Materials
3. Multilingual (Spanish) Educational Materials
4. Reporting and Measurable Results Tracking (this information is embedded in Sections 1–3).

The scope of work (SOW) is provided as Attachment A.

1. Stenciling Program and Kit Creation

Young Environmental created LMRWMO-branded storm drain stenciling materials and four physical storm drain stenciling kits to be used by communities within the watershed. The items created are summarized below.

- **Instruction manual:** This manual gives an overview of the problem of stormwater pollution where storm sewers carry dirty rain and snowmelt into local lakes and the Mississippi River. It gives general guidelines of liability and safety. The manual details step-by-step instructions for how to stencil a storm drain and gives talking points if there are questions from community members when out stenciling.
- **Liability waiver:** This form was drafted to mitigate LMRWMO's and partner cities' liability resulting from improper use of the stenciling materials. Partner cities are encouraged to have their respective legal counsels review it before use.

- **Sign-up form:** This multi-purpose form allows participants to register and sign out kits and allows LMRWMO to quantify program participation.
- **Door hanger:** This advertising tool informs community members who live near stenciled storm drains why it's important to keep storm drains clean and provides tips on how they can reduce pollution in local waterways.
- **Outreach flyer:** The promotional flyer was designed for use by partner cities to encourage community members to sign up for storm drain stenciling.
- **Social media content:** Five Facebook/Instagram posts and four Twitter posts were crafted for annual use to promote the storm drain stenciling program.
- **Website content:** Website content was developed for the storm drain stenciling program, which includes an overview of the problem of stormwater pollution, step-by-step instructions for how to participate, and links to the liability waiver, sign-up form, and local partner communities. This content can be used on LMRWMO's or partner communities' websites.
- **Kits:** Four physical storm drain stenciling kits were created for LMRWMO communities. Kits can be housed with partner cities and checked out by individuals and groups. We created the kits to include safety equipment, equipment to clean the area around the storm drain, and the stencils, similar to what other researched kits contain. As presented, we did not include spray paint because LMRWMO has spray marking paint they intend to add to the kits. Below are the items each kit contains:
 - (1) storage container
 - (2) Keep It Clean—Drains to River stencils
 - (2) Keep It Clean—Drains to Stream stencils
 - (2) Keep It Clean—Drains to Lake stencils
 - (5) high-visibility safety vests
 - (2) safety cones
 - (1) wire brush
 - (1) hand broom and dustpan
 - (1) box of 100-count disposable gloves
 - (1) clipboard
 - (1) felt-tip pen

Suggested uses and measurable outcomes

Below are Young Environmental's reflections on how partner cities can utilize the storm drain stenciling kit educational program materials and how LMRWMO could measure outreach and participation.

- **Uses**
 - Door Hanger
 - While storm drains are being stenciled, door hangers can be distributed to

local homes and businesses to share the message of keeping drains clean.

- Outreach Flyer
 - Outreach flyers can be brought to community events like local farmers markets, National Night Out, and city-sponsored events; set out at city halls and libraries; or brought to lake association meetings.
 - Outreach flyers can be shared with service clubs and organizations such as faith, scout, and school groups.
- Website and Social Media Content
 - The stenciling program can be promoted on LMRWMO's and partner cities' websites and social media platforms such as Facebook, Instagram, and Twitter.
 - Website content can be used in local city newsletters.
- Stenciling Kit
 - A demonstration display of the storm drain stenciling kit could be set up at city halls or local libraries.
- **Measurable outcomes**
 - Sign-up Sheet
 - The sign-up sheet will provide information on the number of groups and individuals participating in the storm drain stenciling program.
 - Outreach Flyer and Door Hanger
 - The LMRWMO and partner cities can track the number of flyers handed out at events and the number of door hangers delivered.
 - Social Media Content
 - Social media platforms provide tracking metrics for the number of times a post was viewed, liked, shared, and more.
 - Website
 - Websites can track the number of times users visited a page, clicked a link, and more.

2. Impaired Waters Educational Materials

Young Environmental developed public education materials on three impaired waters in the LMRWMO (Lake Augusta, the Mississippi River, and Thompson Lake) and topic-specific materials on native plants, raingardens, general stormwater education, lawn care, and chloride management best practices. The following materials were created:

- Clean Water Tips—Impaired Water Resources
 - Three factsheets were created for Lake Augusta, the Mississippi River, and Thompson Lake. They describe the impairments for each resource, give four action items residents can take for clean water, and promote the storm drain stenciling program, the Adopt a Drain program, and the Landscaping for Clean Water program.
- Clean Water Tips—Stormwater
 - This factsheet describes the general issue of stormwater pollution, gives four action items residents can take for clean water, and promotes the storm drain

stenciling program, the Adopt a Drain program, and the Landscaping for Clean Water program.

- Clean Water Tips—Native Plants and Raingardens
 - This factsheet describes stormwater pollution and how native plants and raingardens can help clean water and promotes the Landscaping for Clean Water program.
- Social media and website content—Impaired Water Resources
 - We provided impairment-specific content for Lake Augusta, the Mississippi River, and Thompson Lake, highlighting actions to improve water quality. For Thompson Lake, we included content that also focuses on recent stormwater improvements.
 - Specific content on suspended solids, fecal coliform, phosphorous, and chloride was created for use on the LMRWMO's website with link placeholders to Lake Augusta, the Mississippi River, and Thompson Lake impairments. We also included web content on resident actions: stencil storm drains, pick up after your pet, remove grass and leaves from streets, use native plants and install a raingarden, and use less salt in the winter.
 - 14 photos specific to Lake Augusta, the Mississippi River, and Thompson Lake were taken and provided for social media and website posting.
- Social media content—Stormwater
 - We provided seasonal content on chloride, native plants, irrigation, lawn clippings, and pet waste's effect on stormwater quality.
 - 16 seasonal photos (with photo credit given to the photographers as needed) were compiled to augment social media content.

LMRWMO has an existing partnership with the Center for Global Environmental Education (CGEE) at Hamline University, which administers the Metro Watershed Partners. To address lawn care and chloride management best practices, instead of creating something new, Young Environmental leveraged LMRWMO's partnership with CGEE to have their clean water lawn care, salt tip card, and Adopt a Drain postcard co-branded with LMRWMO's logo for use in future outreach activities.

Suggested uses and measurable outcomes

Below are Young Environmental's thoughts on how the impaired waters educational program materials can be used by partner cities.

- **Uses**
 - Clean Water Tips—Impaired Water Resources, Stormwater, and Native Plants and Raingardens
 - Tips can be brought to community events like local farmers markets, National Night Out, and city-sponsored events; set out at city halls and libraries; or brought to lake association meetings.
 - Tips can be shared with organizations such as faith, scout, and school groups and service clubs.
 - Website and social media content—Impaired Water Resources and Stormwater

- Issues and solutions can be highlighted on partner cities' websites and social media platforms such as Facebook, Instagram, and Twitter.
- Website content can be used in local city newsletters.
- **Measurable outcomes**
 - Clean Water Tips—Impaired Water Resources, Stormwater, and Native Plants and Raingardens
 - The LMRWMO and partner cities can track the number of flyers handed out at events.
 - Social media content—Impaired Water Resources and Stormwater
 - Social media platforms provide tracking metrics for the number of times a post was viewed, liked, shared, and more.
 - Website content—Impaired Waters
 - Websites can track the number of times users visited a page, clicked a link, and more.

3. Multilingual Educational Materials

As part of our work focused on creating multilingual educational material, Young Environmental validated an earlier demographic assessment by LMRWMO that identified Inver Grove Heights, Mendota Heights, St. Paul, South St. Paul, and West St. Paul as cities with the highest Hispanic populations within the watershed. To do that, we reviewed Metropolitan Council 2020 data that showed South St. Paul and West St. Paul had the largest Hispanic populations (20.2% and 15.5%, respectively). We then contacted and received anecdotal information from staff at St. Paul and West St. Paul specifying areas within their respective communities with a higher Hispanic population. It was noted in St. Paul that generally its west side has a higher Hispanic population. It was noted in West St. Paul that the Spanish-speaking residents are more likely to live in multi-family areas and sent clips of maps showing these areas. Young Environmental then attempted to reach community contacts who could help prioritize the material for Spanish translation. Contacts were provided by the LMRWMO. South St. Paul provided contacts to Bolton & Menk, Inc., for their work developing Spanish language smart salting training that was also utilized. Young Environmental reached out to seven members of, or people involved with, the Hispanic community. Karen Reid, LMRWMO Board Member and Executive Director of the Neighborhood Development Alliance, provided feedback, as did a South St. Paul school cultural liaison, a contact Young Environmental acquired.

Unfortunately, the information generated was not robust enough to support a major publication or materials distribution campaign. Instead, the items generated above for the Mississippi River, Thompson Lake, Stormwater, and the Native Plants and Raingarden as part of the impaired waters work were translated into Spanish. The uses and outcomes are like those identified above.



PUBLIC EDUCATION PROGRAMMING

Summary

The LMRWMO is seeking assistance for the creation of public education programming from Young Environmental Consulting Group, LLC (Consultant) as part of the MN Board of Water and Soil Resources Watershed Based Implementation Funding program. All materials created shall be LMRWMO branded with the opportunity for Cities to add their own logos to original documents. LMRWMO staff will share any materials that have been compiled to date regarding these tasks with the Consultant.

Project Scope

1. Stenciling Program and Kit Creation

Create LMRWMO branded materials and stenciling kits (up to 4) which are used by community volunteer groups. Kits and materials shall include, but are not limited to, the following: door knocking hangers, stencils for different areas of the watershed (Drains to Stream, Drains to Miss. River, Drains to Thompson Lake, etc.) directions on stenciling process, glue, gloves, waiver forms, safety vests, safety cones, printed and laminated map showing major watersheds (Miss. River, Thompson Lake, Lake Augusta, Seidls Lake, Ivy Falls Creek, Interstate Valley Creek). Create itemized list of kit contents and estimated cost for future kit creation. Create process for rental of kits from City or LMRWMO by volunteers.

Create LMRWMO website content and copy for program promotion. Create template print outreach material to garner interest for community groups participating in the stenciling program. Create template social media outreach material for use by LMRWMO and member Cities.

Consultant will create map document showing volunteers what stencil to use for their neighborhood and different possible stencils to utilize. Create necessary forms for liability, safety, and ease of use by volunteer groups. LMRWMO staff will provide watershed GIS layers for use by Consultant.

2. Impaired Waters Educational Materials

Develop public educational materials regarding impaired waters in the LMRWMO and specific actions residents can take to help address the specific impairments. Current impaired waters include the Mississippi River, Lake Augusta, and Thompson Lake. Print materials could include brochures, one-page impairment factsheets, or other materials as suggested by Consultant. Web based materials shall be created for use by member Cities on social media and website postings. Develop content and copy for incorporation of material into LMRWMO website.

Topics for educational materials could include fertilizer application reductions, chloride application reduction, native planting and raingarden implementation (tied into the Dakota County SWCDs LCW

program) or other topics proposed by the Consultant in coordination with LMRWMO staff.

3. Multi-Lingual Educational Materials

Consultant will identify select watersheds in the LMRWMO through demographic study (such as Thompson Lake watershed, or portions of the Mississippi River) to prioritize Spanish language messaging. Coordinate with local community members, in partnership with LMRWMO staff, to help identify most beneficial messaging and direct development of educational material. Select materials created in task 2 will be translated/created and made available for distribution by Cities. Select web based Spanish materials shall be created for use by member Cities on social media and website postings. Develop content and copy for incorporation of material into LMRWMO website.

4. Reporting and Measurable Results Tracking

Consultant shall prepare a final memorandum upon completion of this contract which summarizes the work completed and provides information related to measurable outcomes for use by the LMRWMO in BWSR grant reporting.

Consultant shall track outreach efforts for stakeholder coordination for later reporting. Consultant shall Attend one LMRWMO Board meeting to present information to LMRWMO Member Cities on how they can best utilize the information created. Have stenciling program materials finalized and promotional materials distributed.

Estimated Cost and Schedule

The following table summarizes the estimated costs associated with each task described in the scope of services. Table to be filled out by Consultant in coordination with LMRWMO staff.

Consultant will inform LMRWMO staff of progress through bi-weekly email updates, phone calls, or other communication. All tasks must be completed no later than **December 31, 2022**.

Task	Description of Task	Amount	Estimated Completion (Month)
1	Stenciling Program and Kit Creation	\$4,430 ¹	July 2022
2	Impaired Waters Educational Material	\$2,230	August 2022
3	Multi-Lingual Educational Materials	\$3,780	September 2022
4	Reporting and Measurable Results Tracking	\$1,560	December 2022
Total Estimated Project Cost		\$12,000	

¹ This amount includes a \$1,500 allowance for purchasing supplies for the kits.



To: Watershed Management Plan Review Authorities
From: Greg Williams (Barr Engineering Co.) & Joe Barten (Dakota County SWCD) on behalf of the LMRWMO Board of Managers
Subject: Responses to comments received during formal review of the draft LMRWMO Watershed Management Plan and planned public hearing November 9, 2022
Date: October 27, 2022

The Lower Mississippi River Watershed Management Organization (LMRWMO) is in the process of updating its 4th generation Watershed management Plan (Plan). The Plan outlines the LMRWMO's priorities and actions for the next 10 years. The LMRWMO Administrator submitted the draft Plan for formal review consistent with Minnesota Statutes 103.231 Subd. 7 on August 5, 2022 with comments due by October 7, 2022. The following organizations provided comment on the draft Plan.

- City of St. Paul
- City of Sunfish Lake
- City of West St. Paul
- Dakota County Soil and Water Conservation District (SWCD)
- Dakota County
- Metropolitan Council
- Minnesota Board of Water and Soil Resources (BWSR)
- Minnesota Department of Transportation (MnDOT)
- Minnesota Pollution Control Agency (MPCA)

The Minnesota Department of Natural Resources (MDNR) also provided a letter of no comment. Complete comment letters or correspondence are attached to this memorandum. At their October 12, 2022 meeting, the LMRWMO Board of Managers approved responses to comments and scheduled a public hearing on the draft Plan consistent with Minnesota Statutes 103.231 Subd. 7(c):

Public Hearing on the draft LMRWMO Watershed Management Plan
Wednesday, November 9, 2022 at 3 pm - West St. Paul City Hall
1616 Humboldt Avenue, West St. Paul, MN 55118

Consistent with Minnesota Statutes 103.231 Subd. 7(c), the draft responses to comments are attached to this memorandum and are being distributed to all Plan review authorities that provided comments during the formal review period.

Please contact LMRWMO Administrator Joe Barten at Joe.Barten@co.dakota.mn.us with any questions.

Table 1. Summary of Formal Comments on the LMRWMO draft Watershed Management Plan and Responses - Approved by LMRWMO Board 10/12/2022

Number	Entity	Comment	Response to Comment	Edit Planned?
1	BWSR	Section 1.2.5 Authority Granted by the Joint Powers Agreement. While not a component of the main section of the Plan (Appendix A), we recommend review of the LMRWMO Joint Powers Agreement at least once every ten years. This schedule will ensure continued commitment among the member cities and provide increased predictability for implementation.	The LMRWMO Board of Managers reviewed the Joint Powers Agreement (JPA) in 2022 and approved minor changes. The LMRWMO may revisit the JPA in 2023 to better document the LMRWMO's "Allowable Flow Method" documentation. The language of implementation item AD-6 will be revise to note that the Board of Managers will revisit the JPA for updates at least every 10 years.	Yes
2	BWSR	Section 4.1.1 Water Quality Goals. Water quality goals are provided for surface waters and listed in the table within G1. Multiple lakes have goals that do not currently meet the MPCA standard which is also the LMRWMO goal including Lake Augusta which requires significant pollutant reductions (Referenced data from Table 2-6). If the goal stated is not reasonable to accomplish within the Plan timeline, an interim 10-year goal should be provided.	<p>The LMRWMO intends to establish lake water quality goals equal to current water quality (if better than MPCA standards) or equal to MPCA standards (for those parameters not currently meeting MPCA standards). The water quality goals established for Lake Augusta in Goal G.1 are set at the applicable MPCA standards. The chlorophyll-a goal for Sunfish Lake was is incorrectly stated as 19 ug/L, which is greater than the applicable MPCA standard of 14 ug/L. The Sunfish Lake chlorophyll-a goal will be revised to be 14 ug/L consistent with the MPCA standard.</p> <p>The LMRWMO is currently completing a study of Lake Augusta but it is not yet complete. Without additional data, the LMRWMO is not confident in establishing an interim goal. The LMRWMO prefers to use the MPCA standard as the 10-year goal, with the understanding that this may need to be revised pending additional monitoring and/or modeling data.</p>	Yes
3	BWSR	Section 4.3 Ecological Health. How will the LMRWMO measure its progress for the Ecological Health goals? The goals and many of the strategies include language such as 'promote', 'collaborate' and 'support'. While these efforts are beneficial, the LMRWMO should identify a more defined way to gauge progress.	<p>The Ecological Health goals will be revised to include target metrics where appropriate, including:</p> <ul style="list-style-type: none">- G7: referencing the measurable water quality goal G1 in goal G7- G7: adding a target of 10 shoreline projects(City, LMRWMO, and/or cost share) to be completed over 10 years- G8: add a target of incorporating habitat benefits into 2 city/WMO projects over 10 years	Yes
4	Metropolitan Council	The Plan should better define regulatory waterbodies and regulatory watersheds. The regulatory waterbodies/watersheds seem to be only shown in Figure2-3 and Figure 4-1, and their description and management is split between sections 3.4.1 (stormwater runoff and pollutant loading) and Policy 4.1.3 P2 (water quality policies). The Plan would be more straightforward and easier to understand if the differences between priority waterbodies, Priority level 1 lakes, Priority level 2 lakes and regulatory waterbodies were clarified.	Section 3.3 of the Plan describes the process of determining level 1 and level 2 priority lakes. This section will be revised to clarify the difference in management activities for each priority level (referencing the implementation section, where appropriate). Section 3.3 will also be revised to describe the regulatory watersheds as an additional consideration and reference other sections of the Plan, as appropriate.	Yes
5	Minnesota Dept. of Transportation	Page viii: Acronyms: MnDOT is not listed in the acronym table, though in its first mention in the plan in Section 2.7.6 the acronym is used and then carried out throughout the remainder of the plan. We suggest inclusion in the acronym table to be consistent with other state agencies as listed.	Minnesota Department of Transportation will be added to the list of acronyms.	Yes
6	Minnesota Dept. of Transportation	Section 2.7.6 Stormwater Systems: Page 2-41, the first paragraph makes reference to Highway 110. In 2018, MnDOT renamed this Highway and it is now Highway 62. Please remove references to Highway 110 and replace it with them with its current designation.	Descriptions and figure depictions of Highway 110 will be updated to reference the current name as Highway 62.	Yes
7	Minnesota Dept. of Transportation	Figures 2-3, 2-4, 2-5, 2-6, 2-7, 2-8, 2-9, 2-10, 2-11, 2-12, 2-14, 2-15, 2-16, 2-17, 2-18, 2-19, 2-20, 2-21, 3-2: There are references to Highway 110 and Highway156 on each of these figures. As mentioned, Highway 100 was redesignated to Highway 62 in 2018. Highway 156 was turned back to Dakota County in 2020, and is now designated as County Road 56. Please revise the figures to refer to the current road designations.	Descriptions and figure depictions of Highway 110 will be updated to reference the current name as Highway 62.	Yes

Table 1. Summary of Formal Comments on the LMRWMO draft Watershed Management Plan and Responses - Approved by LMRWMO Board 10/12/2022

Number	Entity	Comment	Response to Comment	Edit Planned?
8	Minnesota Dept. of Transportation	Figure 2-16: It is not clear if MnDOT storm sewer and culverts are represented on this figure. For the purposes of this plan, no changes are necessary. MnDOT will share its culvert and storm sewer data on request from partners like the LMRWMO. In order to obtain this information, you may contact either the current MS4 Engineer, Jason Swenson at 651-234-7539 or jason.swenson@state.mn.us or the MS4 Asset Management Specialist, Adam Schramka, at 651-234-7544 or adam.schramka@state.mn.us.	Stormsewer data presented in Figure 2-16 was provided by member cities. MnDOT infrastructure may be included to the extent that it is included in city datasets. The LMRWMO and member cities will contact MnDOT staff, as needed, to obtain MnDOT storm sewer data.	No
9	City of St. Paul	<i>Letter of support contains no comments requiring LMRWMO response.</i>	Thank you for your participation throughout the Plan development process.	No
10	Dakota County	Dakota County is supportive of the LMRWMO Plan placing a high priority on addressing Thompson Lake's nutrient and chloride impairments. The County appreciates continued education efforts, funding, and projects implemented via Dakota SWCD's Landscaping for Clean Water Program and larger Capital Improvement Projects led by the LMRWMO.	Thank you. The LMRWMO looks forward to continued cooperation with Dakota County to address Thompson Lake impairments.	No
11	Dakota County	Dakota County supports continued collaborative efforts to conduct annual in-lake chloride monitoring of Thompson Lake. Further, the County hopes to continue to collaborate with the LMRWMO through offering Smart Salt trainings for public works staff, maintenance professionals, and property managers to reduce chloride impacts to both surface and groundwater.	The LMRWMO will seek opportunities to collaborate with Dakota County to advertise and promote smart salt trainings. Strategy 7 under the "water quality strategies" will be revised to reference these opportunities.	No
12	Dakota County	Dakota County is supportive of the WMO's proposed ½ acre stormwater management trigger for projects within the Lake Augusta and Thompson Lake subwatersheds. The County recognizes that given the highly developed nature of these subwatersheds, a redevelopment standard (as opposed to new development only) is appropriate to address existing stormwater management issues in these priority subwatersheds. The County suggests revising the regulatory trigger to ½ acre of new or redeveloped impervious surface instead of soil or land disturbance.	The LMRWMO Board of Managers considered different trigger options (including 1/2 acre of new or redeveloped impervious area) and sought feedback from member cities. Ultimately, the Board of Managers approved the 1/2 acre of disturbance threshold for a limited area (i.e., "regulatory watersheds") as it applies to a broad range of smaller sites that may be mostly impervious while still falling below a 1/2 acre imperviousness.	No
13	Dakota County	Dakota County recognizes that groundwater protection is not a high priority for the LMRWMO. However, the County encourages the LMRWMO and member cities to consult with the County on issues relating to contaminated properties and how stormwater may mobilize contaminants into groundwater. The MPCA has recently added guidance within the Minnesota Stormwater Manual with a checklist on assessing contamination when siting stormwater management BMPs, and County staff can assist with assessing contaminated properties.	The LMRWMO appreciates the interest of Dakota County in collaborating to address contaminated properties and will encourage member cities to leverage Dakota County's expertise and services.	No
14	Dakota County	Dakota County recognizes the significant impacts of sedimentation and erosion via stormwater outfalls and supports the LMRWMO's proposed Mississippi River Direct Drainage Outfall Assessment.	The LMRWMO looks forward to opportunities to address this issue in collaboration with Dakota County.	No
15	Dakota County	Dakota County would like to congratulate the LMRWMO and all partners in addressing the Sunfish Lake TMDL and delisting from the Impaired Waters List.	Thank you.	No
16	City of Sunfish Lake	2.4.1.3 Water Quality Policies, P1 – The proposed update to the LMRWMO plan uses the water quality volume calculation language from the 2020 MS4 permit for linear and nonlinear projects. However, the MS4 permit includes additional language for linear projects that are unable to provide the full water quality volume within the existing right-of-way a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. It goes on to say if additional right-of-way, easements, or other permission cannot be obtained, owners of construction activity must maximize the treatment of the water quality volume prior to discharge from the MS4. The City would request similar language for linear projects unable to obtain right-of-way or easement be added to the LMRWMO policy to be consistent with the MS4 permit.	Water quality policy 1 will be revised to specifically include the additional language for linear projects or reference the MS4 permit language regarding linear projects.	Yes

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Number	Entity	Comment	Response to Comment	Edit Planned?
17	City of Sunfish Lake	Table 4-1 notes that the City of Sunfish Lake's volume control standard is 1.1 inches of runoff from net new (i.e. increased) impervious surfaces however, the City's Engineering Guidelines (dated November 2018) note the volume control requirement is 1.0 inches of runoff from the new impervious surfaces for development and 1.0 inches of runoff from the new and/or fully reconstructed impervious surfaces for redevelopment. It is requested the table be updated to reflect the City's Engineering Guidelines.	Table 4-1 will be revised to reflect that the City of Sunfish Lake volume control standard is 1.0 inches of runoff for new and/or redeveloped impervious surface.	Yes
18	City of Sunfish Lake	The city would like to increase opportunities to improve water quality in Hornbeam Lake to keep it off the MN Impaired Waters list. The city would like to continue partnering on improvements in Sunfish Lake to keep the lake delisted.	The Plan identifies Hornbeam Lake as a Priority Level 1 lake. As such, the LMRWMO supports continued CAMP monitoring to identify potential degrading trends in Hornbeam Lake. Additional projects and studies are not planned at this time.	No
19	City of Sunfish Lake	The city would like to increase opportunities to improve water quality in Sunfish Lake. Implementation item 6.1.2 of the City's 2018 Comprehensive Stormwater Management Plan identified a potential partnership with LMRWMO to apply a herbicide treatment for curly leaf pondweed to Sunfish Lake.	The LMRWMO thanks the residents of Sunfish Lake for their cooperation in water quality improvement efforts (e.g., alum treatment) leading to the removal of Sunfish Lake from the impaired waters list. The LMRWMO will provide technical and administrative support (e.g., grant application review) for aquatic plant management activities pursued by member cities or lake associations. The Plan text will be revised to note this support; specific City/partner-led projects will be omitted from the implementation schedule unless the Board determines a more active LMRWMO role is warranted in the future.	Yes
20	MPCA	<i>MPCA comment letter includes updated reference links for various Plan sections.</i>	Thank you. Links to MPCA references will be included and/or updated throughout the Plan.	Yes
21	City of West St. Paul	4.1.3 Water Quality Policies, P1 – The city's current ordinance allows lessor stormwater volume control practices for linear projects where right-of-way is lacking, in line with the MS4 permit. The proposed update to the LMRWMO plan uses the water quality volume calculation language from the 2020 MS4 permit for linear and non-linear projects. However, the MS4 permit includes additional language for linear projects that are unable to provide the full water quality volume within the existing right-of-way a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. It goes on to say if additional right-of-way, easements, or other permission cannot be obtained, owners of construction activity must maximize the treatment of the water quality volume prior to discharge from the MS4. The City would request similar language for linear projects unable to obtain right-of-way or easement be added to the LMRWMO policy to be consistent with the MS4 permit.	Water quality policy 1 will be revised to specifically include the additional language for linear projects or reference the MS4 permit language regarding linear projects.	Yes
22	City of West St. Paul	4.1.3 Water Quality Policies, P2 – The City's current ordinance requires stormwater management for projects with 1 acre or more of disturbance. The updated plan proposes permanent water quality treatment for projects that disturb ½ acre or more if more than half the parcel is located within a watershed tributary to LMRWMO Regulatory Waterbodies. A portion of West St. Paul, including a stretch of Robert Street with commercial lots, would be included in this area and the City would be required to administer different requirements at different locations throughout the City. This is a concern for the City of West St. Paul as this is not consistent with the MPCA MS4 general permit and could create situations where neighboring properties are held to different standards.	The LMRWMO Board of Managers note the city's concern and will be monitoring the implementation of the new water quality standard following Plan adoption. Cities can choose to implement the regulatory waterbody standard city-wide to allow for more consistency in permitting.	No
23	City of West St. Paul	Table 4-1 – The table notes that the City of West St. Paul's buffer requirement for wetlands is a minimum 30 feet however the City's Local Surface Water Management Plan notes a minimum 15 feet in Policy 8.2 of Section 3. It is requested Table 4-1 be updated to reflect the City's current standard.	Table 4-1 will be revised to reflect the City's current buffer standard.	Yes

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24	City of West St. Paul	The City looks forward to opportunities to partner on studies and projects with the LMRWMO including those focused on Thompson Lake and Dodd Road.	The LMRWMO looks forward to further cooperation with the City of West St. Paul.	No
25	City of South St. Paul	Request that you add the MS4 permit exemption language for linear projects to your policies.	Water quality policy 1 will be revised to specifically include the additional language for linear projects or reference the MS4 permit language regarding linear projects.	Yes
26	City of South St. Paul	Table 5.1 LMRMO Implementation Schedule lists Concord Street for BMPs associated with street projects. This can be removed as the Concord Project is under construction and nearing completion.	Noted. The implementation table will be revised accordingly.	Yes
27	Dakota County SWCD	Under the Studies Category, Item S-3 and S-10 there is reference to conducting Subwatershed Assessments for Rogers Lake and Thompson Lake. The SWCD may be able to partner with the LMRWMO on these two assessments and leverage funds. It is difficult to predict what funding may become available for these two studies, but listing the SWCD as a Partner would advance our commitment to the effort of accelerating implementation of BMPs.	The LMRWMO appreciates past cooperative efforts of Dakota County SWCD and looks forward to future cooperative opportunities. The SWCD will be added as a potential partner for items S-3 and S-10.	Yes
28	Dakota County SWCD	Similar to the comment above, under the Projects category, Items P-2 to P-11, if listed as a Partner the SWCD can advance our ability to seek funds and assist with the installation of small to medium sized BMPs for stormwater quality within these priority areas. Having this reference in your Plan is important if we attempt to secure grant funds.	The SCWD will be added as a partner to the projects and programs, as appropriate.	Yes
29	Dakota County SWCD	Under the Monitoring Category, Item MN-1, MN-2, M-3 there is the ability to list the SWCD as a Partner. We currently provide water monitoring tasks to the LMRWMO.	The SWCD will be listed as a partner for the appropriate monitoring items.	Yes
30	Dakota County SWCD	Under the Administration Category, Item AD-1, AD-3 and potentially others, the SWCD is not listed as a Partner. We have been providing Administrative services to the LMRWMO under the last two watershed management plans and hope to continue to partner and provide these services.	The SWCD will be listed as a partner for the appropriate administrative items.	Yes

Memorandum

To: Lower Mississippi River Watershed Management Organization Board of Managers
From: Greg Williams, Barr Engineering Co. and Joe Barten, Dakota County SWCD
Subject: LMRWMO Plan Update – Submittal of 90-day draft Plan
Date: November 2, 2022
Project: 23191436.00

The Lower Mississippi River Watershed Management Organization (LMRWMO) is in the process of updating its 4th generation Watershed management Plan (Plan). The Plan outlines the LMRWMO's priorities and actions over a 10-year period from 2023-2032. The LMRWMO Administrator submitted the draft Plan for formal 60-day review consistent with Minnesota Statutes 103.231 Subd. 7 on August 5, 2022 with comments due by October 7, 2022. The LMRWMO Board of Managers (Managers) discussed the comments at their October 12, 2022 meeting and approved draft responses to those comments. The Managers scheduled a public hearing concurrent with the regular LMRWMO meeting on November 9, 2022 and authorized staff to distribute the responses to comments consistent with Minnesota Statutes 103.231 Subd. 7.

This memorandum summarizes the remaining Plan development steps.

Final (90-day) Plan Review, Approval, and Adoption

Following the Managers' approval of the response to comments, Barr staff revised the draft Plan consistent with the approved responses. Assuming significant edits are not necessary following the public hearing, the Administrator will submit the Plan to BWSR for 90-day review. Within the 90-day review period, the Administrator and/or Barr staff will present on the draft Plan to the BWSR central regional subcommittee. The central regional committee will make a recommendation to the BWSR Board regarding draft Plan approval (anticipated in January or March 2023 – the BWSR Board does not meet in February). After the BWSR Board has approved the draft Plan, the Board of Managers may adopt the Plan at the following LMRWMO meeting.

Schedule Summary

The remaining Plan develop steps described above are listed below sequentially for summary purposes:

- **November 9, 2022** – Board of Managers host a public hearing on the draft Plan, receive comments, and authorize staff to revise the Plan as needed and submit for final 90-day review
- **Mid-November, 2022** – Administrator submits the draft Plan for final BWSR review
- **December, 2022 or January, 2023** – Staff present the draft Plan to the BWSR regional subcommittee; the subcommittee makes a recommendation for adoption to the BWSR Board

To: Lower Mississippi River Watershed Management Organization Board of Managers
From: Greg Williams, Barr Engineering Co. and Joe Barten, Dakota County SWCD
Subject: LMRWMO Plan Update – Submittal of 90-day draft Plan
Date: November 2, 2022
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- **January 25 or March 22, 2023** – the BWSR Board approves the draft Plan at their January or March meeting (no February meeting)

Requested Manager Action:

1. Authorize staff to distribute the revised draft Plan for final (90-day) review consistent with Minnesota Statutes 103.231 Subd. 7.

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Memorandum

To: LMRWMO Board of Managers
From: Greg Williams
Subject: Review of draft changes to the City of West St. Paul Storm Water Ordinance
Date: November 1, 2022
c: Joe Barten, LMRWMO Administrator; Cody Joos, City of West St. Paul

The Lower Mississippi River Watershed Management Organization (LMRWMO) Board of Managers is updating its Watershed Management Plan (Plan). With the Plan update, the LMRWMO updated its stormwater management performance standards. The updates include lowering the threshold for requiring permanent water quality treatment from 1 acre of land disturbance to ½ acre of land disturbance in LMRWMO regulatory watersheds. The regulatory watersheds include areas draining to lakes impaired due to excess nutrients and/or chloride and include portions of the City of West St. Paul tributary to Thompson Lake.

LMRWMO performance standards are established via Plan policy and implemented via the local permitting authority of its member cities. Following LMRWMO Plan adoption (expected early 2023), member cities must update their local controls for consistency with the LMRWMO Plan. The City of West St. Paul has proactively drafted revisions to its Storm Water Ordinance (Number 22, Sections 153.4XX) to make the ordinance consistent with the LMRWMO permanent water quality threshold included in the draft LMRWMO Plan update. The ordinance revisions go beyond the LMRWMO performance standards update and apply the ½ acre threshold to the entire city for regulatory consistency.

At the request of the City of West St. Paul and direction of the LMRWMO Administrator, Barr Engineering Co. (Barr) staff reviewed the draft ordinance revisions. Barr staff finds the draft ordinance revisions consistent with the LMRWMO draft Plan update. Minor comments will be sent directly to City staff.