



Board of Managers Meeting Agenda

Wednesday - January 10th, 2024 - 3:00 p.m.

West St. Paul City Hall

1616 Humboldt Ave, West St Paul, MN 55118

1. Call Meeting to Order
 - 1.1 Identification of Voting Board Members
 - 1.2 Approval of Agenda* (Additions/Corrections/Deletions) Action
2. Election of Officers (Chair, Vice-Chair, Secretary/Treasurer) Action
3. Designation of 2024 Financial Depository (Gateway Bank) and Official Newspaper(s) (Star Tribune & St. Paul Legal Ledger) - SWCD Action
4. Approve December 13th, 2023 Meeting Minutes - Chair* Action
5. Approve January 10th, 2024 Financial Summary & Invoice Payment - Treasurer* Action
6. Review 2025-2032 Draft Budget Projections - SWCD* Discussion
7. Consider 2024 Participation in Metro Watershed Partners - SWCD* Discussion/Action
8. Consider Funding for LCW and Water Conservation Marketing Campaign - SWCD* ** Discussion
9. Updates & Handout
 - 9.1: Barr Grant Tracking Spreadsheet - Barr** Information
 - 9.2: PCB Update - SWCD Information
 - 9.3: Lake Augusta Update - SWCD Information
 - 9.4: Member City Updates Information
10. Next Meeting: February 14th, 2024 - Fleming Field, South St. Paul Airport, Conference Room
11. Adjourn

* Materials included in full packet

** Materials available separately on website:

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

LMRWMO Board of Managers Typical Officer Elections Process

(Modified from Robert's Rules of Order)

General

It can be helpful for elections to follow the nomination for each individual office. For example, nominate and elect the Chair, then nominate and elect the Vice-Chair, then nominate and elect the Secretary/Treasurer. The main advantage here is that it allows members to consider the election results of one office before proceeding to the election of another office.

Nominations for an Office

Nominations can be made in a few ways:

- From the floor – any member can call out a person to be nominated
- By the chair – the chair can nominate any member or themselves for a position
- A member can nominate themselves

Nominees don't have to leave the room during nominations, when a vote is taken, or when the vote is counted. If there are multiple nominees and the Chair would like to use a roll call, they can ask the multiple nominees to step out of the room to keep the vote anonymous.

A person can serve in more than one office if elected.

Motions to close nominations are unnecessary. The Chair waits until no one wishes to make further nominations, then the chair declares nominations closed after asking 3 times for more nominations.

Election for an Office Options to Utilize at Board Chair Discretion

If only one candidate, they can easily be elected via a voice vote:

- Board Chair: "John Smith has been nominated for the office of Vice-Chair, do we have a motion for John Smith to serve as the LMRWMO Vice-Chair for 2018?" Motion is then seconded and passed.

If multiple nominations, can do a voice vote:

- Ask members to raise their hand for Candidate A, count hands. Then ask to raise hands for Candidate B, count hands. This can tend to favor the candidate listed first.

If multiple nominations, can do a roll call vote:

- Each member announces their vote when their name is called. The secretary repeats the vote after recording it, to ensure accuracy. Nominees could remain in room or be asked to leave room.

If multiple nominations, can do a ballot vote:

- Ask nominees to leave room and then ask members to raise their hand for Candidate A, count hands. Then ask to raise hands for Candidate B, count hands. Call nominees back into room. This could be a more fair way to vote with multiple candidates.



Board of Managers Meeting Minutes

Wednesday - December 13th, 2023 - 3:00 p.m.
West St. Paul City Hall

Managers and Alternates in Attendance:

Sharon Lencowski (Chair), Inver Grove Heights
Shannon Nelson, Sunfish Lake
Steve Gebauer, Mendota Heights
Analiese Miller, West St. Paul
Mary Kleinberg, Lilydale

Karen Reid (Vice-Chair), Saint Paul
Dan Halvorsen, Sunfish Lake
Leslie Pilgrim, Mendota Heights
Tom Sutton, Lilydale

Advisors and Others in Attendance:

Paul Merchlewicz, Inver Grove Heights
Ryan Ruzek, Mendota Heights
Greg Wilson, Barr Engineering
Brian Jastram, Rock Leaf Water Env.
Joe Nunez, Mendota Heights
Joe Barten, Dakota County SWCD

Cody Joos, West St. Paul
Lucas Ritchie, Mendota Heights
Greg Williams, Barr Engineering
Kitty Haight, Mendota Heights
Barbara Kaufman, Mendota Heights

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)

Sutton requested moving switching agenda items #4 and #5 as show.

Motion by Halvorsen to approve the agenda as amended, second by Miller; motion passed.

2. Approve November 8th, 2023 Meeting Minutes

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

3. Approve December 13th, 2023 Financial Summary & Invoices

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

4. Approve 2024 Meeting Schedule

Motion by Sutton to approve the 2024 meeting schedule as proposed, second by Gebauer; motion passed.

5. Presentation on the Lake Augusta Feasibility Study

Greg Wilson presented on the findings of the Lake Augusta Feasibility study and noted that the report is in final draft form, to be finalized after the Board meeting. He explained the water monitoring efforts to inform lake pollutant load modeling, noting the various phosphorus sources. Wilson explained the impact that the cormorant population, which has increased over the last 20 years, are presumed to have on the water quality, based on research and counts of bird populations by a lake resident. The next steps for study and implementation were discussed and are included in the report.

6. Updates & Handouts

6.1 Williams noted the grant tracking spreadsheet is updated and included in the packet.

6.2 Barten summarized the grant status memo provided in the packet.

6.3 Barten noted that Mendota Heights and Inver Grove Heights offered to host LMRMWO stenciling kits. Joos said that West St. Paul could host one as well. Barten will organize a stenciling meeting in late winter of 2024 with staff from the three Cities.

6.4 City Staff provided updates on relevant topics and projects in their City.

7. Agenda Items for Next Meeting

The next Board meeting is scheduled for January 10th, 2024 at the West St. Paul City Hall.

8. Meeting Adjourned at 4:50 pm

DRAFT



FINANCIAL SUMMARY
December 14, 2023 to January 10, 2024

Beginning Balance - Key Community Bank **\$120,596.52**

<i>Interest</i>	11/30/2023	November 2023 Interest	+	\$1.01
			+	

Deposits	1/3/2024	League of MN Cities Insurance Dividend for 2023	+	\$176.00
			+	
			+	

To be approved at this meeting:

Key Community Bank:

3808	1/10/2024	Campbell Knutson	-	\$34.00
3809	1/10/2024	Barr Engineering	-	\$3,004.00
3810	1/10/2024	Dakota County Soil & Water	-	\$24,133.97
			-	
			-	

Available Balance at Key Community Bank **\$93,601.56**

Gateway Bank Accounts:

<u>Savings</u>		<i>Balance</i>		\$73,628.71
<i>Interest</i>	12/31/2023	December 2023 Interest	+	\$187.61

Savings Ending Balance **\$73,816.32**

<u>Checking</u>		<i>Balance</i>		\$1,000.00
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Checking Ending Balance **\$1,000.00**

Available Balance at Gateway Bank **\$74,816.32**

Available Balance - Key Community & Gateway Banks **\$168,417.88**

LMRWMO 2023 Budget & Financial Summary		2022 Carrover				2023 Monthly Revenue										
Revenue	Budget	Dec 15, 2022 - Jan 11 2023	Jan 12 - Feb 8 2023	Feb 9 - Mar 8 2023	Mar 9 - April 12 2023	April 13 - June 14 2023	June 15 - Aug 9 2023	Aug 10 - Sept 13 2023	Sept 14 - Oct 11 2023	Oct 12 - Nov 8 2023	Nov 9 - Dec 13 2023	Dec 14, 2023 - Jan 10 2024	2023 Total (Feb 9-Aug 9)	Variance	Percent Received	
Dues from Members	\$127,309.00		\$127,309.12										\$127,309.12	(\$0.12)	100%	
Interest	\$600.00	\$114.78	\$123.09	\$116.62	\$131.61	\$277.49	\$145.76	\$313.57	\$155.85	\$162.08	\$182.31	\$364.62	\$2,087.78	(\$1,487.78)	348%	
LMCIT Rebate	\$250.00		\$598.00										\$598.00	(\$348.00)	239%	
Combined Grant Income	\$154,260.50				\$117,061.00		\$14,467.00	\$25,000.00					\$156,528.00	(\$2,267.50)	101%	
Subtotal Operating Revenue	\$282,419.50	\$114.78	\$128,030.21	\$116.62	\$117,192.61	\$277.49	\$14,612.76	\$25,313.57	\$155.85	\$162.08	\$182.31	\$364.62	\$286,522.90			
Grant Income	\$154,260.50															
		2022 Carryover				2023 Monthly Expenses										
Expenses	Budget	Dec 15, 2022 - Jan 11 2023	Jan 12 - Feb 8 2023	Feb 9 - Mar 8 2023	Mar 9 - April 12 2023	April 13 - June 14 2023	June 15 - Aug 9 2023	Aug 10 - Sept 13 2023	Sept 14 - Oct 11 2023	Oct 12 - Nov 8 2023	Nov 9 - Dec 13 2023	Dec 14, 2023 - Jan 10 2024	2023 Total (Feb 9-Aug 9)	Remaining Budget	Percent Expended	
Engineering/Technical Assistance																
Technical Assistance	\$5,500.00		\$956.00	\$777.50	\$596.50	\$20.00		\$964.50		\$534.00	\$66.00	\$479.50	\$3,438.00	\$2,062.00	63%	
Meetings	\$6,500.00		\$605.50	\$372.00	\$1,265.00	\$2,060.88		\$1,490.50		\$330.00	\$627.00	\$1,155.00	\$7,300.38	(\$800.38)	112%	
Pine Bend Ravine Study	\$5,000.00												\$0.00	\$5,000.00	0%	
Watershed Plan Amendment ³	\$26,500.00		\$3,902.35	\$1,388.00	\$5,111.00	\$674.50				\$1,771.00	\$264.00	\$1,369.50	\$7,173.50	\$19,326.50	27%	
Project Planning/Implementation																
Plan Implementation	\$5,400.00					\$180.00							\$180.00	\$5,220.00	3%	
WBIF-19 Matching Funds	\$0.00				\$546.00								\$546.00	(\$546.00)		
WBIF-21 Matching Funds	\$9,300.00												\$0.00	\$9,300.00	0%	
Landscaping for Clean Water Projects	\$12,000.00		\$1,500.00						\$7,500.00			\$750.00	\$8,250.00	\$3,750.00	69%	
Water Monitoring	\$12,200.00	\$1,900.00	\$5,018.50			\$4,005.00	\$3,450.00		\$2,112.49			\$3,103.97	\$12,671.46	(\$471.46)	104%	
Education																
Landscaping for Clean Water Classes	\$10,800.00						\$10,800.00						\$10,800.00	\$0.00	100%	
MN Water Stewards Program	\$10,000.00		\$382.50			\$360.00	\$1,215.00		\$765.00			\$225.00	\$2,565.00	\$7,435.00	26%	
Storm Drain Stenciling Program	\$4,500.00					\$2,070.00	\$630.00		\$3,286.09			\$180.00	\$6,166.09	(\$1,666.09)	137%	
Adopt A Drain Welcome Kits ²	\$1,500.00												\$0.00	\$1,500.00	0%	
WMO Tabling/Event Materials	\$500.00												\$0.00	\$500.00	0%	
Illicit Discharge Video ³	\$1,200.00		\$1,400.00										\$1,400.00	(\$200.00)	117%	
General Education Requests/Board Tour	\$5,400.00		\$85.00			\$855.00						\$1,170.00	\$2,025.00	\$3,375.00	38%	
Metro Watershed Partners Membership	\$1,000.00	\$1,000.00											\$1,000.00	\$0.00	100%	
Website Update / Maintenance	\$2,800.00		\$85.00			\$1,125.00	\$45.00		\$90.00			\$360.00	\$1,620.00	\$1,180.00	58%	
Board Education	\$200.00												\$0.00	\$200.00	0%	
Administration																
General Administration	\$34,400.00	\$2.00	\$9,869.50	\$2.00	\$2.00	\$9,909.00	\$6,262.00		\$6,769.04			\$7,925.00	\$30,869.04	\$3,530.96	90%	
Insurance	\$2,500.00						\$2,477.00						\$2,477.00	\$23.00	99%	
Attorney and Audit	\$5,500.00	\$401.00	\$182.60	\$34.00			\$4,100.00					\$34.00	\$4,350.60	\$1,149.40	79%	
Subtotal Operating Expenses	\$162,700.00	\$3,303.00	\$23,986.95	\$2,573.50	\$7,520.50	\$21,259.38	\$28,979.00	\$2,455.00	\$20,522.62	\$2,635.00	\$957.00	\$16,751.97	\$103,653.97	\$59,867.93	64%	
Grant Expenses	\$138,000.00	\$19,331.27	\$15,133.60	\$24,651.50	\$14,958.50	\$2,091.00	\$415.00	\$0.00	\$5,081.50	\$0.00	\$0.00	\$10,420.00	\$92,082.37		67%	
Overall Fund Balance	\$82,401.78	\$171,311.44	\$144,203.06	\$238,916.67	\$215,843.78	\$201,062.54	\$223,921.11	\$198,472.84	\$195,999.92	\$195,225.23	\$168,417.88					
Total Grant Balance		-\$45,618.31	-\$60,751.91	-\$85,403.41	\$16,699.09	\$14,608.09	\$28,660.09	\$53,660.09	\$48,578.59	\$48,578.59	\$48,578.59	\$38,158.59				
Operating Fund Balance		\$36,783.47	\$110,559.53	\$58,799.65	\$222,217.58	\$201,235.69	\$172,402.45	\$277,581.20	\$247,051.43	\$244,578.51	\$243,803.82	\$206,576.47				
Unencumbered Operating Fund Balance¹		\$21,783.47	\$95,559.53	\$43,799.65	\$207,217.58	\$186,235.69	\$157,402.45	\$262,581.20	\$232,051.43	\$229,578.51	\$228,803.82	\$191,576.47				

2023 Budget Notes:

- \$15,000 set aside for 2023 Watershed Plan Update, \$5,000 additional annually encumbered.
- \$1,500 Added to Budget for Adopt a Drain Welcome Kits at 1-8-23 Meeting
- Includes \$20,000 in unspend carryover from 2022.
- Is an unspent carryover from 2022.

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

Balances Explained:

Overall Fund Balance	Balance of all bank accounts.
Total Grant Balance	Grant funds in-hand
Operating Fund Balance	WMO funds without grants
Unencumbered Operating Fund Balance	WMO funds not dedicated to a future operating item

REVENUES	2023 Budget	2024 Budget	2025 Budget (Meeting Plan)	2026 Budget (Meeting Plan)	2027 Budget (Meeting Plan)	2028 Budget (Meeting Plan)	2029 Budget (Meeting Plan)	2030 Budget (Meeting Plan)	2031 Budget (Meeting Plan)	2032 Budget (Meeting Plan)
Increase from Previous Year		5%	14%	14%	14%	5%	5%	3%	3%	3%
Dues from Members	\$127,310	\$133,676	\$155,000	\$180,000	\$210,000	\$222,000	\$234,000	\$242,000	\$250,000	\$258,000
Interest & LMCIT Rebate	\$850	\$2,250	\$4,000	\$4,500	\$5,000	\$5,500	\$6,000	\$6,000	\$6,500	\$6,500
TOTAL	\$128,160	\$135,926	\$159,000	\$184,500	\$215,000	\$227,500	\$240,000	\$248,000	\$256,500	\$264,500
EXPENSES AND LIABILITIES	2023 Budget	2024 Budget	2025 Budget (Meeting Plan)	2026 Budget (Meeting Plan)	2027 Budget (Meeting Plan)	2028 Budget (Meeting Plan)	2029 Budget (Meeting Plan)	2030 Budget (Meeting Plan)	2031 Budget (Meeting Plan)	2032 Budget (Meeting Plan)
Engineering/Technical Assistance										
Meetings	\$6,500	\$6,500	\$7,000	\$7,000	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Plan Implementation / Project Management	\$5,400	\$6,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Review Local Water Management Plans				\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Technical Assistance	\$5,500	\$6,000	\$6,500	\$6,500	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
Watershed Plan Amendment / Updates	\$6,500		\$1,000		\$1,000					
Subtotal	\$23,900	\$18,500	\$19,500	\$21,500	\$23,500	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500
Project/Study Implementation	Total Cost (Est.)	Funding Source								
Dodd Road Study	\$25,000	FY-29 WBIF						\$5,000		
Implement Targeted Medium to Large Scale Stormwater BMPs	Varies	WMO Dues / WBIF			\$5,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Implement Stormwater BMPs with City Street Reconstructions	Unknown	WBIF or CWF				\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Interstate Valley Creek Stabilization Phase 1	\$700,000	FY-24 CWF Match	\$10,000							
Interstate Valley Creek Stabilization Phase 2	\$600,000	FY-29 WBIF or CWF				\$10,000				
Ivy Falls Creek Erosion Study	\$80,000	FY-25 WBIF	\$10,000							
Ivy Falls Creek Stabilization Projects	\$200,000	FY-27 WBIF or CWF				\$10,000				
Ivy Falls Creek Waste Dump Assessment	\$25,000	WBIF							\$10,000	\$15,000
Kaposia Creek Daylighting Study	\$40,000	FY-31 WBIF						\$10,000	\$15,000	
Lake Augusta Water Quality Improvement Projects (Match)	Unknown	Various Grants		\$10,000	\$10,000		\$10,000	\$10,000		
Landscaping for Clean Water Projects	Varies	WMO Dues	\$12,000	\$13,600	\$14,000	\$14,000	\$15,000	\$15,000	\$15,500	\$15,500
Mississippi River Direct Drainage Projects	\$200,000	FY-29 WBIF							\$10,000	\$10,000
Mississippi River Direct Drainage Study	\$71,000	FY-21 WBIF	\$9,300	\$9,300						
Priority Watershed Modeling	\$100,000	FY-23 WBIF		\$12,000						
Regional Volume Reduction Projects (St. Paul)	\$150,000	FY-31 WBIF								\$15,000
Rogers Lake Subwatershed Assessment	\$30,000	FY-25 WBIF			\$10,000					
Rogers Lake Watershed BMP Implementation	\$100,000	FY-31 WBIF or CWF							\$10,000	\$10,000
Seidls Lake Improvements	\$356,000	FY-22 CPL	\$0	\$2,500						
Thompson Lake (Butler Ave) Stormwater Projects	\$150,000	FY-25 WBIF or CWF	\$10,000							
Thompson Lake Subwatershed Assessment	\$30,000	FY-25 WBIF		\$10,000						
Thompson Lake Watershed Stormwater Projects	\$100,000	FY-27 WBIF or CWF					\$10,000			
Watershed Wide Hydrologic / Hydraulic Model	\$150,000	FY-29 WBIF						\$15,000		
Subtotal	\$21,300	\$47,400	\$34,000	\$44,000	\$30,000	\$67,000	\$67,000	\$87,500	\$92,500	\$98,000
Water Monitoring										
Assess and Update Overall Monitoring Plan / Program				\$3,000						
Lake and Stream Water Monitoring (CAMP) and Reports	\$12,200	\$13,760	\$14,000	\$14,500	\$15,000	\$15,000	\$16,000	\$16,000	\$17,000	\$17,000
Mississippi River Outfall Monitoring Study					\$10,000					
Monitor Water Quality at Outfalls to Mississippi River						\$10,000	\$8,000	\$8,000	\$8,000	\$8,000
Monitor Water Quality of Interstate Valley Creek			\$8,000	\$7,000	\$7,000					
Monitor Water Quality of Ivy Falls Creek						\$8,000	\$7,000	\$7,000		
Kaposia Creek Monitoring									\$8,000	\$8,000
Stream and Creek Monitoring Study					\$10,000					
Subtotal	\$12,200	\$13,760	\$22,000	\$24,500	\$42,000	\$33,000	\$31,000	\$31,000	\$33,000	\$33,000
Education										
Board Education	\$200	\$200	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Board Tour of LMRWMO Projects and Resources (Project and Boat)	\$4,400		\$1,000		\$4,000		\$1,000		\$4,000	
Chloride Reduction Education / Training / Outreach						\$3,500		\$3,500		\$3,500
Engage Residents at Public Events / WMO Tabling Materials	\$500	\$500	\$500	\$250	\$500	\$250	\$250	\$250	\$250	\$250
General Education Requests	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
K-12 Education in Coordination with Partners					\$5,000	\$3,000	\$3,500	\$3,500	\$3,500	\$3,500
Landscaping for Clean Water Classes (Workshops for Stewardship & SW Mgmt.)	\$10,800	\$9,500	\$9,500	\$9,500	\$9,500	\$10,000	\$10,000	\$10,500	\$10,500	\$11,000
Metro Watershed Partners Membership (Member City Ed. Info Distribution)	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
MN Water Stewards (support volunteer efforts, work with existing)	\$10,000	\$4,000	\$3,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Multi-Lingual Education / Training / Outreach							\$2,500	\$2,500	\$2,500	\$2,500
Public Educational Materials (FY-27 WBIF Match)				\$500	\$500	\$500	\$500	\$500	\$500	\$500
Storm Drain Stenciling Program	\$4,500	\$3,000	\$5,000	\$2,500	\$2,500	\$3,000	\$2,500	\$2,500	\$3,000	\$2,500
Website Maintenance and Updates	\$2,800	\$2,900	\$3,000	\$3,000	\$3,100	\$3,100	\$3,100	\$3,100	\$3,100	\$3,100
WMO Biannual E-Newsletter		\$3,800	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Subtotal	\$35,000	\$25,900	\$27,500	\$23,750	\$33,100	\$31,350	\$31,350	\$31,850	\$35,350	\$32,350

EXPENSES AND LIABILITIES cont.	2023 Budget	2024 Budget	2025 Budget (Meeting Plan)	2026 Budget (Meeting Plan)	2027 Budget (Meeting Plan)	2028 Budget (Meeting Plan)	2029 Budget (Meeting Plan)	2030 Budget (Meeting Plan)	2031 Budget (Meeting Plan)	2032 Budget (Meeting Plan)
Administration										
Attorney and Audit	\$5,500	\$5,500	\$5,800	\$5,800	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Biennial Progress Review			\$2,000		\$2,000		\$2,000		\$2,000	
General Administration	\$34,400	\$32,000	\$36,000	\$40,000	\$45,000	\$50,000	\$50,000	\$55,000	\$55,000	\$60,000
Grant Development / Review			\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Hold Annual TAC Meeting		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Insurance	\$2,500	\$2,500	\$2,500	\$2,500	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600
Review Org. Capacity via BWSR PRAP				\$6,000						
Subtotal	\$42,400	\$41,000	\$50,300	\$58,300	\$59,600	\$62,600	\$64,600	\$67,600	\$69,600	\$72,600
Encumbered for 4th Gen Watershed Plan (2030-2032)	\$15,000	\$20,000	\$30,000	\$40,000	\$50,000	\$60,000	\$70,000	\$80,000	\$90,000	\$100,000
TOTAL	\$134,800	\$146,560	\$153,300	\$172,050	\$188,200	\$216,450	\$216,450	\$240,450	\$252,950	\$258,450
Goal of 40% of Budget in Unencumbered Fund Balance	\$53,920	\$58,624	\$61,320	\$68,820	\$75,280	\$86,580	\$86,580	\$96,180	\$101,180	\$103,380
Year End Fund Balance (Estimated)	\$90,138	\$109,866	\$115,566	\$128,016	\$154,816	\$165,866	\$189,416	\$196,966	\$200,516	\$206,566
Unencumbered Year End Fund Balance	\$75,138	\$89,866	\$85,566	\$88,016	\$104,816	\$105,866	\$119,416	\$116,966	\$110,516	\$106,566

Lower Mississippi River WMO Cost Allocation Formula, Past Membership Dues, and Projected Membership Dues (Based on Pay Year 2022 Tax Data)

City	2022 Total Value (Real Property) ¹	Value / Total Value	Total Acres with ROW	Acres / Total Acres	Formula ²	Rounded % Contribution
Inver Grove Heights	\$4,244,734,876	0.339392	18,244	0.5175	0.4285	43%
Lilydale	\$220,632,544	0.017641	494	0.0140	0.0158	2%
Mendota Heights*	\$2,488,274,045	0.198952	5,395	0.1530	0.1760	18%
Saint Paul	\$1,367,557,600	0.109344	2,955	0.0838	0.0966	10%
South Saint Paul	\$1,866,536,000	0.149241	3,868	0.1097	0.1295	13%
Sunfish Lake	\$223,413,755	0.017863	1,085	0.0308	0.0243	2%
West Saint Paul	\$2,095,746,826	0.167567	3,212	0.0911	0.1293	13%
Total	\$12,506,895,646	1.0000	35,253	1.0000	1.0000	1.0000

Notes:

¹ Assessment year 2021; Pay year 2022 Property Values

² Cost Allocation Formula = 50% x Value/Total Value + 50% Ac/Total Ac, where total area includes ROW

Note: Below numbers are projects for discussion and long term planning purposes

Past Membership Dues for Comparison	2022 Dues	2023 Dues	2024 Dues	2025 Dues	2026 Dues	2027 Dues	2028 Dues	2029 Dues	2030 Dues	2031 Dues	2032 Dues
Change from Previous Year	5% Increase	10% Increase	5% Increase	15% Increase	15% Increase	15% Increase	5% Increase	5% Increase	5% Increase	3% Increase	3% Increase
Inver Grove Heights	\$ 50,678.31	\$ 55,746.14	\$ 57,273.30	\$ 65,864.29	\$ 75,743.93	\$ 87,105.52	\$ 91,460.80	\$ 96,033.84	\$ 100,835.53	\$ 103,860.60	\$ 106,976.42
Lilydale	\$ 1,819.53	\$ 2,001.49	\$ 2,116.36	\$ 2,433.82	\$ 2,798.89	\$ 3,218.73	\$ 3,379.66	\$ 3,548.64	\$ 3,726.08	\$ 3,837.86	\$ 3,952.99
Mendota Heights	\$ 21,071.22	\$ 23,178.34	\$ 23,526.02	\$ 27,054.92	\$ 31,113.16	\$ 35,780.14	\$ 37,569.14	\$ 39,447.60	\$ 41,419.98	\$ 42,662.58	\$ 43,942.46
Saint Paul	\$ 9,888.72	\$ 10,877.59	\$ 12,910.46	\$ 14,847.02	\$ 17,074.08	\$ 19,635.19	\$ 20,616.95	\$ 21,647.80	\$ 22,730.19	\$ 23,412.09	\$ 24,114.46
South Saint Paul	\$ 14,870.21	\$ 16,357.23	\$ 17,308.46	\$ 19,904.73	\$ 22,890.44	\$ 26,324.01	\$ 27,640.21	\$ 29,022.22	\$ 30,473.33	\$ 31,387.53	\$ 32,329.16
Sunfish Lake	\$ 2,940.98	\$ 3,235.08	\$ 3,250.84	\$ 3,738.46	\$ 4,299.23	\$ 4,944.12	\$ 5,191.32	\$ 5,450.89	\$ 5,723.43	\$ 5,895.13	\$ 6,071.99
West Saint Paul	\$ 14,466.59	\$ 15,913.25	\$ 17,289.14	\$ 19,882.52	\$ 22,864.89	\$ 26,294.63	\$ 27,609.36	\$ 28,989.83	\$ 30,439.32	\$ 31,352.50	\$ 32,293.07
Totals	\$ 115,735.57	\$ 127,309.12	\$ 133,674.58	\$ 153,725.77	\$ 176,784.63	\$ 203,302.33	\$ 213,467.44	\$ 224,140.81	\$ 235,347.86	\$ 242,408.29	\$ 249,680.54

METRO WATERSHED PARTNERS



MINNESOTA WATER
LET'S KEEP IT CLEAN

INVOICE

Attention: Joe Barten
Lower Mississippi River Watershed Management Organization
4100 220th Street West, Suite 102
Farmington, MN 55024
Date: 12/15/23

612-670-6216
azawistoski01@hamline.edu

Metro Watershed Partners
Hamline University
1526 Hewitt Ave. MS-A1760
Saint Paul, MN 55104

Project Title: Clean Water Minnesota

Description	Cost
2024 Membership: Clean Water MN and Adopt-a-Drain	\$1,000.00
TOTAL	\$1,000.00

Benefits of membership

- You and your colleagues are invited to attend our **monthly meetings**, to network and share information with other watershed education professionals and to hear monthly speakers on topics relevant to our work. The Watershed Partners meet via Zoom on the second Wednesday of the month from 9:30–11am.
- Join our **listserv on Mobilize** to receive meeting notifications and partner updates, message with other partners, and send announcements. To be added to Mobilize, please email Ann Zawistoski (azawistoski01@hamline.edu) and request to be added.
- Your organization will be **listed as a supporting partner** on cleanwatermn.org/about-us, and on adopt-a-drain.org when someone clicks on a drain in your service area, and on email communication to adopters in your area.
- Access to an **administrative portal** that allows you to view and download data about adopted drains and program participants in your area. Log in mn.adopt-a-drain.org/nova. Contact Ann Zawistoski to get admin access.
- A customized **annual report** that includes summary data about adopted drains and program participants in your area.
- Access to **print resources to promote Adopt-a-Drain** to residents in your area. View the marketing guide here: ms4.adopt-a-drain.org/marketing-guide. Download promotional materials from the Google Drive folder: drive.google.com/drive/folders/1b6cLsITFI6xs9xHz2ZZTt8tLJ63rN0Bd.
- Access to the **CWMN photo gallery** with hundreds of high-quality photographs: docs.google.com/document/d/1D5uxIkAuZUNj-SJZOSexNbAn_ExcjivXaafDN9WLvE8/edit.
- Portable **educational exhibits** are available for free checkout. Find more at cleanwatermn.org/partners/exhibit-check-out/.
- For an additional fee, Adopt-a-Drain participants in your area can receive **yard signs and a printed "welcome kit"** in the mail. Please contact Ann Zawistoski for more information.

Duration of service: January 1 - December 31st, 2024. Unspent funds will rollover to support program activities in 2025.

Barten, Joe

From: Perrine, Kelly <kperrine@lakevillemn.gov>
Sent: Monday, October 16, 2023 1:25 PM
To: Barten, Joe
Subject: Partnering to Promote Water Conservation Across Dakota County
Attachments: 2023.10.11_Proposal for Dakota County_BKM-Tunheim.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

WARNING: External email. Please verify sender before opening attachments or clicking on links.

Hello Joe!

Last Monday, at the Dakota County Groundwater – Source Water Protection Collaborative, I presented an opportunity for municipalities, watersheds, the County and the SWCD to partner to promote water conservation across Dakota County. See more information within my [presentation here](#). I am contacting you because you were not in attendance at last Monday’s meeting, and I feel as though the Lower Mississippi River WMO may have interest in championing this initiative. Curt and Ashley may have told you a bit about this already, but just in case they haven’t, let me give you some background....

Since 2018, the City of Lakeville has taken a special interest in reducing groundwater used for irrigating greenspace. Highlights of our program thus far include: the development of our Urban Water Conservation Program (irrigation audits on Homeowner Associations and subsequent cost-share for irrigation system improvements); implementing stormwater reuse systems at City parks and incentivizing their implementation within private developments; social media campaigns focusing on smart irrigation practices, soil health, etc.; and implementing low input turf varieties (fescues) within City parks. These are only the initiatives that are in place so far – we are also working on developing irrigation specifications for commercial and multi-family residential lots, a process for reviewing irrigation systems prior to them being put in the ground, etc....However, the sea of Kentucky bluegrass present at single- and multi-family residential properties continues to expand as Lakeville’s population balloons. We have plenty of work ahead of us.

Earlier this year, the American Water Works Association hosted their annual Sustainable Water Management Conference. At this conference, the Central Utah Water Conservancy District presented on ways to effectively engage communities in conservation through effective digital marketing. Their marketing campaign functioned by.....

- Hiring a media production firm to create professional grade advertisements to promote 1) their [Localscapes Program](#) and 2) [general ways to conserve water](#)
- Using digital marketing analytics and paid advertisements to post their videos on various streaming, social media and other platforms (Google ads, Facebook ads, Youtube, Hulu, etc....)

Following their campaign, they collected analytics regarding program success. Not only did their videos each have over 200k and 183k views respectively, the participation in their Localscapes program increased by 769%, general website traffic increased by 26% and people were actually SHARING the ads..... While they may not have honed in on a way to

track groundwater savings resultant of the campaign, the savings are likely profound; the greatest way to reduce water dedicated to turf grass is to remove the turf grass all together.

With all of this being said, I am hoping to recreate a similar campaign, focusing on 1) the Landscaping for Clean Water Program and 2) irrigation best practices. While the first video is meant to highlight the overall Landscaping for Clean Water Program, I want to also call attention to the fact that some municipalities in Dakota County have even further financial incentives for transforming turf to native species. goal is to kick off the video filming in 2024 and release in early 2025 (aligning with the LCW program announcements). The timing of this local campaign is, for lack of a better word, timely for Lakeville, as we are hoping to release our own City financial incentive in addition to the LCW dollars the SWCD offers beginning next year.

I have been working with staff from the Central Utah Water Conservancy District to hone in on the mechanisms needed to run such a campaign— after soliciting proposals, I selected one from a local media production firm that is experienced and highly qualified to meet our needs. So far, Dakota County, the VRWJPO, the SWCD and the City of Rosemount have all indicated that they would like to partner for this campaign. There are several other cities having internal conversations to garner support. You may ask what the costs associated with this would be.... If municipalities and watersheds are interested in participating (along with other entities that have already agreed), it would cost around \$7,000 per entity. As budgets have likely already been set for 2024, Lakeville has earmarked dollars to fund 2024 filming and can float that cost.

I have attached the campaign’s proposal to this e-mail for your reference. Next Monday, I will be sending out a poll to gauge potential participant interest. Do you have initial thoughts for the campaign?

Thanks,
Kelly



Kelly Perrine
Environmental Resources Specialist, City of Lakeville

📞 952-985-4524 | 🌐 www.lakevillemn.gov

📍 20195 Holyoke Avenue, Lakeville, MN, 55044

