



# Eagan - Inver Grove Heights

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## Watershed Management Organization

### AGENDA

#### BOARD OF MANAGERS MEETING

##### Eagan City Hall

First-Floor Conference Room

3830 Pilot Knob Rd

Eagan, MN 55122

**August 21, 2018 at 5:30 P.M.**

- I. Call to Order
- II. Approval of Agenda
- III. Consent Agenda (*Acted with one motion unless a manager requests an item be discussed*)
  - A. Minutes of June 19, 2018 Meeting\*
  - B. Invoices for Payment\*
  - C. August 21, 2018 Year-to-Date Budget Performance\*
- IV. CLIMB Theatre Agreement\*
- V. Watershed Based Funding\*
- VI. Local Water Plan Chapters
- VII. Draft Education and Outreach Plan 2019-2022\*
- VIII. Library Water Theme Backpacks
- IX. Rainbarrel Program
- X. Aquatic Invasive Species Update\*
- XI. Master Water Stewards Activity Updates
- XII. Community Updates
- XIII. Agenda Items for October 16, 2018 Meeting
- XIV. Adjournment

\* Materials included in packet

*A Joint Powers Organization of the Cities of Eagan and Inver Grove Heights*

3830 Pilot Knob Road, Eagan, MN 55122-1810

Phone: (651) 675-5300

# EAGAN-INVER GROVE HEIGHTS WATERSHED MANAGEMENT ORGANIZATION

## DRAFT MINUTES BOARD OF MANAGERS MEETING June 19, 2018

The Eagan-Inver Grove Heights Watershed Management Organization (WMO) Board of Managers (Board) met at the Inver Grove Heights City Hall, 8150 Barbara Ave, Inver Grove Heights, Minnesota.

### **Board Managers Present:**

Joe Reymann, Chair	Appointed by City of Eagan
Sharon Lencowski, Vice Chair	Appointed by City of Inver Grove Heights
Jennifer Workman-Jesness	Appointed by City of Eagan
Monica Foss	Appointed by City of Eagan

### **Others Present:**

Ashley Gallagher	Resource Conservationist, Dakota County Soil and Water Conservation District
Eric Macbeth	Water Resources Manager, City of Eagan
Steve Dodge	Assistant City Engineer, City of Inver Grove Heights

### **I. Call to Order**

Chair Reymann called the meeting to order at 5:33 p.m.

### **II. Adopt Agenda**

**Motion by** Foss, second by Lencowski to approve the agenda. Motion carried.

### **III. Approve Consent Agenda**

- A. Minutes of April 17, 2018 Meeting
- B. Invoices for Payment
- C. June 19, 2018 Year-to-Date Budget Performance

**Motion by** Reymann, second by Lencowski to approve the consent agenda. Motion carried.

### **IV. Watershed Based Funding**

The projects selected by E-IGHWMO as well as all other eligible entities participating in the Dakota County Collaborative, submitted the full project list to Board of Water and Soil Resources (BWSR) for their informal review. BWSR had follow-up comments and questions on a number of projects. For E-IGHWMO, both alum treatments (Schulze and Carlson) would require a feasibility study to be approved by BWSR before the alum treatment could occur. Since I-IGHWMO also had a project submitted by Eagan for Carlson Lake TMDL Improvements, which is an underground filtration system to reduce external TP to the lake, the group discussed selecting this project instead. **Motion by** Lencowski, second by Workman-Jesness to submit Carlson Lake TMDL Improvements in place of the Carlson lake Alum Treatment. Motion carried.

### **V. Local Water Plan Chapters**

The City of Eagan has posted its Draft 2040 Comprehensive Plan for review. The E-IGHWMO is responsible for reviewing the Local Water Plan Chapters (Water Quality and Wetland Management and Stormwater Management), commenting, and ultimately approving if they conclude it is consistent with the E-IGHWMO

Watershed Management Plan. The Administrator will review the chapters; Board members that are interested will also review and bring comments to the August Board meeting.

#### **VI. Landscaping for Clean Water Grants Update**

Dakota County SWCD has had a high level of participation of watershed residents in the Landscaping for Clean Water (LCW) Program. The program has three grants application rounds, and by round two, the watershed has exceeded its grants with 9 projects and only 8 grants. Dakota SWCD asked the E-IGHWMO to fund 4 more for a total of 12 grants, with the anticipation that round three will have more applications from watershed residents. **Motion by** Foss, second by Lencowski to fund the additional four LCW grants and associated implementation costs for a total of \$3,000 but to not exceed the current workplan total amount of \$26,384.40. Motion carried.

#### **VII. Fitz Lake Outreach Review**

The meeting took place on May 16<sup>th</sup> at a homeowner's house on Fitz Lake. There were 12 lakeshore residents in attendance. Joe Reymann opened the meeting with information on the E-IGHWMO. Eric Macbeth with the City of Eagan spoke about the iron enhanced sand filter installation projects on the lake that will take place in 2018. Ashley Gallagher with Dakota County SWCD spoke about the Landscaping for Clean Water program and other grant opportunities available for projects. This style of event shows that having meetings in neighborhoods, and finding a citizen to partner with, increases the success of the event. Reymann reported that he has already had been contacted by a few residents about rainbarrels and buffer zones.

#### **VIII. Draft Education and Outreach Plan 2019-2022**

The Board and advisors participated in an activity to generate and organize ideas for the 2019-2022 Plan. The administrator will begin to draft the Plan based upon the sticky notes collected at the meeting.

#### **IX. Library Water Theme Backpacks**

Workman-Jesness, Foss and Reymann met to discuss content for the backpacks. They are leaning towards more hands on items and less books. Dakota County Libraries are supportive of the idea, but have some guidance as well. They are willing to purchase materials, in hopes that they can get a discounted rate through existing vendors. They also suggested a certain canvas bag, of which the E-IGHWMO would attach very visible labeling on content and a list of materials in the bag. They would like the WMO to be at the library for a 'launch day' to promote the bags. The Board had some discussion on cost of upkeep and who is responsible for replacing items. This will hopefully be minimized because the library will tag each item in the bag with a bar code and that's what they will check in and out. The library originally wanted 4-5 bags at each library (Wescott and Inver Glen) but our budget may not allow for that. E-IGHWMO could likely do 3 bags at each but would still need a budget increase. **Motion by** Workman-Jesness, second by Lencowski to increase the budget by \$500 not-to-exceed \$1,500. Motion carried.

#### **X. Rainbarrels**

Reymann presented an idea of partnering with local business Hardware Hank on a rainbarrel program. The E-IGHWMO would purchase Ivy 50 gallon rainbarrels through Rain Water Solutions Inc. at a minimum of 66 barrels. Hardware Hank would store the barrels and sell them for \$40. Many other rainbarrels retail above \$90. The WMO would be able to put a sticker on the barrels or provide education or installation materials inside the barrels. Master Water Stewards could meet with Hardware Hank staff to provide installation guidance so they can pass that on to their customers. Financial commitment would be \$4,422 for 66 barrels including shipping (\$67 each). The WMO would sponsor 25% of the rainbarrel cost (\$16.75 each) which is why Hardware Hank could sell them for \$40 and they would still gross \$1,534.50 (\$23.25 each). The final cost to the WMO would be \$3,314.50. There were questions as to whether a legal agreement is

needed between E-IGHWMO and Hardware Hank. The Board would like to consult their attorney before proceeding. It was suggested to look at agreements used by Eagan Parks and Recreation Department as a starting point. The Board does like and support the idea. The Board also wants Hardware Hank to know they are working hard to get this program going.

#### **XI. Minnesota Association of Watershed Districts (MAWD) Membership**

Gallagher was contacted by the Director of MAWD with a membership opportunity. They have now opened their membership up to WMOs as non-voting members. For a first time fee of \$500 the E-IGHWMO could become a member and receive a ticket to the summer tour. In future years membership could cost as much as \$1,500. The Board decided that a non-voting membership is not worth the cost.

#### **XII. Master Water Stewards (MWS) Activity Updates**

Foss provided an update that she has been doing some maintenance on public raingardens/bioretenion areas. Reymann and Lencowski both volunteered to staff the booth at Lakefest with other MWS. It was noted that in future years a more interactive and kid friendly display would help draw people into the booth. There will also be a few MWS at the booth at Marketfest on Wednesday. The next Marketfest where MWS will have a booth is in August. Reymann mentioned he attended the LCW classes and was very impressed. He intended to install a raingarden but has decided not to as the amount of physical work is too much to take on.

#### **XIII. Community Updates**

Eagan Water Resources had their plant harvester and water monitoring boat at Eagan's Big Rig event. Over 1,000 people attended and the even provided a good opportunity for city water resource staff to talk with citizens about water quality. Eagan also had Lakefest with around 300 in attendance. The rain and poor weather likely affected attendance.

Inver Grove Heights just completed rehabilitation on 60 roadside raingardens. They hosted a workshop for homeowners that have a raingarden and are responsible for maintenance. Of the 60 invited, 20 showed up and signed up for further assistance with a site visit. Their new half-time stormwater staff will do the site visits. The next step will be enforcement. The city also has a number of street reconstruction projects underway that include stormwater improvements.

#### **XIV. Agenda Items for Next Meeting**

- Education and Outreach Plan 2019-2022 Draft
- Rainbarrel program
- Library backpacks
- Local Water Plan Chapters
- Master Water Stewards

#### **XV. Adjournment**

**Motion** by Workman-Jesness, second by Foss to adjourn. Motion carried. Meeting adjourned at 7:30pm.



**Dakota County Soil & Water  
Conservation District**

**4100 220th Street West, Ste 102**

# Invoice

DATE	INVOICE #
7/18/2018	2824

BILL TO

Eagan-Inver Grove Heights WMO  
C/O Eric Macbeth  
3501 Coachman Point Road  
Eagan, MN 55122

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	April - June 2018			
E-IGH WMO	ADMINISTRATION: General Administration, Financial Tasks, Board Meeting Coordination (April 17, June 19, and General Correspondence, Watershed Based Funding Program Coordination.	45	80.00	3,600.00
E-IGH WMO	Paper, Printing, Postage.		50.00	50.00
	EDUCATION AND OUTREACH ASSISTANCE:			
E-IGH WMO	Website Updates and Maintenance.	2.5	80.00	200.00
E-IGH WMO	Website Hosting Fee (Quarterly).		50.00	50.00
E-IGH WMO	Landscaping for Clean Water Introductory Workshop 04/06		1,600.00	1,600.00
E-IGH WMO	Landscaping for Clean Water Design Classes 05/07 & 05/06		3,200.00	3,200.00
E-IGH WMO	Blue Thumb Guide to Raingardens Book (Gifted to A Second Volunteer).		18.00	18.00
E-IGH WMO	Banner Stand (36"x84" 1 Sided)		225.00	225.00
E-IGH WMO	Fitz Lake Meeting Post Card Mailing (25) and Mileage Exp		44.44	44.44
			<b>Total</b>	<b>\$8,987.44</b>

III. C. Year-to-Date Budget

<b>E-IGHWMO 2018</b>		<b>Actual Revenues</b>								
<b>ESTIMATED REVENUES</b>	<b>Budget</b>	Jan 1 - Feb 20 2018	Feb 21 - Apr 17 2018	Apr 18 - Jun 19 2018	Jun 20 - Aug 21 2018	Aug 22 - Oct 16 2018	Oct 17 - Dec 4 2018	Dec 5 - Dec 31 2018	<b>Year to Date Totals</b>	
<b>Member City Assessments</b>										
Eagan	\$40,307.00				\$40,307.00				\$40,307.00	
Inver Grove Heights	\$1,168.00				\$1,168.00				\$1,168.00	
<b>Interest Income</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00	
<b>Use of Fund Balance</b>	\$7,975.00								\$0.00	
<b>TOTAL</b>	<b>\$49,450.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$41,475.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$41,475.00</b>	
<b>ESTIMATED EXPENSES</b>	<b>Budget</b>									
<b>Work Program</b>										
Annual Activity, Financial and Audit Report	\$3,000.00								\$0.00	
Annual Newsletter or Communication	\$300.00								\$0.00	
Develop and Maintain Website	\$1,600.00	\$237.50		\$210.00	\$250.00				\$697.50	
Watershed Plan- Organization Identity	\$500.00			\$18.00					\$18.00	
Watershed Plan- Metrics for Tracking Activities	\$500.00								\$0.00	
Watershed Plan- Neighborhood Scale Education	\$1,500.00				\$62.44				\$62.44	
Watershed Plan- Support Existing Programs	\$18,550.00	\$40.70	\$3,445.00		\$5,025.00				\$8,510.70	
<b>Organizational Administration</b>										
Staff Services (general)	\$19,000.00	\$5,150.00		\$4,210.00	\$3,650.00				\$13,010.00	
Engineering and Consulting Services (general)	\$4,000.00								\$0.00	
Legal Consulting Services (general)	\$500.00								\$0.00	
Bank Services	\$0.00								\$0.00	
<b>TOTAL</b>	<b>\$49,450.00</b>	<b>\$5,428.20</b>	<b>\$3,445.00</b>	<b>\$4,438.00</b>	<b>\$8,987.44</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$22,298.64</b>	
<b>Balance</b>	<b>\$65,941.23<sup>1</sup></b>	<b>\$60,513.03</b>	<b>\$57,068.03</b>	<b>\$52,630.03</b>	<b>\$85,117.59</b>	<b>\$85,117.59</b>	<b>\$85,117.59</b>	<b>\$85,117.59</b>	<b>\$19,176.36</b>	
1 = 2017 Balance Carry Over										

**2018-19 AGREEMENT FOR  
CLIMB THEATRE SERVICES**

THIS AGREEMENT is made and entered into between the Eagan-Inver Grove Heights Watershed Management Organization and CLIMB THEATRE, INC, a Minnesota not-for-profit theater company, 6415 Carmen Avenue East, Inver Grove Heights, MN 55076, (hereinafter "CLIMB").

WHEREAS, the Eagan-Inver Grove Heights Watershed Management Organization (hereinafter "E-IGHWMO") desires to educate local students about the connection between the storm sewer system and lakes and wetlands; and the importance of keeping debris, vegetative materials, fertilizers, and chemical wastes away from streets and driveways; and

WHEREAS, CLIMB has a class called "Of Wetlands and Watersheds" for K-2nd graders which is directed at children and attempts to protect the watershed's lakes, rivers, and wetlands by educating and motivating the children; and

WHEREAS, CLIMB has performed this or similar programs extensively in Eagan schools with the support from the City of Eagan since 1994, reaching about 16,000 students during that time; and

WHEREAS, the Eagan-Inver Grove Heights Watershed Management Organization agreed at its August 16, 2016 meeting to assume responsibility for this and similar CLIMB Theatre programs from the City of Eagan; and

NOW, THEREFORE, in consideration of the mutual promises and benefits stated herein, the parties agree as follows:

**1. SERVICES**

- a. CLIMB shall plan, schedule and make other preparations necessary to present classes of the K-2 environmental class "Of Wetlands and Watersheds" in elementary schools in the Eagan-Inver grove Heights Watershed. Targeted schools shall be those that did not have CLIMB classes last year.
- b. CLIMB shall execute a written agreement between it and a school where a performance is scheduled. CLIMB shall make a copy of the agreement available to the E-IGHWMO at the time of billing each month;
- c. CLIMB will indicate that the Eagan-Inver Grove Heights Watershed Management Organization provided funding to help bring the performances to the schools and may distribute handouts in consultation with the E-IGHWMO;
- d. CLIMB shall provide the E-IGHWMO the name of each school and the date

of performance or residency to be performed; prior to the date CLIMB will visit the school.;

- e. CLIMB shall plan, schedule and make other preparations necessary to provide one performance for the general public in a public space within the E-IGHWMO Watershed such as a library, festival, or city function; CLIMB shall consult with the E-IGHWMO Board on details.

**2. EAGAN-INVER GROVE HEIGHTS WATERSHED MANAGEMENT ORGANIZATION OBLIGATIONS**

- a. The total payments to CLIMB for performances will not exceed \$4,500.
- b. The Eagan-Inver Grove Heights Watershed Management Organization shall pay CLIMB \$650.00 per performance and \$45.00 for travel to each school.
- c. The Eagan-Inver Grove Heights Watershed Management Organization shall pay CLIMB up to \$1,000 for one public performance.

**3. MANNER OF PAYMENT**

- a. Services performed by CLIMB shall be billed to the Eagan-Inver Grove Heights Watershed Management Organization on a monthly basis and shall identify all charges incurred during the preceding month. No claim for services furnished by CLIMB not provided for in this Agreement will be paid by the Eagan-Inver Grove Heights Watershed Management Organization under the terms of this Agreement.
- b. Payment will be made in the manner provided by law for the payment of claims against the Eagan-Inver Grove Heights Watershed Management Organization within forty-five (45) days of receipt of the invoice according to the usual practices and procedures of the Eagan-Inver Grove Heights Watershed Management Organization. CLIMB shall provide the Eagan-Inver Grove Heights Watershed Management Organization with verification of all purchased services provided upon request.
- c. The Eagan-Inver Grove Heights Watershed Management Organization reserves the right to withhold payments without incurring late payment interest pending the receipt of all necessary billing statements and reports requested by the Eagan-Inver Grove Heights Watershed Management Organization to be submitted under this Agreement. In the event the Eagan-Inver Grove Heights Watershed Management Organization decides to withhold payment under this provision, the Eagan-Inver Grove Heights Watershed Management Organization shall furnish written notice to

CLIMB prior to the date of the next scheduled payment.

- d. No payment shall be made under this Agreement for any charges incurred in a manner contrary to any provision contained herein or in a manner inconsistent with any federal, state, or local law, rule, or regulation.

4. **TERM**

The term of this Agreement is from the date this Agreement is approved by the Eagan-Inver Grove Heights Watershed Management Organization to June 30, 2018, the date of the signatures of the parties notwithstanding, unless earlier terminated as provided herein.

5. **TERMINATION**

The Eagan-Inver Grove Heights Watershed Management Organization or CLIMB may terminate this Agreement without cause and for any reason whatsoever upon giving at least thirty (30) days written notice thereof to the other party. In such event, CLIMB shall be entitled to receive compensation for the services provided in a satisfactory manner up to and including the effective date of termination.

6. **CONDITION SUBSEQUENT**

It is understood and agreed that in the event that reimbursement to the Eagan-Inver Grove Heights Watershed Management Organization from state and federal sources is not obtained and continued at a level sufficient to allow for the purchase of the indicated quantity of purchased services, the obligations of each party hereunder shall thereupon be reviewed to determine the necessity of renegotiating all or parts of this Agreement.

7. **NON-ASSIGNABILITY**

CLIMB shall not assign any interest in this Agreement and shall not transfer any interest in the same, whether by subcontract, assignment or novation, without the prior written consent of the Eagan-Inver Grove Heights Watershed Management Organization.

8. **INDEPENDENT CONTRACTOR**

Nothing contained in this Agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the Eagan-Inver Grove Heights Watershed Management Organization. No tenure or any rights or benefits, including Worker's Compensation, Unemployment Insurance, medical care, sick leave, vacation leave, severance pay, PERA or other benefits available to Eagan-Inver Grove Heights Watershed Management Organization employees, shall accrue to CLIMB or employees of CLIMB performing services under this Agreement.

9. **INDEMNIFICATION AND INSURANCE**

- a. CLIMB agrees it will defend, indemnify and hold harmless the Eagan-Inver Grove Heights Watershed Management Organization, its officers and employees against any and all liability, loss, costs, damages and expenses which the Eagan-Inver Grove Heights Watershed Management Organization, its officers or employees may hereafter sustain, incur, or be required to pay arising out of CLIMB's performance or failure to adequately perform its obligations pursuant to this Agreement.
- b. CLIMB further agrees that in order to protect itself as well as the Eagan-Inver Grove Heights Watershed Management Organization under the indemnity provision set forth above, it will at all times during the term of this Agreement keep in force:
  1. General liability insurance in the amount of \$500,000 for bodily injury or property damage to any one person and \$1,500,000 for total injuries or damages arising from any one incident as required by the Eagan-Inver Grove Heights Watershed Management Organization.
  2. Any policy obtained and maintained under this clause shall provide that it shall not be canceled, materially changed, or not renewed without thirty (30) days prior notice thereof to the Eagan-Inver Grove Heights Watershed Management Organization.
  3. Workers Compensation in the statutory amount, if applicable.

A Certificate of Insurance evidencing this coverage must be provided to the Eagan-Inver Grove Heights Watershed Management Organization before this Agreement is effective.

10. **MERGER AND MODIFICATION**

- a. It is understood and agreed that the entire Agreement between the parties is contained here and that this Agreement supersedes all oral agreement and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.
- b. Any material alteration, variations, modifications, or waivers or provisions of this Agreement shall be valid only when they have been reduced to in writing as an Amendment and signed by the parties.

11. **NONDISCRIMINATION**

During the performance of this Agreement, CLIMB agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State Laws against discrimination.

13. **RECORDS AVAILABILITY AND RETENTION**

Pursuant to Minnesota Statute 16C.05, subd. 5, CLIMB agrees that the Eagan-Inver Grove Heights Watershed Management Organization, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc. which are pertinent to the accounting practices and procedures of CLIMB and involve transactions relating to this Agreement.

CLIMB agrees to maintain and make available for auditing purposes, these records, for a period of six years from the date of termination of this Agreement.

14. **COMPLIANCE WITH LAW**

CLIMB agrees to conduct the service in compliance with all applicable provisions of Federal, state and local laws.

15. **OTHER CONDITIONS**

- a. Ownership of Performance Rights. The performance(s) governed by this Agreement are the exclusive property of CLIMB or represent property duly licensed to CLIMB. The Host Organization agrees that it shall not

reproduce the performance in any fashion or appropriate the content of the performance(s), or any portion thereof, to its own use; further, the Host Organization shall not photograph, film, videotape or otherwise record or preserve the performance(s), or any portion thereof, without written permission from CLIMB. This does not preclude photographs for yearbook or other in school use of photographs or coverage by local press, which is encouraged. Please notify CLIMB of any media coverage you intend to pursue. CLIMB shall retain all rights to the performance, including the exclusive right to record, photograph, broadcast, film or publicize the performance(s). Host Organization shall not, therefore, photograph, broadcast, film or publicize CLIMB's performance(s) except as may be agreed upon by the parties in writing.

- b. Force Major. As the performance(s) governed by this Agreement may be subject to interruption by sickness, inclement weather, accident, act of God or any legitimate or unavoidable circumstance, it is agreed that neither party shall be entitled to damages from the other in the event the performance(s) are interrupted or canceled by such legitimate or unavoidable circumstance.
- c. Rescheduling. In the event that weather or other conditions beyond either party's control force postponement of this program, the activity shall be rescheduled for a date mutually agreed to by both CLIMB and the Host Organization.

## 16. **DATA PRACTICES**

All data collected, created, received, maintained, or disseminated for any purposes by the activities of CLIMB because of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such Act now in force or as adopted, as well as Federal regulations on data privacy.

## 17. **FIREARMS PROHIBITED**

No employees, agents, or subcontractors of CLIMB, shall carry or possess a firearm at any time, at any location while acting on behalf of the Eagan-Inver Grove Heights Watershed Management Organization pursuant to the terms of this agreement. Violation of this provision shall be considered a substantial breach of the Agreement; and, in addition to any other remedy available to the Eagan-Inver Grove Heights Watershed Management Organization under law or equity. Violation of this provision is grounds for immediate suspension or termination of this contract. IN WITNESS WHEREOF the Eagan-Inver Grove Heights Watershed Management Organization and CLIMB have respectively caused this Agreement to be duly executed as of the dates written below.

CLIMB Theatre

EAGAN-INVER GROVE HEIGHTS  
WATERSHED MANAGEMENT  
ORGANIZATION

BY \_\_\_\_\_

BY \_\_\_\_\_

DATE \_\_\_\_\_

FEDERAL ID # \_\_\_\_\_

DATE \_\_\_\_\_

APPROVED AS TO FORM

BY \_\_\_\_\_

DATE \_\_\_\_\_



## Memorandum

**To:** Steve Christopher, BWSR Board Conservationist  
**From:** Dakota SWCD and WMO/WD Partners  
**Date:** June 30, 2018; Revised July 17, 2018 and August 6, 2018  
**Re:** Dakota Collaborative Work Plan and Request for Watershed Based Funding

Per guidance provided on March 14, 2018, below is information on the Dakota Collaborative Work Plan and request for Watershed Based Funding.

### Description of Partnership and Decision Making Process

The Dakota County Soil and Water Conservation District (SWCD) developed a presentation and provided background information on the watershed based funding program to the Boards and staff of watershed management authorities located within Dakota County. These included:

11/07/17	North Canon River Watershed Management Organization
12/05/18	Eagan-Inver Grove Heights Watershed Management Organization
12/07/18	Vermillion River Watershed Joint Powers Organization
12/07/18	Dakota County Soil and Water Conservation District
12/13/18	Lower Mississippi River Watershed Management Organization
12/15/18	Eagan-Inver Grove Heights Watershed Management Organization
01/17/18	Black Dog Watershed Management Organization

Informal discussions also occurred with staff from Dakota County and the Lower Minnesota River Watershed District.

On February 7, 2018, the SWCD convened a meeting to discuss the two options available under the watershed based funding pilot program; collaborative approach or competitive approach. Potential funding distribution scenario's on how to divide the \$1,018,000 provided to Dakota County Watershed Management Authorities. Each of the lead staff contacts for the Watershed Management Authorities under Minnesota Statute 103b, 103c and 103d were invited. City contacts within Dakota County were also invited to attend this meeting. Information on who attended the meeting and the decisions made at the meeting are attached and can be found at the SWCD web home page at [www.dakotaswcd.org](http://www.dakotaswcd.org).

Staff from cities, SWCD and Dakota County who attended the February 7 meeting reached a consensus that the collaborative approach should be pursued. Funding scenarios were discussed and many in attendance would have liked more time to consider projects and how they align with available funding. For this pilot program funding year, it was decided that each of the WMOs/WDs receive a base amount of \$50,000 and the SWCD receive a base amount of \$100,000. It was further decided that the remaining \$618,000 be divided among the six WMO/WDs based on an equation of 50% total land area and 50% property value.

All of the Watershed Management Organizations and the Dakota SWCD subsequently took formal Board actions supporting the collaborative approach and the funding distribution decided on at the February 7 meeting.

Individual townships were provided a brief background of the watershed based funding pilot program at their spring township officers meeting held on March 17.

The decision making process to prioritize individual projects and activities based on the funding distribution selected was left to each individual Watershed Management Authority. All of the Watershed Management Organizations and the Dakota SWCD approved the submittal of their projects lists through formal action of their respective Boards.

**Budget Requests/Work Plans**

Each watershed management authority listed to receive funding under the Collaborative Plan will serve as the fiscal agent with the exception of the Lower Minnesota River Watershed District (LMRWD). The Dakota SWCD will serve as the fiscal agent for the LMRWD. By allowing the Dakota SWCD to be the fiscal agent, unspent funds allocated to the LMRWD can be redistributed county-wide and after consultation with the Dakota County partnership.

Each fiscal agent will be responsible for completing a work plan in e-LINK. The Dakota SWCD will work with the LMRWD to submit a work plan for their allocation and with meeting the terms of the grant agreement.

## VII. Draft Education and Outreach Plan

			Implementation Year and Estimated Cost					
	Activity	Description	2019	2020	2021	Estimate Source	Partners	Notes
Events	CLIMB Theatre	Support CLIMB Theatre one time water themed performances to groups (i.e. seniors, young adults, businesses)	\$1,000	\$2,000	\$2,000	Based on previous contracts	CLIMB Theatre	
	Tour	Tour of watershed including best management practices installed followed by picnic celebration	-	\$2,000	\$2,000	Staff time to organize plus rentals/food	DCSWCD, Cities	
	Lakefest	Support Lakefest by hosting a table or providing programming	-	\$200	-	Materials and Staff time, Rely on volunteers	Eagan	
	Marketfest	Support Marketfest by hosting or partnering to provide a table on water quality activities	\$0	\$0	\$0	Rely on volunteers	Eagan	
Programming	Fishing	Partner to provide Trout in the Classroom education program	-	-	-	Program supported by Eagan	MDNR, Parks and Recreation Departments	Suggest another program such as MinnAqua as there are no trout streams in our watershed, Or no further programming as Eagan already does fishing education
	Master Water Stewards	Support Master Water Stewards participation and projects	\$2,000	\$2,000	\$2,000	Support two projects	Freshwater Society, Eagan	Only support the capstone project and Eagan continue to pay for participation
	CLIMB Theatre	Support CLIMB Theatre water themed performances in multiple elementary schools	\$3,500	\$3,500	\$3,500	Based on previous contracts	CLIMB Theatre, Schools	
	Rainbarrels	Rainbarrel distribution program in partnership with local businesses	\$4,000	-	-	Cost from rainbarrel supplier plus coordination	Hardware Hank, Rain Water Solutions Inc	Try program to see how quickly initial 66 rainbarrels are purchased, then consider future years
	Neighborhood Scale	Neighborhood scale meetings in conjunction with city stormwater and water quality improvement or protection projects	\$500	\$500	\$500	Staff time to organize and promotion materials	Cities, Neighborhood residents	
	Landscaping for Clean Water	Support the promotion, education and installation of raingardens/native plantings/shoreline planting through the Landscaping for Clean Water Program	\$14,000	\$14,000	\$14,000	Based on previous contracts	DCSWCD, Cities	
	Stormdrain Stenciling	Storm drain stenciling with distribution of flyers in the neighborhood	\$500	\$500	\$500	Staff time	Adopt-a-Drain, Cities	Look into adopt-a-drain program and possibly support this program by focusing our efforts on promotion
	Schools	Lesson plans tailored to meet standards and provide water education, taught by the SWCD	-	\$800	\$800	\$800 per program	DCSWCD, Schools	Maybe focus on middle school or high school experienced based learning since other programs cover elementary school
Raingarden Maintenance	Raingarden maintenance workshops and/or adopt-a-raingarden	\$1,600	\$1,600	\$1,600	Staff time and materials	DCSWCD, Cities	Partner with others? Persue even if there are no partnerships?	
Materials	Backpacks	Water themed backpacks at libraries in the watershed	\$250	\$250	\$250	Upkeep costs	Libraries	
	Buffer Brochure	Conservation easement or buffer area brochure	\$2,500	\$2,500	\$2,500	Development and printing	Cities	Too city specific, keep more general if a WMO activity?
	Lawn Care	Water wise lawn care education for homeowners	\$0	\$0	\$0	Program supported by Eagan	Eagan	Utilize existing Egan program
	Groundwater Model	Produce a 3-D model of groundwater in our watershed	\$50	\$50	\$50	Simple hydrogeology kit	MPCA, MGWA	Simplify by creating a general groundwater model, or utilize existing models (i.e. Groundwater Foundation)?
	Stormwater Model	Produce a model of stormwater practices (i.e. bioretention, iron enhanced sand filter, raingarden)	\$900	\$900	\$900	Purchase new watershed model	Other watersheds	Use Enviroscope? Partner to share with others?
	Chloride	Education on chloride pollution and salt alternatives	?	?	?			Create new program or partner with others?
	Signage	Signage for stormwater best management practice projects	?	?	?			Signage exists for LCW (Raingarden, native, shoreline) projects, would this be interperative signage for larger scale projects?
	Interactive Display	Interactive water themed displays for children to use at tableing events including Marketfest and Lakefest	?	?	?			Develop new? There are lots of existing displays that can be rented/borrowed, SWCD looking to coordinate purchase of items with support from watershed orgs in the county for check out in ~2020
Communication	Government	Outreach to City Councils	\$1,000	\$1,000	\$1,000	Staff time and materials	Cities	
	Newsletter	Water themed newsletter from Eagan and IGH	?	?	?			Same activity of different? One is a newsletter from and about the WMO, other is an educational item the comes from the cities
	Newsletter	Distribute annual newsletter to residents	?	?	?			
	Social Media	Regular watershed notes or short messages via social media	\$800	\$800	\$800	Staff time	DCSWCD	Wait until DCSWCD updates website as it would then be more cost-effective for E-IGHWMO as they are under same host?
	Website	Update website to be more user friendly with time relevant information and news	\$2,500	\$2,500	\$2,500	Past contracts plus more	DCSWCD	Wait until DCSWCD updates website as it would then be more cost-effective for E-IGHWMO as they are under same host?
Projects	Demonstration Raingardens	Demonstration raingarden at each of the elementary schools	\$3,000	\$3,000	\$3,000	Coordination and install costs for one project per year	DCSWCD, Schools	Inventory schools first, 10 public elementary schools in watershed, have school staff/volunteers go through LCW
<b>Totals</b>			\$38,100	\$38,100	\$37,900			

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## News Release

### Starry stonewort confirmed in Medicine Lake in Hennepin County

August 3, 2018

*First starry stonewort confirmation in 2018*

The Minnesota Department of Natural Resources has confirmed the invasive algae starry stonewort in Medicine Lake, located within the city of Plymouth in Hennepin County. This is the first new confirmation of starry stonewort in Minnesota in 2018. There are now 12 lakes in Minnesota where starry stonewort has been confirmed.

A DNR-trained Three Rivers Park District watercraft inspector recognized starry stonewort on a boat propeller and notified the DNR. DNR invasive species specialists confirmed a widespread growth of starry stonewort around the public access administered by Three Rivers Park District at the north end of the lake.

Three Rivers Park District and DNR staff surveyed the lake to determine the extent of the infestation. They found starry stonewort in about 14 acres of the 924-acre lake. An initial treatment at the access is planned for early next week, and the DNR and Three Rivers Park District plan to treat the access through the open water season.

Inspection efforts have increased and a decontamination unit is available at the access. The DNR is working with Three Rivers Park District to develop and partner on long-term viable management options. Starry stonewort has never been eradicated from any U.S. lake, but treatment can help reduce the risk of spread and provide nuisance relief for water-related recreational activities.

“Starry stonewort can be difficult to identify without the presence of the tiny star-shaped bulbils,” DNR invasive species specialist Keegan Lund said. “We ultimately used a microscope to examine the algae and confirm that bulbils were present.”

Since starry stonewort was first confirmed in Minnesota in 2015, most new populations have been reported in the month of August, when the telltale star-shaped bulbils are most abundant and visible. Now is the best time of year to look for it. Information on how to identify starry



stonewort can be found on the DNR's website. If people think they've found starry stonewort, they should report it to the DNR.

Starry stonewort is an alga that looks similar to other native plants and can form dense mats, which can interfere with use of a lake and compete with native plants. It is most likely spread when fragments have not been properly cleaned from trailered boats, personal watercraft, docks, boat lifts, anchors or other water-related equipment.

The DNR reminds boaters and anglers to follow Minnesota laws to prevent the spread of aquatic invasive species:

- **Clean** aquatic plants and animals from watercraft.
- **Drain** all water by removing drain plugs and keep drain plugs out while transporting watercraft.
- **Dispose** of unwanted bait in the trash.

Some invasive species are small and difficult to see at the access. To remove or kill them, take one or more of the following precautions before moving to another waterbody, especially after leaving infested waters:

- Spray with high-pressure water.
- Rinse with very hot water (120 degrees for at least two minutes or 140 degrees for at least 10 seconds).
- Dry for at least 5 days.

Details about starry stonewort and other aquatic invasive species are available at [mndnr.gov/ais](http://mndnr.gov/ais).



## Questions?

Call 651-296-6157 or 888-MINNDNR (646-6367)

Email us: [info.dnr@state.mn.us](mailto:info.dnr@state.mn.us)

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