

BCWD ENHANCED STAKEHOLDER ENGAGEMENT

Date	01/07/2024
To / Contact info	BCWD Board of Managers and Karen Kill, District Administrator
From / Contact info	Camilla Correll, PE and Karli McCawley
Regarding	Interview Assignments, Supporting Materials and Plan

Background

At the December 13, 2023 Board Meeting, District Staff shared the information developed to assist with the task of conducting informal interviews for the enhanced stakeholder engagement effort. This information included:

- Draft scripts/interview questions.
- Schedule for conducting interviews.
- Google Form to track what you learned from the interviews.
- Interview Support Packet.

In addition, the BCWD Board of Managers approved a scope of services to develop a handout or leave-behind which interviewers can leave with the interviewees. This handout was developed to share additional information about the BCWD and to provide contact information should the interviewee want to get in contact at a later date.

Since the December Board Meeting, Karen Kill has conducted three interviews with stakeholders identified on the Stakeholder Mapping spreadsheet. These stakeholders/entities include David Washburn, the Synergy Group, and Trout Unlimited. Karen will share her experiences conducting these interviews and transcribing what she learned into the Google Form at the January Board Meeting.

The objective of this memorandum is to provide (1) interview assignments for the BCWD Board of Managers, CAC members, and District Staff, (2) an updated schedule for conducting the interviews, (3) the interview support packet materials.

Interview Assignments

The following table identifies the interview assignments recommended by District Staff. A minimum of 5 stakeholders/entities were assigned to each Manager. Those CAC members who were interested in participating in this effort were assigned the stakeholders/entities that they identified at the previous CAC meeting. The stakeholder group assigned to each interviewee (stakeholder/entity) is included after the interviewee in brackets. It should be noted that these assignments ensure adequate representation within each of the following stakeholder groups: Agriculture/Producers, Economic/Business Development, Education, Environmental, Healthcare/Wellness, Recreation, Regulatory Bodies (beyond those who will already be invited to participate on the Technical Advisory Committee), Religious Groups, Social/Cultural, Tribal, and Youth Groups.

At the December Board Meeting, the Managers requested that Karen Kill participate in one interview with each Manager to demonstrate how to conduct these conversations/interviews. It is recommended that the Managers decide who they would like interview with Karen Kill and contact her to schedule the first interview.

If the Managers need assistance identifying a point of contact for their assignments, they should reach out to Karen, Cameron or Camilla.

Table 1. Proposed Informal Interview Assignments

Interviewer	Interviewees	Number
Klayton Eckles, BCWD Manager	<ul style="list-style-type: none"> - Hugo Area Business Association [Economic/Business] - Kingwood Management (Property Managers) [Economic/Business] - Sustainable Stillwater [Environmental] - Wild Ones - St. Croix Oak Savana [Environmental] - Stillwater Sunrise Rotary Club [Social/Cultural] 	5
Jerry Johnson, BCWD Manager	<ul style="list-style-type: none"> - Landscaping / Snow Removal [Economic/Business] - Hometown Hero Outdoors [Healthcare/Wellness] - Stillwater Country Club [Recreation] - Stillwater American Legion [Social/Cultural] - Stillwater Lions Club [Social/Cultural] 	5
Chuck LeRoux, BCWD Manager	<ul style="list-style-type: none"> - Greater Stillwater Chamber of Commerce [Economic/Business] - St. Croix Catholic School [Education] - St Mary's Catholic Church [Religious Groups] - Lakeview Hospital [Healthcare/Wellness] - River Valley Athletic Club [Social/Cultural] 	5
Celia Wirth, BCWD Manager	<ul style="list-style-type: none"> - 21 Roots Farm [Agriculture/Producers] - Costa Produce Farm & Greenhouse [Agriculture/Producers] - Stillwater Area Community Foundation [Healthcare/Wellness] - First United Methodist Church [Religious Groups] - Art Reach St. Croix [Social/Cultural] - Community Thread [Social/Cultural] - The Connect Center [Social/Cultural] - Valley Outreach (non-profit organization) [Social/Cultural] 	8
Debra Sahulka , BCWD Manager	<ul style="list-style-type: none"> - Pollinator Friendly Alliance [Environmental] - Community Kitchen @ Ascension Episcopal Church [Healthcare/Wellness] - Courage Centre [Healthcare/Wellness] - Crosswinds Community Church [Religious Groups] - Prairie Island Tribe [Tribal] 	5
George Vanya, CAC Member	<ul style="list-style-type: none"> - Master Naturalists (UMN Extension) [Environmental] - The Gateway Brown's Creek Trail Association [Recreation] - Valley Outreach (non-profit organization) [Social/Cultural] 	3
Aimee Eberle, CAC Member	<ul style="list-style-type: none"> - Master Naturalists (UMN Extension) [Environmental] 	1
Karen Kill, District Administrator	<ul style="list-style-type: none"> - DeWolf's Farm (Corn/Soybean farm) [Agriculture/Producers] - Aamodt Apple Orchard [Agriculture/Producers] - Realtors [Economic/Business] - The Lowdown (local paper) [Economic/Business] - Housing First MN [Economic/Business] - Stillwater High School – Administration [Education] - MN Lakes & Rivers [Environmental] - Pheasants Forever [Environmental] - Young Life (connecting kids to outdoors) [Healthcare/Wellness] 	20

	<ul style="list-style-type: none"> - Logger's Trail Golf Course [Recreation] - Wolf Marina [Recreation] - Lodges of Settlers Glen HOA [Regulatory Bodies] - Millbrook HOA [Regulatory Bodies] - Settlers Glen (multiple in various additions) HOA [Regulatory Bodies] - Tu Vien Van Phat, Buddhist Temple (Hugo, MN) [Religious Groups] - University of Minnesota Extension Service [Research/Monitoring] - Washington County Historical Society [Social/Cultural] - Washington County Sentence to Serve [Social/Cultural] - Boy Scouts [Youth Groups] - Girl Scouts [Youth Groups] 	
Cameron Blake, District Staff	<ul style="list-style-type: none"> - Spruce Hill Farms Horse Boarding [Economic/Business] - Carpenter Nature Center [Education] - Liberty Classical Academy [Education] - Oakland Middle School [Education] - Rutherford Elementary School [Education] - Stillwater Middle School [Education] - Conservation Corps of MN and IA [Environmental] - Double H Stables [Recreation] - Hidden Pines Ranch (summer camp) [Recreation] - Summer Tuesdays Inc. [Social/Cultural] 	10
Camilla Correll, District Engineer	<ul style="list-style-type: none"> - Klingsporn Farm (Egg farmers) [Agriculture/Producers] - St. Croix Preparatory Academy [Education] - Ducks Unlimited [Environmental] - North Woods and Waters for the St. Croix Heritage Area Group [Env.] - The Nature Conservancy [Environmental] - United Hmong Family Org. [Social/Cultural] - United Hmong America Association [Social/Cultural] - United Hmong Asian American Community Centre [Social/Cultural] 	8

Schedule for Interviews

The goal for the Enhanced Engagement Interviews is to confirm the assignments at the January 10, 2024 Board Meeting and to complete the interviews before the next Board Meeting which is on February 14, 2024.

January 10 – February 12/14, 2024

- i. Conduct interviews
- ii. Submit information collected during interviews on Google Forms
- iii. Evaluate interest in additional meetings (i.e., 1-hour meeting, Focus Group meeting, other).

Following the interviews, EOR will summarize what was learned about who lives, works, and recreates in the watershed, how people interact with the BCWD and its natural resources, and what types of needs and/or opportunities to explore as part of the watershed management plan update. This information will allow District Staff to make recommendations for stakeholder engagement as the District embarks on its fifth generation watershed management plan.

Interview Support Packet Materials

The following interview support materials have been developed to assist with the interview process.

- Engagement Handout
- Interview Support Package
- Stakeholder Questions – *to print and take hand-written notes on during the interview*
- Link to the Google Form
[BCWD Stakeholder Interviews \(office.com\)](#)