



**REGULAR MEETING OF THE BOARD OF MANAGERS
Wednesday, July 10, 2024 at 6:30 PM**

NOTE MEETING LOCATION
Regular Board Meeting will be held at
Family Means
1875 Northwestern Ave, Stillwater, MN 55082

- 1) Call Regular Meeting to order
- 2) Approve Regular Meeting Agenda and Discussion Agenda -**Board Action**
- 3) Public Comments
- 4) Consent Agenda – **Board Action** *(all items listed under the consent agenda are considered to be routine by the Board of Managers and will be enacted by one motion. There will be no separate discussion on these items unless a Manager removes an item from the consent agenda for discussion or there is a request to remove the item from the consent agenda, in which event the board will consider whether to remove the item from the consent agenda and consider it separately.)*
 - a) Approve Board Meeting Minutes of the June 12, 2024 Regular Meeting
 - b) Accept Permit Fee Statement
 - c) Authorize payment of Geomorphic Restoration pay application #1
 - d) Authorize expenses for September 21, 2024 community event not to exceed \$1,300 from account 910-0000
- 5) Treasurer’s Report
 - a) Review Authorized Funds Spreadsheet
 - b) Current Items Payable-**Board Action (Roll Call Vote)**
- 6) Permits
 - a) BCWD Permit 23-19 Liberty Classical Academy – Regional Stormwater Treatment and Phase I Permit – review of proposal - **Discussion**
- 7) Projects
 - a) Oak Glen Reuse Project – Flow meter installation and remote monitoring equipment- **Board Action**
- 8) Planning
 - a) Management Plan Update
 - (1) Regulatory Review Facilitation Proposals– **Board Action**
 - (2) Public consultation plan- **Board Action**
 - (3) Kick-off meeting recap
 - (4) Schedule for future Board workshops
 - b) 2025 Budget – Discussion

Managers:

Klayton Eckles, President • Celia Wirth, Vice-President • Gerald Johnson, Treasurer
• Chuck LeRoux, 2nd Vice-President • Debra Sahulka, Secretary

(1) Next Steps:

(a) August 14, 2024 – workshop 5-6:30pm

(b) September 11, 2024 – tentative workshop 5-6:30pm, public hearing at regular meeting

9) Discussion Agenda - No Action Required

a) Updates

(1) Administrator

(a) MN Watersheds Resolutions Packet

(2) Legal

(3) Engineer –

(a) Permit Inspections

(4) Managers

b) August 2024 Regular Meeting BCWD Board Agenda:

10) Adjournment



1
2 DRAFT Minutes of the regular meeting of the Brown’s Creek Watershed District Board of
3 Managers, Wednesday June 12, 2024
4

5 ROLL CALL

Managers Present:	Others Present:
Klay Eckles, President	Karen Kill, BCWD administrator
Celia Wirth, Vice President	Camilla Correll, EOR, BCWD engineer
Gerald Johnson, Treasurer	Michael Welch, Smith Partners, BCWD counsel
Chuck LeRoux	Cameron Blake, BCWD
Debra Sahulka, Secretary	Alec Olsen, EOR, BCWD engineer
	Mike Majeski, EOR engineer
	Ron & Mary Kargel, resident
	Mike Wick, resident
	Drew Scott, resident
	Bill McCarron, resident
	David Kramlich, resident
	Jason Palmby, permit applicant (attended virtually)

- 6
7 **1) Call to Order**
8 President Klay Eckles called the regular meeting to order at 6:30 p.m.
9
10 **2) Approve Agenda**
11 **Manager LeRoux moved, seconded by Manager Johnson, to approve the agenda as**
12 **presented. Motion carried, 5/0**
13
14 **3) Public Comments**
15 There were no public comments
16
17 **4) Consent Agenda**
18 **Manager Wirth moved, seconded by Manager Johnson, to approve the consent**
19 **agenda:**
20 **a) Approve board meeting minutes of the May 8, 2024 regular meeting**
21 **b) Accept permit fee statement**
22 **c) Authorize board per diem, registration, and expenses and staff**
23 **registration and expenses for Minnesota Watersheds summer tour June 25-**
24 **26, 2024 in St. Paul, MN**

Motion carried 5/0.

1
2
3 **5) Treasurer's Report**

4 **a) Review Authorized Funds Spreadsheet**

5 **Manager Johnson moved, seconded by Manager Wirth, to approve the**
6 **authorized funds spreadsheet as presented. Motion carried, 5/0.**

7
8 **b) Current Items Payable**

9 **Manager Wirth moved, seconded by Manager Johnson, to approve payment of**
10 **bills as presented in the amount of \$145,511.60. Motion carried on a roll call**
11 **vote, 5/0.**

12
13 **6) Permits**

14 **a) BCWD Permit 22-18 Stillwater Oaks – Permit Amendment and Extension**

15 Karen Kill explained that the board conditionally approved permit 22-18 for
16 residential redevelopment of the Stillwater Oaks golf course in September 2023.
17 Jason, Palmby, the applicant, is requesting a 24-month extension of the conditional
18 approval to October 1, 2026, and a modification to allow a portion of the work to
19 proceed now while he continues efforts to secure approvals for the rest of the project.
20 He is requesting authorization to proceed with land-disturbing activities and other
21 construction on the portion of the site south of 88th Street. Camilla Correll explained
22 there were no proposed changes to the application other than to split the project into
23 two phases. She noted that, as detailed in the engineer's report on the request in the
24 packet, stormwater management for the southern portion of the property does not rely
25 on treatment provided on the northern portion, the split creates no shortfall from
26 compliance or exacerbation of the shortfalls for which variances were approved in
27 conjunction with the original application.

28
29 Dave Kramlich at 8355 Lake Elmo clarified what was meant by discharge points and
30 asked if anyone would be monitoring groundwater usage from the new development.
31 Administrator Kill stated that residential wells would operate the same as any well in
32 this area, and BCWD does not monitor them. She said groundwater use will likely be
33 less than what was happening for the previous golf course use, with additional
34 stormwater management on site including stormwater reuse for irrigation.

35
36 Bill McCarron, who lives near the second phase of the project, said he has observed
37 tree removal on site. Ms. Kill explained there would be restoration of wooded areas
38 on site with spaces set aside for preservation; she explained the site will likely look
39 different after the removal of invasive tree species.

40
41 Mr. Palmby joined the meeting virtually, and said he hopes to begin work on phase I
42 as soon as possible in 2024 and phase II in 2025. The BCWD permit is the last permit
43 needed for phase I.
44

1 **Manager Wirth moved, seconded by Manager LeRoux, to authorize the permit**
2 **amendment with all previous conditions and stipulations in the engineer's**
3 **report, and to extend approval to October 1, 2026. Motion carried, 5/0.**
4

5 Michael Welch stated that the conditions on approval pertinent to the southern portion
6 of the project will need to be fulfilled prior to issuance of a permit to undertake work
7 in that area, including provision of a financial assurance for that portion of the work.
8 The managers acknowledged and concurred.
9

10 **7) Projects**

11 **a) Brown's Creek Restoration**

12 Ms. Kill said she was contacted by Jody Rooney, who lives on the parcel at Neal and
13 McKusick, just north of the ongoing Brown's Creek Restoration project. She said the
14 Rooneys are interested in expanding the riparian-vegetation restoration work onto their
15 property. The contractor has already begun work and agreed to use existing unit prices
16 for the additional 0.6 acres of vegetation management at a cost not to exceed \$5,000.
17

18 The Rooneys have identified some concerns about existing site conditions including steep
19 topography because they are not familiar with the existing conditions on the southern
20 portion of their property, adjacent to the project, where BCWD would work. They have
21 requested that the district assume and accept the risk, and take responsibility for restoring
22 conditions. Mr. Welch explained the risk is likely low, but wanted the board to be aware
23 that he does not advise BCWD to accept risk of existing conditions. Ms. Kill said she and
24 Mike Majeski will evaluate the potential boundary for restoration work, as well as to
25 evaluate the site for potential hazards or rare plant species.
26

27 **Manager Johnson moved, and Manager Wirth seconded, to authorize the**
28 **administrator on advice of counsel to enter into an agreement with Jody and Patrick**
29 **Rooney for vegetation removal and replanting with native vegetation and to**
30 **authorize a change order with Geomorphic Restoration not to exceed \$5,000 from**
31 **947-0022. Motion carried, 5/0.**
32

33 **8) Planning**

34 **a) Hydrologic and Hydraulic Modeling**

35 Alec Olsen presented proposed updates to the district's hydrologic and hydraulic model.
36 The last update was in 2015. The 2024 budget includes several tasks associated with
37 updating the H&H model to support planning and policy decisions for the next watershed
38 management plan. There have been changes across the watershed and new higher
39 resolution LiDAR data will be available this year. The update would provide higher
40 accuracy across the watershed, including identifying landscape features such as
41 depressional storage, which relates to flooding risk.
42

43 Manager Eckles requested the managers keep in mind that models can be helpful tools,
44 but to consider the cost and amount of improvement that can be achieved with each
45 additional update. Ms. Kill noted that the district shares its model with watershed
46 communities and Washington County to assist their development reviews.

1
2 Manager Chuck LeRoux requested that the engineers provide a summary of the changes
3 and improvements to the model that will result from these updates.
4

5 **Manager Wirth moved, seconded by Manager Wirth, to approve the scope of**
6 **services for not to exceed cost of \$26,370 for Phase 2 of the BCWD H&H model**
7 **update from account #923-0000. Motion carried, 5/0.**
8

9 **b) Management Plan Update**

10 Camilla Correll presented a summary of comments received from partners and the
11 citizens advisory committee so far. The managers requested a portion of each future
12 board meeting agenda be dedicated to the management-plan update. Managers stated they
13 are open to preparing ahead of time with homework and would like distinct issues to be
14 fully addressed and completed at each meeting. Ms. Kill noted that setting the watershed
15 management plan policy is the most important aspect of the board's role, and reminded
16 the managers that staff would be providing recommendations and information.
17

18 **9) Discussion Agenda**

19 **a) Updates**

20 **(1) Administrator**

21 (a) Management Plan Update – kick-off meeting

22 Ms. Kill is distributing the kickoff meeting invitation and requested the
23 managers do so as well. Managers asked her to provide them with talking
24 points or direction.

25 (b) HELP grant application

26 There is an opportunity to apply for funds for continuing restoration at the
27 Brown's Creek Conservation Area, as well as potentially enhancing
28 buffers in the district in collaboration with home owner associations.

29 (c) 2025 budget process:

30 Managers discussed rescheduling the July board meeting to account for
31 the back to back management plan kick off meeting timing. Ultimately
32 managers decided against this and agreed with the meetings as presented.

33 (i) July 10, 2024, regular meeting – initial budget discussion

34 (ii) August 14, 2024 – workshop 5-6:30 pm

35 (iii) September 11, 2024 – tentative workshop 5-6:30 pm, public
36 hearing at regular meeting
37

38 **10) Adjournment**

39 **Manager Johnson moved, seconded by Manager Sahulka, to adjourn the meeting at**
40 **8:45p.m. Motion carried 5/0.**
41

42 Respectfully Submitted by

43 Karen Kill, BCWD Administrator and Debra Sahulka, Secretary

APPLICANT/PERMIT NO.	PERMIT DATE	Status/Notes	RULES							Decompaction	TYPE				FEES OWED	
			2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
Bergmann Development/Sanctuary Permit No. 05-12	10/14/2005		X	X	X			X					X			\$ -
Stillwater Medical Center Parking Permit 13-26		need to verify infiltration with monitoring data	X	X				X						X		\$3,039.10
Brown's Creek Cove Permit 15-07		received as-builts and not built as approved -needs correction	X	X	X			X					X			\$8,238.52
Heifort Hills Permit 16-03		need as-builts	X	X	X	X		X					X			\$1,327.34
Farms of Grant/White Oaks Savannah Permit 17-01			X	X	X			X					X			\$18,759.84
The Lakes of Stillwater Permit 17-04		received as-builts and not built as approved -needs correction	X	X	X			X						X		\$3,516.58
West Ridge Permit 17-17			X	X	X			X	X				X			\$701.51
Heifort Hills Estates Permit 18-02			X	X	X			X	X				X			\$41,206.46
Boutwell Farms Permit 18-04A			X	X	X			X	X				X			\$0.79
Hazel Place/Hertiage Ridge Permit 18-05 (Was 17-09)		lots to go	X	X	X			X	X				X			(\$2,445.17)
Nottingham Village Permit 18-06		approved (overflow too	X	X	X			X					X			\$650.03
Ridgecrest Permit 18-11		waiting for permits to be done - one raingardian follow up spring 2024	X	X				X	X					X		\$16.68
St Croix Valley Recreation Center Expansion Permit 18-14		contact Reabar - just follow up 2021		X				X	X				X			\$6,970.28
Central Commons Permit 19-05	11/11/2025	Declaration still	X	X	X			X	X					X		(\$5,000.00)
Neal Ave Road Reconstruction Permit 20-05	6/1/2020	contact Reabar	X	X									X			\$19,088.31
CSAH 15-36 Interchange Permit 20-08	3/24/2021 3 year approval	waiting for as-builts		X				X	X				X			\$19,495.85
White Pine Ridge Permit 20-12	6/7/2021 surety redution request 1/12/23			X									X			(\$631.32)
Maryland Gateway Addition Permit 21-13	9/29/2021	four lots left to build	x	x				x					x			(\$854.61)
Schwartz Residence Permit 21-15	5/6/2021 erosion control only	amendment requested for 2.0	x	x									x			(\$319.38)
Millbrook Park- City of Stillwater Permit 21-21	8/25/2021	Retrofit complete/planting spring 2024	x	x	x								x			\$6,970.18
Fahey Permit 21-34	11/4/2021			x									x			(\$743.78)
Norell Ave N Improvements	(Fall 2022 BMP still needs to be finalized fall 2023)	waiting on maintnace agreement	x	x				x					x			\$10,458.63

APPLICANT/PERMIT NO.	PERMIT DATE	Status/Notes	RULES							Decompaction	TYPE				FEES OWED	
			2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
Permit 21-45																
Gonyea (8 lots)- White Pine Ridge Permit 22-02				x							x					(\$535.08)
Wetridge (12 lots) - Sharkey/GreenHalo Permit 22-03 (Transferred 21-30 and 21-31)	3/25/2022			x							x					(\$442.71)
13290 Boutwell Road N - Sharkey/GreenHalo Permit 22-05	3/25/2022			x							x					(\$590.51)
7125 Lone Oak Trail (WOS L106)-weichman Permit 22-11	9/25/2022			x						x						\$7,430.55
13199 Dellwood Rd Permit 22-15	???			x						x						\$217.83
Read Residence Permit 22-17	11/7/2022			x	x					x						\$1,246.52
Stillwater Oaks Permit 22-18	conditional approval			x	x						x					\$10,032.75
Miller Flood Protection Permit 22-19	10/20/2022							x			x				\$0.00	
Popeyes OPH Permit 22-20	11/9/2022			x								x				(\$266.26)
Fanberg Residence - Manning Estates L4B3 Permit 22-22	10/21/2022			x						x						(\$729.36)
7138 Lone Oak Trl N (WOS L109) Permit 22-24	12/6/2022			x						x						\$35.23
7164 Lone Oak Trl (WOS L113) Permit 22-25	12/6/2022			x						x						(\$14.40)
Wash Co. CSAH 5 Phase II Permit 22-30	1/19/2023			x					x						\$820.28	
Wash Co. CSAH 57 culverts Permit 22-31	2/2/2023			x					x						\$0.00	
Cty Rd 61 Re-alignment Permit 23-01	4/12/2023 not yet closable			x	x				x						\$8,073.47	
WOS L114 - Cates (7211 Lone Oak Trail Tweden) Permit 23-02	9/26/2023 submittal			x	x			x		x						\$8,327.82
Boutwell Farm Lot 1 (2545 Boutwell Farm Rd) Permit 23-03	5/3/2023 NOPV Board Order Items			x						x						\$3,569.86
Westridge B1L4 (986 Creekside) Permit 23-04	5/3/2023			x						x						(\$656.02)
Rocket Carwash Permit 23-05	conditional approval 4/12/2023			x	x							x				\$4,824.00
7239 Lone Oak Trail (WOS L118) Permit 23-07	5/3/2023			x						x						\$541.58
72nd St Road and Trail Improvements Permit 23-08	5/26/2023								x						\$3,254.41	
Kirm Residence (McLafferty 8000 Neal Ave) Permit 23-09	ready to permit upon ownership verification 6/7/23			x						x						(\$693.29)
Curio Dance Studio Permit 23-10	10/2/2023	Decision on application prior to closure		x	x							x				\$5,375.14

APPLICANT/PERMIT NO.	PERMIT DATE	Status/Notes	RULES							Dec omp actio n	TYPE				FEES OWED	
			2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
7273 Lone Oak Trail- WOS Lot 122 - Freiroy Residence Permit 23-11	Conditions not met but started construction 7/27/2023	Need LOC-submitted but not acceptable		x								x				\$893.54
CSAH 9 -Keystone Ave - Culvert Replacement Permit 23-12	6/7/2023	nearing completion fall 2023										x				\$1,525.04
The Lakes - Phase III/Sandhill Shores Permit 23-13	6/8/2023			x									x			(\$63.66)
Wiskow Berm Permit 23-14	6/28/2023			x								x				(\$766.93)
7085 Lone Oak Trail- WOS L102- Mensah Res/Cates Permit 23-15	App recieved 7/10 John reviewing/conditions 7/27/2023			x								x				\$1,098.36
13294 Boutwell Rd. N Permit 23-16	need erosion control revisions 10/2023			x								x				(\$787.29)
Sundance Townhomes Permit 23-17	conditional approval		x	x	x									x		\$6,688.75
7285 Lone Oak Trl- WOS L124 Permit 23-18	erosion control revisions needed			x								x				\$79.75
Liberty Classical Academy Expansion Permit 23-19	Plans submitted 6-12-2024 Fee received 12-21-2023		x	x	x									x		\$19,694.00
Take 5 Oil Change Permit 24-01	conditional approval - conditions not yet met		x	x										x		\$13,569.50
Schuster Residence- 122nd St N Permit 24-02	permitted			x								x				\$685.87
WOS L120- 7255 Lone Oak- Hilgert Permit 24-03	3/18/2024			x								x				\$1,803.05
Washington County CSAH 5 - 36 to Croixwood Permit 24-04	2/26/2024			x								x			\$ 1,071.25	
Swager Residence Permit 24-05	permitted			x								x				\$ (757.45)
Rutherford Elementary Permit 24-06	ready to issue karen sign agreement		x	x								x			\$ 8,205.00	
Elliot Crossing Permit 24-07	incomplete		x	x	x								x		\$ 7,386.25	
Altendorfer Residence - 13075 Lynch Rd Permit 24-08	permitted			x								x				\$ (853.75)
Washington County CSAH 5 - Trails and Bridge Permit 24-09	incomplete		x	x				x	x			x			\$ 5,864.25	
Boutwell Farms lot 1 -Conlin - 2545 Boutwell Farm Rd Permit 24-10	application issue permit			x								x				\$ (1,000.00)
TOTAL NON-EXEMPT DUE BCWD:			90	326	34	15	27	160				71	153	13	119	\$185,026.45
Total due back to applicants if closed:																\$ (213,789.54)

Project Name	Brown's Creek Stream Restoration Project	Date	07/01/24
To / Contact info	Karen Kill (BCWD Board of Managers (BCWD))		
Cc / Contact info	Camilla Correll (EOR)		
From / Contact info	Dan Mossing (EOR) Mike Majeski (EOR)		
Regarding	Contractor Payment Application #1		

The purpose of this memorandum is to recommend payment of Pay Request #1 from Geomorphic Restoration, Inc. for the Brown's Creek Stream Restoration Project.

PROJECT UPDATE

This payment application is for all work completed through June 30, 2024. The work completed to date includes: partial mobilization, traffic control, site clearing/tree harvest, stabilized construction exits and erosion control.

PAY APPLICATION REVIEW

The quantity billed under this pay request has been verified via field inspections, measurements, and/or material invoices submitted by the contractor. Work has been satisfactorily completed.

SUMMARY OF PAYMENT(S)

Original Contract Price (Including Add Alternate)	\$355,261.50
Work completed to date	\$46,187.50
Retainage (5%)	\$2,309.38
Payment Request #1:	\$43,878.13

RECOMMENDATION

Recommend payment of \$43,878.13 to Geomorphic Restoration, Inc. for work completed under this pay request.

Encl:

- Contractor's Application for Payment No. 1 (Dated 06/30/2024)

Contractor's Application for Payment No.

1

	Application Period: June, 2024	Application Date: 6/30/2024
To (Owner): Brown's Creek Watershed District	From (Contractor): Geomorphic Restoration, Inc.	Via (Engineer): Emmon's and Olivier Resources, Inc.
Project: Brown's Creek Stream Restoration Project	Contract: Brown's Creek Stream Restoration Project	
Owner's Contract No.: -	Contractor's Project No.: -	Engineer's Project No.: 00041-0418


Application For Payment Change Order Summary

Approved Change Orders				
Number	Additions	Deductions		
TOTALS				
NET CHANGE BY				
CHANGE ORDERS				


1. ORIGINAL CONTRACT PRICE.....	\$	\$355,261.50
2. Net change by Change Orders.....	\$	
3. Current Contract Price (Line 1 ± 2).....	\$	\$355,261.50
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$	\$46,187.50
5. RETAINAGE:		
a. 5.0% X \$46,187.50 Work Completed.....	\$	\$2,309.38
b. X _____ Stored Material.....	\$	
c. Total Retainage (Line 5a + Line 5b).....	\$	\$2,309.38
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	\$43,878.13
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	
8. AMOUNT DUE THIS APPLICATION.....	\$	\$43,878.13
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$	\$309,074.00

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Date: 07/01/2024

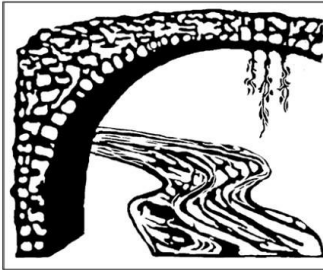
Payment of: \$ 43,878.13
(Line 8 or other - attach explanation of the other amount)

is recommended by:  07/02/2024
(Engineer) (Date)

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding Agency (if applicable) (Date)



BROWN'S CREEK WATERSHED DISTRICT

455 HAYWARD AVE N
OAKDALE, MN
55128

651.330.8220 X26 [PHONE]
651.330.7747 [FAX]
WWW.BCWD.ORG

MEMORANDUM

TO: BCWD Board of Managers
FROM: Cameron Blake
RE: BCWD Community Event September 21st 2024
DATE: July 5, 2024

Background:

The approved 2017-2026 BCWD Watershed Management Plan placed a high priority on watershed education and outreach and calls for an annual community event, budgeting \$1,300/year. The Citizen Advisory Committee has assisted in the planning of an event for September 16, 2023 at 10am-1pm in the Brown's Creek Park.

Issue:

The estimated costs of the BCWD Community Event are:

Tasks	Details	Totals
Herpetologist	Jim Lane	\$200
Raptor Show	Raptor Center	\$250
Demonstration Hive	Bee Club	\$200
Live music	Live music	\$200
Promotion (press release)	Peachjar and Facebook	\$175
Ice Cream	Prepackaged and Dry Ice	\$75
Volunteer Refreshments		\$50
Additional Supplies for tables	Balloons/Materials/Misc.	\$150
	Total	\$1,300

Requested Action:

Approve the BCWD Community Event expenses not to exceed \$1,300 from 910-0000.

Managers:

Brown's Creek Watershed District
2024 Approved Budget- Final Certified Levy
7-10-2024

		Revised 2023 Carry Forward for Approval	2024 Grants	2024 Levy	2024 Total Budget (For approval)	Allocated	Available
100-2910	Designated Funds - Management Plan Projects	\$ 992,580			\$ 992,580		\$ 1,003,777
					\$ -		\$ -
Revenue					\$ -		\$ -
100-3700	Interest Income				\$ -		\$ -
100-3601	Metropolitan Council Outlet Monitoring Grant		\$ 5,000		\$ 5,000		\$ 5,000
100-3630	Washington County Cost-share Applewood Reuse	\$ 66,800			\$ 66,800		\$ 66,800
100-3631	MPCA Small Watershed Grant 2023-2026	\$ 320,706			\$ 320,706		\$ 320,706
100-3100	Tax Levy			\$ 1,180,803	\$ 1,180,803		\$ 1,180,803
TOTAL, ESTIMATED Sources of Funding		\$ 1,380,086	\$ 5,000	\$ 1,180,803	\$ 2,565,889		\$ 2,577,086

ACCT. #	General Expenses	Revised 2023 Carry Forward for Approval	2024 Grants	2024 Levy	2024 Total Budget (For approval)	Allocated	Available
200-4000	Manager Per Diem and Expense			\$ 10,000	\$ 10,000	\$ 10,000	\$ -
200-4001	Manager Communications/Tablets	\$ 4,350			\$ 4,350	\$ 4,350	\$ -
200-4220	Secretarial Services	\$ 4,000		\$ (4,000)	\$ -		\$ -
200-4250	Dues & Subscriptions (MAWD 6500 and LMCIT 2500)			\$ 9,000	\$ 9,000	\$ 9,000	\$ -
200-4270	Bonding & Insurance			\$ 6,000	\$ 6,000	\$ 6,000	\$ -
200-4280	Postage & Delivery			\$ 1,000	\$ 1,000		\$ 1,000
200-4290	Printing & Notices			\$ 1,000	\$ 1,000		\$ 1,000
200-4330	Accounting			\$ 4,560	\$ 4,560	\$ 4,560	\$ -
200-4331	Audit			\$ 10,300	\$ 10,300	\$ 10,300	\$ -
200-4949	Misc., Other Expense			\$ 2,000	\$ 2,000	\$ 1,000	\$ 1,000
200-4320	Wash. Conservation District--Admin			\$ 58,670	\$ 58,670	\$ 58,670	\$ -
200-4265	Admin Conference Registrations			\$ 2,000	\$ 2,000		\$ 2,000
200-4410	Legal Fees - General			\$ 25,800	\$ 25,800	\$ 25,800	\$ -
200-4500	Staff Engineer			\$ 28,445	\$ 28,445	\$ 28,445	\$ (1)
	Diversity, Equity and Inclusion Training			\$ 5,000	\$ 5,000		\$ 5,000
	Contingency Reserve	\$ 45,824		\$ -	\$ 45,824		\$ 45,824
TOTAL GENERAL FUND EXPENSES:		\$ 54,174	\$ -	\$ 159,775	\$ 213,948	\$ 158,125	\$ 55,823

ACCT. #	MANAGEMENT PLAN EXPENSES	Revised 2023 Carry Forward for Approval	2024 Grants	2024 Levy	2024 Total Budget (For approval)	Allocated	Available
300-4320	Wash. Conservation District--Administrator			\$ 176,005	\$ 176,005	\$ 176,005	\$ -
300-4410	Legal Fees - Mgmt Plan			\$ 60,000	\$ 60,000		\$ 60,000
300-4501	Staff Engineer			\$ 90,474	\$ 90,474	\$ 90,474	\$ 0
300-4702	Permitting, Legal Review			\$ 15,000	\$ 15,000		\$ 15,000
300-4703	Permitting, Engineering Review			\$ 55,000	\$ 55,000		\$ 55,000
300-4704	Permitting, Inspection Database			\$ 1,000	\$ 1,000		\$ 1,000
300-4710-1	Baseline Monitoring	\$ 518	\$ 5,000	\$ 136,420	\$ 141,938	\$ 141,938	\$ -
300-4640	Equip. Maint. and Upgrades	\$ 15,000		\$ 10,000	\$ 25,000	\$ 7,400	\$ 17,600
300-4810	Shared Educator Position			\$ 20,500	\$ 20,500	\$ 20,500	\$ -
300-4950	Management Plan Implementation -future projects			\$ -	\$ -		\$ -
903-0001	Trout Habitat Preservation Project: Monitoring,			\$ 6,500	\$ 6,500	\$ 6,490	\$ 10
909-0000	Rules Review/Evaluation	\$ 27,000		\$ 3,000	\$ 30,000		\$ 30,000
909-0001	Groundwater Dep Nat Resource Inventory update	\$ 10,000		\$ (10,000)	\$ -		\$ -
909-0002	Permitting Program Internal Procedure updates	\$ 25,000			\$ 25,000		\$ 25,000
910-0000	Education & Outreach			\$ 15,000	\$ 15,000	\$ 13,648	\$ 1,352
911-0000	Volunteer Stream Monitoring			\$ 4,045	\$ 4,045	\$ 4,045	\$ -
912-0000	Grant Preparation	\$ -			\$ -		\$ -
914-0000	Homeowner BMP Program			\$ 50,000	\$ 50,000		\$ 50,000
922-0000	Plan Reviews - LGU/LWMP				\$ -		\$ -
923-0000	H & H Model Maintenance	\$ 3,800		\$ 130,824	\$ 134,624	\$ 26,370	\$ 108,254
923-0002	Flood Risk Assessment	\$ 89,316		\$ (63,360)	\$ 25,956	\$ 25,956	\$ -
927-0000	Management Plan Update	\$ 127,000		\$ 90,000	\$ 217,000	\$ 170,642	\$ 46,358
929-0000	Long Lake Plan Implementation-shoreline management			\$ -	\$ -		\$ -
929-0010	Long Lake -Implementation - regional treatment	\$ 75,000		\$ (75,000)	\$ -		\$ -
929-0011	Long Lake - 62nd Street Pond Retrofit Feasibility	\$ 15,000			\$ 15,000		\$ 15,000
929-0012	Long Lake - Marketplace Reuse Feasibility	\$ 164,900		\$ 60,220	\$ 225,120		\$ 225,120
931-0001	Benz Lake Management Plan Implementation	\$ 15,500		\$ (15,500)	\$ -		\$ -
935-0000	Land Conservation Program	\$ 100,000		\$ 50,000	\$ 150,000		\$ 150,000
935-0002	110th Street Property Implementation	\$ 45,000		\$ 25,000	\$ 70,000		\$ 70,000
935-0003	Develop Land Conservation Priorities	\$ 20,000			\$ 20,000		\$ 20,000
940-0000	BMP Program - LGU/Community Demonstration Projects	\$ 10,000			\$ 10,000	\$ 10,000	\$ -
942-0004	Measuring Trends in GW Elevations & Flow	\$ 3,960			\$ 3,960	\$ 3,960	\$ -
942-0007	Groundwater - Browns Creek piezometers	\$ 8,960			\$ 8,960		\$ 8,960
942-0011	Groundwater - Coordination with users	\$ 40		\$ 24,000	\$ 24,040	\$ 24,036	\$ 4
942-0012	Groundwater - Install Monitoring Wells	\$ 58,000		\$ (58,000)	\$ -		\$ -
942-0013	Groundwater - Pump Test	\$ 15,000		\$ (15,000)	\$ -		\$ -
947-0017	Brown's Creek Implementation - Ecoli site visits/cost-share	\$ 10,000			\$ 10,000		\$ 10,000
947-0018	Brown's Creek - Biological Survey (Macroinvert & Fish)	\$ 4,000			\$ 4,000	\$ 3,776	\$ 224
947-0022	Brown's Creek - Buffer and Stream Restoration	\$ 330,000		\$ 133,000	\$ 463,000	\$ 364,244	\$ 98,757
947-0023	Brown's Creek - Golf Course Reuse - Oak Glen				\$ -		\$ -
947-0026	Brown's Creek - Brown's Creek Cove Reach			\$ 20,000	\$ 20,000		\$ 20,000
948-0000	CIP Maintenance	\$ 35,418		\$ 135,000	\$ 170,418	\$ 33,870	\$ 136,548
950-0001	South School Curly Leaf Treatment	\$ 1,000		\$ (1,000)	\$ -		\$ -
951-0001	Woodpile Lake Management Plan Implementation	\$ 10,000		\$ (10,000)	\$ -		\$ -
953-0000	Fen Management Plan Implementation	\$ 4,000			\$ 4,000	\$ 4,000	\$ -
957-0000	Weather Station			\$ 3,700	\$ 3,700	\$ 3,642	\$ 58
959-0001	Resource Assessment - upstream 110th/Drone flight			\$ 4,700	\$ 4,700	\$ 4,700	\$ -
959-0002	Resource Assessment - Diversion Tribs - Head cut Repairs	\$ 60,000		\$ (60,000)	\$ -		\$ -
959-0003	Resource Assessment - Brown's Creek Gorge Bluff				\$ -		\$ -
960-0000	St Croix Phosphorus Reduction	\$ 10,000			\$ 10,000		\$ 10,000
961-0000	Mendel Wetland Restoration Feasibility	\$ 20,000		\$ 15,000	\$ 35,000		\$ 35,000
962-0000	District-Wide Pond Management Planning/Implementation			\$ 4,500	\$ 4,500	\$ 4,500	\$ -
963-0000	District-Wide Vegetation Surveys	\$ 10,000		\$ (10,000)	\$ -		\$ -
964-0000	District-Wide Chloride Source Assessment	\$ 2,500			\$ 2,500		\$ 2,500
TOTAL MANAGEMENT PLAN PROJECT EXPENSES:		\$ 1,325,912	\$ 5,000	\$ 1,021,028	\$ 2,351,940		\$ 1,211,744
TOTAL, OPERATING EXP. & MGMT. PLAN PROJECTS:		\$ 1,380,086	\$ 5,000	\$ 1,180,803	\$ 2,565,888		\$ 1,267,568

BROWN'S CREEK WATERSHED DISTRICT

7/10/2024

CURRENT ITEMS PAYABLE-PAGE 1 of 2

	YES	NO	ABSTAIN	ABSENT
ECKLES	_____	_____	_____	_____
JOHNSON	_____	_____	_____	_____
LEROUX	_____	_____	_____	_____
WIRTH	_____	_____	_____	_____
SAHULKA	_____	_____	_____	_____

VENDOR

Emmons & Olivier Resources, Inc.

Invoices June 2024

	ACCOUNT #	ITEMS	TOTAL	CK NO
Inv. 41-0000-223 Retainer	300-4500	\$ 7,078.50		
Inv. 41-0000-223 Retainer	200-4500	\$ 2,359.50		
Inv. 41-0001-226 General Permitting	300-4703	\$ 4,892.39		
Inv. 41-0307-87 Permits 2017				
Permitting #17-01 Grant Holdings Subd	300-4703	\$ 35.43		
Permitting #17-04 Stillwater Senior Living	300-4703	\$ 148.50		
Inv. 41-0402-28 Permits 2022				
Permitting #22-02 Gonyea at White Pine Ridge	300-4703	\$ 35.43		
Permitting #22-11 WOS L106	300-4703	\$ 35.43		
Permitting #22-18 Stillwater Oaks	300-4703	\$ 3,667.50		
Permitting #22-24 WOS L109	300-4703	\$ 35.43		
Permitting #22-25 WOS L113	300-4703	\$ 35.43		
Inv. 41-0420-18 Permits 2023				
Permitting #23-03 Boutwell Farm Lot 1	300-4703	\$ 69.68		
Permitting #23-10 Curio Dance Studio	300-4703	\$ 107.64		
Permitting #23-11 WOS L122	300-4703	\$ 35.43		
Permitting #23-13 Sandhill Shores	300-4703	\$ 228.39		
Permitting #23-14 Wiskow Berm	300-4703	\$ 52.93		
Permitting #23-18 WOS L124	300-4703	\$ 35.43		
Permitting #23-19 Liberty Classical Academy Expansion	300-4703	\$ 8,475.75		
Inv. 41-0438-06 Permits 2024				
Permitting #24-03 WOS L120- Hilgert Residence	300-4703	\$ 35.43		
Permitting #24-05 Swager Residence	300-4703	\$ 52.93		
Permitting #24-06 Rutherford Elementary	300-4703	\$ 362.25		
Permitting #24-07 Elliot Crossing	300-4703	\$ 2,576.25		
Permitting #24-09 CSAH 5 Phase 3	300-4703	\$ 1,270.50		
Inv. 41-0391-24 Millbrook HOA Restoration	947-0022	\$ 519.79		
Inv. 41-0418-19 Brown's Ck Pk Restoration	947-0022	\$ 2,358.93		
Inv. 41-0432-9 Enhanced Stakeholder Engagement	927-0000	\$ 514.50		
Inv. 41-0437-5 2024 OGGC Reuse Maintenance and Monitoring	948-0000	\$ 573.22		
Inv. 41-0442-3 2024 Weather Station	957-0000	\$ 515.10		
Inv. 41-0446-3 Masterman Long Woodpile Lake Plans	923-0002	\$ 1,722.00		
Inv. 41-0447-3 BCWD 2024 WMP Update	927-0000	\$ 8,600.25		
Inv. 41-0453-2 IESF OM 2024	948-4500	\$ 372.47		
Inv. 41-0433-6 2024 H&H Model Update	923-0000	\$ 4,224.75		
Inv. 41-0440-3 2024 THPP	903-0001	\$ 161.23		
Inv. 41-0450-2 Coordinating WQ Improvements with Member	962-0000	\$ 49.50	\$ 51,237.89	

Xcel Energy	Inv. 882579444- Iron Enhanced Sand Filter pump operation	948-4500	\$	84.94	\$	84.94
Washington Conservation District	Inv. 6558 May 2024- Water Monitoring					
	Baseline Water Monitoring- labor	300-4710	\$	10,441.25		
	Baseline Water Monitoring- equipment	300-4640	\$	75.85		
	Inv. 6549 May 2024- BMP Program	914-0000	\$	937.75	\$	11,454.85
Smith Partners	June 2024 Invoices					
	Inv. 44943 Retainer - Meetings, Preparation	200-4410	\$	2,184.84		
	Inv. 45009 General Legal Services	300-4410	\$	139.50		
	Inv. 45010 Permits	300-4703	\$	2,038.50		
	Inv. 45011 Brown's Creek Restoration	300-4410	\$	755.19	\$	5,118.03
Dave McCord	Inv. 4385 May 2024 Accounting Services	200-4330	\$	380.00	\$	380.00
Geomorphic Restoration Inc.	Brown's Creek Stream Restoration Project Pay Request #1	947-0022	\$	43,878.13	\$	43,878.13
Manager Wirth	Quarter II 2024 and Stakeholder Interviews Per Diem	200-4000	\$	600.00	\$	600.00
Manager Johnson	Quarter II 2024 and Stakeholder Interviews Per Diem	200-4000	\$	300.00	\$	300.00
Manager Eckles	Quarter II 2024 and Stakeholder Interviews Per Diem	200-4000	\$	300.00	\$	300.00
Manager LeRoux	Quarter II 2024 and Stakeholder Interviews Per Diem	200-4000	\$	300.00	\$	300.00
Manager Sahulka	Quarter II 2024 and Stakeholder Interviews Per Diem	200-4000	\$	550.00	\$	550.00
Total Amount Disbursed					\$	113,653.84

BROWN'S CREEK WATERSHED DISTRICT

7/10/2024

MONTHLY ITEMS DEPOSITED - Page 1 of 1

VENDOR	INVOICE/DESCRIPTION	ACCOUNT #	CK NO	DEPOSIT DATE	TOTAL
Kelco Company	#24-10 Permit Deposit	300-4703	6639	6/25/2024	\$ 1,000.00
Washington County	Tax Settlement- 1st Half 2024 Levy	100-3100	Direct Deposit	7/2/2024	\$ 615,422.98
4M Fund	Dividend	100-3700	Direct Deposit	6/30/2024	\$ 3,977.38
TOTAL AMOUNT DEPOSITED:					\$ 620,400.36

**Brown's Creek Watershed District
Treasurer's Report
7/10/24**

Total Bank Balance		
4M Fund	\$	898,217.28
USBank		-
Less Accounts Payable		(113,653.84)
Plus Unrecored Deposits since	06/30/2024	619,400.36
Total Balance	\$	<u>1,403,963.80</u>

Project Name | BCWD Permit 23-19, Liberty Academy Expansion **Date** | July 8, 2024
To / Contact info | BCWD Board of Managers
Cc / Contact info | Mitchell Cookas, PLA; Mike Brandt, PE / Kimley-Horn
Cc / Contact info | Rebekah Hagstrom / Liberty Classical Academy
Cc / Contact info | Karen Kill, Administrator / BCWD
From / Contact info | Ryan Fleming, PE; John Sarafolean / EOR
Regarding | Permit 23-19 Update

The above-mentioned project, located within the legal jurisdiction of the Brown's Creek Watershed District (BCWD), is being reviewed to determine compliance with the BCWD rules. This memo is for informational purposes and no action is being requested at this time.

Applicant: Liberty Classical Academy
Permit Application Submittal Date: June 12, 2024
Completeness Determination: June 21, 2024
Board Action Required By: August 20, 2024
Review based on BCWD Rules effective April 1, 2020

BACKGROUND AND GENERAL COMMENTS

Liberty Classical Academy is requesting approval of both a regional stormwater-management plan and specific land-disturbing activities at its existing site, 10158 122nd Street North in Hugo. The currently proposed work involves expanding the school campus to the east into May Township. The property includes three parcels owned by Liberty Classical Academy, totaling 82.6 acres. The site is bordered by Keller Avenue North on the west, by 122nd Street North on the south, by Goggins Lake on the east, and by farmsteads to the north. Under current conditions, there are 7.6 acres of impervious coverage on the site. This includes the existing school building, playgrounds, and parking lot, right-of-way from the two adjacent streets, and existing residential buildings.

The site will be redeveloped in phases, only the first of which is proposed as a land disturbing activity for specific approval now. The applicant is requesting approval for the regional stormwater management plan under section 2.9 for the fully developed site. The full buildout includes a total impervious area of 30.7 acres on the 82.6 acre site as shown in [Figure 1](#).

The regional treatment plan includes a stormwater basin, irrigation using water from the basin on the green spaces on site, as well as smaller best management practices (BMPs) on the western and southern portions of the site.

The applicant is simultaneously requesting a permit for construction of phase 1 build-out, which includes the new lower school building, a parking lot, a practice soccer field, the septic sewer system with five drain fields for phase 1, a turn lane on Keller Avenue, BMPs on the western side of the site that drain to the southwest discharge location, and the stormwater basin. Phase 1 will add 11.8 acres of impervious surface to the site, for a total of 19.4 acres and will utilize a portion of the stormwater-management capacity created under the regional plan.

Update Statement: BCWD staff are in the process of reviewing the project to determine compliance with the BCWD rules in anticipation of bringing it before the board for the August 14, 2024 board meeting.

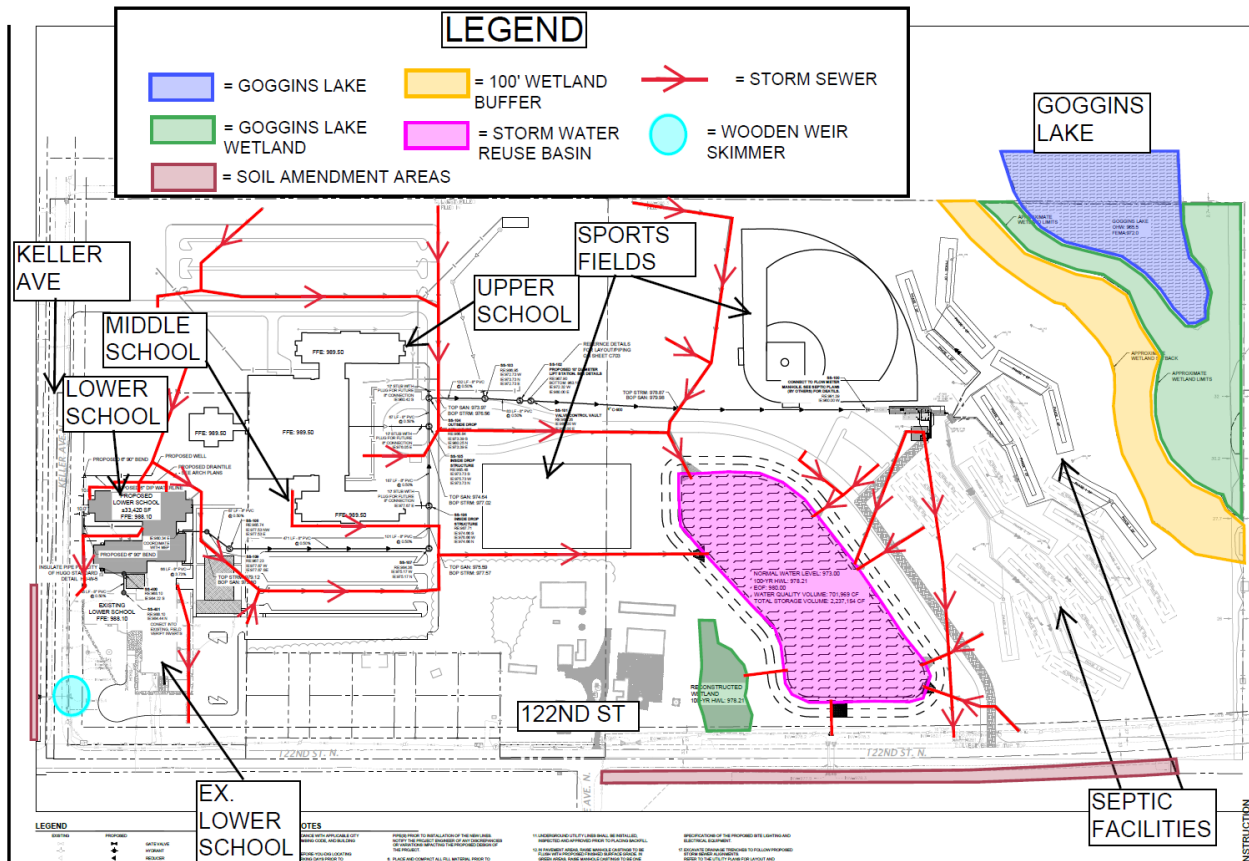


Figure 1: Full site buildout and stormwater management features.



MEMORANDUM

TO: Brown's Creek Watershed District Board
FROM: Karen Kill
RE: Public Comments regarding Liberty Classical Academy
DATE: July 5, 2024

Attached comments have been received from the public regarding the proposed permit application for Liberty Classical Academy.

Managers:

Klayton Eckles, President • Celia Wirth, Vice-President • Chuck LeRoux, Secretary • Gerald Johnson, Treasurer

Karen Kill

From: Mark Aschenbrener <mark.asch1963@gmail.com>
Sent: Tuesday, July 2, 2024 10:08 AM
To: Karen Kill
Subject: Liberty Classical Academy

Dear Karen

I am a local resident just north of the proposed school expansion. I have lived here for 30 years. I am opposed to large expansion of the school for a few reasons and my biggest concern is the proposed sewage treatment plan.

Years ago when this area of lakes was flooding I was able to learn a lot as to why and remedies to fix the problem. It all centered around Browns creek! The area across the street from head waters or buffering area was and still is a critical area for the lifeblood of Browns creek. The installation of such a large septic/ water treatment that is the equivalent of 150 to 200 homes on 10-20 acres is absurd. I'm aware that the septic system is engineered under state guidelines. My issue is that a system of this size does not exist anywhere near this area. I wish that this area is not the first of its kind.

In closing please consider that the vast majority of residents are not in favor of the large septic in a very critical area

Thanks Mark

Karen Kill

From: Sheila Hause <sj.hause@att.net>
Sent: Monday, July 1, 2024 7:50 PM
To: Karen Kill
Subject: Liberty Classical Academy Expansion

Good evening, Karen,

Chris and I have lived in May Township since October 1991. We moved here because of the quiet, rural lifestyle and this is why we are still here. We have seen many changes over the years (Brown's Creek restructuring when Goggins Lake was lowered and a holding pond were created at the end of our road, and then the closing of Withrow Elementary where our children attended and many community activities were held with wonderful family participation. To say you would know almost every child and teacher is not a reach as we "parented" each other's children because of the closeness of the school). The closing of the school really did change the dynamics of our little community along with the recent multiple turnovers of the ballroom to which activity is almost non-existent nowadays.

We are not opposed to the LCA having an elementary school in our community, though it is not a public school nor are all welcomed. However, with the massive expansion and the existence of the large water treatment facility they have planned for the May portion of the Zahler property this is way out of context for our zoning and density in May. We cannot believe that Brown's Creek or Goggins Lake will not be affected to some degree.

Therefore, we are **opposed** to this project based on the water and septic infrastructure needed. In our opinion this does not belong in a rural setting, but rather in a setting where city water and city sewer are available.

Thank you,

Sheila and Chris Hause
11120 121st St., N.
May Township

Karen Kill

From: Shelly Ovre <mkovre@yahoo.com>
Sent: Friday, July 5, 2024 10:29 AM
To: Karen Kill
Subject: Proposed Liberty Academy Expansion

We are writing this to communicate our concerns regarding the proposed Liberty Classical Academy expansion and its potential impact on our community and resources.

We have concerns about the impact that this expansion will have on the water resources, water quality as well as the impact on the buffer areas and surrounding land in the Browns Creek Watershed area. Our major concerns relate to water and land quality.

- Addition of a large commercial septic system
- holding pond
- loss of natural areas and beneficial plants
- additional impervious surfaces
- Additional drawon water tables

Respectfully,

Brian & Michelle Ovre, May Township Residents

Karen Kill

From: David Truax <davidalan.truax@gmail.com>
Sent: Tuesday, July 2, 2024 2:35 PM
To: Karen Kill
Subject: July 10th meeting regarding Liberty Classical Academy

Karen-

Please forward these comments and questions to the Board for their consideration at the July 10th meeting.

-What processes, if any, will the Liberty wastewater treatment facility employ to remove phosphorus from the effluent before it is pumped into the 10 mounded drain fields adjacent to Goggins Lake ?

-Until such time that the elevation of Goggins Lake reaches the outlet level of 970.5', it, and the chain of lakes in the upper watershed, is landlocked. What amount, if any, will phosphorus from the Liberty wastewater treatment facility make its way into Goggins ? This phosphorus will remain in Goggins and not spread to South School Section, North School Section and Plaisted until the elevation reaches 968'. When the elevation reaches 970.5' it will then flow into the headwaters of Brown's Creek. The Liberty site plan uses the OHWL elevation of 965.5' to determine the setback from Goggins for the placement of the mounded drain fields. Will the Board use the 970.5' elevation instead to determine the necessary setback ?

-What amount of phosphorus will find its way into the holding pond that will receive runoff from the impervious surfaces of the Liberty development ? What will be an acceptable amount of other contaminants from these surfaces ? The water from the holding pond will be used to irrigate the site. Will there ever be any outflow from this holding pond into Brown's Creek ?

-A turn lane on southbound County Road 57 at the intersection of County Road 7 will be necessary to accommodate increased traffic. This turn lane may require moving the existing culvert that is underneath County Road 7 that funnels runoff from the land to the west of County Road 57. What steps will the Board require Liberty to undertake to maintain this drainage ?

Thanks to you and the Board, David Truax

Project Name | Oak Glen Golf Course Irrigation Reuse**Date** | 7/5/2024**To / Contact info** | BCWD Board of Managers**Cc / Contact info** | Karen Kill, BCWD Administrator**From / Contact info** | Ryan Fleming, PE**Regarding** | Irrigation pump data metering and logging equipment purchase

Background

Oak Glen Golf Course's irrigation system draws water from three water sources: the lift station pumping water from the McKusick wetland, installed by BCWD in 2020; the South Well Pump in the Jordan Sandstone aquifer; and the North Well Pump in the Tunnel City-Eau Claire aquifer. BCWD has been working with the golf course to optimize the usage of wetland water for its irrigation needs since it was installed. This has involved ongoing communication regarding adjustments to the wetland water level and the water levels at which the pump turns on and off. Both BCWD and the golf course are responsible for reporting water usage to the Department of Natural Resources for these sources under the water appropriations permits for the pumps (BCWD for the wetland reuse pump, Oak Glen Golf Course for the two well pumps).

Currently, the monitoring scheme for the irrigation water inflows is as follows:

- Wetland Reuse Pump: inline flow meter records totalized flow that is read manually monthly via BCWD site visit.
- South Well Pump (Well #2): flow meter with data logger, downloaded by BCWD monthly on USB drive, installed in 2021.
- North Well Pump (Well #1): pump run time in hours, recorded by golf course staff and water appropriation reporting yearly to MnDNR based on maximum pump capacity for the periods the pump was manually turned on.

BCWD has established goals and policies to protect Brown's Creek from thermal loading and conserve groundwater resources. This can be better achieved by installing a more robust monitoring systems at all three existing pumps and using the data to optimize of operation of the wetland water reuse system.

Furthermore, drawdown events have been observed at the DNR observation well at Brown's Creek Park, occurring for 1-3 days, after which the water level rises back to the original level. This pattern is recognizable as the influence of a pumping well or wells. Preliminary analysis determined that the well pumping capacities at the Oak Glen Golf Course can create this decrease in the groundwater level. A further benefit of monitoring and recording the pump flow rate and timing at both golf course wells would be to understand the relative impact of each well on Brown's Creek. Additional analysis of that data would be necessary and may lead to optimizing the well pumping schedule to limit the effect of pumping on the hydraulic head of the aquifers during times when baseflow is critical to sustaining flow in the stream. Oak Glen Golf Course staff have expressed interest in working with BCWD on this effort.

Update

The pumping systems at Oak Glen vary in age and type of technology, however EOR confirmed the feasibility of retrofitting the North Well Pump with equipment of the same specification as was installed on the South Well Pump in 2021. Additionally, these systems can be retrofitted to report to a web interface such that data can be downloaded via desktop computer, reducing the number of site visits to only troubleshooting or when collaborating with golf course staff.

Maintaining consistency of the equipment installed at the site is important from an ongoing support standpoint, thus a quote was requested from Tri-State Pump and Control, the distributor and installer of the flow metering and recording equipment at the South Well Pump. Tri-State Pump and Control is the local distributor of the PointWatch remote monitoring and control system that will provide the online portal for data viewing and downloading.

Scope of Services

Tri-State Pump and Control provided a quote in the amount of \$13,738.40 to furnish and install equipment that will allow accurate remote monitoring of all three pump systems. The quote includes \$1,436.40 for one year of remote monitoring service.

EOR's services include reviewing project submittals, collaborating with the administrator and legal counsel to draft agreements for construction and access, and to provide support during the installation. EOR will also update the Oak Glen Reuse project standard operating procedures manual (SOPM) to include the specifications for the remote monitoring equipment and online access to the data portal.

Table 1: EOR scope of services summary

Task	Description	Hours	Cost
1. Agreement Coordination	Collaborate with the administrator and legal counsel to draft construction and ongoing access agreements with the contractor and Oak Glen Golf Course	4	\$792
2. Construction Administration	Contractor & golf course coordination, review of project submittals, construction observation, pay request review	18	\$3,150
3. SOPM Update	Update the SOPM with the specifications for the remote monitoring equipment and online access to the data portal	4	\$668
Total		26	\$4,610

Requested Action

1. Authorize the administrator to enter a contract with Tri-State Pump and Control for the purchase and installation of pump-flow monitoring equipment for pump systems at Oak Glen Golf Course for not to exceed \$13,738.40.
2. Approval of this EOR scope of services in the not to exceed amount of \$4,610 to complete Tasks 1 through 3 as outlined above.



Tri-State Pump & Control

20092 21st Avenue East

PO Box 7

Clearwater, MN 55320

320-558-2000 Fax: 320-558-2002

tristate@tristatepump.com

www.tristatepump.com

Estimate

**This Estimate is
Good for 30 Days
from the date of
Issue**

Date	Estimate
7/5/2024	138406

Name / Address
BCWD ADMINISTRATOR KAREN KILL 455 HAYWARD AVENUE NORTH OAKDALE, MN 55128-5374
Phone:
Fax:

Ship To
JOBSITE 8170 MORGAN AVENUE STILLWATER, MN 55082-9002

Terms	Rep	Project
NET 30	PJH	

Item	Description	Qty	U/M	Unit Price	Total
SIG3-2537-6C-P0-4IN	BROWNS CREEK WATERSHED PADDLE WHEEL FLOWSENSOR, 4", 4-20mA OUT	1	EA	0.00	0.00
SIGPV8S040	SADDLE FITTING, PVC, 4"	1	EA	0.00	0.00
PVC85411040	FLANGE, 4", SOC, SCH 80, VAN-STONE	2	EA	0.00	0.00
PVC80011040	PIPE, 4", SCH 80 PVC	8	FT	0.00	0.00
PWGW1325-CP	GATEWAY MULTI BUS CELLULAR PACKAGE, 4 DRY CONTACTS, 6 BUSES, INCLUDES EXTERIOR ANTENNA & 5' LEAD, POINTWATCH	3	EA	0.00	0.00
PWI/O100	BOARD WITH 3 RELAYS, 2 DRY CONTACTS, 2 PUMP MONITORS, 2 4-20mA MONITORS, POINTWATCH	3	EA	0.00	0.00
PWAMPCLAMPS	AMP CLAMPS	3	EA	0.00	0.00
LSP	PACKAGE PRICE PER QUOTE			10,052.00	10,052.00
MATERIAL	MISCELLANEOUS INSTALLATION MATERIAL	1	EA	0.00	0.00
SHIP	SHIPPING CHARGE, INCOMING - ESTIMATED	1		250.00	250.00
LF1	LABOR IN FIELD, 1 MAN	10	HR	200.00	2,000.00

We Accept Visa, MasterCard, Discover & American Express

A Processing Fee Will Be Charged On All Credit Card Payments

Net 30 Days Unless Noted - 1.5% Month Thereafter

No Returns on Electrical Components



Tri-State Pump & Control

20092 21st Avenue East

PO Box 7

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Estimate

**This Estimate is
Good for 30 Days
from the date of
Issue**

Date	Estimate
7/5/2024	138406

Name / Address
BCWD ADMINISTRATOR KAREN KILL 455 HAYWARD AVENUE NORTH OAKDALE, MN 55128-5374
Phone:
Fax:

Ship To
JOBSITE 8170 MORGAN AVENUE STILLWATER, MN 55082-9002

Terms	Rep	Project
NET 30	PJH	

Item	Description	Qty	U/M	Unit Price	Total
PWANNUALMONITORI...	ANNUAL MONITORING FOR GATEWAY & CELLULAR, 1 YEAR	3	EA	478.80	1,436.40
	MOUNT PADDLEWHEEL FLOW SENSOR MOUNT POINTWATCH IN ALL LOCATIONS MOUNT AND WIRE DATA LOGGING PANEL AND FLOW SENSOR SET UP AND CALIBRATE TRANSMITTER TO PADDLEWHEEL SENSOR New Electrical Power (Provided by others if necessary)				
	TAX SUBJECT TO ADJUSTMENT AS APPLICABLE				

We Accept Visa, MasterCard, Discover & American Express
A Processing Fee Will Be Charged On All Credit Card Payments
Net 30 Days Unless Noted - 1.5% Month Thereafter
No Returns on Electrical Components

Subtotal	\$13,738.40
Tax (8.875%)	\$0.00
Total	\$13,738.40



MEMORANDUM

TO: Brown’s Creek Watershed District Board
 FROM: Karen Kill
 RE: Rule Facilitation Recommendation
 DATE: July 8, 2024

Background:

The BCWD board has previously expressed interested in a rule review and possible revision to be incorporated into the watershed management plan update process, but the parameters of that have not been defined. Camilla Correll and I met with three organizations to verbally discuss our needs and were open to the organization’s or individual’s expertise on how best to structure.

Generally, we requested that the following be included:

Facilitation Meeting #1 (September 2024?) - Thinking we would have a stakeholder meeting to define what’s working, what’s not, and how we might get there. Looking for help with agenda development, developing stakeholder messaging, and meeting facilitation to encourage feedback and ensure the conversation stays focused, constructive and inclusive. BCWD will define stakeholders and do actual outreach. BCWD would/could give background presentation at meeting to set stage.

Summarize/analyze input– Summary report of stakeholder feedback, ensuring all stakeholder voices are accurately represented.

TAC Meeting (October 2024) and Board Workshop (November 2024) - presentation of report/summary to Board in workshop to determine their side rails on rule changes based on input

Facilitation Meeting #2 (January 2025)– meet with stakeholders to share what we heard and next steps

Internal Planning meetings (3?) - Likely would need an internal planning meetings prior to two stakeholder meetings and board workshop.

Issue:

BCWD received three proposals for Board consideration.

Requested Action:

Recommend accepting the proposal from Beth Carreno and authorize the administrator to enter into a contract for services upon advice from counsel.

Managers:

Klayton Eckles, President • Celia Wirth, Vice-President • Debra Sahulka, Secretary • Gerald Johnson, Treasurer • Chuck LeRoux

Prepared by: EOR

For the Brown's Creek Watershed District

Watershed Management Plan 2026-2035 Update Public Consultation Plan



Cover Image

Brown's Creek Citizen Advisory Committee at the 110th Street Property

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PREFACE

This Public Consultation Plan (PCP) was developed with the intention to guide engagement and outreach activities during the Brown’s Creen Watershed District (BCWD) Watershed Management Plan (WMP) Update. It builds on information gathered through the Enhanced Watershed Partners Engagement (formerly referred to as “Enhanced Stakeholder Engagement”)¹ process to recommend initial approaches geared towards removing barriers to participation and expanding the reach of engagement on watershed planning. Woven throughout and detailed through appendices are deliverables from this enhanced engagement process.

¹ “Watershed partners” is intentionally used throughout this document to transition away from the use of the word “Stakeholders”. The origins of the term “Stakeholders” is rooted the possession of land, and in North America the colonial dispossession of land from Indigenous Peoples. Utilizing more inclusive language is intended to recognize the broad interests in the future of the watershed that extend beyond individuals and organizations that own land.

1. INTRODUCTION

On December 20, 2023, the Brown's Creen Watershed District (BCWD) initiated the Watershed Management Plan (WMP) update process by sending out the notification of plan initiation. Since then, the BCWD has received preliminary comments from the plan review agencies/entities and further direction from the Board on how it would like to engage watershed partners in kicking off the planning process.

While updating a comprehensive and well-developed watershed management plan may seem like a straightforward exercise, it takes time to revisit the content to make sure that it reflects our understanding of the system 10 years later and that it reflects the Board's goals for watershed management. The 2026-2035 BCWD Watershed Management Plan is the guiding document that the Board of Managers will use for future program and project implementation. It should reflect the vision and goals of the Board of Managers as well as the members of the community and local watershed partners. In addition to revising the existing plan content, the new components or more significant updates will include:

- Evaluating impacts related to climate change and identifying climate change adaptation strategies.
- Updating and addressing new impairments such as the Chloride Impairment
- Development of an Operations and Maintenance Program.
- Development of a Flood Management Program.
- Evaluating contaminants of emerging concern (i.e., PFAS)
- Addressing Diversity, Equity, and Inclusion (DEI) to promote equitable access to resources, ensure meaningful participation from all watershed partners, and foster sustainable outcomes that benefit more diverse communities.

This update will begin in 2024 with the goal of completing the draft plan in 2025 to facilitate 2026 budget discussions. The formal review process will take place over the latter half of 2025 with the goal of getting the plan formally approved and adopted at the beginning of 2026.

This Public Consultation Plan (PCP) outlines the overarching approach to engaging audiences with interests in the future of the BCWD. It outlines the goals and outcomes for engaging with these audiences to ensure the plan reflects their experiences and input. It also builds on Enhanced Watershed Partner Engagement research which identified who watershed partners are, what are their interests and influence in the watershed, and points of connection and collaboration. Critically the PCP outlines barriers to engagement and proposes engagement tactics and communication initiatives with the intent to remove or mitigate barriers to increase the quantity and quality of public input. Metrics for the engagement program are proposed to evaluate the process allowing for the adjustment of approaches as required within the timeframe of this project. Lessons learned from the engagement process will help the BCWD continue to improve its engagement practices.

The PCP is intended as a guide to engagement during the WMP Update and will be supported by detailed materials (e.g. agendas, worksheets, notices, etc...) prepared ahead of engagement events and communication initiatives.

2. ENGAGEMENT OBJECTIVES & OUTCOMES

2.1. Engagement Objectives

Engagement objectives set out a purpose for why we are soliciting input from watershed partners on the BCWD WMP Update. These objectives are to:

- Understand what audiences know about water resources and how to manage them
- Understand what audiences think the BCWD should be addressing, including issues and concerns that are important to them and that they value.
- Understand how audiences think the BCWD should manage its resources.
- Understand how people in the watershed are using its resources and how they would like to use them in the future.
- Determine how the BCWD should prioritize its activities.

2.2. Engagement Outcomes

Linking plan outcomes to the role of engagement is an important step in grounding the WMP Update in the interests of watershed partners, and informing future opportunities for community involvement.

Table 1. Alignment of Plan Outcomes with the Role of Engagement and Involvement Opportunities

Plan Outcome	Role of Engagement	Community Involvement Opportunities
Improve the condition of the BCWD resources in the next 10 years.	<ul style="list-style-type: none"> • Improve understanding of current conditions, risks, and areas for improvement to resources. 	<ul style="list-style-type: none"> • Citizen science initiatives • Community-organized information events • Volunteer native vegetation establishment
Floodplain management and risk reduction (caused by climate change).	<ul style="list-style-type: none"> • Highlight how risks and management techniques are changing. 	<ul style="list-style-type: none"> • Public awareness campaigns • Stream clean-ups and restoration support
Promote sustainable development	<ul style="list-style-type: none"> • Better understand barriers to sustainable development. • Showcase options and generate excitement/interest in these solutions. • Identify barriers and potential solutions. 	<ul style="list-style-type: none"> • Community gardens and green infrastructure
Increase public awareness and understanding of watershed issues.	<ul style="list-style-type: none"> • Initiate behavior change process to reduce their environmental impact. 	<ul style="list-style-type: none"> • Community-organized information events

<p>Foster collaboration and partnerships among government agencies, non-profit organizations, businesses, landowners, community members, and other watershed partners to address watershed challenges collectively.</p>	<ul style="list-style-type: none"> • Work together towards a common goal; leverage resources, expertise, etc. • Better understand the experiences of individual watershed partners 	<ul style="list-style-type: none"> • Co-hosted events between the BCWD and watershed partners • Attending watershed partner events • Partner in implementation in CIPs • Partner in land conservation opportunities • Board liaison to communities
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2.3. Opportunities to Influence the Plan

Establishing expectations for participants in this engagement process provides an important guide that creates clear boundaries of what can and cannot be achieved through feedback on the WMP. Table 2 outlines these opportunities for public influence in the WMP Update process.

Table 2. Opportunities for Public Influence in the WMP Update

Can be influenced by audiences in this process	Can NOT be influenced by audiences in this process
<ul style="list-style-type: none"> • Refinement and validation of the Issues, Policies, and Goals. • Selecting practices that make sense. • Identifying desires that don't directly connect to WMP (e.g. air quality, hot spots, etc...) • Programs (i.e., O&M, Education and Outreach) 	<ul style="list-style-type: none"> • Existence of watershed districts and the core statutory requirements for a watershed district.

3. AUDIENCE ANALYSIS

The audience analysis highlights information gathered from the Enhanced Watershed Partners Engagement process. It serves as a guide for understanding where opportunities for engagement may exist and barriers to engagement to inform decision-making regarding approaches to engagement and outreach with watershed partners and the general public. This analysis is used to inform the selection of engagement tactics and communication initiatives proposed in **Section 4** of this plan.

Watershed Partner Categories

- Tribal
- Environmental
- Healthcare / Wellness
- Economic / Business
- Social /Cultural
- Recreation
- Higher Education
- Public Education
- Research / Monitoring
- Regulatory Bodies
- Agriculture / Producers

3.1. Audiences and Targeted Contact list

EOR conducted Enhanced Watershed Partners Engagement for the BCWD in 2023-2024 with the help of the Board and Community Advisory Committee (CAC). This process identified over 200 groups operating within the watershed or immediate vicinity. These watershed partners

were sorted into 11 broad groups with varying degrees of interest and influence in the watershed’s health. A full list of these audiences is included in **Appendix A**.


3.1.1. Watershed Partner Mapping

This plan uses the [International Association of Public Participation’s \(IAP2\) Spectrum of Public Participation](#) (Figure 1) as a framework for the level of impact various watershed partners will have throughout the process. The WMP Update’s emphasis on validating watershed issues addressed through policies and goals lends itself to a highly involved and collaborative approach tapping into the experience of individuals living, working, and recreating in connection with watershed resources.

IAP2 Spectrum of Public Participation



IAP2’s Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public’s role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION 					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Figure 1. IAP2 Spectrum of Public Participation

EOR conducted a watershed partners mapping exercise utilizing the *Power-Interest Grid* to place over 200 watershed partners into four quadrants based on their level of power and interest. The placement of these watershed partners is summarized in Table 3. This mapping exercise helps understand which watershed partners are anticipated to be easier to engage through the WMP Update due to their high power and high interest (Players). It also helps understand opportunities to bring other groups adjacent to the Players with

lower power (Subjects) or lower interest (Context Setters) into the conversation to broaden the interests present in the conversation. Engagement tactics and outreach initiatives should consider how to appeal to these audiences.

Table 3. Summary of the Power-Interest Grid Watershed Partners Mapping Exercise

Players <i>High Power, High Interest</i> <u>Collaborate</u> and manage closely	Subjects <i>High Interest, Low Power</i> <u>Involve</u> and keep satisfied	Context Setters <i>Low Interest, High Power</i> <u>Consult</u> and keep informed	Crowd <i>Low Interest, Low Power</i> Monitor and <u>inform</u>
<ul style="list-style-type: none"> Regulatory Bodies 	<ul style="list-style-type: none"> Recreation Social/Cultural Environmental Higher Education Public Education 	<ul style="list-style-type: none"> Research/Monitoring Tribal Economic/Business Agriculture/Producers 	<ul style="list-style-type: none"> Healthcare/Wellness

The Power-Interest Grid does not recognize the Empower space on the IAP2 spectrum. For the WMP Update, only the BCWD Board is empowered to make decisions based on input from watershed partners and staff.

3.1.2. Initial Outreach

With the help of the CAC and staff, twenty-one (21) BCWD watershed partners were interviewed. EOR created a series of interview questions, based on data gathering, starting new relationships, finding areas to work together, and building the watershed partner map. A copy of the interview framework and contact tool is included in **Appendix B**.

3.2. Preliminary Engagement Findings

Results from initial interviews undertaken during the Enhanced Watershed Partner Engagement provide a glimpse into the landscape of watershed partners. Results from twenty-one (21) interviews revealed that among the sample of groups contacted there was moderate awareness of the BCWD’s role. Interviewees were consistently able to identify points of connection between watershed resources and the experiences of their members. They were generally eager to collaborate with the BCWD to deliver events, implement projects, and solicit volunteers. Participants provided context that their organizations have seen success in removing barriers to participation by planning events on weekends and going to communities they want to serve/interact with instead of expecting people to come to them.

A summary of the feedback received from these interviews is included in **Appendix C**.

3.3. Barriers to Engagement

Initial input from the Enhanced Stakeholder Engagement and conversations with the BCWD Board and CAC identified barriers that have historically impacted the ability of the BCWD to engage with its target audiences. Understanding these barriers helps to plan mitigation efforts when organizing engagement

events and communication initiatives to improve accessibility and interest to increase engagement in the WMP Update process. These barriers help to inform tactics to apply throughout the WMP Update process and beyond, while the engagement considerations represent aspects of relationship building to apply on an ongoing basis through the BCWD’s work.

Table 4. Barriers to BCWD Event Engagement

Barrier	Engagement Considerations
<p>Awareness People are unaware of BCWD’s role, responsibilities, and events.</p>	<ul style="list-style-type: none"> • Strategically expand the methods of outreach utilized by the BCWD to outreach in places where people are already going (rather than having them search out the BCWD). Outreach methods may include: additional social media platforms [Instagram], community notice board flyers. • Participate in other community events through tabling to capitalize on the visibility of larger events and organizations with a broader reach. • Speaking at group events. • Providing articles to other newsletters/websites • Celebrating project and program successes: accomplishment dashboard on website, ribbon cutting/neighborhood celebrations for starting/completing projects.
<p>Interest People have competing interests / demands on their time which they prioritize (e.g. work, childcare, recreation) Connections between people’s interests and watershed resources are not understood</p>	<ul style="list-style-type: none"> • Identify interactions with watershed resources and co-benefits that can resonate with participants (e.g. access to parkland, appreciation of plants and animals, areas lacking green infrastructure). • Connect with tangible experiences people have experienced (e.g. heavy rainfall/storms, heatwaves).
<p>Scheduling People are unable to attend BCWD’s events due to scheduling conflicts or routine disruptions.</p>	<ul style="list-style-type: none"> • Organize events during times when people generally have more availability or are seeking events to participate in (e.g. weekends, holidays). • Ease routine disruptions by considering accommodations such as light refreshments, and child-minding or child/youth-friendly activities at meetings (these carry the added potential benefit of gathering input from these attendees).
<p>Transportation People are unable or it is inconvenient to travel to BCWD’s events.</p>	<ul style="list-style-type: none"> • Organize events throughout the watershed. • Identify and explore opportunities to meet people where they are (e.g. school visits, tabling at other community events) • Track the locations of events. Despite the small size of the watershed, consider dispersing events within the watershed based on accessibility, relevance to the topic of discussion, and frequency of events at this location.

<p>Points of Contact</p> <p>BCWD is aware of many organizations in the watershed but lacks a channel to connect with its leadership/members.</p>	<ul style="list-style-type: none"> • Leverage connections evolving through watershed partner interviews and relationship building efforts to tap into potential connections that can refer the BCWD to other groups. • Canvass or hold events in areas near these organizations. • Conduct direct in-person outreach if the location of the organization is known.
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3.4. Ongoing Relationship Development Strategy

The Enhanced Watershed Partners Engagement provided a valuable building block to furthering BCWD's relationships with watershed partners. Continuing to nourish these relationships and expand the reach of who is connected to the BCWD plays a key role in furthering awareness and understanding of the BCWD's role. An Ongoing Engagement Strategy is proposed in **Appendix D** to continue the work of the Enhanced Watershed Partners Engagement in connecting the BCWD with its watershed partners

4. ENGAGEMENT TACTICS

4.1. Engagement Tactics

Table 6 lists engagement events to gather input from WMP Update audiences.

Table 5. BCWD WMP Update Engagement Tactics

Tactic # of meetings allotted	Groups to Engage	Details
<p>Community Advisory Committee (CAC) 6 meetings</p>	<p>Environmental Social/Cultural</p>	<p>Bi-monthly meetings with BCWD's CAC provides an opportunity to involve these watershed partners in reviewing and providing input into updates to issues, the implementation plan, and draft plan.</p>
<p>Technical Advisory Committee (TAC) 6 meetings</p>	<p>Regulatory Bodies</p>	<p>Bi-monthly meetings with BCWD's TAC provides an opportunity to involve these watershed partners in reviewing and providing input into updates to issues, the implementation plan, and draft plan.</p>
<p>Board Workshops 3 meetings</p>	<p>Environmental Social/Cultural</p>	<p>Quarterly meetings with BCWD's Board provides an opportunity to involve these watershed partners in reviewing and providing input into updates to issues, the implementation plan, and draft plan.</p>
<p>Project Initiation Meeting (Public Open House) 1 meeting</p>	<p>All</p>	<p>A drop-in open house will introduce the WMP Update to the public and gather feedback on the Issues, Policies, and Goals of the plan to review and validate their evolving status and reflect the</p>

		experiences of watershed audiences with its resources.
Regulatory Program Discussions Ongoing	Development Community / Cities / Townships / Washington County / CAC	Conduct a series of meetings to evaluate the District's regulatory program including: <ul style="list-style-type: none"> • How is the regulatory program working? • Is there a need to make changes/improvements to the regulatory program? • Do any of the member communities want to assume regulatory authority?
Member Community Meetings As required	Research / Monitoring Agriculture / Producers Tribal Economic / Business	As the WMP update proceeds, member community meetings will be engaged to review and gather insights on potential impacts to changes proposed in the plan.
Community Pop-Up Events Monthly, Predominantly May-Oct	Environmental Social/Cultural	Monthly events provide the opportunity to broaden awareness of the BCWD's role in watershed management and highlight accomplishments implemented through prior iterations of the WMP. <ul style="list-style-type: none"> • Start pursuing more opportunities to participate in larger events in the community throughout the summer to share general information. • Continue hosting CAC directed monthly events on special topics.
NEW Youth Engagement Ongoing (Synergy Project)	Public Education Social/Cultural	New to this iteration of the WMP, engaging intentionally with youth through classroom activities and collaboration with other watershed partners conducting youth-related work connecting with nature presents an opportunity to broaden who is participating in the WMP. <i>Connecting with the ESE</i> Explore the opportunity to work with Synergy Project (Julie Balfanz Technology & Innovation Coach at Stillwater Area Public Schools) to connect with youth through their existing digital twin of the BCWD in Minecraft.
Focus Groups As required	TBD	Targeted outreach to watershed partners who are less/not present at other events will be utilized to address potential gaps in understanding and input on the plan.

4.2. Communication Initiatives

Table 7 lists communications initiatives to share information about the WMP Update progress and community engagement events.

Table 6. BCWD WMP Update Communication Initiatives

Tactic	Details
BCWD Website & Newsletter / Newsletters of Affiliated Groups	<ul style="list-style-type: none"> • Include BCWD WMP Updates regularly in the BCWD newsletter and website (e.g. annual report). • Disseminate pre-made messaging to organizations with newsletters.
Targeted Information Material	<ul style="list-style-type: none"> • Letter/Legal-size posters on community noticeboards, available as digital or print files for circulation by CAC, Board, and partner organizations.
Local Press	<ul style="list-style-type: none"> • Stillwater News Press article(s).
Social Media	<ul style="list-style-type: none"> • Consider establishing a BCWD Instagram page (complimenting the existing Nextdoor and Facebook channels the BCWD utilizes) to share updates about the WMP Update. Additionally provides a forum for ongoing sharing of the district’s work (e.g. monthly events, ongoing or completed projects, engagement with organizations within the watershed or past/present/future partners [e.g. @troutunlimited, @sustainablestillwatermn, @theraptorcenter, @discoverstillwater]). • Cross promotion via EOR’s Instagram. <p>This can be as modest or as complex a commitment as resources permit, however some form of promotion ahead of events will help amplify the message.</p>
Brochure	<ul style="list-style-type: none"> • Highly visual two-page document can help highlight achievements of the previous Plan and establish connections between the BCWD’s work and interactions people have with the watershed.
Trail Signage	<ul style="list-style-type: none"> • Display project information along the Brown’s Creek trail, including QR codes to key resources and opportunities to provide input. • Work with MNDNR to install a permanent mailbox and ask ArtReach Alliance to paint the mailbox with a QR code and put flyers in the mailbox.

Recommendation

- Develop/utilize a unifying project brand to create a consistent visual identity for the BCWD WMP Update centered around the tagline “Are you Water Wise?”

5. EVALUATING THE ENGAGEMENT PROCESS

5.1. Overarching Metrics

The following metrics are proposed to help evaluate the effectiveness of engagement efforts.

Table 7. WMP Update Engagement and Outreach Metrics

Metric	Metric Type	Measurement	Measurement Tool
Meeting Attendance	Quantitative	<ul style="list-style-type: none"> # of attendees 	<ul style="list-style-type: none"> Attendance sheet or attendee counts
Participation	Quantitative	<ul style="list-style-type: none"> Location of the participant within the watershed 	<ul style="list-style-type: none"> Map dot activity
Engagement Events and Locations	Quantitative	<ul style="list-style-type: none"> # of engagement events (separated by BCWD-initiated (e.g. CAC monthly event) and BCWD-collaborated (e.g. BCWD attending a community event) and their locations 	<ul style="list-style-type: none"> Process documentation (engagement reports/minutes)
Demographics/ Background Info	Quantitative	<p>Current</p> <ul style="list-style-type: none"> Age Education Property Size Tenure Type Length of residency in the watershed <p>New</p> <ul style="list-style-type: none"> Race Income Ranges Disability 	<ul style="list-style-type: none"> Online Surveys
Engagement Effectiveness	Qualitative	<ul style="list-style-type: none"> Personal reflections on events Depth of conversations with participants 	<ul style="list-style-type: none"> Post-event debriefs
New audiences/ programming developed	Qualitative	<ul style="list-style-type: none"> New relationships established Evolution of existing relationships Board liaison to communities 	<ul style="list-style-type: none"> Updating CRM (can be as complex as specialized software or a spreadsheet)
Engagement Satisfaction	Quantitative and Qualitative	<ul style="list-style-type: none"> Asking attendees about the event Satisfaction survey 	<ul style="list-style-type: none"> Documented feedback Brief exit activity at events

Recommendation

- Gather contact information during public WMP Update events (Open House, Monthly Community Events) to create a pathway to share survey information throughout the WMP Process. These surveys can include demographic information of interest.

5.2. Engaging with Equity, Diversity, and Inclusivity

The Enhanced Watershed Partners Engagement process utilized the EPA's Environmental Justice Screening (EJS) and Mapping Tool to understand socio-economic and environmental characteristics of an area to derive environmental justice and supplemental indexes. **Appendix E** provides an overview of the EJS Screen Community Report for the Brown's Creek watershed. This tool is a useful desktop scan of population characteristics within the target audience of the WMP Update enabling cross-referencing of participants demographics with those of the watershed. Additionally, the BCWD recognizes diversity of personalities, learning and communication styles, and abilities not reflected in the EJS tool.

To evaluate DEI throughout the engagement and plan update process, a DEI checklist outlined in **Appendix F** provides considerations for the project team to be mindful of as the WMP Update progresses.

Recommendation:

- Throughout the WMP Update process, utilize the DEI checklist to help plan engagement events and outreach initiatives. Review participant demographics against the EJS tool to identify alignment/misalignment with watershed demographics to adjust engagement and outreach approaches as required.
- Board and BCWD attend DEI training.

APPENDIX A. ENHANCED WATERSHED PARTNERS ENGAGEMENT INVENTORY

Watershed Partners Mapping Categories and descriptions

Watershed Partner Groups	Description
Tribal	Represents Indigenous communities
Environmental	Represents environmentally focused organizations
Healthcare / Wellness	Represents organizations/groups that focus on healthcare (hospitals, clinics, mental health supports) and wellness (retreat centers, food banks, etc)
Economic / Business	Represents organizations/groups that support economic development or are private businesses themselves
Social /Cultural	Represents organizations/groups that support social and cultural activities including environmental justice, religious groups and youth groups. Also includes the arts.
Recreation	Represents organizations/groups that promote, support, or conduct recreational activities like hiking, camping, boating
Higher Education	Represents universities / collages / technical schools
Public Education	Represents public /charter schools and youth
Research / Monitoring	Represents organizations/groups that focus on research and monitoring specifically focused on environmental issues
Regulatory Bodies	Represents organizations/groups that play a role in planning, decision making - land management , zoning requirements, environmental regulations,
Agriculture / Producers	Represents organizations/groups that represents agricultural activities small and large - farmers markets, farms, CSAs, industry groups, tree farms, etc.

Organization Type	Description
Business	Represents a business located within the BCWD
county	Represents County agencies
Federal	Represents Federal agencies
Municipal	Represents municipalities located within the BCWD
Native American Tribe	Represents Native American Tribe
Non-profit	Represents of recognized non-profit groups operating within the BCWD
Regional Group	Represents groups operating non-exclusively within the BCWD
State	Represents State agencies

Organizations Reach	Description
Local / Municipal	Scope is limited to a single municipality
Regional	Scope exceeds a single municipality but does not cover the entire State
Statewide	Scope covers all of Minnesota
National	Scope covers all of the United States
Multi-national	Scope covers one or more countries beyond the United States

Environmental Interactions	Description
High Impact Use	Interactions that have potentially damaging, large negative impacts on environment - mining, forestry, etc
Medium Impact Use	Interactions that have potential for damages but can be mitigated - horse farms, agricultural activities, etc.
Low Impact Use	Interactions that involve little to no negative environmental impacts - camping, hiking, boating, trails, recreational activities, etc.
Protect It	Interactions that protect the environment - Conservation easements, land trusts, fundraising, education around protection
Improve It	Interactions that work to improve the environment - Enhancement or rehabilitation projects
Study It	Interactions that involve research and monitoring, economic evaluation, for the environment.
Indirect	When the primary purpose of the organization does not include direct environmental interactions as outlined above, though there may be elements within their work that connect to the environment.

Environmental Interaction	Broad Watershed User Examples (Non-Exhaustive)
Use It - Low Impact	<ul style="list-style-type: none"> • Environmental Advocates • Recreational Users • State Trail Users • Picnics / Walking within parks • Day camps / summer camps • Boaters / Marina Owners • Event Centers - weddings • Cabin owners / Cabin rental operations

Use It - Medium	<ul style="list-style-type: none"> • Horse Stables / Farms • Vegetable Farms, Orchards, and Vineyards • Solar Farms • Golf Courses • Landscape Services
Use It - High Impact	<ul style="list-style-type: none"> • Dairy/Cattle Farms • Mining Operations • Developers • Winter Maintenance Services
Study It	<ul style="list-style-type: none"> • Universities • State Agencies • Environmental Groups - Citizen Science
Protect/Improve It	<ul style="list-style-type: none"> • Municipalities • Counties • State Agencies • Tribal
Indirect	<ul style="list-style-type: none"> • Commercial businesses • HOAs • Senior Centers

Level of Interest in Watershed Protection	Description
High	Decisions about the watershed have direct impacts on the organization and result in changes to its activities
Medium	Decisions about the watershed have direct impacts on the organization and may result in changes to its activities
Low	Decisions about the watershed have indirect impacts on the organization and does not disrupt its activities / Has not been involved in watershed initiative
Unsure	Insufficient information

Level of Influence over Watershed Protection	Description
High	The organization has strong connections to exert its interests over the future of the watershed
Medium	The organization has some connections to exert its interests over the future of the watershed

Low	The organization has limited connections to exert its interests over the future of the watershed
Unsure	Insufficient information

APPENDIX B. ENHANCED WATERSHED PARTNERS ENGAGEMENT

Interview Framework

1. To ensure an even distribution of Stakeholder representation, a selection of 2-3 organizations / groups / businesses were selected from each Stakeholder Grouping for an interview. The selections were prioritized by:
 - a. Who had or knew initial points of contact within that organization
 - b. Ensuring that 'like' organizations / groups / businesses were only represented once within each category (ex. no need to interview 4 churches in Social /Cultural Stakeholder Group)
2. BCWD members were then assigned to conduct 3-5 interviews with the selected organizations / groups / businesses with a pre-determined set of questions
3. All board members were provided with an Interview Support Package which included:
 - a. Stakeholder Survey – print version and online version to fill in the information
 - b. Stakeholder Survey Interview Support Package which included
 - i. Interview tips
 - ii. Engagement Handout with information about the BCWD
4. Interview responses were written down during the interview (as in-person was encouraged) and then entered into a google form for documentation and analysis.

Interview Questions

Question	Question Type
Organization Name:	Open-ended
Respondents Name and Role:	Open-ended
What is your Organizations Mission and how do you go about accomplishing it?	Open-ended
How large is the membership and who belongs to it? (demographic information)	Open-ended
How does the organization or its constituents interact with the environment? (walking, accessing trails/open spaces, impacts from the environment..)	Open-ended
Have you heard of BCWD before?	Open-ended
Have you or your organization had interactions with the BCWD (watershed conservation, clean up efforts, etc.) or used any of the BCWD's resources? (trails, Brown's Creek, Wetlands, Lakes, etc.)	Open-ended
Do you see places where your work overlaps with our work?	Open-ended
Are there opportunities to: <ul style="list-style-type: none"> • Partner on projects • Host education events together • Solicit volunteers • Participate in co-design of projects 	Multiple choice

<ul style="list-style-type: none"> • Sit on the Community Advisory Committee (CAC) • Participate in the watershed management plan update • Other 	
Please elaborate on any of the potential opportunities identified above.	Open-ended
What would make it easier for your organization or the people you serve to participate in an event? (day care, accessibility, etc)	Open-ended
Do you have any suggestions for involving more residents in watershed-related activities?	Open-ended
Who else do you think BCWD would have synergies with? Who else should the BCWD be connecting with?	Open-ended
Are you interested in continuing this conversation? <ul style="list-style-type: none"> • Yes • No • Maybe • Other 	Multiple choice
Why would you be interested or not interested in continuing the conversation?	Open-ended
What else should the BCWD know? (if they have anything extra they've shared)	Open-ended
Interviewee Internal Question: On a scale of 1-10 (with 10 being highest), how enthusiastic was the respondent?	Open-ended
Your Name (the interviewer)	Open-ended
Date of Interview:	Open-ended

APPENDIX C. INTERVIEW RESPONSE ANALYSIS

The following subsections document key themes from interview feedback gathered from twenty-one (21) interviews with organizations operating in the BCWD.

Awareness

Approximately half of organizations interviewed through this process were aware of or had interactions with the BCWD before. Individuals mentioned they heard about the BCWD through Brown's Creek Trail information, the 110th Street property, BCWD projects (such as rain garden projects), and general community involvement in Stillwater.

13 of 21 organizations were **aware of the BCWD**.
11 of 21 organizations have **had interactions with the BCWD before**.

Interactions with the Watershed

Interviewees generally identified interactions with the watershed as it relates to recreational opportunities such as nature walks, fishing, trail maintenance, and gardening. Some interviewees established clearer connections between interactions such as habitat restoration through trail work, and surface water management through the creation of rain gardens.

Engagement and Points of Collaboration

Interviewees were most interested in future collaborative opportunities associated with hosting events together, partnering on projects, and soliciting volunteers (Figure 2). Interviewees identified opportunities to promote the BCWD's work and initiatives as an opportunity to explore through the sharing of materials and ongoing relationship maintenance. Some expressed interest in sharing spaces for events and promoting the BCWD through their membership. Participants were generally interested or potentially interested in further collaboration (Figure 3).

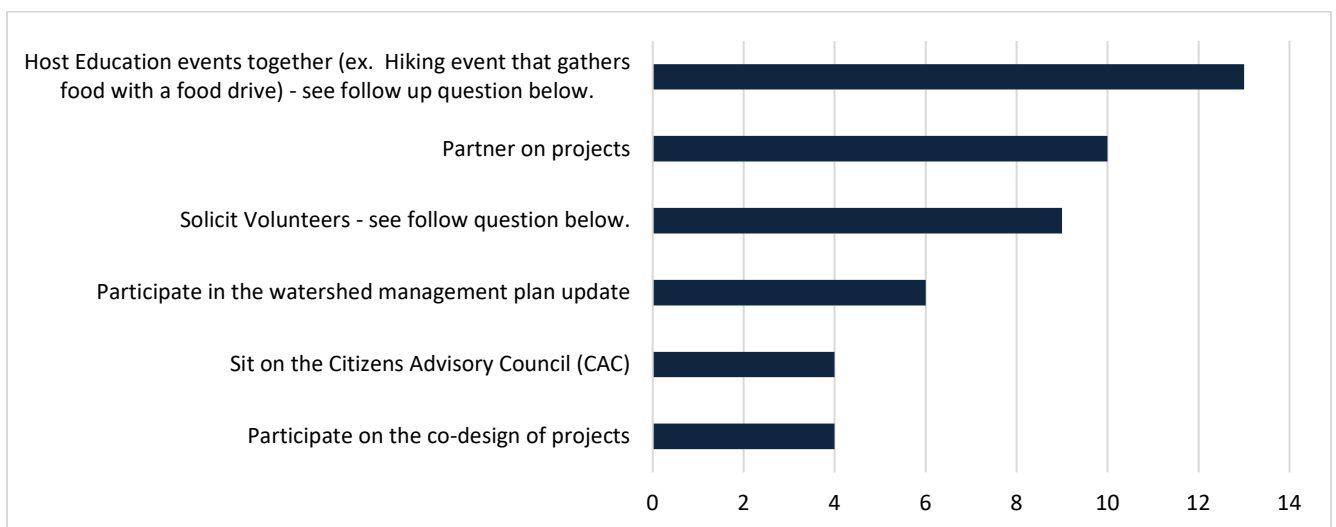


Figure 2. Engagement Opportunities with Watershed Partners

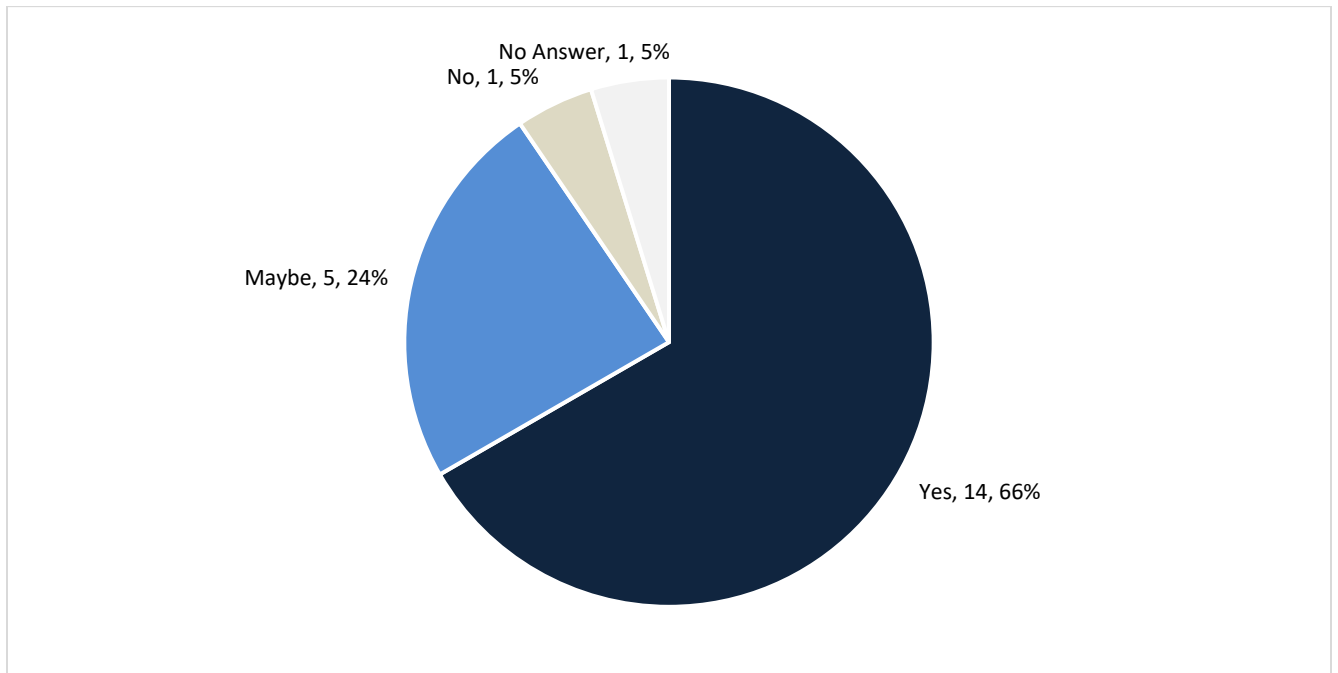


Figure 3. Responses to the willingness to continue conversations between watershed partners and the BCWD. Barriers

Interviewees identified several barriers to participation in events to consider

- Consider small initiatives to build up relationships with watershed partners.
- Where possible go to audiences rather than expecting them to come to you.
- Weekends generally align well with participant schedules.
- Organizations that expressed they are not interested in continuing this initial conversation generally justified it due to limited resource capacity within their organization.

Organization Characteristics

Additional contextual questions about each organization (Question 1-4) were asked as part of the interview but were not documented as part of the interview response analysis. Responses to these questions should be used as contextual information for the BCWD when considering specific initiatives within the watershed to align with the mission and membership composition of these groups.

Additional Connections

Interview participants identified additional connections that may be considered for inclusion in the watershed partner list. As more interviews take place, these organizations may also be contacted.

- MN Trout Unlimited
- Fly Fishing Women of MN
- STREAM Girls Program
- Native American Parent Advisory Council in Stillwater

- Stillwater Schools
- Biomimicry Institute
- This IS Stillwater
- Meadowlark Community Garden
- The Good Acre
- Land Stewardship Project
- Big River Farms
- Sustainable Stillwater

APPENDIX D. RELATIONSHIP DEVELOPMENT STRATEGY

The Relationship Development Strategy provides a framework for the BCWD to continue to connect with watershed partners to strengthen existing relationships and expand into new relationships with organizations.

Uncontacted Watershed Partners

Active and passive engagement with uncontacted watershed partners will play an important role in continuing to develop relationships between the BCWD and watershed partners.

Active engagement may include:

- Continuing to conduct watershed partner interviews by selecting an additional 20 watershed partners from the list of organization to speak with.
- Identifying events hosted by watershed partners and attending these events to introduce/make connections between the BCWD and these organizations.

Passive engagement may include:

- Issuing information updates to the watershed partner contact list about upcoming events organized by the district and other information of potential interest.
- Engaging with watershed partners online through the website and social media.

Contacted Watershed Partners

Building on the momentum of conversations with the initial list of contacted watershed partners, the BCWD should:

- Plan two (2) new watershed partner events planned and promoted in conjunction with contacted watershed partners that expressed interest in continuing the conversation with the BCWD.
- Maintain connections to contacted watershed partners with an interest in collaboration through inclusion in communication initiatives (newsletters, event invitations, etc.)

General Engagement and Outreach Opportunities

Consider engagement and outreach opportunities such as:

- Citizen Science initiatives to gather data (screen flow monitoring, water quality testing, riverfly monitoring, etc.).
- Workshops and Tours, including a combination of events where people come to the BCWD (e.g. nature walks, site visits, etc.) and events where the BCWD goes to where people are (e.g. school classroom, Scout night, community events).
- Giveaways (trees, native plants).
- Social media presence.

Timeline

2024 Initiatives	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Continue New Watershed Partner Interviews							
New Watershed Partner r – Joint Event #1							
New Watershed Partner – Joint Event #2							
Watershed Tour (with or without new Watershed Partner connection) - Event #3							
Education Outreach – Scouts or Schools							
Baseline Survey Open for input							
Reflection and Planning for 2025 (into Jan 2025)							

2025 Initiatives (to be developed in response to reflections from 2024)	JAN	FEB	MAR	APR	MAY	JUN	JUL

APPENDIX E. EJS SCREENING REPORT FOR THE BCWD

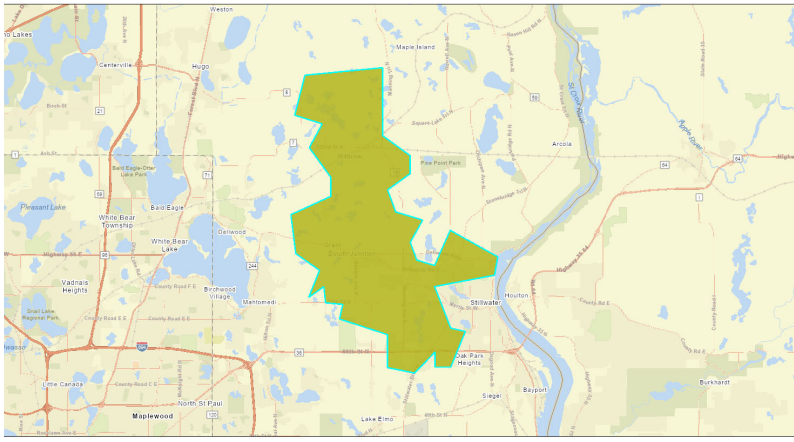
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EJScreen Community Report

This report provides environmental and socioeconomic information for user-defined areas, and combines that data into environmental justice and supplemental indexes.

Grant, MN

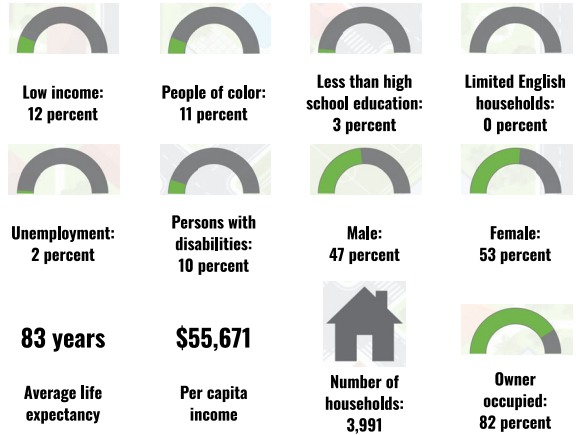
the User Specified Area
Population: 11,254
Area in square miles: 28.28



September 25, 2023
BCWD
bcwd_political_jurisdiction

1:144,448
0 1.25 2.5 5 7.5 10
0 2 4 6 8
Mile
Kilometer
Metropolitan Council, MetGIS, Esri, HERE, Garmin, SwisSion, GeoTechnologies, Inc., METNAGA, USGS, EPA, NPS, USDA

COMMUNITY INFORMATION

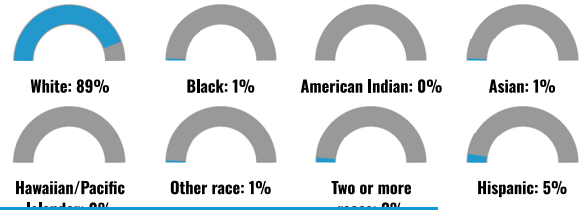


LANGUAGES SPOKEN AT HOME

LANGUAGE	PERCENT
English	93%
Total Non-English	7%

www.epa.gov/ejscreen

BREAKDOWN BY RACE



BREAKDOWN BY AGE



LIMITED ENGLISH SPEAKING BREAKDOWN



Notes: Numbers may not sum to totals due to rounding. Hispanic population can be of any race. Source: U.S. Census Bureau, American Community Survey (ACS) 2017-2021. Life expectancy data comes from the Centers for Disease Control.

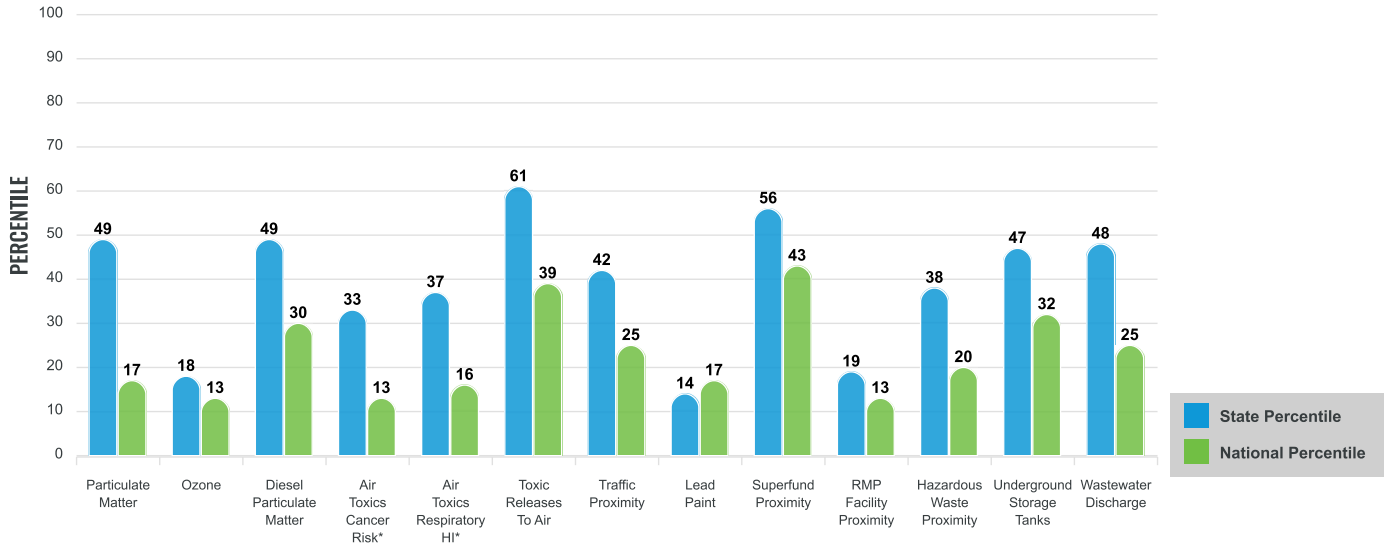
Environmental Justice & Supplemental Indexes

The environmental justice and supplemental indexes are a combination of environmental and socioeconomic information. There are thirteen EJ indexes and supplemental indexes in EJScreen reflecting the 13 environmental indicators. The indexes for a selected area are compared to those for all other locations in the state or nation. For more information and calculation details on the EJ and supplemental indexes, please visit the [EJScreen website](#).

EJ INDEXES

The EJ indexes help users screen for potential EJ concerns. To do this, the EJ index combines data on low income and people of color populations with a single environmental indicator.

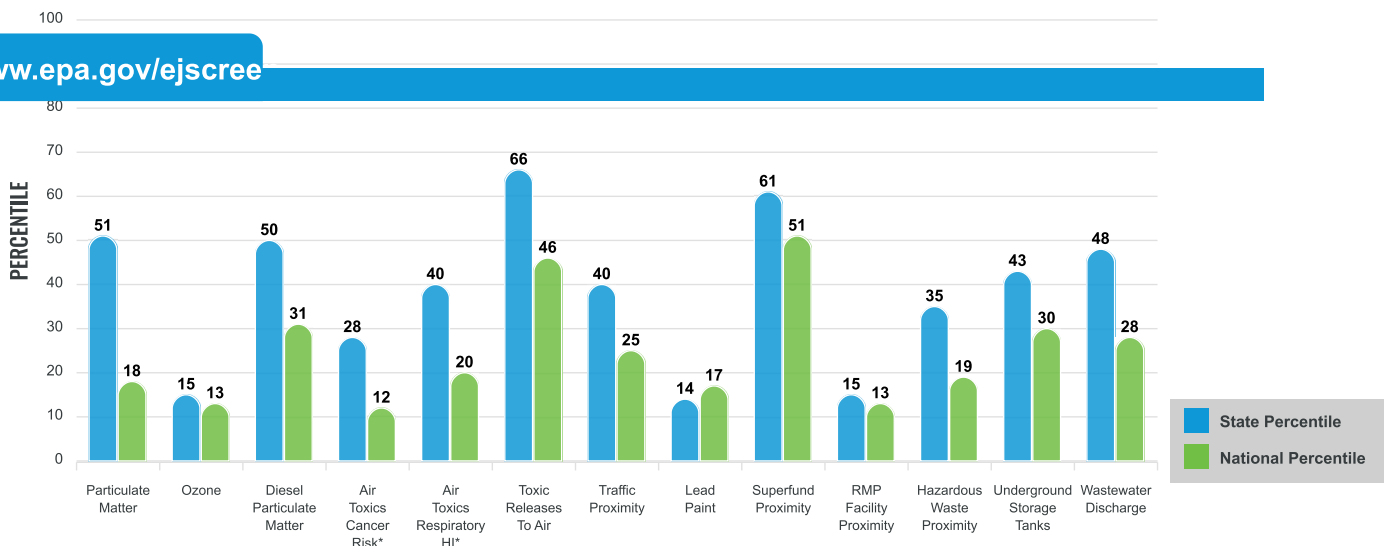
EJ INDEXES FOR THE SELECTED LOCATION



SUPPLEMENTAL INDEXES

The supplemental indexes offer a different perspective on community-level vulnerability. They combine data on percent low-income, percent linguistically isolated, percent less than high school education, percent unemployed, and low life expectancy with a single environmental indicator.

SUPPLEMENTAL INDEXES FOR THE SELECTED LOCATION



These percentiles provide perspective on how the selected block group or buffer area compares to the entire state or nation.

Report for the User Specified Area

EJScreen Environmental and Socioeconomic Indicators Data

SELECTED VARIABLES	VALUE	STATE AVERAGE	PERCENTILE IN STATE	USA AVERAGE	PERCENTILE IN USA
POLLUTION AND SOURCES					
Particulate Matter ($\mu\text{g}/\text{m}^3$)	7.24	6.78	55	8.08	26
Ozone (ppb)	57.5	58.2	17	61.6	20
Diesel Particulate Matter ($\mu\text{g}/\text{m}^3$)	0.192	0.21	52	0.261	43
Air Toxics Cancer Risk* (lifetime risk per million)	20	22	12	25	5
Air Toxics Respiratory HI*	0.22	0.26	7	0.31	4
Toxic Releases to Air	2,100	1,500	83	4,600	73
Traffic Proximity (daily traffic count/distance to road)	38	140	43	210	35
Lead Paint (% Pre-1960 Housing)	0.065	0.33	23	0.3	29
Superfund Proximity (site count/km distance)	0.15	0.19	68	0.13	78
RMP Facility Proximity (facility count/km distance)	0.077	0.48	17	0.43	20
Hazardous Waste Proximity (facility count/km distance)	0.14	1.3	36	1.9	26
Underground Storage Tanks (count/km ²)	1	1.8	58	3.9	48
Wastewater Discharge (toxicity-weighted concentration/m distance)	0.0006	0.19	59	22	44
SOCIOECONOMIC INDICATORS					
Demographic Index	11%	22%	28	35%	13
Supplemental Demographic Index	7%	11%	26	14%	14
People of Color	11%	20%	44	39%	24
Low Income	12%	23%	30	31%	22
Unemployment Rate	2%	4%	44	6%	37
Limited English Speaking Households	0%	2%	0	5%	0
Less Than High School Education	3%	7%	38	12%	25
Under Age 5	6%	6%	56	6%	59
Over Age 64	20%	17%	66	17%	66
Low Life Expectancy	16%	17%	31	20%	16

*Diesel particulate matter, air toxics cancer risk, and air toxics respiratory hazard index are from the EPA's Air Toxics Data Update, which is the Agency's ongoing, comprehensive evaluation of air toxics in the United States. This effort aims to prioritize air toxics, emission sources, and locations of interest for further study. It is important to remember that the air toxics data presented here provide broad estimates of health risks over geographic areas of the country, not definitive risks to specific individuals or locations. Cancer risks and hazard indices from the Air Toxics Data Update are reported to one significant figure and any additional significant figures here are due to rounding. More information on the Air Toxics Data Update can be found at: <https://www.epa.gov/haps/air-toxics-data-update>.

www.epa.gov/ejscreen

Superfund	0
Hazardous Waste, Treatment, Storage, and Disposal Facilities	0
Water Dischargers	0
Air Pollution	3
Brownfields	0
Toxic Release Inventory	0

Schools	1
Hospitals	0
Places of Worship	4

Other environmental data:

Air Non-attainment	No
Impaired Waters	Yes

Selected location contains American Indian Reservation Lands*	No
Selected location contains a "Justice40 (CEJST)" disadvantaged community	No
Selected location contains an EPA IRA disadvantaged community	No

Report for the User Specified Area

EJScreen Environmental and Socioeconomic Indicators Data

HEALTH INDICATORS

INDICATOR	HEALTH VALUE	STATE AVERAGE	STATE PERCENTILE	US AVERAGE	US PERCENTILE
Low Life Expectancy	16%	17%	31	20%	16
Heart Disease	5	5.6	40	6.1	28
Asthma	8.4	9	16	10	11
Cancer	6.9	6.4	58	6.1	64
Persons with Disabilities	9.6%	11.4%	37	13.4%	29

CLIMATE INDICATORS

INDICATOR	HEALTH VALUE	STATE AVERAGE	STATE PERCENTILE	US AVERAGE	US PERCENTILE
Flood Risk	5%	8%	33	12%	39
Wildfire Risk	0%	4%	0	14%	0

CRITICAL SERVICE GAPS

INDICATOR	HEALTH VALUE	STATE AVERAGE	STATE PERCENTILE	US AVERAGE	US PERCENTILE
Broadband Internet	7%	11%	38	14%	36
Lack of Health Insurance	2%	5%	26	9%	15
Housing Burden	No	N/A	N/A	N/A	N/A
Transportation Access	Yes	N/A	N/A	N/A	N/A
Food Desert	No	N/A	N/A	N/A	N/A

Footnotes

Report for the User Specified Area

APPENDIX F. ENGAGEMENT PROCESS DEI CHECKLIST

The following checklist provides a series of questions for the team to consider as the engagement process and plan update proceed. Consideration of these questions in future BCWD work will support further efforts towards DEI-informed work in the watershed.

These questions are informed by DEI resources including:

- [The City of Minneapolis' Blueprint for Equitable Engagement](#)
- [The City of Philadelphia Equitable Engagement Toolkit](#)
- [Civic Well Guiding Principles for Equitable Engagement in Coordinate Planning](#)

Communication

- Is our messaging available to the public in their preferred language/multiple languages?
- Is our messaging understandable to the general public? Does it meet a Grade 9 or lower reading level when reviewed by *Hemmingway App*?
- Is our messaging relevant to issues people have a tangible connection to (e.g. heatwaves, severe weather, flooding, spread of invasive species)?

Engagement

- Who has historically participated in the District's incentive / cost-share programs?
- Where are we hosting events?
 - Is the event space accessible (to get to the venue and ADA compliance).
 - How many events have been hosted at this location in the past?
 - Has this location historically been convenient for people to attend?
 - Are there other factors that would incentivize or disincentivize participants to attend this event?
- When are we hosting events? What day of the week? What time of the day?
- How can we better meet people where they are at?

Input

- Who is offering their input into this process? Do participant demographics align with watershed demographics? If not, who is missing?

Benefits

- Which issues are being prioritized? How have these issues been addressed through previous implementation strategies?
- Where has the District historically done work (implemented projects)?
- What environmental, social, and/or economic co-benefits can be achieved through policies and their associated goals and implementation items?
- Who (or what) benefits the most from a policy, its goals and implementation process?



MEMORANDUM

TO: Brown's Creek Watershed District Board
 FROM: Karen Kill
 RE: BCWD 2025 Budget Discussion
 DATE: July 10, 2024

BCWD managers will have a budget workshop on Wednesday, August 14, 2024 at 5-6:30pm. In preparation for that workshop, staff would like to get some initial direction on a few of the potential budget items.

- **Marketplace Reuse Feasibility 929-0012:** There is \$225,120 in this account in 2024. Requesting further direction if board would like to begin this work in 2024, carry forward to future, or reallocate funds.
- **Education:** Currently participate in East Metro Water Resources Education Program and Lower St. Croix Partnership educators at amount of \$20,500 and access to portions of 2 FTE. There is currently conversation about increasing the FTEs for EMWREP during the new contract 2025-2027. There is also \$15,000 in our education materials budget for brochures, sign, and other education materials, as well as the community event expenses. Overall education has been less than 1% of our total budget. Staff supports increasing our overall education budget to enhance outreach, community participation events, coordination with homeowner associations, realtors, business community, local government trainings, etc.
- **Hospital Site:** The new Lakeview hospital site is in the direct drainage to Long Lake. The project will likely require a BCWD permit for erosion control, buffers, and stormwater management. Is the Board interested in including budget in 2025 for incentives for implementing more or unique stormwater management facilities than required by rules?
- **Rock Crib @ McKusick Road Feasibility:** BCWD partnered with Washington County in 2017 to construct 7 sump catch basins and 3 stormwater quality units to enhance stormwater quality prior to direct drainage to Brown's Creek. At that time, a stub was added for a future rock crib, similar in scale to the one at Brown's Creek Park. The board requested to see the performance of the Brown's Creek Park rock crib prior to installing a second one in this location. Performance monitoring has shown success at reduction in thermal loading to Brown's Creek. Conducting a feasibility study for a potential rock crib at McKusick Road in 2025 would allow us to determine if in this project should be included in the updated implementation plan.

Managers:

Klayton Eckles, President • Celia Wirth, Vice-President • Debra Sahulka, Secretary • Gerald Johnson, Treasurer • Chuck LeRoux

MEMORANDUM



DATE: July 1, 2024
TO: Minnesota Watersheds Members
FROM: Linda Vavra and Jamie Beyer, Resolutions Committee Co-Chairs
RE: **2024 REQUEST FOR MINNESOTA WATERSHEDS RESOLUTIONS**

It is the time of year for Minnesota Watersheds members to submit their policy recommendations through our resolutions process. This is YOUR organization and policy statements start with YOU! Here are the next steps and timeline:

- July / August** Members write, discuss, and approve resolutions at your WD/WMO meetings. The more detail you can provide, the easier it will be for the committee to make a recommendation.
- September 1** Administrators submit resolutions and background information documents to Jan Voit, Executive Director at jvoit@mnwatersheds.com by **September 1**. If more time is needed, please contact her so the Resolutions Committee is aware that another resolution may be submitted. The latest possible date to submit a resolution is **60 days before** the annual meeting (October 4). We ask that resolutions be submitted according to the described timeframe to ensure distribution to members for discussion by your boards in November.
NOTE: If all the requested information is not included, the Resolution will NOT be accepted.
- October** The Resolutions Committee will review the resolutions, gather more information, or ask for further clarification when deemed necessary; work with the submitting watersheds to combine similar resolutions; reject resolutions already active; discuss and make recommendations to the membership on the passage of resolutions.
- October 31** Resolutions (with committee feedback) will be emailed to each organization by **October 31**.
NOTE: If possible, please hold a regional meeting to discuss the Resolutions BEFORE the annual conference.
- November** Members should discuss the resolutions at their November meetings and decide who will be voting on their behalf at the annual meeting (2 voting members and 1 alternate are to be designated per watershed organization)
- December 6** Delegates discuss and vote on resolutions at the annual resolutions hearing. Please be prepared to present and defend your resolution.
- December** The Legislative Committee will review existing and new resolutions and make a recommendation to the Minnesota Watersheds Board of Directors for the 2025 legislative priorities.
- December** Minnesota Watersheds Board of Directors will finalize the 2025 legislative platform.
- January 14, 2025** First day of the 1st half of 94th legislative biennium.

NOTE: Resolutions passed by the membership will remain Minnesota Watersheds policy for five years after which they will sunset. If a member wishes to keep the resolution active, it must be resubmitted and passed again by the membership. Enclosed with this memorandum are the **active resolutions** and **those that will be sunset on 12/31/24**. Also enclosed is the **Legislative Platform** that was adopted in 2023. If you have questions, Please feel free to contact co-chairs at lvavra@fedtel.net or 320-760-1774, bds wd@runestone.net or 701-866-2725, or our Executive Director at jvoit@mnwatersheds.com or 507-822-0921.

THANK YOU FOR YOUR EFFORTS IN OUR POLICY DEVELOPMENT!

Proposing Watershed: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

Resolution Title: _____

Background that led to the submission of this resolution:

Describe the problem you wish to solve and provide enough background information to understand the factors that led to the issue. Attach statutory or regulatory documents that may be helpful.

Ideas for how this issue could be solved:

Describe potential solutions for the problem. Provide references to statutes or rules if applicable.

Efforts to solve the problem:

Document the efforts you have taken to try to solve the issue. For example: have you spoken to state agency staff, legislators, county commissioners, etc.? If so, what was their response?

Anticipated support or opposition:

Who would be willing to partner with our watershed or state association on the issue? Who may be opposed to our efforts? (Ex. other local units of government, special interest groups, political parties, etc.)?

This issue: (check all that apply)

- _____ Applies only to our district
- _____ Applies only to 1 or 2 regions
- _____ Applies to the entire state

- _____ Requires legislative action
- _____ Requires state agency advocacy
- _____ Impacts Minnesota Watersheds bylaws or MOPP
(MOPP = Manual of Policies and Procedures)

Active Minnesota Watersheds Resolutions

December 1, 2023



FINANCE

Capacity

2021-01A: Support SWCD Capacity Fund Sources

Minnesota Watersheds supports SWCD capacity funds to come from county and state general funds.

2021-01B: Support Clean Water Funds for Implementation, Not Capacity

Minnesota Watersheds supports Clean Water Funds being used for implementation and not for capacity.

2021-02: Support Capacity Funding for Watershed Districts

Minnesota Watersheds supports capacity base funding resources directed to non-metro watershed district who request this assistance, to implement the activities as outlined in approved watershed district watershed management plans or comprehensive watershed management plans.

Grant Funding

2021-07: Support Metro Watershed-based Implementation Funding (WBIF) for Approved 103B Plans Only

Minnesota Watersheds supports BWSR distribution of metro WBIF among the 23 watershed management organizations with state-approved comprehensive, multi-year 103B watershed management plans. Those plans implement multijurisdictional priorities at a watershed scale and facilitate funding projects of any eligible local government unit (including soil and water conservation districts, counties, cities, and townships).

URBAN STORMWATER

Stormwater Quality Treatment

2022-02 Limited Liability for Certified Commercial Salt Applicators

Minnesota Watersheds supports enactment of state law that provides limited liability protection to commercial salt applicators and property owners using salt applicators who are certified through the established state salt-applicator certification program and follow best management practices.

Water Reuse

2022-01 Creation of a Stormwater Reuse Task Force

Minnesota Watersheds supports administratively or legislatively including at least one Minnesota Watersheds member on the Minnesota Department of Health's workgroup to move forward, prioritize, and implement the recommendations of the interagency report on reuse of stormwater and rainwater in Minnesota.

WATER QUANTITY

Drainage

2022-03: Seek Increased Support and Participation for the Minnesota Drainage Work Group (DWG)

- Minnesota Watersheds communications increase awareness of the DWG (meeting dates and links, topics, minutes, reports) amongst members.

- Minnesota Watersheds training opportunities strongly encourage participation in the DWG by watershed staff and board managers (for watersheds that serve as ditch authorities or work on drainage projects) – for e.g., add agenda space for DWG member updates, host a DWG meeting as part of a regular event.
- In preparation for Minnesota Watersheds member legislative visits, staff add a standing reminder for watershed drainage authorities to inform legislators on the existence, purpose, and outcomes of the DWG, and reinforce the legitimacy of the DWG as a multi-faceted problem-solving body.
- During Minnesota Watersheds staff Board of Water and Soil Resources (BWSR) visits, regularly seek updates on how facilitation of the DWG is leading to improvements for member drainage authorities and convey this information to members.

2023-03: Support New Legislation Modeled after HF2687 and SF2419 (2018) Regarding DNR Regulatory Authority over Public Drainage Maintenance and Repairs

Minnesota Watersheds supports the introduction of new legislation modeled after HF2687 and SF2419 and commits its lobbying efforts toward promoting the passage of the bills in subsequent sessions.

Funding

2022-05: Obtain Stable Funding for Flood Damage Reduction and Natural Resources Enhancement Projects

Minnesota Watersheds supports collaborating with the Red River Watershed Management Board and state agencies to seek funding from the Minnesota Legislature to provide stable sources of funding through existing or potentially new programs that provide flood damage reduction and/or natural resources enhancements. A suggested sustainable level of funding is \$30 million per year for the next 10 years.

Flood Control

2021-05: Support Crop Insurance to Include Crop Losses Within Impoundment Areas

Minnesota Watersheds supports expansion of Federal Multi-Peril Crop Insurance to include crop losses within impoundment areas.

2023-04 Seeking Action for Streamlining the DNR Flood Hazard Mitigation Grant Program

Minnesota Watersheds seeks action requiring the DNR to establish transparent scoring, ranking, and funding criteria for the Flood Hazard Mitigation Program (M.S. Chapter 103F) and asking the Minnesota Legislature to fully fund the state’s share of eligible projects that are on the DNR’s list within each two-year bonding cycle. Information regarding scoring, ranking, and funding should be provided annually to project applicants.

Regulation

2020-04 Temporary Water Storage on DNR Wetlands during Major Flood Events

Minnesota Watersheds supports the temporary storage of water on existing DNR-controlled wetlands in the times of major flood events.

WATER QUALITY

Lakes

2022-06: Limit Wake Boat Activities

Minnesota Watersheds supports working with the Minnesota Department of Natural Resources (DNR) to utilize the research findings from the St. Anthony Falls Laboratory and seek legislation to achieve one or more of the following:

- Limit lakes and areas of lakes in which wake boats may operate;
- Require new and existing wake boats to be able to completely drain and decontaminate their ballast tanks; and
- Providing funding for additional research on the effects of wake boats on aquatic systems.

WATERSHED MANAGEMENT AND OPERATIONS

Watershed Duties

2023-05: Support Increased Flexibility in Open Meeting Law

Minnesota Watersheds hereby supports changes to the Open Meeting Law to provide greater flexibility in the use of interactive technology by allowing members to participate remotely in a nonpublic location that is not noticed, without limit on the number of times such remote participation may occur; and allowing public participation from a remote location by interactive technology, or alternatively from the regular meeting location where interactive technology will be made available for each meeting, unless otherwise noticed under Minnesota Statutes Section 13D.021; and that Minnesota Watersheds supports changes to the Open Meeting Law requiring watershed district to prepare and publish procedures for conducting public meetings using interactive technology.

Watershed Planning

2020-03 Soil Health Goal for Metropolitan Watershed Management Plans

Minnesota Watersheds supports amending Minnesota Rule 8410.0080 to include a goal for soil health in watershed management plans and ten-year plan amendments.

2023-06 Education and Outreach to Encourage Formation of Watershed Districts in Unserved Areas

Minnesota Watersheds, in consultation with its membership, develop a framework for education and outreach intended to encourage petition and advocacy for the formation of watershed districts in areas of the state not presently served by watershed-based public agencies.

AGENCY RELATIONS

Advocacy

2021-06: Support 60-day Review Required for State Agencies on Policy Changes

Minnesota Watersheds supports requiring state agencies to provide a meaningful, not less than 60-day review and comment period from affected local units of government on new or amended water management policies, programs, or initiatives with a response to those comments required prior to adoption.

Regulation

2023-01 Require Watershed District Permits for all State Agencies

Minnesota Watersheds supports amending Minnesota Statutes § 103D.345, Subd. 5 to read as follows: **Subd. 5. Applicability of permit requirements to state.** A rule adopted by the managers that requires a permit for an activity applies to all state agencies, including the Department of Transportation.

REGULATIONS

2020-01 Appealing Public Water Designations

Minnesota Watersheds supports legislation that would provide landowners with a more formal process to appeal decisions made by the DNR regarding the designation of public waters including the right to fair representation in a process such as a contested case proceeding which would allow landowners an option to give oral arguments or provide expert witnesses for their case.

NATURAL RESOURCES

No current resolutions in this category.

Resolutions to Sunset

Effective December 31, 2024

It should be noted that in July the sunseting deadline was extended for resolutions expiring in 2017 by two years due to the pandemic and its influence on lobbying efforts. **All 2017 resolutions have a sunset date of 2024.**

2017-02 Temporary Lake Quarantine Authorization to Control the Spread of Aquatic Invasive Species (AIS)

Minnesota Watersheds supports legislation granting to watershed districts, independently or under DNR oversight, the authority, after public hearing and technical findings, to impose a public access quarantine, for a defined period of time in conjunction with determining and instituting an AIS management response to an infestation.

2019-01 Streamline the DNR permitting process

Minnesota Watersheds supports legislation, rules, and/or agency policies to streamline the DNR permitting process by increasing responsiveness, decreasing the amount of time it takes to approve permits, providing a detailed fee schedule prior to application, and conducting water level management practices that result in the DNR reacting more quickly to serious, changing climate conditions.

2019-02: Add a Classification for Public Drainage Systems that are Artificial Watercourses

Minnesota Watersheds supports removal of the default Class 2 categorization for public drainage systems that are artificial watercourses and supports a default Class 7 categorization for public drainage systems that are artificial watercourses.

2019-03 Support for Managing Water Flows in the Minnesota River Basin Through Increased Water Storage and Other Strategies and Practices

Minnesota Watersheds supports efforts to manage the flow of water in the Minnesota River Basin and the Minnesota River Congress in its efforts to increase water storage on the landscape; and Minnesota Watersheds supports the Minnesota River Congress in its efforts to secure state and federal programs targeted specifically to increase surface water storage in the Minnesota River Watershed.

2019-04: Clarify County Financing Obligations and/or Authorize Watershed District General Obligation Bonding for Public Drainage Projects

Minnesota Watersheds supports legislation to achieve one or both of the following:

- a) To clarify that an affected county must finance a watershed district drainage project on project establishment and request of the watershed district; and
- b) To authorize watershed districts to finance drainage project establishment and construction by issuance of bonds payable from assessments and backed by the full faith and credit of the watershed district; and further provide for adequate tax levy authority to assure the watershed district's credit capacity.

2019-05 Watershed District Membership on Wetland Technical Evaluation Panels

Minnesota Watersheds supports legislation to allow technical representatives of watershed districts to be official members of wetland technical evaluation panels (TEPs).

2019-06: Oppose Legislation that Forces Spending on Political Boundaries

Minnesota Watersheds opposes legislation that establishes spending requirements or restricts watershed district spending by political regions or boundaries.

2019-07 Chinese Mystery Snail Designation Change and Research Needs

Minnesota Watersheds supports Chinese Mystery Snail prevention and control research and to change the Chinese Mystery Snail designated status in Minnesota as a regulated species to a prohibited species.



**MINNESOTA
WATERSHEDS**
Connecting People. Protecting Water.

2024 LEGISLATIVE PLATFORM

Abstract

This document articulates clearly defined legislative policies so members and Minnesota Watersheds representatives on the Board of Water and Soil Resources Board, Clean Water Council, and Local Government Water Roundtable can accurately state our positions.

Adopted December 1, 2023

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Purpose

Minnesota Watersheds represents both watershed districts and watershed management organizations (collectively referred to as Watersheds). That representation underscores the necessity of protecting Watershed powers, duties, and planning responsibilities on a watershed basis.

This legislative platform outlines Minnesota Watersheds positions on legislative matters and serves as the foundation for our organization to support or oppose various local, state, and federal legislation. It also articulates clearly defined legislative policies so members and Minnesota Watersheds representatives on the Board of Water and Soil Resources Board, Clean Water Council, and Local Government Water Roundtable can accurately state our positions.

Finance

Watershed organizations are tasked with many responsibilities by Minnesota statute and the local priorities set by their boards. To effectively perform those duties, adequate funding is necessary. Although some Watersheds have levy authority, there are many other avenues of funding that are important for achieving local water management, as well as water quality and quantity goals.

1. Capacity

- a. Support Clean Water Funds for implementation, not capacity (Resolution 2021-01A and B)
- b. Support capacity funding for watershed districts (Resolution 2021-02)
- c. Support General Fund repayment of Soil and Water Conservation District capacity funds to the Clean Water Fund

2. Grant Funding

- a. Support metro watershed-based implementation funding for approved 103B plans only (Resolution 2021-07)
- b. Support a more equitable formula for watershed-based implementation funding in the metro
- c. Lobby for watershed-specific grant funding

Urban Stormwater

Watersheds and land use management partners work to reduce polluted stormwater runoff and/or increase infiltration from urbanization and hard surfaces. Many Watersheds in the state have adopted regulatory standards and/or official controls to successfully manage urban stormwater when land alterations occur. Watersheds also implement a variety of urban stormwater management practices to treat runoff before it enters our lakes, streams, and wetlands.

1. Stormwater Quality Treatment

- a. Support limited liability for certified commercial salt applicators (Resolution 2022-02)
- b. Support, partner/collaborate with a municipal separate storm sewer system (MS4s) (if/where appropriate) in permit compliance activities
- c. Support the use of green infrastructure and minimizing impervious surfaces, where practical, in urban development and planning
- d. Where it may exist, support removing duplication of urban stormwater regulatory standards and controls

- e. Support the rescission of the Department of Labor and Industry/Plumbing Board Final Interpretation of Inquiry PB0159, storm drainage surcharge to return to common engineering practice for stormwater pond design

2. Water Reuse

- a. Support creation of a Stormwater Reuse Task Force and for the Minnesota Department of Health to complete a review process (Resolution 2022-01)
- b. Support efforts to clarify and simplify State Plumbing Board rulings and requirements to facilitate more reuse of rainwater/stormwater

Water Quantity

Watersheds are directed by statute to conserve the natural resources of the state by land use planning, flood control, and other conservation projects. Specific purposes refer to flood damage reduction, stream flows, water supply, drainage ditches, to identify and plan for effective protection and improvement of surface water and groundwater, and to protect and enhance fish and wildlife habitat and water recreational facilities. Numerous past, present, and future legislative initiatives have affected how water quantity issues are managed at the local level. This very broad-based topic includes management of the volume of water (drought, flooding, water supply), the flow of water (drainage, channel restoration, habitat), and recreation (lakes, rivers, wetlands) activities like fishing, boating, and hunting.

1. Drainage

- a. Support the current statutory requirements for notification and coordination in the development of petitioned repairs, drainage improvement projects, and new drainage systems
- b. Support the addition of a classification for public drainage systems that are artificial watercourses (Resolution 2019-02)
- c. Seek increased support for and participation in the Drainage Work Group (Resolution 2022-03)
- d. Oppose the drainage registry information portal
- e. Oppose incorporating increased environmental, land use, and multipurpose water management criteria (M.S. 103E.015 requirements)
- f. Comply with the legislative mandate to review outlet adequacy and notification requirements in the Drainage Work Group
- g. Support new legislation modeled after HF2687 and SF2419 (2018) regarding DNR regulatory authority over public drainage maintenance and repairs (Resolution 2023-03)

2. Funding

- a. Obtain stable funding for flood damage reduction and natural resources enhancement projects (Resolution 2022-05)
- b. Clarify county financing obligations and/or authorize watershed district general obligation bonding for public drainage projects (Resolution 2019-04)

3. Flood Control

- a. Support crop insurance to include crop losses within impoundment areas (Resolution 2021-05)

- b. Seek action for streamlining the DNR Flood Hazard Mitigation Grant Program (Resolution 2023-04)

4. Regulation

- a. Support temporary water storage on Department of Natural Resources wetlands during major flood events (Resolution 2020-04)
- b. Support managing water flows in Minnesota River Basin (statewide) through increased water storage and other strategies and practices (Resolution 2019-03)
- c. Work with Minnesota Department of Transportation to support flood control and how to handle increased water volume issues along state and federal highway systems (example from Bemidji district of MnDOT)

5. Policy

- a. Support funding for watershed-based climate resiliency projects and studies
- b. Support funding for best management practices that protect and enhance groundwater supply

Water Quality

Protecting and improving the quality of surface and ground water in our Watersheds is an essential component of managing water resources on a watershed basis

1. Lakes

- a. Support limiting wake boat activities (Resolution 2022-06)
- b. Support designation change and research needs for the Chinese Mystery Snail (Resolution 2019-07)
- c. Support temporary lake quarantine authorization to control the spread of aquatic invasive species (Resolution 2017-02)
- d. Support streamlining permit applications for rough fish management
- e. Support dredging as a best management practice to manage internal phosphorus loads in lakes

2. Wetlands

- a. Support a statutory requirement for water level control structures in wetland restorations and wetland banks
- b. Support federal, state, and local funding for wetland restoration and protection activities

3. Rivers and Streams

- a. Support a statutory deadline for Department of Natural Resources Public Waters Work Permit (45-60 days)
- b. Support automatic transfer of public waters work permits to Watersheds (M.S. Chapter 103G.245 Subd.5)

4. Policy

- a. Support funding for watershed-based climate resiliency projects and studies
- b. Support funding for best management practices that protect groundwater quality

Watershed Management and Operations

Protecting, enhancing, defending, and supporting existing Watershed statutory powers, duties, and planning responsibilities is necessary for effective and efficient watershed management and operations. Specific Watershed powers, duties, and planning responsibilities are contained in Minnesota Statutes [Chapter 103B](#) and [Chapter 103D](#).

1. Watershed Powers

- a. Support and defend eminent domain powers for watershed districts
- b. Support Watershed powers to levy property taxes and collect special assessments
- c. Support a watershed district's power to accept the transfer of drainage systems in the watershed; to repair improve, and maintain the transferred drainage systems; and to construct all new drainage systems and improvements of existing drainage systems in the watershed
- d. Support a Watershed's power to regulate the use and development of land within its boundaries

2. Watershed Duties

- a. Support a Watershed's duty to initiate projects
- b. Support a Watershed's duty to maintain and operate existing projects
- c. Support increased flexibility in the open meeting law (Resolution 2023-05)

3. Watershed Planning

- a. Support a Watershed's ability to jointly or cooperatively manage and/or plan for the management of surface and ground water
- b. Support watershed autonomy during and following a One Watershed, One Plan development process
- c. Support the connection between watershed-based implementation and funding
- d. Support development of a soil health goal for metropolitan watershed management plans (Resolution 2020-03)
- e. Education and outreach to encourage formation of watershed districts in unserved areas (Resolution 2023-06)

Agency Relations

Watershed organizations work with many federal and state agencies to accomplish their mission. While relationships vary from administrative to funding and regulatory, agency policies and procedures can have a major impact on Watershed operations and projects. Maintaining strong, positive relations and ensuring Watersheds have a role in policy making is key to successful watershed management and operations.

1. Advocacy

- a. Require a 60-day review periods before state agencies adopt new policies related to water and watershed management (Resolution 2021-06)
- b. Increase collaborative efforts between Minnesota Watersheds and all state agencies involved in water management

2. Representation

- a. Support watershed district managers being appointed, not allowing county commissioners to serve as managers

3. Regulation

- a. Streamline the Department of Natural Resources permitting process (Resolution 2019-01)
- b. Require watershed district permits for all state agencies (Resolution 2023-01)

Regulations

Watershed representation on state and local panels and committees and the ability for Watersheds to regulate development and use of land within the organization's boundaries without prohibitive regulatory restrictions is necessary.

- a. Oppose legislation that forces spending on political boundaries (Resolution 2019-06)
- b. Support the ability to appeal public water designations (Resolution 2020-01)
- c. Seek Watershed membership on Wetland Technical Evaluation Panels (Resolution 2019-05)

Natural Resources

Minnesota Statutes direct Watersheds to conserve the natural resources of the state. Some of the purposes listed in statute are to conserve water in streams and water supply, alleviate soil erosion and siltation of water courses or water basins, regulate improvements by riparian property owners of the beds, banks, and shores of lakes, streams, and wetlands for preservation and beneficial public use; protect or enhance the water quality in water courses or water basins; and protect and preserve groundwater resources.

1. Planning

- a. Ensure timely updates to Wildlife Management Area plans (Resolution 2018-06)
- b. Support Watershed inclusion in development of state plans (i.e., Prairie Plan, State Water Plan, etc.) related to water and watershed management

2. Policy

- a. Support funding for climate resiliency

3. Habitat

- a. Clarify buffer rule issues
- b. Support funding to reduce erosion and sedimentation
- c. Support funding for the enhancement, establishment, and protection of stream corridors and riparian areas
- d. Support funding for the enhancement and protection of habitats

STRATEGIC PLAN

Update

In this update:

- **Prioritized goals**
- **Accomplishments to date**
- **Event photos**

Prioritized Goals

In January 2024, the Strategic Plan Committee reviewed tactics and strategies for the **Executive Director’s work plan**. The top four priorities are legislative policies, communication, collaboration with the Board of Water and Soil Resources, and growing membership. The purpose of this update is to let our members know how work is progressing.

Accomplishments to date

Here’s a short summary of the strategies and tactics undertaken in the Executive Director’s work plan.

Goal 1: Fortify the infrastructure to ensure reliable delivery of services

- Distributed monthly newsletters
- Reviewed the website each month
- Consistently engaged committees

Goal 2: Build a watershed community that supports one another

- Regained membership of the Buffalo Creek, Heron Lake, and Prior Lake-Spring Lake WDs
- Based on a survey of our members and partners, changed the venue for the annual conference

Goal 3: Serve as a liaison to collaborate with statewide agencies and associations

- Held monthly meetings with BWSR leadership
- Participated in meetings with Local Government Water Roundtable staff
- Attended monthly meetings with MAWA

Goal 4: Ensure strong legislative policies are in place for watershed management

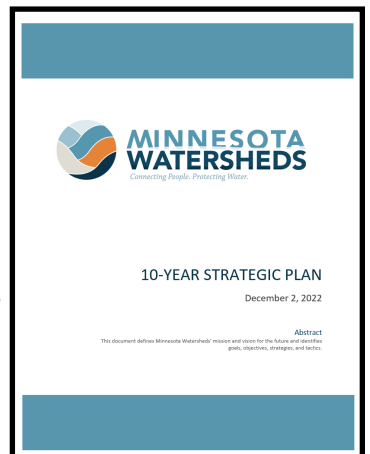
- Worked with Lobbyist Bohn and the Lockridge Grindal Nauen lobbying team during the 2024 Legislative Session
- Successfully secured clarifying and modernizing updates to M.S. Chapter 103D

Goal 5: Enhance the skills of WD and WMO boards

- Conducted a human resources survey to assess training needs
- Worked in partnership with the Events-Education Committee and MAWA Executive Committee for education opportunities at the Legislative Briefing
- Worked in partnership with the Events-Education Committee, Capitol Region and Ramsey-Washington Metro WD staff for an education workshop at the Summer Tour
- Continued to explore opportunities for training with BWSR staff

“Since our Strategic Plan was adopted in December of 2022, much progress has been made. Communication has improved. Our committee process was updated to provide members with a better voice in education and training, as well as developing our legislative priorities. Through our lobbyist succession plan, the Lockridge Grindal Nauen team was hired. The Board is pleased with the progress that has been made to date and looks forward to continuing the work identified in the Strategic Plan.”

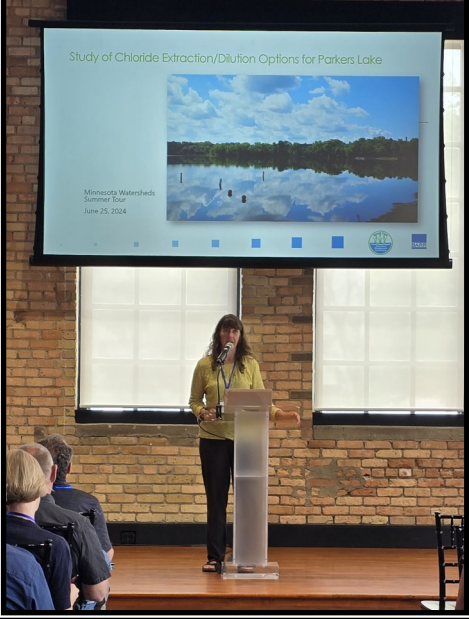
-Linda Vavra, President



Legislative Reception



Education Workshop



Summer Tour



Project Name	BCWD Permit Program	Date	07/05/2024
To / Contact info	BCWD Board of Managers		
Cc / Contact info	Karen Kill, District Administrator		
From / Contact info	John Sarafolean, EOR		
Regarding	June Permit Inspection Update		

Background

BCWD has an on-going permit review process in support of the District Rules. Developments within the District Jurisdictional Boundary are reviewed for compliance with the Rules and conditions of the permit. This memo documents inspections from 06/05/2024 through 07/05/2024.

Inspection of Existing Permits

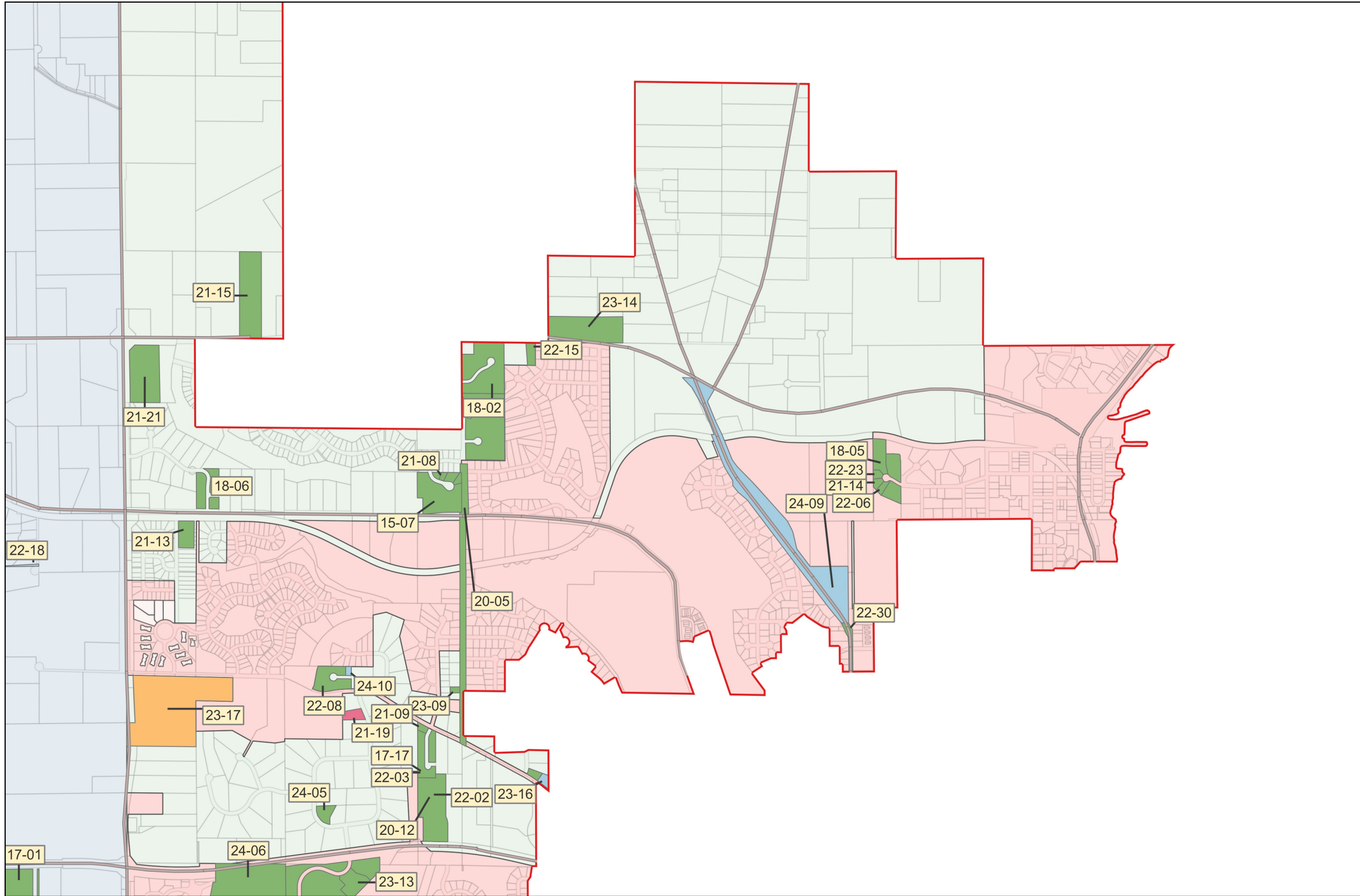
Project Name	Permit ID	Date	Grade
White Oaks Savanna Development	17-01	7/05/2024	B
Heritage Ridge Development	18-05	7/05/2024	A
TH36 CSAH 15	20-08	6/06/2024	B
Gonyea at White Pine Ridge (lot 1)	22-02	7/01/2024	B
Gonyea at White Pine Ridge (lot 13)	22-02	7/01/2024	B
WOS Lot 106 Wiechmann Residence	22-11	7/05/2024	A
WOS Lot 109 Benjamin Mohammed Residence	22-24	7/05/2024	A
WOS Lot 113 Miller-Duis Residence	22-25	7/05/2024	B
WOS Lot 114 Tweden Residence	23-02	7/05/2024	B
WOS Lot 118 Villa Rococo	23-07	7/05/2024	C
Curio Dance Studio	23-10	6/11/2024	B
		7/01/2024	B
WOS Lot 122 Freiroy Residence	23-11	7/05/2024	C
Sandhill Shores (Lakes of Stillwater Phase 3)	23-13	6/07/2024	D
		6/11/2024	C
		7/01/2024	C
		7/05/2024	D
Wiskow Berm	23-14	6/07/2024	B
		7/01/2024	B
WOS Lot 102 Mensah Residence	23-15	7/05/2024	B
Brock Residence	23-16	7/01/2024	B

WOS Lot 124 PennyLane Residence	23-18	7/05/2024	B
Schuster Residence	24-02	7/01/2024	A
WOS Lot 120 Hilgert Residence	24-03	7/05/2024	C
Swager Residence	24-05	6/07/2024	B
		7/01/2024	A
Rutherford Elementary	24-06	7/01/2024	B
Boutwell Farms Lot 1	24-10	6/07/2024	B
		7/01/2024	A

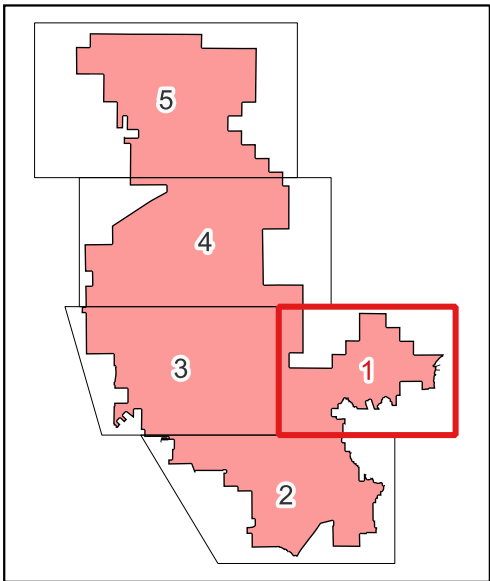
Explanation of Grades:

Permit 23-13, Sandhill Shores (Lakes of Stillwater Phase 3): The inspection grade for this site is due to failing perimeter control silt fence that is allowing sediment to be transported offsite into the adjacent buffer area for the wetland to the southeast of the project site. I have followed up with the superintendent PM for the project to get the items addressed. Because the same issues are occurring, I will be suggesting that a different solution is found to attenuate the amount of sediment that is eroding on the site.

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 Author: Allison
 Mark
 Layout:
 Permit
 Update
 Map



Permit No.	Applicant/Permit Name	Status
15-07	Brown's Creek Cove	Active
16-03	The Ponds at Heifort Hills	Active
17-01	White Oaks Savanna	Active
17-04	The Lakes of Stillwater	Active
17-17	Westridge	Active
18-02	Heifort Hills Estates	Active
18-04	Boutwell Farm	Active
18-05	Heritage Ridge	Active
18-06	Nottingham Village	Active
20-05	Neal Avenue Reconstruction	Active
20-12	White Pine Ridge	Active
21-07	Brown's Creek Cove Lot 11	Active
21-08	Brown's Creek Cove Lot 14	Active
21-09	Westridge B1L1	Active
21-13	Marylane Gateway	Active
21-14	Heritage Ridge (lot 3)	Active
21-15	Schwartz Residence	Active
21-21	Millbrook West Park	Active
22-02	White Pine Ridge, remaining lots	Active
22-03	Westridge, remaining lots	Active
22-05	13290 Boutwell Rd N	Active
22-06	Heritage Ridge Lot 2	Active
22-08	Boutwell Farm, remaining lots	Active
22-14	Cahill Residence (Heritage Ridge Lots 5/6)	Active
22-15	13199 Dellwood Rd	Active
22-18	Stillwater Oaks	Review
22-23	Ferguson Residence (Heritage Ridge Lot 4)	Active
22-30	CSAH 5 Phase 2	Active
23-09	Kirn Residence	Active
23-13	Sandhill Shores (Phase III of Lakes at Stillwater)	Active
23-14	Wiskow Berm	Active
23-16	Brock Residence	Review
23-17	Sundance Stillwater	Pending
24-05	Swagger Residence	Active
24-06	Rutherford Elementary	Active
24-09	CSAH 5 Phase 3	Review
24-10	Boutwell Farms Lot 1	Review

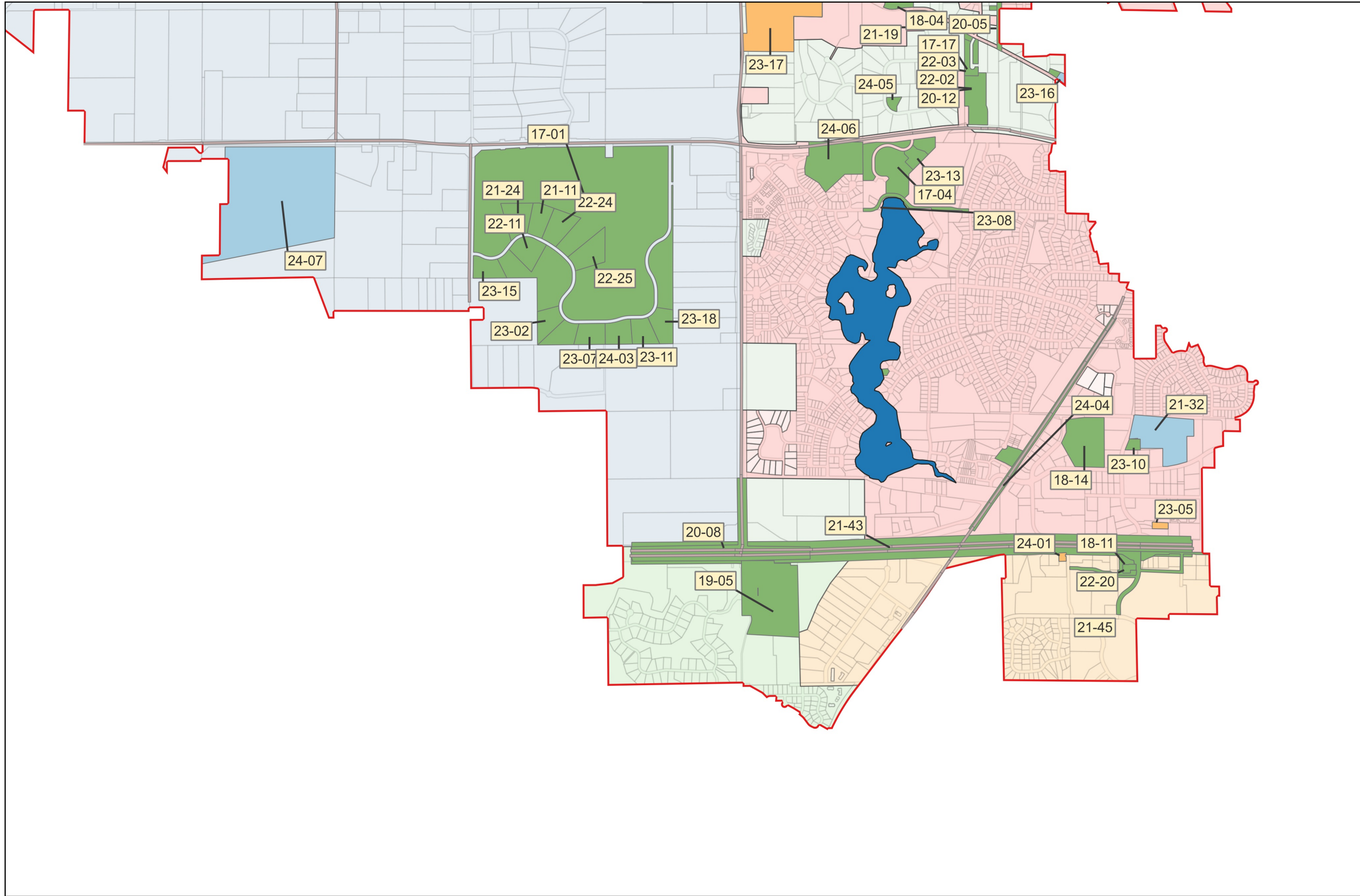


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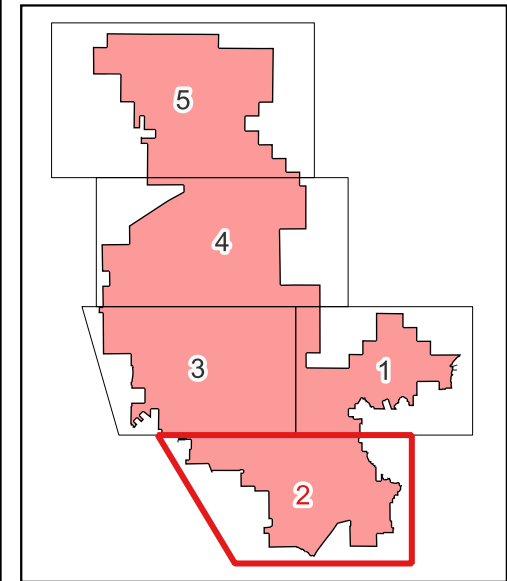
- Active Permit
- Conditional Approval
- Under Review
- BCWD Political Boundary

BCWD Permit Sites July 5th, 2024

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Permit No.	Applicant/Permit Name	Status
17-01	White Oaks Savanna	Active
17-04	The Lakes of Stillwater	Active
17-14	Parkwood Townhomes	Active
17-17	Westridge	Active
18-04	Boutwell Farm	Active
18-11	Ridgecrest	Active
18-14	St. Croix Valley Recreation Center Expansion	Active
19-05	Central Commons	Active
20-05	Neal Avenue Reconstruction	Active
20-08	TH36 CSAH 15 Interchange	Active
20-12	White Pine Ridge	Active
21-09	Westridge B1L1	Active
21-11	Hegarty Residence (WOS Lot 107)	Active
21-24	Nepal Residence - WOS B1L3	Active
21-32	Lakeview EMS	Review
21-43	MnDOT TH-36	Active
21-45	Norell Avenue Improvements	Active
22-02	White Pine Ridge, remaining lots	Active
22-03	Westridge, remaining lots	Active
22-05	13290 Boutwell Rd N	Active
22-08	Boutwell Farm, remaining lots	Active
22-11	Wiechmann Residence	Active
22-19	Miller Flood Protection	Active
22-20	Popeyes OPH	Active
22-24	Benjamin-Mohammed Residence (WOS Lot 109)	Active
22-25	Miller-Duis Residence (WOS Lot 113)	Active
23-02	Tweden Residence	Active
23-05	Rocket Carwash	Pending
23-07	Villa Rococo Residence	Review
23-08	72nd St Improvement	Active
23-09	Kim Residence	Active
23-10	Curio Dance Studio	Active
23-11	Freiroy Residence	Active
23-13	Sandhill Shores (Phase III of Lakes at Stillwater)	Active
23-15	Mensah Residence	Active
23-16	Brock Residence	Review
23-17	Sundance Stillwater	Pending
23-18	WOS Lot 124 Heck Residence	Active
24-01	Take 5 Oil Change	Pending
24-03	WOS Lot 120 Hilgert Residence	Active
24-04	CSAH 5 Resurfacing	Active
24-05	Swagger Residence	Active
24-06	Rutherford Elementary	Active
24-07	Elliot Crossing/ Indian Hills	Review

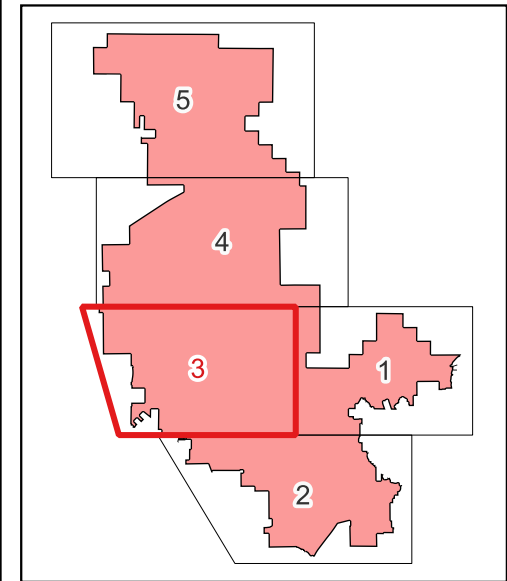
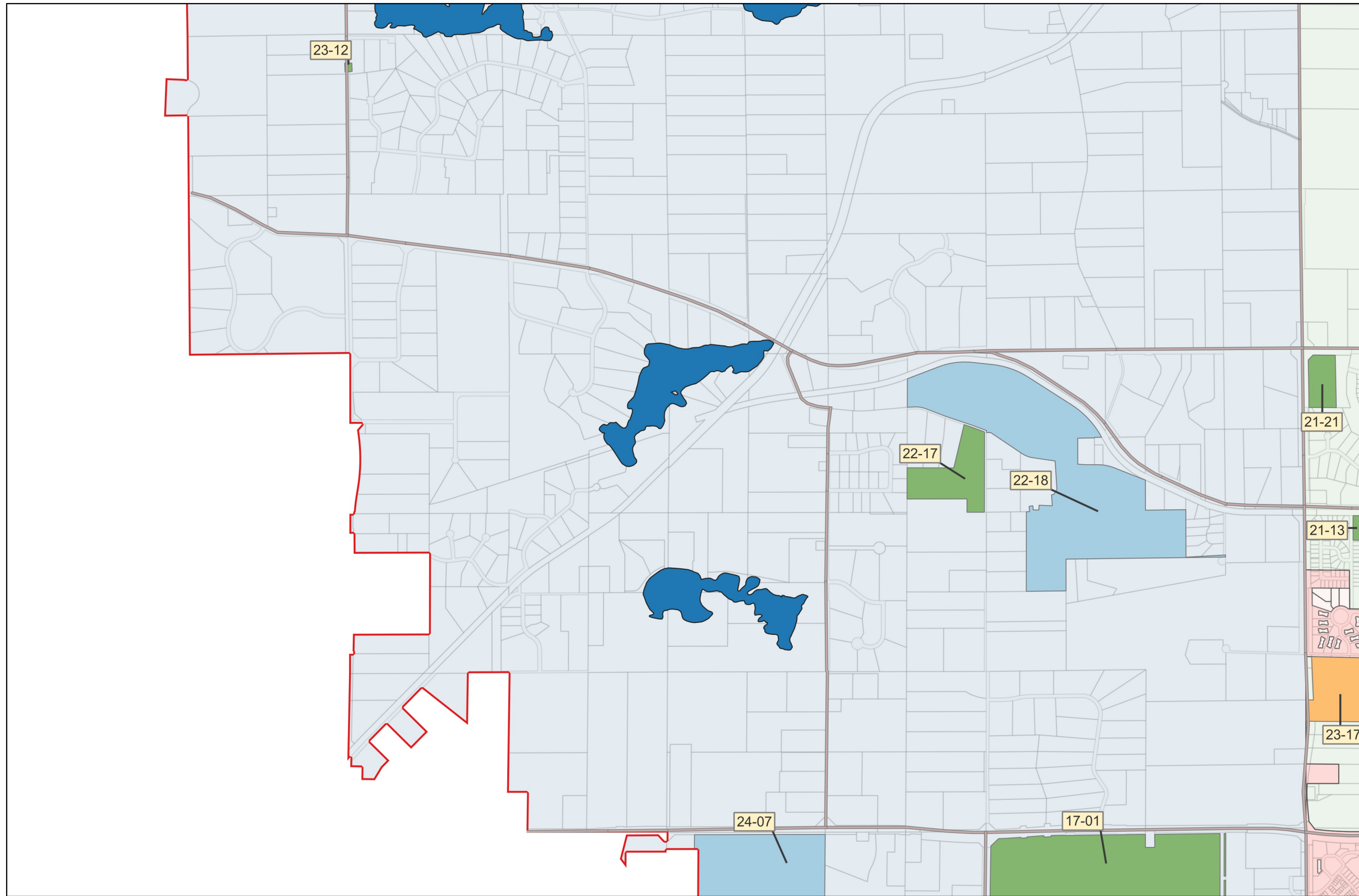


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- Active Permit
- Conditional Approval
- Under Review
- BCWD Political Boundary

BCWD Permit Sites July 5th, 2024

Permit No.	Applicant/Permit Name	Status
17-01	White Oaks Savanna	Active
21-13	Marylane Gateway	Active
21-21	Millbrook West Park	Active
22-17	Read Residence	Active
22-18	Stillwater Oaks	Review
23-12	CSAH 9 Culvert Replacement	Active
23-17	Sundance Stillwater	Pending
24-07	Elliot Crossing/ Indian Hills	Review

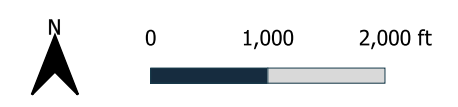


EOR
water ecology
community

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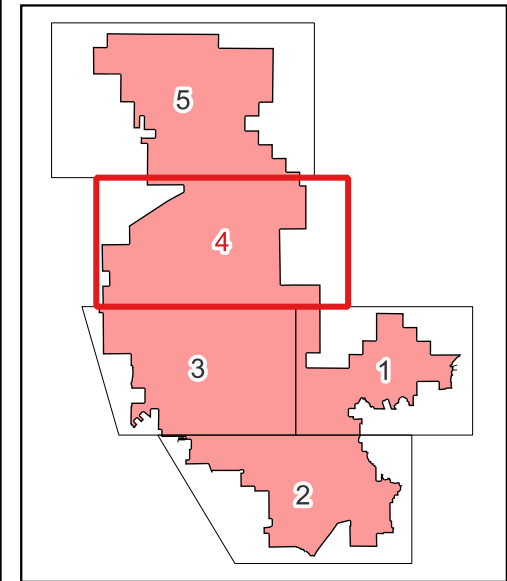
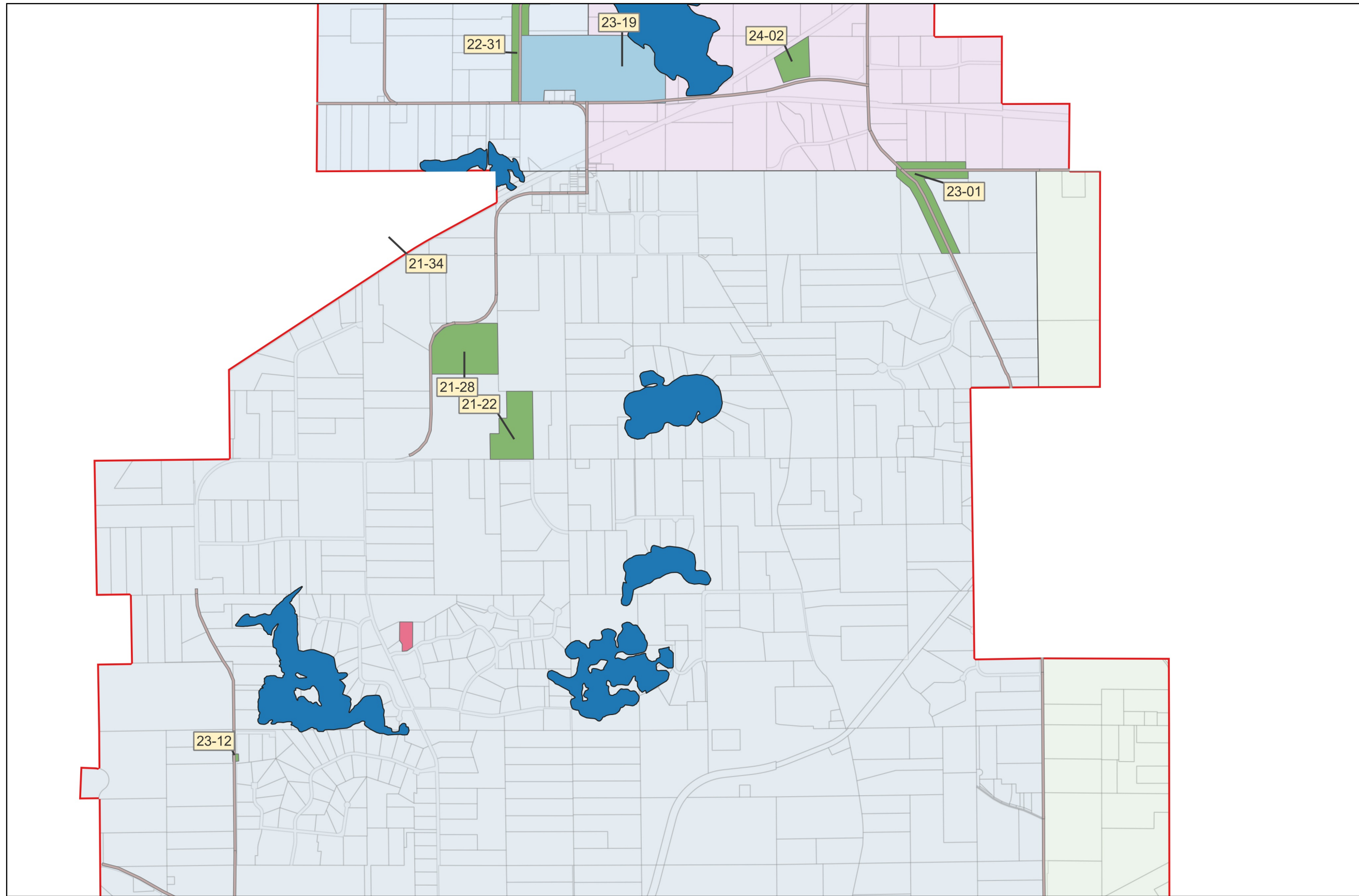
- Active Permit
- Conditional Approval
- Under Review
- BCWD Political Boundary

BCWD Permit Sites July 5th, 2024



Date: 2024-07-05T16:28:17.583
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 Author: Allison
 Mark
 Layout:
 Permit
 Update
 Map

Permit No.	Applicant/Permit Name	Status
21-22	Bond Residence	Active
21-28	Guerrino Residence	Active
21-34	Fahey Residence	Active
22-31	County Road 57 Culverts	Active
23-01	County Road 61 Improvements	Active
23-12	CSAH 9 Culvert Replacement	Active
23-19	Liberty Academy Expansion	Review
24-02	Schuster Residence	Active

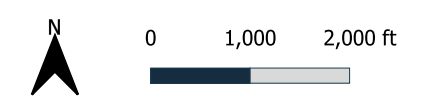


EOR
water
ecology
community

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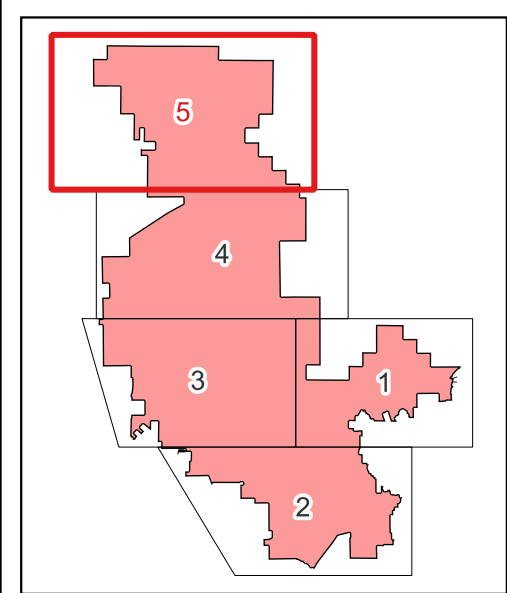
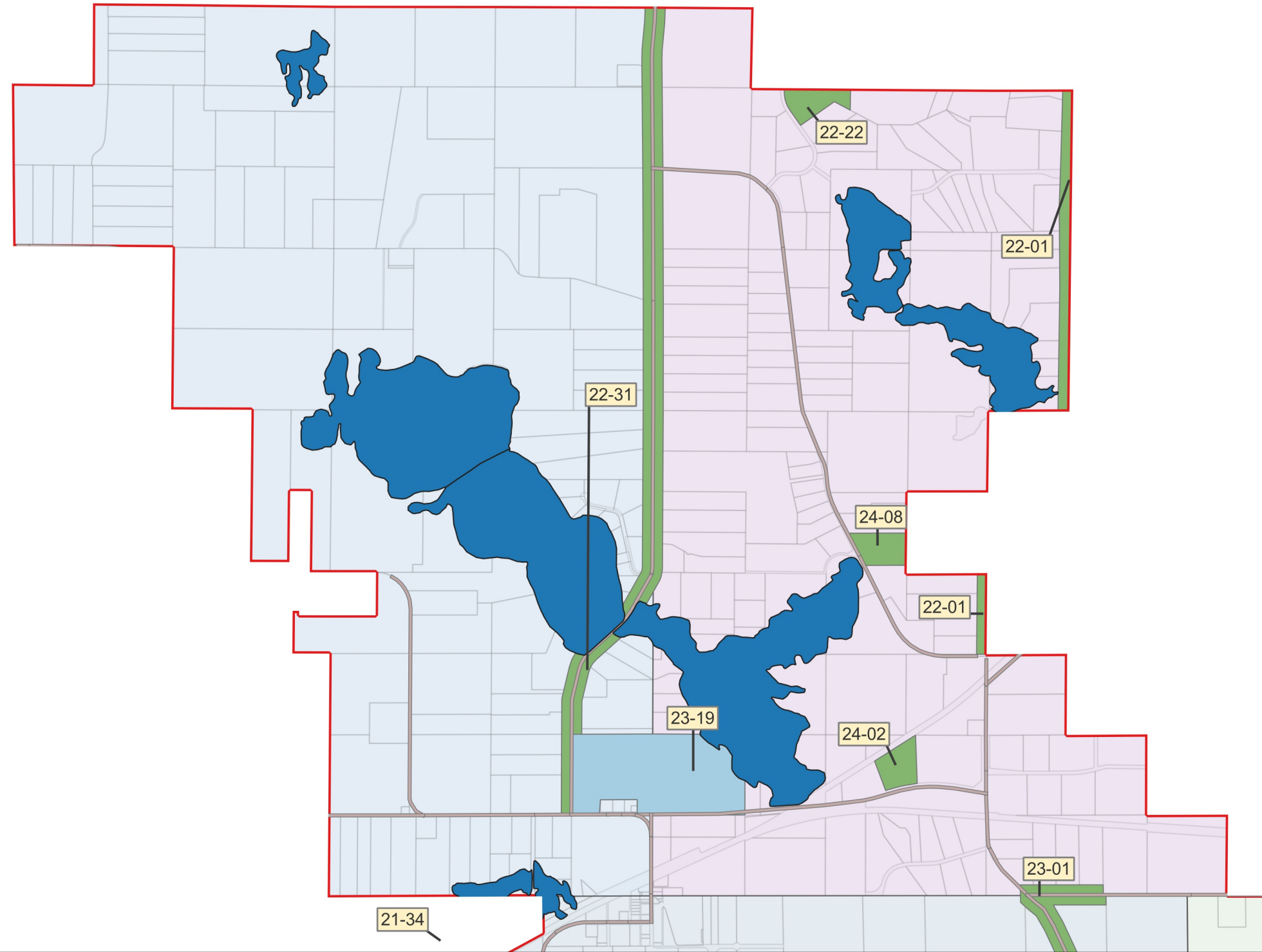
- Active Permit
- Conditional Approval
- Under Review
- BCWD Political Boundary

BCWD Permit Sites July 5th, 2024



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 Author: Allison
 Mark
 Layout:
 Permit
 Update
 Map

Permit No.	Applicant/Permit Name	Status
21-34	Fahey Residence	Active
22-01	CSAH 15 Culverts	Active
22-22	Fanberg Residence	Active
22-31	County Road 57 Culverts	Active
23-01	County Road 61 Improvements	Active
23-19	Liberty Academy Expansion	Review
24-02	Schuster Residence	Active
24-08	Altendorfer Residence	Active



Date: 2024-07-05T16:28:23.480
 Document Path: X:\Clients_WD\041_BCWD\001_PERMIT_PROGRAM\09_GIS\2024\BCWD_Permit_Map.cpgz
 Author: Allison
 Mark
 Layout:
 Permit
 Update
 Map

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- Active Permit
- Conditional Approval
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BCWD Permit Sites July 5th, 2024

