



BROWN'S CREEK WATERSHED DISTRICT

Preserving the integrity of the watershed for future generations

www.bcwd.org | 455 Hayward Ave N, Oakdale, MN 55128 | 651-330-8220

MEMORANDUM

TO: Brown's Creek Watershed District Board
FROM: Hannah Peterson and Karen Kill
RE: 2025 Newsletter
DATE: April 4, 2025

Background:

The approved 2017-2026 BCWD Watershed Management Plan placed a high priority on watershed education and outreach. The plan states that BCWD will send an annual newsletter to all citizens of the District with an annual budget of \$5,000.

Issue:

We would like to print and mail 3,850 to 4,350 copies of the newsletter:

- **3,850:** Homesteaded addresses in the district
- **4,350:** All addresses in the district

We received quotes for both 4,000 and 4,500 copies from two printing companies:

Company	Quantity	Printing	Mailing/Postage	Total
Stillwater Printing	4,000	\$2,236.92	\$960.00	\$3,196.92
	4,500	\$2,516.54	\$1,080.00	\$3,596.54
Minuteman Press	4,000	\$2,872.45	\$3,572.00	\$6,444.45
	4,500	\$3,196.74	\$4,018.50	\$7,215.24

Schedule:

The goal would be for the newsletters to be mailed the first week of May 2025.

Recommended Action:

Approve moving forward with printing and mailing up to 4,500 Spring 2025 newsletters with Stillwater Printing not to exceed \$3,596.54 total from 910-0000.

Managers:

Klay Eckles, President • Chuck LeRoux, Vice President • Celia Wirth, Treasurer
Larry Odebrecht, 2nd Vice President • Debra Sahulka, Secretary