



DATE: January 13, 2014  
 TO: Board of Water and Soil Resources' Members, Advisors, and Staff  
 FROM: John Jaschke, Executive Director  
 SUBJECT: BWSR Board Meeting Notice – January 22, 2014

The Board of Water and Soil Resources (BWSR) will meet on Wednesday, January 22, 2014, beginning at 9:00 a.m. The meeting will be held in the lower level Board Room at 520 Lafayette Road N., St. Paul. Parking is available in the lot directly in front of the building (see hooded parking area).

The following information pertains to agenda items:

**COMMITTEE RECOMMENDATIONS**

**Northern Region Committee**

- 1. Redistribution of Manager Positions for the Middle-Snake-Tamarac Rivers Watershed District** - The Polk County Board of Commissioners petitioned BWSR to redistribute manager appointments for the Middle-Snake-Tamarac Rivers Watershed District pursuant with Minnesota Statute 103D.301, Subd. 3. The current distribution of manager appointments is as follows: Marshall 6, Polk 1, Pennington 0, Kittson 0, and Roseau 0. The Petition states that appointments by Kittson, Roseau, and Pennington Counties would assist in addressing issues that exist between their residents and the Watershed Board and would be consistent with Minnesota Statute 103D.301 Subd.1. A public hearing was held on November 13, 2013, presided over by the Northern Region Committee. The Committee met on January 8, 2013 and, after discussion, the Committee unanimously voted to recommend redistributing one manager position from Marshall County to Polk County with the new distribution consisting of 5 managers appointed by Marshall County and 2 managers appointed by Polk County. The Counties of Kittson, Pennington and Roseau will remain with no appointments per attached draft Order.  
**DECISION ITEM**

- 2. Bois de Sioux Watershed District Plan Amendment** - On October 2, 2013, BWSR received a petition to amend the Bois de Sioux Watershed District's Overall Plan pursuant to M.S 103D.411. The petition proposes to amend the District's Plan to clarify the rational, basis and means to achieve the retention goals of the District via impoundments. The amendment summarizes the District's statutory authority, and planning work performed on a sub-watershed basis. A copy of the petitioned amendment was sent to all counties affected by the District, the DNR, all municipalities of the District and the SWCDs affected by the District. A Notice of Filing of the Plan Amendment has been published in local papers. The notice provided an invitation to submit comments or a request for a hearing if opposed to the amendment by February 1, 2014.

Bemidji	Brainerd	Duluth	Fergus Falls	Mankato	Marshall	New Ulm	Rochester
403 Fourth Street NW Suite 200 Bemidji, MN 56601 (218) 755-2600	1601 Minnesota Drive Brainerd, MN 56401 (218) 828-2383	394 S. Lake Avenue Suite 403 Duluth, MN 55802 (218) 723-4752	1004 Frontier Drive Fergus Falls, MN 56537 (218) 736-5445	12 Civic Center Plaza Suite 3000B Mankato, MN 56001 (507) 344-2821	1400 East Lyon Street Marshall, MN 56258 (507) 537-6060	261 Highway 15 South New Ulm, MN 56073 (507) 359-6074	3555 9 <sup>th</sup> Street NW Suite 350 Rochester, MN 55901 (507) 206-2889

Central Office / Metro Office 520 Lafayette Road North Saint Paul, MN 55155 Phone: (651) 296-3767 Fax: (651) 297-5615

The Northern Region Committee met on January 8, 2014 and after review of the information the Committee unanimously voted to recommend conditional approval coupled with a request that the Administrative Advisory Committee review all comments and information received along with a draft Order and make the recommendation to the full Board at the March 26, 2014 meeting.  
***INFORMATION ITEM***

#### ***Southern Region Committee***

1. **Buffalo Creek Watershed District Public Hearing Request** - The Buffalo Creek Watershed District (BCWD) filed a proposed Revised Watershed Management Plan (Plan) dated November 1, 2013 with the Board of Water and Soil Resources (Board) on December 9, 2013, pursuant to M.S. Section 103D.405. A copy of the draft Plan was sent to local units of government for their review pursuant to M.S. Section 103D.405. The Board must give notice and hold a hearing on the proposed Plan within 45 days after receiving the Department of Natural Resources' recommendation on the revised Plan pursuant to M.S. Section 103D.405 Subd.5 (a). The Southern Region Committee requests the Executive Director set a date, time, and location and provide proper notice for public hearing on the revised BCWD Plan. ***DECISION ITEM***

#### ***Grants Program & Policy Committee***

1. **FY2014 Clean Water Fund Competitive Grants** - The Board is requested to accept the recommendation of the Grants Program and Policy Committee to award Clean Water Funds to applications submitted in the following categories: Projects and Practices; Accelerated Implementation; Accelerated Implementation-Shared Services and Community Partners Conservation Program. ***DECISION ITEM***
2. **FY2014 Soil Erosion and Drainage Law Compliance Grants** - The Soil Erosion and Drainage Law Compliance Program was instituted in response to an appropriation of the Legislature. BWSR staff created an RFP that the BWSR Board approved for distribution in October 2013. There were 27 applications for the three subprograms; of those, two were ineligible, and two were unfunded due to low scores. There are 23 applications that ranked high enough to be funded. The Grants Program and Policy Committee's funding recommendations are attached. ***DECISION ITEM***
3. **Cooperative Weed Management Area Grants** - The Board is requested to accept the recommendation of the Grants Program and Policy Committee to authorize \$200,000 of State Conservation Cost-Share funds for 14 FY2014-15 Cooperative Weed Management Area Grants. ***DECISION ITEM***
4. **Request for Proposals to Update the Public Drainage Manual** - The Grants Program & Policy Committee met on January 10, 2014, reviewed the FY2014 Clean Water Fund Competitive Update of the Minnesota Public Drainage Manual as developed by staff; and recommend authorization of staff to finalize, distribute and promote a Request for Proposals (RFP) to Update the Public Drainage Manual. ***DECISION ITEM***

#### ***Public Relations, Oversight, and Strategic Planning Committee***

1. **2014 Performance Review and Assistance Program (PRAP) Report to the Legislature** - Each year BWSR is required to prepare and submit to the Legislature by February 1<sup>st</sup> a report describing the performance of the local water management entities for which BWSR has oversight responsibility. This 2014 PRAP Report has been prepared by staff, reviewed by the Public Relations, Oversight and Strategic Planning Committee, and is presented for Board approval before being sent to the Legislature. ***DECISION ITEM***

**NEW BUSINESS**

1. **Vice-Chair Nomination** - BWSR Bylaws state: "The Vice-Chair shall be elected to a two-year term from the regular membership of the BWSR. The Vice-Chair shall be elected by majority vote at the first regularly scheduled meeting of every EVEN calendar year." ***DECISION ITEM***

If you have any questions regarding the agenda, please feel free to call me at 651-296-0878. The Board meeting is expected to adjourn about noon. If bad weather conditions exist in your area and you are unable to attend the meeting due to travel restrictions, please notify the Board office by noon on Tuesday if possible. I look forward to seeing you on January 22nd!

BOARD OF WATER AND SOIL RESOURCES  
520 LAFAYETTE ROAD N.  
LOWER LEVEL CONFERENCE ROOM  
ST. PAUL, MINNESOTA 55155  
WEDNESDAY, JANUARY 22, 2014

PRELIMINARY AGENDA

9:00 AM CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

MINUTES OF DECEMBER 18, 2013 BOARD MEETING

PUBLIC ACCESS FORUM (10-minute agenda time, two-minute limit/person)

CONFLICT OF INTEREST DECLARATION

INTRODUCTION OF NEW BWSR EMPLOYEES

- Brett Arne, Board Conservationist, Fergus Falls (Ron Shelito)
- Celi Haga, Communications Coordinator, St. Paul (Angie Becker Kudelka)

REPORTS

- Chair – Brian Napstad
- Administrative Advisory Committee – Brian Napstad
- Executive Director – John Jaschke
- Dispute Resolution Committee – Gerald Van Amburg
- Wetlands Committee – Gerald Van Amburg
- Grants Program & Policy Committee – Paul Langseth
- Public Relations, Oversight & Strategic Planning Committee – Jack Ditmore
- RIM Reserve Management Planning Committee – Gene Tiedemann
- Drainage Work Group – Tom Loveall/Al Kean

COMMITTEE RECOMMENDATIONS

**Northern Region Committee**

1. Redistribution of Manager Positions for the Middle-Snake-Tamarac Rivers Watershed District – Gerald Van Amburg - **DECISION ITEM**
2. Bois de Sioux Watershed District Plan Amendment – Gerald Van Amburg – **INFORMATION ITEM**

**Southern Region Committee**

1. Buffalo Creek Watershed District Public Hearing Request – Paul Langseth - **DECISION ITEM**

**Grants Program & Policy Committee**

1. FY2014 Clean Water Fund Competitive Grants – Dave Weirens and Marcey Westrick – **DECISION ITEM**

2. 2014 Soil Erosion and Drainage Law Compliance Funding Recommendation – Al Kean and Tim Gillette – **DECISION ITEM**
3. Cooperative Weed Management Area Grants – Dan Shaw – **DECISION ITEM**
4. Request for Proposals to Update the Minnesota Public Drainage Manual – Al Kean and Tim Gillette – **DECISION ITEM**

**Public Relations, Oversight, & Strategic Planning Committee**

1. 2014 PRAP Legislative Report – Don Buckhout - **DECISION ITEM**

**NEW BUSINESS**

1. Vice-Chair Nomination – John Jaschke - **DECISION ITEM**

**AGENCY REPORTS**

- Minnesota Department of Agriculture – Matthew Wohlman
- Minnesota Department of Health – Chris Elvrum
- Minnesota Department of Natural Resources – Tom Landwehr
- Minnesota Extension Service – Faye Sleeper
- Minnesota Pollution Control Agency – Rebecca Flood

**ADVISORY COMMENTS**

- Association of Minnesota Counties – Annalee Garletz
- Minnesota Association of Conservation District Employees – Matt Solemsaas
- Minnesota Association of Soil & Water Conservation Districts – LeAnn Buck
- Minnesota Association of Townships – Sandy Hooker
- Minnesota Association of Watershed Districts – Ray Bohn
- Natural Resources Conservation Service – Don Baloun

**UPCOMING MEETINGS**

- BWSR Board Meeting – March 26, 2014, in St. Paul

Noon **ADJOURN**

**BOARD OF WATER AND SOIL RESOURCES  
520 LAFAYETTE ROAD N.  
ST. PAUL, MINNESOTA 55155  
WEDNESDAY, DECEMBER 18, 2013**

**BOARD MEMBERS PRESENT:**

Joe Collins, Jack Ditmore, Chris Elvrum, MDH; Rebecca Flood, MPCA; Christy Jo Fogarty, Sandy Hooker, Paul Langseth, Tom Landwehr, DNR; Tom Loveall, Brian Napstad, Judy Ohly, Tom Schulz, Faye Sleeper, MES; Steve Sunderland, Gene Tiedemann, Gerald VanAmburg,

**BOARD MEMBERS ABSENT:**

Matt Wohlman, MDA

**STAFF PRESENT:**

Mary Jo Anderson, Luke Anderson, Jeannette Austin, Donna Caughey, Steve Christopher, Tom Garry, Travis Germundson, Tim Fredbo, Jim Haertel, Tabor Hoek, John Jaschke, Al Kean, Melissa Lewis, Bill Penning, Mary Peterson, Ron Shelito, Sarah Strommen, Doug Thomas

**OTHERS PRESENT:**

Rosemary Lavin, Hennepin County Environmental Services  
Joel Settles, Hennepin County Environmental Services  
Randy Anhorn, Hennepin County Environmental Services  
Tom Petersen, HCD Consulting Administrator  
LeAnn Buck, MASWCD

**Chair Napstad called the meeting to order at 9:02 AM.**

**PLEDGE OF ALLEGIANCE**

**\*\*** **ADOPTION OF AGENDA** – Moved by Paul Langseth, seconded by Jack Ditmore, to adopt  
13-96 the agenda as presented. Motion passed on a voice vote.

**\*\*** **MINUTES OF OCTOBER 23, 2013 BOARD MEETING** – Moved by Gene Tiedemann,  
13-97 seconded by Joe Collins, to approve the minutes of October 23, 2013, as presented. Motion passed on a voice vote.

**PUBLIC ACCESS FORUM**

- Tom Petersen, Hennepin Conservation District (HCD) Consulting Administrator, commented that HCD has a plan to address the petition to discontinue the Hennepin Conservation District.

**INTRODUCTION OF NEW BWSR EMPLOYEES**

- Luke Anderson, Conservation Easement Technician, St. Paul
- Tom Garry, Conservation Easement Technician, St. Paul
- Jeannette Austin, Grants Compliance Specialist, Brainerd
- Steve Christopher, Board Conservationist, St. Paul

Chair Napstad welcomed new staff to BWSR.

**REPORTS**

**Chair's Report** – Brian Napstad reported that the Environmental Quality Board (EQB) Silica Sand Subcommittee will meet today at 1:00 PM. The EQB meeting in November had a presentation on historical climatic events. Tom Landwehr summarized how the silica sand mining issue was addressed at the EQB meeting. Chair Napstad reported that the next wetland mitigation meeting will be held on the Iron Range on January 15. Chair Napstad attended the AMC meeting last week.

**Administrative Advisory Committee (AAC)** – Brian Napstad reported that the AAC met this morning; items discussed included board member open appointments, committee reports, and staffing status. BWSR currently has six openings for member appointments for vacancies and terms beginning January 2014; all appointments will be made by the Governor. Openings include: one Soil and Water Conservation District Supervisor Representative; two Watershed District Representatives; two County Commissioner Representatives; and one Elected City Official Representative – Non-Metro. Brian Napstad, Paul Langseth, and Gene Tiedemann terms expire in January 2014; they will continue to serve until notified. Chair Napstad reported that the open appointments announcement was posted in November; however, the applications process remains open. If board members have questions regarding information on the vacancies and application process, contact John Jaschke.

**Executive Director's Report** – John Jaschke reported that BWSR's 2013 Outstanding SWCD Employee Award recipient is Jerad Bach, Blue Earth SWCD. BWSR's 2013 Outstanding WD Employee Award recipient is Cliff Aichinger, Ramsey-Washington Metro WD; and Washington County's Land and Water Legacy Program received the 2013 County Conservation Award from

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AMC. John also recognized that Steve Sunderland was the recipient of MASWCD's SWCD Supervisor of the Year!

John attended the Minnesota River Board meeting on Monday in Olivia. The Minnesota River Board decided to disband due to loss of funding, more information will be provided later.

John reported that Clean Water Fund grant applications greatly exceeded BWSR's available funding, a challenge for the future. Tom Landwehr stated that non-point project and practice funding needs to be greater. The CWF roadmap effort, on the agenda later today, will hopefully assist in the funding process. John stated that the 1W1P initiative may assist with the applications. John reviewed information in board members packets.

**NEW BUSINESS**

**Clean Water Fund Roadmap Presentation** – MPCA Commissioner John Linc Stine and Sarah Strommen, BWSR Assistant Director, provided an update on the status of the roadmap project. At the request of the Clean Water Funded Executive branch agency heads, the Clean Water Fund Interagency Coordination Team launched a project this past June, with the assistance of Environmental Initiative, to establish a Clean Water Fund Roadmap. Sarah recognized the agency leadership of DNR Commissioner Tom Landwehr, MPCA Assistant Commissioner Rebecca Flood, Chris Elvrum, MDH, and MDA. The idea behind the Roadmap is to develop a few key goals and measures for Clean Water Fund implementing agencies to monitor our pace of progress in achieving those goals over the course of the 25 years of constitutional amendment funding; the Environmental Initiative [project web page](#) has more details. While the ultimate goal is to achieve clean, sustainable water resources, the executive branch agencies believe it is important to track progress on a high level, and use this information to make course corrections as we move forward. Discussion followed. Commissioner Stine thanked agency staff for working on this challenging project. Chair Napstad thanked Commissioner Stine and Sarah for their informative presentation.

**Dispute Resolution Committee** – Travis Germundson provided a status report of appeals.

**Grants Program & Policy Committee** – Paul Langseth reported that the Grants Program & Policy Committee will meet in January, date to be determined.

**Public Relations, Oversight & Strategic Planning Committee** – Jack Ditmore reported that a recommendation is on the agenda later today. The Public Relations, Oversight & Strategic Planning Committee will meet on January 21, 2014; 5:30 – 7:30 PM.

**RIM Reserve Management Planning Committee** – Gene Tiedemann reported that the RIM Reserve Management Planning Committee met yesterday, recommendations are on the agenda later today.

**Drainage Work Group** – Al Kean reported that the Drainage Work Group met on December 12; discussion included upcoming forums; the draft Nutrient Reduction Strategy; considerations for Section 103E.015; and drainage system assessments to road authorities. The next Drainage Work Group meeting is January 9, 2014.

Chair Napstad called for a break in the meeting at 10:27AM. The meeting reconvened at 10:42 AM.

***Metro Region Committee***

**Hennepin County Petition to Discontinue the Hennepin Conservation District** – Jim Haertel reported that in the Board packet is the draft Order based on the Metro Region Committee's recommendation and in your folder is Hearing Exhibit #15.

The Hennepin County Board of Commissioners submitted a petition to discontinue the Hennepin Conservation District and transfer the duties and authorities of the District to the Hennepin County Board of Commissioners.

Legislation was adopted last spring that allowed Hennepin County to submit the petition that is before the Board today. The petition lists about a dozen reasons that support the petition. The reasons are listed in the draft Order under Finding of Fact number 2.

The legislation that was adopted is codified in Minnesota Statutes section 383B.761. Subdivision 2 sets forth the Standard of Review that the BWSR Board must follow in making a decision on the petition. The Standard of Review references Minnesota Statutes section 103C.005, which is the State Soil and Water Conservation Policy. There are eight major items listed in that Policy and all of the items relate to soil and water conservation measures. The State Soil and Water Conservation Policy and the Standard of Review are in Finding of Fact number 7 in the draft Order.

The standard of review in Minn. Stat. § 383B.761, subd. 2 reads as follows:

The Minnesota Board of Water and Soil Resources shall review the petition submitted under subdivision 1 to determine whether progress toward the goals identified in section 103C.005 can be achieved by discontinuing the Hennepin Soil and Water Conservation District and transferring the duties and authorities of the district to the Hennepin County Board of Commissioners. If the Board of Water and Soil Resources determines that progress toward the goals identified in section 103C.005 can be achieved by the discontinuance of the district and the transfer of district duties and authorities to the Hennepin County Board of Commissioners, the Board of Water and Soil Resources shall order the discontinuance of the Hennepin Soil and Water Conservation District.

For the past decade the Hennepin County Environmental Services Department has been delivering conservation services and carrying out many of the duties commonly undertaken by soil and water conservation districts in the Twin Cities metropolitan area. They are listed on Exhibit 15 that you have a copy of. Because of this, it is extremely likely Hennepin County will continue to do this work in the future. Thus, it is very reasonable to expect Hennepin County can make progress towards achieving the goals in the State Soil and Water Conservation Policy. According to the Standard of Review, if the Board determines that Hennepin County can make progress towards achieving the goals in the State Soil and Water Conservation Policy then the Board must discontinue the district.

The Metro Region Committee presided over a public hearing on October 21<sup>st</sup>. The hearing record contains both support for, and opposition to, the Petition. The hearing record clearly supports that Hennepin County can deliver conservation services and carry out the duties of the Hennepin Soil and Water Conservation District. Nothing in the hearing record indicates Hennepin County cannot deliver conservation services or that Hennepin County cannot carry out the functions of the Hennepin Soil and Water Conservation District. That is the information to be considered under the Standard of Review in this matter.

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Much of the opposition to the Petition in the hearing record focuses on a precedent being set by approval of the Petition, that other soil and water conservation districts in the state have been defunded by counties but still exist, the assistance the District has given, and the importance of the partnership between a county board of commissioners and a district board of supervisors. Although important, none of those factors are given weight under the Standard of Review that is set forth in statute.

Staff find progress toward the goals identified in the State Soil and Water Conservation Policy can be achieved by discontinuing the District and transferring the duties and authorities of the District to Hennepin County because Hennepin County staff for the past decade has been delivering conservation services and carrying out many of the duties of soil and water conservation districts in the metropolitan area. Therefore, the proposed discontinuance of the District and the transfer of duties and authorities from the District to Hennepin County would be substantially consistent with the purposes and requirements of Minnesota Statutes section 383B.761. Staff recommend the discontinuance of the District and the transfer of all duties and authorities of the District to Hennepin County be approved as proposed in the Petition, that the District's Board of Supervisors must transfer all assets of the District to Hennepin County within 60 days of the date of the BWSR Board Order, and that the discontinuance of the District and the transfer of duties and authorities to Hennepin County is effective the day the transfer of all assets of the District to Hennepin County is completed and no later than 60 days from the date of the BWSR Board Order.

If the District is discontinued the statute sets forth two different avenues for reestablishment of the District without a referendum. Hennepin County may petition BWSR to reestablish the District. Alternatively, BWSR may give notice to Hennepin County of corrective actions and time to implement corrective actions. After the time to implement the corrective actions has passed, BWSR may reestablish the District if it determines the goals identified in the State Soil and Water Conservation Policy are not being achieved. Thus, a discontinuance of the District and the transfer of duties and authorities of the District to Hennepin County is in place until such time as the District may be reestablished under Minnesota Statutes section 383B.761, subd. 6.

The Metro Region Committee met on December 3, 2013 and decided with a unanimous vote to recommend to the full Board approval of the Petition per the attached draft Order.

Note the two references to 60 days are from the requirements in Minnesota Statutes section 383B.761.

Steve Sunderland stated his concern for precedent being set. Joe Collins commended Jim Haertel for his excellent work on this issue. Joe's concern is for precedence, also the requirement to decide if the County can meet statutory requirements. Moved by Joe Collins, seconded by Rebecca Flood, that the Board orders that the Hennepin Soil and Water Conservation District, d/b/a Hennepin Conservation District, (District) is discontinued and all the duties and authorities of the District are transferred in their entirety to the Hennepin County Board of Commissioners effective the day the District's Board of Supervisors completes the transfer of all assets of the District to the Hennepin County Board of Commissioners and no later than 60 days from the date of this Order.

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The discontinuance of the Hennepin Soil and Water Conservation District and the transfer of duties and authorities of the District to the Hennepin County Board of Commissioners is in place

until such time as the District may be reestablished under Minnesota Statutes § 383B.761, subdivision 6.

13-98 Discussion followed. Paul Langseth does not support the resolution due to the compromised position HCD faces and the fact that HCD is a locally elected board. Tom Schulz also expressed his concern with the way this matter transpired. Chair Napstad clarified that the decision is only to HCD according to the narrow statutory language. Motion passed on a voice vote.

***Southern Region Committee***

\*\* 13-99 **Big Stone County Local Water Management Plan Update** – Steve Sunderland reported that Big Stone County submitted their Local Water Management Plan Update for final State review on September 6, 2013. The Southern Region Committee met on November 7, 2013, reviewed the Plan update and recommends approval of the Big Stone County Local Water Management Plan Update. Moved by Steve Sunderland, seconded by Paul Langseth, to approve the update of the Big Stone County Local Water Management Plan 2014 - 2023 with a required update of the Implementation Section (Goals, Objectives, and Action) to be completed by December 18, 2018. Motion passed on a voice vote.

\*\* 13-100 **Chippewa County Local Water Management Plan Update** – Steve Sunderland reported that Chippewa County submitted their Local Water Management Plan Update for final State review on September 4, 2013. The Southern Region Committee met on November 7, 2013, reviewed the Plan update and recommends approval of the Chippewa County Local Water Management Plan Update. Moved by Sandy Hooker, seconded by Paul Langseth, to approve the update of the Chippewa County Local Water Management Plan 2013 – 2023 with a required update of the Implementation Section (Goals, Objectives, and Action) to be completed by December 18, 2018. Motion passed on a voice vote.

\*\* 13-101 **Lac qui Parle County Local Water Management Plan Update** – Sandy Hooker reported that Lac qui Parle County submitted their Local Water Management Plan Update to the Board for final State review on September 6, 2013. The Southern Region Committee met on November 7, 2013, reviewed the Plan update and recommends approval of the Lac qui Parle County Local Water Management Plan Update. Moved by Sandy Hooker, seconded by Chris Elvrum, to approve the update of the Lac qui Parle County Local Water Management Plan 2014 – 2023 with a required update of the Implementation Section (Goals, Objectives, and Action) to be completed by December 18, 2018. Motion passed on a voice vote.

\*\* 13-102 **Swift County Local Water Management Plan Update** – Tom Loveall reported that Swift County submitted their Local Water Management Plan Update to the Board for final State review on September 6, 2013. The Southern Region Committee met on November 7, 2013, reviewed the Plan update and recommends approval of the Swift County Local Water Management Plan Update. Moved by Tom Loveall, seconded by Sandy Hooker, to approve the update of the Swift County Local Water Management Plan 2014 – 2023 with a required update of the Implementation Section (Goals, Objectives, and Action) to be completed by December 18, 2018. Motion passed on a voice vote.

**Renville County Soil and Water Conservation District (SWCD) Nomination Districts Resolution** – Paul Langseth reported that Renville County SWCD approved a Nomination Districts Resolution on August 15, 2013, which proposed to change nomination districts for the Renville County SWCD supervisor seats. The proposed Nomination Districts will provide

consistent and equal distribution of township representation in the County. The Southern Region Committee met on November 7, 2013, discussed the Resolution, and unanimously voted to  
\*\* recommend approval of the Renville County SWCD Nomination Districts Resolution. Moved by  
13-103 Paul Langseth, seconded by Chris Elvrum, to approve Renville County SWCD Nominations  
Districts Resolution. Motion passed on a voice vote.

**Houston County Local Water Management Plan Amendment** – Chris Elvrum reported that the Southern Region Committee met on November 7, 2013, reviewed the Plan amendment, and recommends approval of the Houston County 2013 - 2017 Local Water Management Plan  
\*\* Amendment. Moved by Chris Elvrum, seconded by Steve Sunderland, to approve the 2013  
13-104 Amendment of the Houston County Local Water Management Plan for 2013-2017. Houston  
County will be required to provide for a complete update of its Water Management Plan prior to  
December 31, 2017. Motion passed on a voice vote.

**Nobles County Local Water Management Plan Amendment** – Paul Langseth reported that the Southern Region Committee met on November 7, 2013, reviewed the Plan amendment, and recommends approval of the Nobles County 2013 - 2018 Local Water Management Plan  
\*\* Amendment. Moved by Paul Langseth, seconded by Tom Loveall, to approve the 2013  
13-105 Amendment of the Nobles County Local Water Management Plan for 2013 – 2018. Nobles  
County will be required to provide for a complete update of its Water Management Plan prior to  
March 25, 2019; and authorize staff to confirm the dates to ascertain the actual date on the  
Order. Motion passed on a voice vote.  
(Note: Staff contacted Mark Hiles, he confirmed the dates listed are correct as stated on the  
original Order, in effect until March 25, 2019.)

**Public Relations, Oversight and Strategic Planning (PROSP) Committee**

**One Watershed, One Plan Implementation** – Jack Ditmore acknowledged the work of the Committee members and staff. Doug Thomas reported that the requested One Watershed, One Plan agenda item represents the first formal steps that the Board is being asked to take in the development and implementation of the One Watershed, One Plan Program since the June 26, 2013 Board Workshop. At the workshop the Board concurred with a general outline for development of the program that included developing a set of guiding principles, operating procedures, and a pilot/test program. Since then Board staff, the Senior Management Team, and the Public Relations Oversight and Strategic Planning (PROSP) Committee have developed and recommend:

- 1) Adoption of the One Watershed, One Plan Guiding Principles dated November 14, 2013;
- 2) Adoption of the draft One Watershed, One Plan suggested boundary framework map, dated October 23, 2013; and authorize staff to initiate a 60-day formal review and comment period for the purpose of seeking review and comment prior to formal adoption of a final suggested boundary framework map at a later date;
- 3) Adoption of the One Watershed, One Plan types for pilot watersheds; a) Water Quality Implementation Plan; b) Priority Concerns Watershed Implementation Plan; c) Comprehensive Watershed Management Plan; and
- 4) Authorization for staff to finalize, distribute and promote a Request for Interest (RFI) for the One Watershed, One Plan Pilot Program.

Doug stated that advancing the required suggested boundary framework and plan types for the pilot watersheds are necessary at this point in time if we are to stay on course for selecting the pilot watershed areas in June of 2014. There are a still number of remaining policy questions, operating procedures, and standards that are needed prior to initiation of the pilot watersheds and final program and which will continue to take place in the coming months. These additional work products will utilize a staff workgroup, local government roundtable workgroup and the PROSP Committee in their development. Moved by Jack Ditmore, seconded by Christy Jo Fogarty, to approve the Public Relations, Oversight and Strategic Planning Committee's recommendation of the One Watershed, One Plan Implementation as presented. Discussion followed. John Jaschke thanked Doug and Melissa Lewis for their outstanding efforts on the 1W1P. Motion passed on a voice vote. Chair Napstad thanked everyone for their work on this effort.

***RIM Reserve Management Planning Committee (RRMPC)***

**Resolutions Authorizing RIM-WRP, RIM Buffers, RIM Wellhead Protection, RIM ACUB and RIM Wild Rice Programs** – Bill Penning reported that the RRMPC met on December 17, 2013, reviewed and recommend approval of the RIM-WRP, RIM Buffers, RIM Wellhead Protection, RIM ACUB and RIM Wild Rice resolutions that provide general authorization for these programs. The purpose of this request is to authorize standing resolutions for each program that establish and set the broad parameters for each program. These resolutions will remain in effect regardless of the year and/or source of funding until substantial material changes occur in the program that would cause staff to seek an amended resolution. Periodic program updates will be given to the RRMPC and to the Board. Tom Landwehr supports the efforts of the resolutions. The RIM-WRP Resolution, page one, third Whereas, the word 'National' should be changed to 'Natural'. The RIM Wild Rice Resolution, page one, second Whereas, the word 'rural' will be deleted. It was noted that Board action on one Resolution will approve all five program resolutions. Moved by Gene Tiedemann, seconded by Paul Langseth, to approve the RIM Reserve Management Planning Committee's recommendation authorizing approval of the RIM-WRP, RIM Buffers, RIM Wellhead Protection, RIM ACUB, and RIM Wild Rice Programs Resolutions. Motion passed on a voice vote.

**Resolution Authorizing the RIM – Grasslands for the Future Pilot Project** – Bill Penning reported that the RIM Reserve Management Planning Committee met and recommends approval to authorize the RIM - Grasslands for the Future Pilot Project resolution that provides authorization for this program. The RIM - Grasslands for the Future Pilot Project was approved by the Lessard-Sams Outdoor Heritage Council (LSOHC) and the Legislature, and funding was appropriated to BWSR on July 1, 2013. This pilot project will utilize RIM or Minnesota Land Trust easements in cooperation with The Conservation Fund to protect priority grasslands and utilize conservation grazing plans to manage the vegetation to optimize wildlife habitat while providing numerous other benefits. Moved by Tom Schulz, seconded by Rebecca Flood, to approve the resolution authorizing staff to: 1) Utilize appropriated funds to implement the RIM-Grasslands for the Future Pilot Project; 2) Make payments to MLT when they are acquiring the easement; and 3) Work with MLT and TCF to develop program guidelines and outreach efforts focused on priority grassland landscapes. Discussion followed. Motion passed on a voice vote.

**Resolution Authorizing RIM Standard Easement Payment Rates** - Bill Penning explained that the RIM Reserve Management and Planning Committee met, reviewed, and recommends authorization for staff to establish RIM standard easement payment rates. The standard rates

will utilize township land values as established by the Department of Revenue and posted on the University of Minnesota Land Economics website as the basis for determining the rates.

- \*\* Tom Landwehr supports this Resolution. Moved by Paul Langseth, seconded by Judy Ohly, to approve and establish RIM standard easement payment rates that best approximate 90% of land value for permanent easements on land with cropping history and 60% of land value for permanent easements on lands without cropping history, subject to the following factors:  
1) The township land values as established by the Department of Revenue and posted on the University of Minnesota Land Economics website shall be used as the basis for determining payment rates; and 2) The payment rate maximum in Hennepin and Ramsey Counties will not exceed the highest average township rate from any of the other surrounding seven metro counties due to a limited number of tillable land acres, and values that are influenced by development potential; and 3) The payment rate maximum for the other five Twin Cities metro counties (Anoka, Carver, Dakota, Scott and Washington) will not exceed the average Scott County rate to more accurately reflect tillable values. Motion passed on a voice vote.
- 13-109

- RIM Easement Alteration** – Bill Penning introduced Tim Fredbo. Tim explained that the RRMPC met, reviewed, and recommends approval of the CREP easement alteration, and authorizes the easement staff to modify the easement 17-31-01-01 in Cottonwood County. The alteration was requested by the landowner and is consistent with the requirements of the Easement Alteration Policy. Moved by Gene Tiedemann, seconded by Gerald VanAmburg, to approve the alteration of RIM easement 17-31-01-01 as presented, and authorizes staff to work with Mr. Zieske, and Cottonwood SWCD staff to officially amend the necessary RIM easement documents. Discussion followed. Motion passed on a voice vote.
- \*\*
- 13-110

#### **AGENCY REPORTS**

**Minnesota Department of Health (MDH)** – Chris Elvrum reported that he and other agency board members attended the Environmental Initiative's Policy Forum "Seizing Opportunities for Integration in Groundwater Management" on December 17. Chris proposed having a groundwater management presentation at a future Board meeting.

**Minnesota Department of Natural Resources (DNR)** – Tom Landwehr stated that he also attended the Environmental Initiative's Policy Forum on groundwater management. Tom reported that DNR is engaged in a new endeavor of groundwater protection and management, conservation delivery systems protection, working with local units of government on groundwater and surface water to device strategies in three pilot areas; he will provide more information later.

Tom reported that DNR is seeking public review and input of the proposed PolyMet Mining project, NorthMet Supplemental Draft Environmental Impact Statement (SDEIS). Public meetings will be held in January.

Tom reported that the DNR Roundtable will be held January 9-10, 2014, at the Ramada in Bloomington. Board members are invited to attend; let John Jaschke know if you plan to attend.

**Minnesota Extension Service (MES)** – Faye Sleeper reported that MES and the Department of Agriculture are partnering to pay for research on ag water quality programs; a good educational opportunity.

**Minnesota Pollution Control Agency (MPCA)** – Rebecca Flood reported the public notice on the Nutrient Reduction Strategy is open for comments.

**ADVISORY COMMENTS**

**Minnesota Association of Soil and Water Conservation Districts (MASWCD)** – LeAnn Buck commented on the water governance study on essential services; MASWCD is meeting with AMC and MAWD on January 29 to discuss roles. LeAnn reported that the Local Government Roundtable met yesterday. LeAnn thanked Doug Thomas for his work on 1W1P. Funding is an issue; the need for staffing for example; how much funding goes into civic engagement versus projects. LeAnn thanked Faye Sleeper and the U of M for partnering on education issues. LeAnn thanked agencies for assistance with the MASWCD convention.

Paul Langseth attended the AMC and MAWD conventions; great opportunity to discuss issues; he encouraged board member attendance in the future.

**UPCOMING MEETING**

- Next BWSR Board Meeting, January 22, 2014, St. Paul

Chair Napstad thanked everyone for their efforts in 2013 and wished everyone Happy Holidays.

Chair Napstad adjourned the meeting at 12:30 PM.

Respectfully submitted,

Mary Jo Anderson  
Recorder



# BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** Dispute Resolution Committee Report

**Meeting Date:** January 22, 2014

**Agenda Category:**  Committee Recommendation  New Business  Old Business  
**Item Type:**  Decision  Discussion  Information

**Section/Region:** Land and Water Section

**Contact:** Travis Germundson

**Prepared by:** Travis Germundson

**Reviewed by:** \_\_\_\_\_ Committee(s)

**Presented by:** Travis Germundson/Gerald

**Presented by:** VanAmburg

Audio/Visual Equipment Needed for Agenda Item Presentation

**Attachments:**  Resolution  Order  Map  Other Supporting Information

**Fiscal/Policy Impact**

None  General Fund Budget  
 Amended Policy Requested  Capital Budget  
 New Policy Requested  Outdoor Heritage Fund Budget  
 Other:  Clean Water Fund Budget

**ACTION REQUESTED**

None.

**LINKS TO ADDITIONAL INFORMATION**

**SUMMARY** (*Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation*)

Dispute Resolution Committee Report. The report provides a monthly update on the number of appeals filed with the BWSR.

Dispute Resolution Report  
January 10, 2014  
By: Travis Germundson

There are presently **12** appeals pending. All of the appeals involve WCA except File 10-10. There have been no new appeals filed since the last report dated December 18, 2013.

Format note: New appeals that have been filed since last report to the Board.  
~~Appeals that have been decided since last report to the Board.~~

File 13-7 (8-30-13) This is an appeal of several replacement plan decisions in Le Sueur County. The appeal involves the same project and local unit of government decisions as File 13-6. The appeal has been combined with File 13-6 and remanded for further technical work and administrative proceedings. The parties mutually agreed to extend the time for decision on remand.

File 13-6 (8-28-13) This is an appeal of several replacement plan decisions in Le Sueur County. The appeal regards the approval of three wetland replacement plan applications for a silica sand mining operation. At issue is that the decisions allow for substantial wetland impacts to occur without replacement. The appeal has combined with File 13-7 and remanded for further technical work and administrative proceedings. The parties mutually agreed to extend the time for decision on remand.

File 13-5 (6-11-13) This is an appeal of a replacement plan decision in Stearns County. The appeal regards the approval of a wetland replacement plan application. A previous appeal (File 12-19) was remanded for further technical work and administrative proceedings, and now that new decision is being appealed. At issue is the adequacy of the TEP's Report to address partial drainage. The appeal has been remanded for further technical work directing the TEP to produce a revised written report adequately addressing partial drainage.

File 13-3 (3-19-13) This is an appeal of a restoration order in Big Stone County. The appeal regards impacts to DNR Public Waters and WCA wetlands on state property associated with an agricultural drainage project. The appeal has been placed in abeyance and the restoration order stayed until there is a final decision on an after-the-fact wetland application.

File 13-1 (1-9-13) This is an appeal of a restoration order in Swift County. The appeal regards drainage impacts to multiple wetlands associated with an agricultural drain tile project. The appeal has been placed in abeyance and the restoration order stayed until there is a final decision on an after-the fact wetland application.

~~File 12-16 (11-16-12). This is an appeal of a wetland banking credit deposit request in Stearns County. The appeal regards the approval of a wetland banking plan request to deposit 9.9 acres of credit. A previous appeal (File 12-13) was remanded for the LGU to develop an adequate record, and now that new decision is being appealed. At issue are the eligibility requirements for banking credits. The appeal has been accepted and the briefing and hearing schedule stayed by mutual agreement to allow informal settlement discussions to continue. A settlement agreement and stipulation of dismissal has been signed by all parties.~~

File 12-12 (7-16-12) This is an appeal of an exemption determination in Renville County. The appeal regards the denial of an agricultural drainage exemption associated with a 1.5 acre wetland. At issue is the wetland type determination. A previous appeal (File 12-5) was remanded for further technical evaluation and administrative proceedings, and now the current approval is being appealed. A verbal settlement agreement has since been reached that includes submittal of a replacement plan application. The appeal has been placed in abeyance by mutual agreement to determine the viability of a wetland replacement plan application.

File 11-1 (1-20-11) This is an appeal of a restoration order in Hennepin County. The appeal regards the filling of approximately 1.77 acres of wetland and 0.69 acres of excavation. The appeal has been placed in abeyance and the restoration order stayed until there is a final decision on an after-the-fact wetland application and confirmation of required mitigation.

File 10-10 (6-10-10) This is an appeal filed under Minn. Stat. 103D.535 regarding an order of the managers of the Wild Rice Watershed District not to proceed with the Upper Becker Dam Enhancement Project as proposed. Appeals filed under 103D.535 require that the Board follow the Administrative Procedures Act. The Act requires that the hearing be conducted by an Administrative Laws Judge through the Office of Administrative Hearings. A mediated settlement agreement was reached with the condition that if the watershed district fails to carry out Option D the appeal shall go forward. The appeal has been placed in abeyance.

File 10-7 (2-19-10) This is an appeal of a restoration order in Stearns County. The appeal regards draining and filling impacts to approximately 18.44 acres of Type2/3 wetland and 3.06 acres of Type 2 wetland. The appeal has been placed in abeyance and the restoration order stayed for submittal of "as built" or project information pertaining to a public drainage system. A portion of the site has been restored and it appears the landowner is committed to restoring the remaining areas.

File 09-10 (7-9-09) This is an appeal of a banking plan application in Aitkin County. The appeal regards the LGU's denial of a banking plan application to restore 427.5 acres of wetlands through the use of exceptional natural resource value. The appeal has been accepted and pre-hearing conferences convened on October 13 and 30, and December 14, 2009. Settlement discussions are on hold while the appellant addresses permitting issues with the Corps of Engineers. The appeal has been placed in abeyance by mutual agreement on determining the viability of a new wetland banking plan application.

File 08-9. (03/06/08) This is an appeal of a replacement order in Pine County. The appeal regards impacts to approximately 11.26 acres of wetland. The replacement order has been stayed and the appeal has been placed in abeyance pending disposition with the U.S. Dept of Justice.

File 05-1. (01/13/05) This is an appeal of a replacement plan decision by the Rice Creek Watershed District. The District previously made a decision that was appealed which resulted in a remand for an expanded TEP. Now there is an appeal of the decision made under remand since the decision differed from the TEP report. At issue are wetland delineation and the Comprehensive Wetland Protection and Management Plan that BWSR approved. After a hearing before the DRC, the board remanded the matter for new wetland delineation and for submission on an updated, complete replacement plan application. On 12-9-09 the District made a new wetland delineation decision. The applicant has not yet submitted an updated replacement plan application.

### Summary Table

Type of Decision	Total for Calendar Year 2013	Total for Calendar Year 2014
Order in favor of appellant		
Order not in favor of appellant	2	
Order Modified	1	
Order Remanded	4	
Order Place Appeal in Abeyance	2	
Negotiated Settlement	1	
Withdrawn/Dismissed		

**COMMITTEE RECOMMENDATIONS**

***Northern Region Committee***

1. Redistribution of Manager Positions for the Middle-Snake-Tamarac Rivers Watershed District  
– Gerald Van Amburg - ***DECISION ITEM***
2. Bois de Sioux Watershed District Plan Amendment – Gerald Van Amburg –  
***INFORMATION ITEM***



# BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** Redistribution of Manager Appointments for the Middle-Snake-Tamarac Rivers Watershed District

**Meeting Date:** January 22, 2014

**Agenda Category:**  Committee Recommendation  New Business  Old Business

**Item Type:**  Decision  Discussion  Information

**Section/Region:** North region

**Contact:** Ron Shelito/Travis Germundson

**Prepared by:** Brian Dwight

**Reviewed by:** Northern Region Committee Committee(s)

**Presented by:** Gerald Van Amburg

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**  Resolution  Order  Map  Other Supporting Information

**Fiscal/Policy Impact**

- None
- Amended Policy Requested
- New Policy Requested
- Other:
- General Fund Budget
- Capital Budget
- Outdoor Heritage Fund Budget
- Clean Water Fund Budget

**ACTION REQUESTED**

Approval of the order to redistribute the appointing authority of the managers of the Middle-Snake-Tamarac Rivers Watershed District

**LINKS TO ADDITIONAL INFORMATION**

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

The Petition for the redistribution of manager positions dated June 6, 2013 was filed with the Board on June 7, 2013 by Polk County Board of Commissioners in accordance with Minn. Stat. § 103D.301, Subd. 3. On July 23, 2013, Polk County Board of Commissioners voted to table the Petition in support of investigating an alternative approach on manager appointments with the other affected counties. Due to the apparent lack of interest among some member counties Polk County Board of Commissioners on August 29, 2013 requested that the Board move forward with the hearing on the Petition. The Petition states that appointments by Kittson, Roseau, and Pennington Counties will assist in addressing issues that exist between residents and the Watershed Board. Presently, Marshall County appoints six managers, and Polk County appoints one manger. Based on county data and public hearing testimony recommendation from the Northern Region Committee is Marshall 5, Polk 2, Pennington 0, Kittson 0, and Roseau 0.

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**In the Matter** of petition for Redistribution of  
Manager Positions for the Middle-Snake-Tamarac  
Rivers Watershed District pursuant to Minnesota  
Statutes § 103D.301

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**ORDER  
REDISTRIBUTION OF  
MANAGER POSITIONS**

**Whereas**, a Petition was filed with the Board of Water and Soil Resources (Board) on June 7, 2013 by Polk County Board of Commissioners to redistribute the managers of the Middle-Snake-Tamarac Rivers Watershed District (District), pursuant to Minn. Stat. § 103D.301, Subd. 3., and;

**Whereas**, the Board has completed its review of the Petition and the entire record;

**Now Therefore**, the Board hereby makes the following Findings of Fact, Conclusions, and Order.

**FINDINGS OF FACT**

1. **Petition.** The Petition for the redistribution of manger positions (Exhibit 1) dated June 6, 2013 was filed with the Board on June 7, 2013 by Polk County Board of Commissioners in accordance with Minn. Stat. § 103D.301, Subd. 3. On July 23, 2013 Polk County Board of Commissioners voted to table the Petition in support of investigating an alternative approach on manager appointments with the other affected counties (Exhibit 2). Then on August 29, 2013 the Polk County Board of Commissioners requested that the Board proceed with a public hearing on the Petition, “ because of the apparent lack of interest by the other counties to set up an advisory committee...” (Exhibit 4).
2. **Redistribution of Manager Positions.** After 10 years from the establishment of the watershed district the county board of commissioners of a county affected by the watershed district may petition the board to redistribute the managers pursuant to Minn. Stat. § 103D.301, Subd. 3.
3. **Reason for the Redistribution.** The Petition states that “appointees by Kittson, Roseau, and Pennington Counties will assist in addressing issues that exist between our residents and the Watershed Board”. According to the Petition Polk County Board of Commissioners have been approached by residents within the District expressing frustration and concerns with their interactions with the District Managers.

4. **Present Distribution of Managers.** Presently, Marshall County appoints six managers, and Polk County appoints one manager. The Counties of Kittson, Pennington and Roseau have no appointments. This distribution was established by Board Order on August 28, 2002 in association with enlargement petition to include the Tamarac Watershed area. Approximately 93 percent of the Tamarac Watershed area fell within Marshall County.
5. **Publish Notice of Public Hearing.** Legal notice of public hearing was published in the Middle River Honker on October 26 and November 2, 2013, the Crookston Daily Times on October 28, and November 4, 2013, the Warren Sheaf and Kittson County Enterprise on October 30 and November 6, 2013, the Stephen Messenger on October 31 and November 7, 2013, and the Roseau Times on November 2 and 9, 2013. Legal notice was also mailed to several addresses including the auditors and administrators of each county in the District, each Soil and Water Conservation District in the District, and all the cities in the District.
6. **Public Hearing.** A public hearing was held on November 13, 2013 from 6:00 PM to 7:30 PM at the Bremer Bank Building, 202 W. Johnson Avenue, Warren Minnesota. The proceedings were audio recorded (Exhibit 12). The hearing panel consisted of Board members Brian Napstad, Gerald Van Amburg, Gene Tiedemann, Tom Schulz and DNR designee Keith Mykleseth. After all people present at the public hearing were given an opportunity to speak and enter exhibits, the hearing record was left open for two weeks until 4:30 PM on November 27, 2013 for receipt of written comments.

The following list of exhibits comprise the hearing record.

Exhibit 1. Petition for Redistribution of Manager Positions for the Middle-Snake-Tamarac Rivers Watershed District, dated June 6, 2013.

Exhibit 2. Letter dated July 23, 2013, from Craig Bunes, Polk County Board of Commissioners, to Brian Dwight, Board of Water and Soil Resources stating that the Polk County Board of Commissioners voted to table its petition in order to support the facilitation of an advisory panel.

Exhibit 3. Letter dated August 14, 2013, from Brian Dwight, Board of Water and Soil Resources, to County Auditors and Administrators affected by the District informing them of the petition and requesting a meeting to discuss the petition and possible alternatives.

Exhibit 4. Email correspondence dated August 29, 2013 from Craig Bunes, Polk County Board of Commissioners, to Brian Dwight, Board of Water and Soil Resources requesting that the Board proceed with a Public Hearing on the Petition.

Exhibit 5. Board of Water and Soil Resources' Order for public hearing to be held on the redistribution of manager positions petition for the Middle-Snake-Tamarac Rivers Watershed District.

Exhibit 6. Memorandum, dated October 1, 2013 from Brian Dwight, Board of Water and Soil Resources, to the Board of Water and Soil Resources' North Region Committee on the Petition and potential hearing dates and locations.

Exhibit 7. Memorandum, dated October 23, 2013 from Travis Germundson, Board of Water and Soil Resources to several addressees providing notice of the public hearing including legal notice, and list of addresses.

Exhibit 8. Memorandum, dated November 1, 2013 from Travis Germundson, Board of Water and Soil Resources, to the Board of Water and Soil Resources' North Region Committee informing them of the date, time, and location of the hearing and supporting documentation (Exhibits 1,2,3, and6).

Exhibit 9. Affidavit of Publication dated November 5, 2013, of Legal Notice in the Crookston Daily Times on October 28<sup>th</sup> and November 4, 2013.

Exhibit 10. Affidavit of Publication dated November 6, 2013, of Legal Notice in the Kittson County Enterprise on October 30<sup>th</sup>, and November 6, 2013.

*The follow exhibits were received during the November 13, 2013 Public Hearing*

Exhibit 11 A. County Board Resolutions from Roseau and Pennington Counties supporting Marshall County on holding a hearing to determine removal of members of the Middle Snake Tamarac Rivers Watershed District, dated June 28, 2005, submitted by Jim Stengrim landowner.

Exhibit 11 B. Minnesota Department of Natural Resources Interview Transcription with the Office of Legislative Auditor Office, dated January 3, 2012, submitted by Jim Stengrim landowner.

Exhibit 11 C. Middle Snake Tamarac Rivers Watershed District Interview Transcription with the Office of Legislative Auditor Office, dated January 9, 2012, submitted by Jim Stengrim landowner.

*After all people present at the public hearing were given an opportunity to speak and enter written comments, the hearing record was left open for two weeks until 4:30 PM on November 27, 2013, for receipt of written comments. The following exhibits were received while the hearing record was open.*

Exhibit 12. Compact Disk of audio recording of the November 13, 2013 Public Hearing.

Exhibit 13. Affidavit of Publication dated November 11, 2013 of Legal Notice in the Messenger on October 31, and November 7, 2013.

Exhibit 14. Affidavit of Publication dated November 13, 2013 of Legal Notice in the Roseau Times on November 2 and 9, 2013.

Exhibit 15. Letter dated November 21, 2013 from Elden Elseth and Loren Zutz residents, to Travis Germundson, Board of Water and Soil Resources in support of the redistribution of manager positions petition.

Exhibit 16. Email correspondence dated November 26, 2013 from Bill Sparks, Minnesota Department of Revenue, to Travis Germundson Board of Water and Soil Resources regarding Taxable Market Values by County within the District.

Exhibit 17. Letter dated November 25, 2013, from Ben Kleinwachter, Middle Snake Tamarac Rivers Watershed District Manager to Travis Germundson, Board of Water and Soil Resources in opposition to redistribution of manager positions petition.

Exhibit 18. Letter received November 26, 2013 from Wally Diedrich resident, to Travis Germundson, Board of Water and Soil Resources, in support of the redistribution of manager appointments.

Exhibit 19. Letter dated November 25, 2013 from Roger Hille, Middle Snake Tamarac Rivers Watershed District to Travis Germundson, Board of Water and Soil Resources in opposition to the petition to redistribute manager positions.

Exhibit 20. Email correspondence received November 27, 2013 from Sharon Bring, Marshall County Board of Commissioners, to Travis Germundson, Board of Water and Soil Resources expressing a desire to continue to work with watershed district.

7. **Staff Recommendation.** Staff has determined that the Petition is valid pursuant to Minn. Stat. § 103D.301. With those requirements being met, Board staff provided the North Region Committee with several options for consideration based on statutory requirements and the entire record:

1. <u>Polk County Board of Commissioners Petition (Exhibit 1)</u> : request appointments from Kittson, Roseau, and Pennington Counties Marshall 3, Polk 1, Pennington 1, Kittson 1, and Roseau 1
2. <u>Elseth and Zutz Letter (Exhibit 15)</u> : request that BWSR grant one manager appointment to each of the five counties: Option 1: Marshall 2, Polk 2, Pennington 1, Kittson 1, and Roseau 1 Option 2: Marshall 3, Polk 1, Pennington 1, Kittson 1, and Roseau 1
3. <u>BWSR's standard method of assessing population, area, and TMV (Exhibits 6 and 16)</u> : Marshall 5, Polk 2, Pennington 0, Kittson 0, and Roseau 0
4. <u>Population only</u> : Marshall 4, Polk 1, Pennington 1, Kittson 1, and Roseau 0
5. <u>No Change as requested by MSTRWD Mangers (Exhibit 17 and 19) and Marshall County (Exhibit 20)</u> : Marshall 6, Polk 1, Pennington 0, Kittson 0, and Roseau 0

Historically the (re)distribution of managers has been based on; 1) the percent of the watershed district that is within a county 2) assessed land value with that portion of the county 3) population within that portion of the county.

County	Marshall	Polk	Pennington	Kittson	Roseau
% Area of WD	79.51 %	17.03%	1.8%	1.07%	.59%
Population *	8,499	772	191	552	31
TMV	\$1,390,522,100	\$355,828,600	\$21,871,200	\$10,477,100	\$3,211,300

2000 Census Data\*

8. **North Region Committee.** The committee met on Wednesday January 8, 2014 at the Beltrami Electric Building in Bemidji MN. Those in attendance from the Board's Committee were Brian Napstad, Gene Tiedemann, Mike Carroll, Rob Sip, Gerald Van Amburg, and Tom Schulz. Board staff in attendance were Pete Waller, Brian Dwight, Matt Fischer, Brett Arne, and Travis Germundson. Committee members Napstad and Tiedemann recused themselves from discussion and making a recommendation. After discussion and, based on the oral and written testimony on the Petition, and based on the entire record, the committee decided to recommend redistributing one manager position from Marshall County to Polk County with the new distribution consisting of 5 managers appointed by Marshall County and 2 managers appointed by Polk County. The Counties of Kittson, Pennington and Roseau will remain with no appointments. The Committee determined that the change was supported by taxable market value of each county's area within the District, the percent of area of each county within the District, and the percent of population of each county's area within the District, as depicted in the table above. The Committee also considered the fact that no other counties affected by the District have come forward and expressed a willing interest in having a manager appointment. Marshall and Polk Counties also have a history of making appointments. Finally, the committee recommended that current Marshall County managers finish their respective terms.

## CONCLUSIONS

1. The Petition for the redistribution of manager positions of the Middle-Snake-Tamarac Rivers Watershed District is valid in accordance with Minn. Stat. § 103D.301.
2. All relevant, substantive and procedural requirements of law and rule have been fulfilled.
3. Proper notice of hearing was given and the public hearing was held in accordance with applicable laws.
4. The Board has proper jurisdiction in the matter of ordering the redistribution of manager positions for the Middle-Snake-Tamarac Rivers Watershed District.
5. The Board has discretion as to how they choose to redistribute managers among the counties affected by the watershed district in accordance with the policy and purposes of Minnesota Statutes Chapter 103D.
6. The Board has historically looked at population, area and Taxable Market Value by county affected by the watershed district in considering distribution of manager appointments.
7. The redistribution of manager positions as proposed in the Petition for the Middle-Snake-Tamarac Rivers Watershed District should be modified as follows: Marshall County with five manager appointments, Polk County with two manager appointments, and Pennington, Kittson, and Roseau Counties with no manager appointments.

**ORDER**

The Board hereby orders the Redistribution of Manager Positions for the Middle-Snake-Tamarac Rivers Watershed District. The Marshall County Board of Commissioners will appoint five managers and Polk County Board of Commissioners will appoint two managers with the total number of managers to remain at seven. The current Marshall County manager appointments will finish their respective terms. The next scheduled Marshall County manager appointment to expire will be redistributed to Polk County.

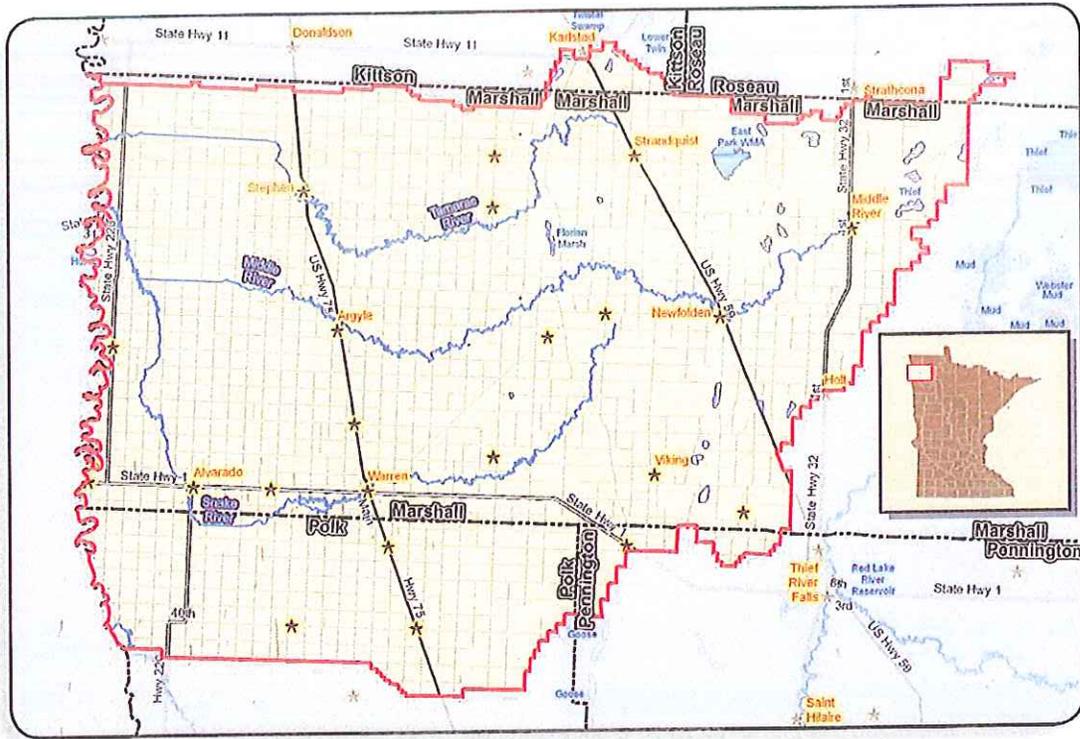
Dated at Saint Paul, Minnesota this 22th day of January, 2014.

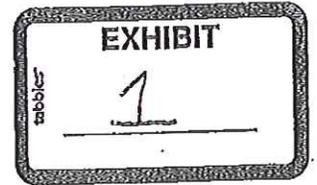
MINNESOTA BOARD OF WATER AND SOIL RESOURCES

By: \_\_\_\_\_  
Brian Napstad, Chair

# Middle-Snake-Tamarac Rivers

WATERSHED DISTRICT





## Board of Commissioners

Polk County Government Center  
612 N Broadway – Room 211  
Crookston, MN 56716-1452  
Phone: (218) 281-5408  
Fax: (218) 281-3808  
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COMMISSIONERS  
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COUNTY ADMINISTRATOR  
CHARLES S. WHITING

June 6, 2013

Mr. John Jaschke  
Executive Director  
Minnesota Board of Water and Soil Resources  
520 Lafayette Road North  
St. Paul, MN 55155

Re: Middle-Snake-Tamarac Rivers Watershed – Petition for Redistribution of Managers

Dear Mr. Jaschke:

The Polk County Board of Commissioners requests the Board to redistribute the managers of the Middle-Snake-Tamarac Rivers Watershed. At our meeting of June 4, the Board discussed this action and acted to make this request in accordance with MN St. 103D.301 Subdivisions 1 and 3. Currently Polk County appoints one representative on the Watershed, while Marshall County has six. Kittson, Roseau and Pennington Counties have no appointments, which to us appears to be in conflict with 103D.301 Subd. 1.

In the past few months, the Polk County Board has been approached by County/District residents in the Watershed expressing frustration and concerns with their interactions with the Watershed board. Our Board and I have also met with staff, the Watershed Board Chair and our single appointee to better understand the concerns our district residents have with the Watershed. Their issues range from questionable accounting, inability to get adequate information and data, inability to get their concerns expressed before the Watershed Board, fear of reprisals and litigations. We have been unable to effectuate a satisfactory resolution of issues between these two groups.

It is the opinion of the Polk County Board of Commissioners that proper adherence to 103D.301 with appointees by Kittson, Roseau and Pennington Counties will assist in addressing issues that exist between our residents and the Watershed Board, and therefore we are making this request to the Board of Water and Soil Resources.

Sincerely,

A handwritten signature in blue ink that reads "Craig Buness".

Craig Buness  
Polk County Board Chair

*\*An Equal Opportunity Employer\**



# BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** Bois de Sioux Watershed District Plan Amendment

**Meeting Date:** January 22, 2014

**Agenda Category:**  Committee Recommendation  New Business  Old Business

**Item Type:**  Decision  Discussion  Information

**Section/Region:** North

**Contact:** Pete Waller

**Prepared by:** Pete Waller

**Reviewed by:** Northern Region Committee(s)

**Presented by:** Gerald VanAmburg

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**  Resolution  Order  Map  Other Supporting Information

**Fiscal/Policy Impact**

- None
- Amended Policy Requested
- New Policy Requested
- Other:
- General Fund Budget
- Capital Budget
- Outdoor Heritage Fund Budget
- Clean Water Fund Budget

**ACTION REQUESTED**

Information Only

**LINKS TO ADDITIONAL INFORMATION**

N/A

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

October 2, 2013, BWSR received the petition to amend the Bois de Sioux Watershed District's Overall Plan. The intent of the Amendment is to clarify the basis for acquisition of property, sources of funding, procedure for project establishment, and maintenance funding for projects. A Notice of Filing on the Petition was published inviting comments which will all be considered before a decision is made and states any person who objects to the Amendment may request within 30 days from the last publication date (February 1, 2014) a hearing will be held.

The Northern Region Committee met on January 8, 2014 and after review of the information the Committee unanimously voted to recommend conditional approval coupled with a request that the Administrative Advisory Committee review all comments and information received along with a draft Order and make a recommendation to the full Board at the March 26, 2014 meeting. Given that the amendment is still out for public review and the Northern Region Committee is not scheduled to meet again until April 9, 2014.

**COMMITTEE RECOMMENDATIONS**

***Southern Region Committee***

1. Buffalo Creek Watershed District Public Hearing Request – Paul Langseth - ***DECISION ITEM***



# BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** Buffalo Creek Watershed District Public Hearing Request

**Meeting Date:** January 22, 2014

**Agenda Category:**  Committee Recommendation  New Business  Old Business

**Item Type:**  Decision  Discussion  Information

**Section/Region:** Southern Region

**Contact:** Jeff Nielsen, Regional Supervisor

**Prepared by:** Mark Hiles, Board Conservationist

**Reviewed by:** Southern Region Committee(s)

**Presented by:** Paul Langseth

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**  Resolution  Order  Map  Other Supporting Information

**Fiscal/Policy Impact**

- None
- Amended Policy Requested
- New Policy Requested
- Other:
- General Fund Budget
- Capital Budget
- Outdoor Heritage Fund Budget
- Clean Water Fund Budget

**ACTION REQUESTED**

Executive Director to set date, time, location, and provide proper notice for public hearing for the proposed Buffalo Creek Watershed Management Plan update.

**LINKS TO ADDITIONAL INFORMATION**

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

The Buffalo Creek Watershed District (BCWD) is located in south-central Minnesota. There are five, counties, 6 cities, and 28 townships that are wholly or partially encompassed with the BCWD. The counties are Carver, Kandiyohi, McLeod, Renville, and Sibley, with the majority of the BCWD's land being located within McLeod and Renville counties. The cities of Brownton, Buffalo Lake, Glencoe, Hector, Plato, and Stewart are all located within the BCWD, with Glencoe being the largest city within the BCWD.

BCWD was established on January 30, 1969, under the order of the Minnesota Water Resources Board. The BCWD adopted its first Watershed Management Plan (Plan) on February 8, 1974, and revised this plan in 1991 and in 2003. The current revision of the Plan will serve the years 2014-2023.

There has been one boundary adjustment since the formation of the BCWD, which occurred in January of 1999. This adjustment involved a small tract of land in the City of Stewart being transferred to the High Island Watershed District after it was determined that the area was part of that watershed.

The BCWD was formed with a mission to 1) help alleviate water problems, 2) enhance the living conditions of the area and 3) maintain or improve the economic wellbeing of the residents of the District. The Districts strives to accomplish this mission by serving as a link between residents and governmental agencies; providing technical assistance to citizens and governmental agencies; providing a means of financial assistance for the implementation of environmental projects; and coordinating intergovernmental efforts.

The Southern Region Committee met on November 7, 2013 and agreed to present to the full Board for recommendation of public hearing arrangements by the Executive Director.

Minnesota Board of Water and Soil Resources  
520 Lafayette Road North  
Saint Paul, MN 55155

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**In the Matter** of a Revised Watershed Management  
Plan for the Buffalo Creek Watershed District  
pursuant to Minnesota Statutes 103D.405

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**ORDER  
REVISED WATERSHED  
MANAGEMENT PLAN  
HEARING**

**Whereas**, the Buffalo Creek Watershed District (BCWD) filed a proposed Revised Watershed Management (Plan) dated November 1, 2013 with the Board of Water and Soil Resources (Board) on December 9, 2013, pursuant to Minn. Stat. § 103D.405, and;

**Whereas**, the Board has completed its review of the Plan;

**Now Therefore**, the Board hereby makes the following Findings of Fact, Conclusions, and Order.

**FINDINGS OF FACT**

1. **District Establishment.** The District was established on January 30, 1969 by Order of the Minnesota Water Resource Board. The District is located in south-central Minnesota and includes parts of Carver, Kandiyohi, McLeod, Renville, and Sibley counties. The mission of the District is to 1) help alleviate water problems, 2) enhance the living conditions of the area, and 3) maintain or improve the economic well-being of the residents of the District.
2. **Requirement to Plan.** A watershed district is required to revise their watershed management plan at least once every ten years pursuant to Minnesota Statutes Section 103D.405, Subd. 1 (a). The latest Water Management Plan of the District was prescribed by the Board on January 28, 2004. This is the fourth generation Plan of the District. The Plan includes an inventory of the District's physical features and water resources, describes water-related problems and possible solutions, describes activities and projects that the District has completed, and states objectives for current and future water resource management.

3. **Nature of the Watershed.** The BCWD is approximately 422 square miles in size and is located in south-central Minnesota. Lands within the District are distributed in Carver (<1%), Kandiyohi (2%), McLeod (38%), Renville (55%), and Sibley (4%). Majority of the land cover falls within cultivated land, and grass land or deciduous forest. BCWD is located in the southern-most portion of the South Fork of the Crow River Watershed which is a part of the larger Upper Mississippi River Drainage Basin. There are 42 sub-watersheds within the District. The general direction of flow for these sub-watersheds is to the east, where the Buffalo Creek joins the South Fork of the Crow River near Lester Prairie. There are six cities within the watershed district's boundaries including Hector, Buffalo Lake, Stewart, Brownton, Glencoe, and Plato. An extensive network of public drainage ditches has been established throughout the BCWD to increase agricultural production in areas where natural drainage is limited. There are 24 public ditches within the District, with a combined length of approximately 800 miles. Currently, the District only exercises jurisdiction over two Judicial Ditches (79-2 and 75-2). All other public drainage ditches are regulated under the authority of their respective county(s).
4. **Highlight of the Plan.** The Buffalo Creek Watershed District management plan updates and supplements the existing hydrological and other statistical data of the Watershed District. The plan has identified seven priority issues including: Conservation Drainage, Drainage Coefficients, Conservation Buffers, Erosion & Sediment Control, Feedlots, Subsurface Sewage Treatment Systems, and Multi-Purpose Corridors. The plan also includes a list of priority projects for implementation in chapter six. With specific projects identified by the Buffalo Creek Watershed District.
5. **Filing.** The BCWD cover letter indicates a copy of the draft Plan was sent to local units of government for their review pursuant to Minnesota Statutes Section 103D.405.
6. **Public Hearing.** The Board must give notice and hold a hearing on the proposed Plan within 45 days after receiving the Department of Natural Resources' recommendation on the revised Plan pursuant to Minn. Stat. § 103D.405 Subd.5 (a).
7. **Hearing Panel.** Board members of the Southern Region Committee should preside over the hearing and bring a recommendation to the Board.
8. **Hearing Time.** The Executive Director should determine the date of the hearing after coordinating with the appropriate parties.
9. **Hearing Location.** The Executive Director should determine the location of the hearing after coordinating with the appropriate parties.

## CONCLUSIONS

1. The proposed Revised Plan is valid in accordance with Minn. Stat. § 103D.405.
2. All relevant, substantive and procedural requirements of law and rule have been fulfilled.
3. The Board has proper jurisdiction in the matter of ordering a watershed district Revised Plan hearing.
4. The hearing on the Revised Plan for the BCWD should be presided over by the Southern Region Committee.
5. The Executive Director shall make a decision on the date, time, and location of the public hearing after coordinating with the appropriate parties.
6. If scheduling conflicts arise, the Executive Director shall choose another suitable location.

## ORDER

The Board hereby orders a public hearing be held within 45 days after receiving the Department of Natural Resources' recommendation on the revised Plan for the BCWD to be presided over by the Southern Region Committee at a date and location to be determined by the Executive Director.

Dated at Saint Paul, Minnesota this 22<sup>nd</sup> day of January, 2014.

MINNESOTA BOARD OF WATER AND SOIL RESOURCES

By: \_\_\_\_\_  
Brian Napstad, Chair

**COMMITTEE RECOMMENDATIONS**

***Grants Program & Policy Committee***

1. FY2014 Clean Water Fund Competitive Grants – Dave Weirens and Marcey Westrick – ***DECISION ITEM***
2. 2014 Soil Erosion and Drainage Law Compliance Funding Recommendation – Al Kean and Tim Gillette – ***DECISION ITEM***
3. FY2014-15 Cooperative Weed Management Area Grants – Dan Shaw – ***DECISION ITEM***
4. Request for Proposals to Update the Minnesota Public Drainage Manual – Al Kean and Tim Gillette – ***DECISION ITEM***



# Conflict of Interest Disclosure Form for Board Members

Grant Program: FY2014 Clean Water Fund Competitive Grants

Name of Review Group: Grants Program & Policy Committee

Before any review of grant applications, the chair of the meeting shall make this statement about conflict of interest:

*Chair Statement: "A conflict of interest, whether actual, potential, or perceived, occurs when someone in a position of trust has competing professional or personal interests and these competing interests make it difficult to fulfill professional duties impartially. At this time, members are requested to declare conflicts of interest they may have regarding today's business."*

This form gives grant application reviewers an opportunity to disclose any actual, potential or perceived conflicts of interest that may exist during a grant review process. It is the grant reviewer's obligation to be familiar with the Office of Grants Management (OGM) Policy 08-01, Conflict of Interest Policy for State Grant-Making, and to disclose any conflicts of interest accordingly. All grant reviewers *must* complete and sign a conflict of interest disclosure form. On the form, the grant reviewer must identify any grant applicant with which they have an actual, potential or perceived conflict, although they do not need to provide the reason for the conflict on the disclosure form.

**A disclosure does not automatically result in the grant application reviewer being removed from the review process.**

Please read the definitions of conflict of interest below and mark the appropriate boxes that pertain to you and your status as a reviewer of applications for this grant program.

Conflicts of interest may be actual, potential, or perceived:

#### ACTUAL CONFLICT OF INTEREST:

An actual conflict of interest occurs when a decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict.

#### POTENTIAL CONFLICT OF INTEREST:

A potential conflict of interest may exist if a grant reviewer has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests.

#### PERCEIVED CONFLICT OF INTEREST:

A perceived conflict of interest is any situation in which a reasonable third party would conclude that conflicting duties or loyalties exist.

At a minimum, all internal parties who are involved in the grant review or grant management process must be made aware that an actual, potential, or perceived conflict has been disclosed and evaluated, even if it is not serious enough to remove or reassign the employee or grant reviewer. After reviewers have signed the conflict of interest form, therefore, the conflicts--if any--that have been disclosed shall be announced to the reviewing body as a whole. Disclosed conflicts and their resolution will also be noted in the meeting minutes, and the forms will be kept as documentation of the grant review.

As a grant reviewer, I certify that I have read and understand the descriptions of conflict of interest explained above and in OGM Policy 08-01. Check either box 1a or 1b **and** either box 2a or 2b.

- 1a. I have reviewed the list of applicants, and I do not have any conflicts of interest relating to this program's grant applicants or proposed projects.
- 1b. I have an ACTUAL, POTENTIAL, or PERCEIVED conflict of interest with the applicant(s) listed below. (Note: If you disclose a conflict, you must identify the applicant on this form, but a description is discretionary. Under Minnesota Statute 13.599, this form is considered public data.)

Applicant	Type of Conflict (ACTUAL, POTENTIAL, or PERCEIVED)	Description of Conflict (optional)

- 2a. After reviewing this form and OGM Policy 08-01, I CHOOSE to participate in this review process.
- 2b. After reviewing this form and OGM Policy 08-01, I CHOOSE NOT to participate in this review process. I will avoid discussing the applicant and/or applications from organizations with which I have disclosed a conflict of interest with other reviewers.

Reviewer's printed name: \_\_\_\_\_

Reviewer's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewer's Organization/Agency: \_\_\_\_\_

Revised, 5/13



# Conflict of Interest Disclosure Form for Board Members

Grant Program: 2014 Soil Erosion & Drainage Law Compliance Funding Recommendation

Name of Review Group: Grants Program & Policy Committee

Before any review of grant applications, the chair of the meeting shall make this statement about conflict of interest:

*Chair Statement: "A conflict of interest, whether actual, potential, or perceived, occurs when someone in a position of trust has competing professional or personal interests and these competing interests make it difficult to fulfill professional duties impartially. At this time, members are requested to declare conflicts of interest they may have regarding today's business."*

This form gives grant application reviewers an opportunity to disclose any actual, potential or perceived conflicts of interest that may exist during a grant review process. It is the grant reviewer's obligation to be familiar with the Office of Grants Management (OGM) Policy 08-01, Conflict of Interest Policy for State Grant-Making, and to disclose any conflicts of interest accordingly. All grant reviewers *must* complete and sign a conflict of interest disclosure form. On the form, the grant reviewer must identify any grant applicant with which they have an actual, potential or perceived conflict, although they do not need to provide the reason for the conflict on the disclosure form.

**A disclosure does not automatically result in the grant application reviewer being removed from the review process.**

Please read the definitions of conflict of interest below and mark the appropriate boxes that pertain to you and your status as a reviewer of applications for this grant program.

Conflicts of interest may be actual, potential, or perceived:

#### ACTUAL CONFLICT OF INTEREST:

An actual conflict of interest occurs when a decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict.

#### POTENTIAL CONFLICT OF INTEREST:

A potential conflict of interest may exist if a grant reviewer has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests.

#### PERCEIVED CONFLICT OF INTEREST:

A perceived conflict of interest is any situation in which a reasonable third party would conclude that conflicting duties or loyalties exist.

At a minimum, all internal parties who are involved in the grant review or grant management process must be made aware that an actual, potential, or perceived conflict has been disclosed and evaluated, even if it is not serious enough to remove or reassign the employee or grant reviewer. After reviewers have signed the conflict of interest form, therefore, the conflicts--if any--that have been disclosed shall be announced to the reviewing body as a whole. Disclosed conflicts and their resolution will also be noted in the meeting minutes, and the forms will be kept as documentation of the grant review.

As a grant reviewer, I certify that I have read and understand the descriptions of conflict of interest explained above and in OGM Policy 08-01. Check either box 1a or 1b **and** either box 2a or 2b.

- 1a. I have reviewed the list of applicants, and I do not have any conflicts of interest relating to this program's grant applicants or proposed projects.
- 1b. I have an ACTUAL, POTENTIAL, or PERCEIVED conflict of interest with the applicant(s) listed below. (Note: If you disclose a conflict, you must identify the applicant on this form, but a description is discretionary. Under Minnesota Statute 13.599, this form is considered public data.)

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- 2a. After reviewing this form and OGM Policy 08-01, I CHOOSE to participate in this review process.
- 2b. After reviewing this form and OGM Policy 08-01, I CHOOSE NOT to participate in this review process. I will avoid discussing the applicant and/or applications from organizations with which I have disclosed a conflict of interest with other reviewers.

Reviewer's printed name: \_\_\_\_\_

Reviewer's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewer's Organization/Agency: \_\_\_\_\_

Revised, 5/13



# Conflict of Interest Disclosure Form for Board Members

Grant Program: FY2014-15 Cooperative Weed Management Area Grants

Name of Review Group: Grants Program & Policy Committee

Before any review of grant applications, the chair of the meeting shall make this statement about conflict of interest:

*Chair Statement: "A conflict of interest, whether actual, potential, or perceived, occurs when someone in a position of trust has competing professional or personal interests and these competing interests make it difficult to fulfill professional duties impartially. At this time, members are requested to declare conflicts of interest they may have regarding today's business."*

This form gives grant application reviewers an opportunity to disclose any actual, potential or perceived conflicts of interest that may exist during a grant review process. It is the grant reviewer's obligation to be familiar with the Office of Grants Management (OGM) Policy 08-01, Conflict of Interest Policy for State Grant-Making, and to disclose any conflicts of interest accordingly. All grant reviewers *must* complete and sign a conflict of interest disclosure form. On the form, the grant reviewer must identify any grant applicant with which they have an actual, potential or perceived conflict, although they do not need to provide the reason for the conflict on the disclosure form.

**A disclosure does not automatically result in the grant application reviewer being removed from the review process.**

Please read the definitions of conflict of interest below and mark the appropriate boxes that pertain to you and your status as a reviewer of applications for this grant program.

Conflicts of interest may be actual, potential, or perceived:

#### ACTUAL CONFLICT OF INTEREST:

An actual conflict of interest occurs when a decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict.

#### POTENTIAL CONFLICT OF INTEREST:

A potential conflict of interest may exist if a grant reviewer has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests.

#### PERCEIVED CONFLICT OF INTEREST:

A perceived conflict of interest is any situation in which a reasonable third party would conclude that conflicting duties or loyalties exist.

At a minimum, all internal parties who are involved in the grant review or grant management process must be made aware that an actual, potential, or perceived conflict has been disclosed and evaluated, even if it is not serious enough to remove or reassign the employee or grant reviewer. After reviewers have signed the conflict of interest form, therefore, the conflicts--if any--that have been disclosed shall be announced to the reviewing body as a whole. Disclosed conflicts and their resolution will also be noted in the meeting minutes, and the forms will be kept as documentation of the grant review.

As a grant reviewer, I certify that I have read and understand the descriptions of conflict of interest explained above and in OGM Policy 08-01. Check either box 1a or 1b **and** either box 2a or 2b.

- 1a. I have reviewed the list of applicants, and I do not have any conflicts of interest relating to this program's grant applicants or proposed projects.
- 1b. I have an ACTUAL, POTENTIAL, or PERCEIVED conflict of interest with the applicant(s) listed below. (Note: If you disclose a conflict, you must identify the applicant on this form, but a description is discretionary. Under Minnesota Statute 13.599, this form is considered public data.)

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- 2a. After reviewing this form and OGM Policy 08-01, I CHOOSE to participate in this review process.
- 2b. After reviewing this form and OGM Policy 08-01, I CHOOSE NOT to participate in this review process. I will avoid discussing the applicant and/or applications from organizations with which I have disclosed a conflict of interest with other reviewers.

Reviewer's printed name: \_\_\_\_\_

Reviewer's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewer's Organization/Agency: \_\_\_\_\_

Revised, 5/13



BOARD MEETING AGENDA ITEM

AGENDA ITEM TITLE:

Fy 2014 Clean Water Fund Competitive Grants Program

Meeting Date: January 22, 2014
Agenda Category: [X] Committee Recommendation [ ] New Business [ ] Old Business
Item Type: [X] Decision [ ] Discussion [ ] Information
Section/Region: Land and Water Section
Contact: Dave Weirens
Prepared by: Marcey Westrick and Dave Weirens
Reviewed by: Grants Program and Policy Committee(s)
Presented by: Marcey Westrick and Dave Weirens

[ ] Audio/Visual Equipment Needed for Agenda Item Presentation

Attachments: [X] Resolution [ ] Order [ ] Map [X] Other Supporting Information

Fiscal/Policy Impact

- [ ] None [ ] General Fund Budget
[ ] Amended Policy Requested [ ] Capital Budget
[ ] New Policy Requested [ ] Outdoor Heritage Fund Budget
[ ] Other: [X] Clean Water Fund Budget

ACTION REQUESTED

The Board is requested to consider the recommendation of the Grants Program and Policy Committee to award Clean Water Grant Funds to local government applicants in the following program categories: Projects and Practices, Accelerated Implementation, Accelerated Implementation-Shared Services, and Community Partners Conservation Program.

LINKS TO ADDITIONAL INFORMATION

SUMMARY (Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)

On August 29, 2013 the Board adopted resolution #13-63 which authorized staff to conduct an request for proposals from eligible local governments for Clean Water Fund projects in four program categories: Projects and Practices, Accelerated Implementation, Accelerated Implementation-Shared Services, and Community Partners Conservation Program.

Applications were accepted from September 3, 2013 until October 4, 2013. A total of 296 applications were received that requested over \$52 million. Total available grant funds are \$15,637,364. BWSR staff conducted multiple processes to review and score applications, all of them involving staff from other agencies.

The attached recommendation overview, spreadsheets, and resolution contain detail on the applications and proposed funding awards.



Board Resolution # 14-

**FY 2014 CLEAN WATER FUND AND COMPETITIVE GRANTS  
PROGRAM: FUNDING RECOMMENDATION**

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**WHEREAS**, the Clean Water Fund (CWF) is established in M.S. 114D.50; and,

**WHEREAS**, Clean Water Funds have been appropriated to BWSR in Laws of Minnesota 2013, Chapter 137; and,

**WHEREAS**, the Minnesota Department of Agriculture is contributing Agricultural Best Management Practices Loan Program funds; and,

**WHEREAS**, the Minnesota Department of Health is contributing Well Sealing Cost Share funds; and

**WHEREAS**, the Board has authority under Minn. Stat. 103B.3369 to make grants to cities, townships, counties, soil and water conservation districts, watershed districts, joint powers organizations, and other special purpose districts or authorities with jurisdiction in water and related land resources management when a proposed project, practice or activity implements a county water plan, watershed management plan, or county groundwater plan; and

**WHEREAS**, BWSR implementation of appropriated CWF funds is based on the Minnesota Constitution, Article XI, Section 15 which provides that funds may be “spent only to protect, enhance, and restore water quality in lakes, rivers, and streams and to protect groundwater from degradation”, and that “dedicated money under this section must supplement traditional sources of funding for these purposes and may not be used as a substitute”; and,

**WHEREAS**, the CWF implementation strategy recognizes that funding decisions should be based on the best available scientific information and directed to where clean water protection, enhancement and restoration work is most needed and most effective; and,

**WHEREAS**, the CWF implementation strategy incorporates the purpose of M.S. 114D.20 which directs the implementation of Clean Water Funds to be coordinated with existing authorities and program infrastructure; and,

**WHEREAS**, the Board has previously endorsed an inter-agency granting strategy that includes the MN Department of Agriculture (MDA), the Department of Natural Resources (DNR), the Pollution Control Agency (MPCA), the Department of Health (MDH), and the BWSR with the goal of effectively coordinating water quality projects or practices funded by the CWF, and

**WHEREAS**, on August 29, 2013 (Board Resolution # 13-63) the Board:

1. Authorized staff to finalize, distribute and promote a Request For Proposals (RFP) for the FY2014 Clean Water Fund Competitive Grants Program consistent with the provisions of appropriations enacted in 2013, Minn. Stat. 103B.3369 and this Board resolution; and,

2. Adopted the FY2014 Clean Water Fund Competitive Grants Policy; and,

**WHEREAS**, FY 2014 CWF competitive grant funds in the following amounts were made available to local governments through the RFP process that was open for applications from September 3 to October 4, 2013:

- A. \$14,032,364 from the CWF appropriated to BWSR, in the following categories:
  - 1. \$8,417,364 for Projects and Practices Grants;
  - 2. \$2,215,000 for Accelerated Implementation Grants;
  - 3. \$2,000,000 for Accelerated Implementation-Shared Services Grants;
  - 4. \$1,400,000 for Community Partners Conservation Program Grants;
- B. \$250,000 of Well Sealing CWF funds appropriated to the MDH;
- C. Up to \$3,000,000 of Agricultural Best Management Practices Loan Program CWF Funds appropriated to the MDA; and,

**WHEREAS**, BWSR staff implemented a communication effort that included:

- email notification to eligible grantees on September 3, of the available CWF grant funds;
- webinars were held on September 4, 5, and 10 to review the grant programs; and
- a question and answer document was established on the BWSR website to provide an accessible information outlet; and,

**WHEREAS**, local governments throughout the state submitted 163 applications that requested \$42,298,743 in funds for Projects and Practices projects that were initially assessed by BWSR staff and subsequently evaluated by an interagency team consisting of staff from the MDA, the DNR, the MPCA, the MDH, and the BWSR based on the following criteria:

Ranking Criteria	Maximum Points Possible
<u>Proposal Description</u> : The proposal description succinctly describes what results the applicant is trying to achieve and how they intend to achieve those results.	5
<u>Relationship to the Plan</u> : The proposal is based on priority protection or restoration actions listed in or derived from an approved local water management plan.	15
<u>Targeting</u> : The proposal addresses identified critical pollution sources impacting the water resource identified in the application.	30
<u>Measurable Outcomes</u> : The project or practice has a quantifiable reduction in pollution and directly addresses the water quality concern identified in the application.	35
<u>Project or Practice Readiness</u> : The proposal has a set of specific initiatives that can be implemented soon after grant award.	10

<u>Biennial Budget Request (BBR):</u> A BBR was submitted by the applicant organization in 2012.	5
<b>Total Points Available</b>	<b>100</b>

**WHEREAS**, local governments throughout the state submitted 46 applications that requested \$4,549,181 in funds for Accelerated Implementation projects that were initially assessed by BWSR staff and subsequently evaluated by an interagency team consisting of staff from the MDA, the DNR, the MPCA, the MDH, and the BWSR based on the following criteria:

<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
Clarity of the proposal's goals, standards addressed and projected impact on land and water management and enhanced effectiveness of future implementation projects or practices.	40
Relationship to Plan: The proposal is based on priority protection or restoration actions listed in or derived from an approved local water management plan.	25
Means and measures for assessing performance, milestones for success, and capacity to measure outcomes.	20
Timeline for implementation.	15
<b>Total Points Available</b>	<b>100</b>

**WHEREAS**, local governments throughout the state submitted 9 applications that requested \$2,416,372 in funds for Accelerated Implementation-Shared Services proposals were evaluated by BWSR staff based on the following criteria:

<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
Clarity of proposed activities and their effect on enhanced delivery of current or future implementation projects or practices, targeting activities or other essential conservation delivery services.	25
Relationship of proposed activities to identified needs from the BBR and/or identified priorities associated with local water management plans or other strategic water quality assessments.	30
Means and measures for assessing performance, milestones for success, and capacity to measure outcomes.	25
Clarity of application activities to implement projects from other	20

fund sources or from new partnerships within the Technical Service Area.	
<b>Total Points Available</b>	<b>100</b>

**WHEREAS**, local governments throughout the state submitted 16 applications that requested \$1,510,151 in funds for Community Partners Conservation Program projects that were initially assessed by BWSR staff and subsequently evaluated by an interagency team consisting of staff from the MDA, the DNR, the MPCA, the MDH, and the BWSR based on the following criteria:

Ranking Criteria	Maximum Points Possible
Clarity of the application's goals, projected impact, and involvement with community partners.	40
Relationship to Plan: The proposal is based on priority protection or restoration actions listed in or derived from an approved local water management plan.	30
Plan for assessing the proposal's impact and capacity to measure project or practice outcomes.	20
LGU capacity to implement local grant program processes and protocols.	10
<b>Total Points Available</b>	<b>100</b>

**WHEREAS**, local governments throughout the state submitted 10 applications that requested \$363,000 for Well Sealing projects that were evaluated by MDH staff based on the following criteria:

Ranking Criteria	Maximum Points Possible
Specific wells included in the application	25
Relationship to Plan: The proposal is based on priority protection or restoration actions listed in or derived from an approved local water management plan.	40
Priority areas for well sealing identified.	20
Overall proposal quality and completeness	15
<b>Total Points Available</b>	<b>100</b>

**WHEREAS**, the BWSR Senior Management Team reviewed the proposed FY 2014 CWF Competitive Grant allocations on January 6, 2014; and

**WHEREAS**, the Grants Program and Policy Committee reviewed the FY20143 CWF Competitive Grants Program proposals developed by staff on January 10, 2014.

**NOW THEREFORE BE IT RESOLVED**, the Board hereby:

1) Approves allocations to implement the FY 2014 CWF Competitive Grant Program according to the attached funding recommendation spreadsheets and the attached scoring results and funding recommendations document for the following programs and recommended allocation amounts shown below:

<u>Grant Program</u>	<u>Allocated Funds</u>
A. Projects and Practices Grants	\$8,417,364
B. Accelerated Implementation Grants	\$2,206,956
C. Accelerated Implementation Grants-Shared Services	\$2,000,000
D. Community Partners Conservation Program Grants	\$862,500
E. MDH Well Sealing Grants	\$288,988

2) Authorizes staff to forward a recommendation to the MDA to allocate \$0 of Agricultural BMP Loan Program funds through BWSR-led competitive grant making processes,

3) Authorizes staff to use the proportion of the amount leveraged or match as a tiebreaker for equal project scores to award available funds, and

4) Authorizes staff to:

- A. approve project workplans,
- B. enter into grant agreements consistent with this resolution and Legislative appropriations,
- C. assign funds, noted in (1) that may become available, to partially funded projects due to a lack of funds, or to unfunded projects, in rank order, if funded projects are withdrawn, do not receive workplan approval by March 1, 2014 unless extended for cause, or are modified to reduce the state funding needed to accomplish the project, and

\_\_\_\_\_  
Brian Napstad, Chair  
Board of Water and Soil Resources

Date: \_\_\_\_\_

Attachments:

1. FY2014 Projects and Practices Grant Recommendations
2. FY2014 Accelerated Implementation Grant Recommendations
3. FY2014 Accelerated Implementation-Shared Services Grant Recommendations
4. FY2014 Community Partner Conservation Program Grant Recommendations
5. FY2014 MDH Well Sealing Grant Recommendations
6. FY2014 Clean Water Fund: Scoring Results and Funding Recommendations



## BOARD OF WATER AND SOIL RESOURCES

### FY2014 Clean Water Fund Competitive Grants

January 10, 2013

Applications for the FY2014 Clean Water Fund Competitive Grants were accepted from September 3 through October 4, 2013. Local governments submitted 244 applications requesting \$51,714,319 in Clean Water Funds. For purposes of reviewing and scoring the applications, they were divided into the following categories:

- **CWF Competitive Grants:** Projects and Practices; Accelerated Implementation; and Community Partners.
- **Accelerated Implementation – Shared Services**
- **Minnesota Department of Health – Well Sealing Grants**

The Interagency Scoring Team consisting of staff from BWSR, DNR, MDA, MDH, and MPCA met on December 16 to score the CWF Competitive Grants. BWSR Clean Water Specialists met on December 17 to review and score the Shared Services Grant applications. The resulting funding recommendations were reviewed by the BWSR Senior Management Team on January 6, 2014.

#### **CWF Competitive Grants.**

The FY2014 CWF Competitive Grants consists of 4 separate funds, as shown below:

<b>FY2014 Competitive CWF Competitive Grant Programs</b>	<b>FY14 Available Funds</b>	<b>Requested Funds</b>	<b>Recommended Funds</b>
Projects and Practices	\$8,417,364	\$42,298,743	\$8,417,364
Accelerated Implementation	\$2,215,000	\$4,549,181	\$2,206,956
Shared Services	\$2,000,000	\$2,416,372	\$2,000,000
Community Partners	\$1,400,000	\$1,510,151	\$862,500
MDH Well Sealing Grants	\$250,000	\$363,000	\$288,988
MDA Ag BMP Loans	\$3,000,000	\$576,872	\$0
<b>Total</b>	<b>\$17,282,364</b>	<b>\$51,714,319</b>	<b>\$13,775,808</b>

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**Projects and Practices:**

Funds used to make investments in on-the-ground projects and practices that will protect or restore water quality in lakes, rivers or streams, or will protect groundwater or drinking water. Examples include stormwater practices, agricultural conservation, livestock waste management, lakeshore and stream bank stabilization, stream restoration, and SSTS upgrades.

A total of 163 applications for Projects and Practices Grant Funds were received. Of this total, 114 applications were scored. Forty-nine applications were not scored as they were assessed as low (36 applications) by BWSR staff or determined to be ineligible (13 applications). The criteria used in the BWSR assessments and interagency scoring are shown below.

<b>Projects and Practices Ranking Criteria</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
<u>Project Description:</u> The project description succinctly describes what results the applicant is trying to achieve and how they intend to achieve those results.	5
<u>Relationship to the Plan:</u> The proposal is based on priority protection or restoration actions listed in or derived from an approved local water management plan.	15
<u>Targeting:</u> The proposed project addresses identified critical pollution sources impacting the water resource identified in the application.	30
<u>Measurable Outcomes:</u> The proposed project has a quantifiable reduction in pollution and directly addresses the water quality concern identified in the application.	35
<u>Project Readiness:</u> The application has a set of specific activities that can be implemented soon after grant award.	10
<u>Biennial Budget Request (BBR):</u> A BBR was submitted by the applicant organization in 2012.	5
<b>Total Points Available</b>	<b>100</b>

**Recommendation:**

1. Fully fund the highest scoring 39 applications (with exceptions noted below) and partially fund the 40<sup>th</sup> (CWF14-8172, Scott County).
2. CWF 148547 Sherburne SWCD (#14), CWF 14-8985 Carver County (#20), CWF 14-9743 Scott SWCD (#31), CWF 14-9043 Pomme de Terre JPB (#32), and CWF 14-8185 Pope SWCD (#35) are recommended for 50% funding due to non-specific project locations.

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**Accelerated Implementation Grants:**

Before on-the-ground clean water projects get implemented, there is the need for pre-project identification, planning and design. This grant invests in building capacity for local governments to accelerate on-the-ground projects that improve or protect water quality and perform above and beyond existing standards. Whether it is conducting inventories of potential pollutant sites, developing and using analytical targeting tools, providing technical assistance or increasing citizen interaction, local governments will be better prepared to increase the installation of water quality projects and practices after receiving these grants.

A total of 46 applications for Accelerated Implementation Grant Funds were received. Of this total, 34 applications were scored. Twelve applications were not scored as they were assessed as low (11 applications) by BWSR staff or determined to be ineligible (1 application). The criteria used in the BWSR assessments and interagency scoring are shown below.

<b>Clean Water Accelerated Implementation Grants Ranking Criteria</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
Clarity of project’s goals, standards addressed and projected impact on land and water management and enhanced effectiveness of future implementation projects.	40
<u>Prioritization and Relationship to Plan:</u> The proposal is based on priority protection or restoration actions listed in or derived from an approved local water management plan or address pollutant load reductions prescribed in an approved TMDL.	25
Means and measures for assessing the program’s impact and capacity to measure project outcomes.	20
Timeline for implementation.	15
<b>Total Points Available</b>	<b>100</b>

**Recommendation:**

Fully fund the 20 highest scored applications. Project C14-7822 (#12) will be funded under the Soil Erosion and Drainage Law Compliance Program.

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**Accelerated Implementation Grants: Shared Service**

A total of nine applications were received. Of this total, eight of the applications were scored. 1 application was not scored as it was assessed as low. The criteria used in the BWSR assessments are shown below.

<b>Clean Water Accelerated Implementation Shared Services Grants Ranking Criteria</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
Clarity of proposed activities and their effect on enhanced delivery of current or future implementation projects or practices, targeting activities or other essential conservation delivery services.	25
Relationship of proposed activities to identified needs from the Biennial Budget Request (BBR) and/or identified priorities associated with local water management plans or other strategic water quality assessments.	30
Means and measures for assessing performance, milestones for success, and capacity to measure outcomes.	25
Clarity of application activities to implement projects from other fund sources or from new partnerships within the Technical Service Area.	20
<b>Total Points Available</b>	<b>100</b>

***Recommendation:***

Fully fund the eight applications at \$250,000 each.

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**Community Partners Grants:**

These sub-grant funds leverage the interest of non-governmental partners such as faith organizations, lake and river associations, boy/girl scout troops, and other civic groups, to install on-the ground projects that reduce runoff and keep water on the land. Examples include: rain gardens and shoreline restorations.

A total of 16 applications for Community Grant Funds were received. Of this total, 11 applications were scored. Five applications were not scored as they were assessed as low by BWSR staff. The criteria used in the BWSR assessments and interagency scoring are shown below.

<b>Community Partners Grant Ranking Criteria</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
Clarity of project goals, projected impact, and involvement with community partners.	40
Prioritization and Relationship to Plan: The proposal is based on priority protection or restoration actions listed in or derived from an approved local water management plan or address pollutant load reductions prescribed in an approved TMDL.	30
Plan for assessing the programs impact and capacity to measure project outcomes.	20
LGU capacity to implement the local grant program processes and protocols.	10
<b>Total Points Available</b>	<b>100</b>

***Recommendation:***

Fully fund projects over 70 points. This results in fully funding the 8 highest scoring applications.

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**Minnesota Department of Health Well Sealing Grants**

These funds are to be used to provide assistance to well owners for the sealing of unused wells in accordance with Minnesota Rules 4725.

A total of 10 applications for Well Sealing Grant Funds were received. Of this total, all applications were scored by the Minnesota Department of Health. The criteria used in the MDH assessments are shown below.

<b>Minnesota Department of Health Well Sealing Ranking Criteria</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
Specific wells included in the application	25
Prioritization and Relationship to Plan: The proposal is based on priority protection or restoration actions listed in or derived from an approved local water management plan	40
Priority areas for well sealing identified	20
Overall proposal quality and completeness	15
<b>Total Points Available</b>	<b>100</b>

***Recommendation:***

The Minnesota Department of Health is proposing to partially fund all 10 applications. Applications will be funded based on the following criteria:

- For well sealing 100% of requested amount for identified wells and 75% for unidentified wells
- For administrative and other costs is 100% for identified wells and 75% for unidentified wells and cannot exceed 20% of the total amount for the grant.

Row	CWF ID	Applicant	County	Amount Requested	Amount Recommended	Match Amount	Title	Average Score (100 pts.)	Description
1	C14-9175	Capitol Region WD	Ramsey	\$ 360,000	\$ 360,000	\$ 90,000	Reduce, Reuse, Revitalize: Upper Villa Park Volume Reduction and Stormwater Reuse Project	92.9	This purpose of this project is to protect Lake McCarron's by reducing runoff volumes and the pollutants associated with urban stormwater through Best Management Practices, such as bio-retention basin, infiltration systems, and a re-use system to irrigate a community softball field.
2	C14-5800	Minnehaha Creek WD	Hennepin	\$ 483,000	\$ 483,000	\$ 150,000	Cottageville Park Water Quality Protection and Stream Restoration Project	90.5	The purpose of this project is to help meet water quality goals for Minnehaha Creek by implementing a wide variety of stormwater BMP's, including biofiltration, infiltration areas, stormwater re-use systems, native plantings, and enhanced outlet filters.
3	C14-8647	Anoka CD	Anoka	\$ 42,987	\$ 42,987	\$ 30,000	Coon Lake Area Stormwater Retrofits	90.4	This purpose of this project is to install new stormwater treatment practices in neighborhoods directly draining to Coon Lake, whose water quality has been trending downward and approaching the state water quality standard.
4	C14-7463	Rice Creek WD	Ramsey	\$ 537,500	\$ 537,500	\$ 134,375	Middle Rice Creek Restoration	90.2	The purpose of this project is to restore historic meanders and stabilize Middle Rice Creek, which has been channelized and is currently unstable and eroding.
5	C14-2296	Anoka CD	Anoka	\$ 517,780	\$ 517,780	\$ 267,000	Oak Glen Creek Stormwater Pond Expansion and Iron Enhanced Sand Filter Retrofit	89.9	The purpose of this project is to expand the Oak Glen Creek stormwater pond and enhance the pond with an iron enhanced sand filter to protect a downstream corridor stabilization and improve the quality of stormwater discharged to the Mississippi River.
6	C14-8176	Crow Wing SWCD	Crow Wing	\$ 370,000	\$ 370,000	\$ 95,500	Serpent Lake Protection: Deerwood Community Flood and Stormwater Control Project	89.8	The purpose of this project is to reverse the declining water quality trend of Serpent Lake by installing a series of bio-retention swales and iron enhanced filters on public and private land.
7	C14-7251	Forest Lake, City of	Washington	\$ 382,000	\$ 382,000	\$ 95,500	Clear Lake Water Quality Treatment Project	89.5	The purpose of this project is to install four biofiltration basins and a wet sedimentation pond to treat stormwater prior to discharging into Clear Lake.
8	C14-6918	Carver County	Carver	\$ 200,000	\$ 200,000	\$ 50,000	Burnett Lake Stormwater Reuse System	88.9	The purpose of this project is to install a water reuse system to capture untreated storm water and reduce pollutants entering Burnett Lake.
9	C14-2565	Carlton SWCD	Carlton	\$ 81,791	\$ 81,791	\$ 33,005	Phase II Red Clay Dam: Deer Creek Tributary Restoration Through Aging Sediment Retention Structure Removal	88.8	The purpose of this project is to use natural channel design methods to restore an eroding section of the turbidity-impaired Deer Creek.
10	C14-9751	Middle St. Croix River WMD	Washington	\$ 109,000	\$ 109,000	\$ 28,000	Lily Lake Stormwater Quality Retrofits	88.8	The purpose of this project is to continue the installation of targeted stormwater treatment best management practices treating at least 8 acres of urban development draining to Lily Lake.
11	C14-9197	Polk - East SWCD	Polk	\$ 364,880	\$ 364,880	\$ 175,000	Phase III Sand Hill River Watershed Multi-County Erosion BMP's	88.7	The purpose of this project is to continue installation of 80 water and sediment basins located within the upper reaches of the Sand Hill River Watershed.
12	C14-8281	Stearns SWCD	Stearns	\$ 174,301	\$ 174,301	\$ 53,699	Stearns County SWCD Stump and Sagatagan Lakes Subwatershed Stormwater Treatment Projects	88.4	The purpose of this project is to retrofit sub-catchment drainage areas on St. John's University (SU) campus that drain untreated stormwater runoff directly into Stump and Sagatagan Lakes.
13	C14-7210	Comfort Lake-Forest Lake WD	Washington	\$ 360,750	\$ 360,750	\$ 120,250	Bibby Park Water Quality Improvement Project	88.3	The purpose of this project is to address, on a sub-regional scale, water quality improvements to Comfort Lake by modify an existing wetland complex to increase water quality treatment and storage capacity in addition to incorporating an iron-enhanced sand filter, which will remove dissolved phosphorus.
14	C14-8547	Sherburne SWCD	Sherburne	\$ 120,000	\$ 60,000	\$ 30,000	Elk River Targeted Bacteria Reduction	88.3	The purpose of this project is to implement a pasture and manure management program to large animal and hobby farm owners within priority locations as identified in the Elk River Bacteria TMDL and Implementation Plan.
15	C14-2569	Browns Creek WD	Washington	\$ 57,000	\$ 57,000	\$ 23,000	Long Lake Neighborhood Retrofit	87.9	The purpose of this project is to work with targeted landowners in two high priority neighborhoods to install stormwater best management practices in efforts to reduce phosphorus loading into Long Lake.
16	C14-8083	Savate, City of	Scott	\$ 459,665	\$ 459,665	\$ 115,000	Savage Fen Ravine Stabilization	87.8	The purpose of this project is to stabilize two large ravines that discharge to the Savage Galarous Fen Wetland Complex.
17	C14-8450	Prior Lakes-Spring Lake WD	Scott	\$ 131,200	\$ 131,200	\$ 32,800	2013 - Fish Point Park Retrofits	87.2	The purpose of this project is to reduce rate, volume and phosphorus loading to Lower Prior Lake by retrofitting an existing ditch section with in-line iron-sand filters and expanding storage capacity through wetland creation upstream.
18	C14-9437	Shingle Creek WMC	Hennepin	\$ 200,000	\$ 200,000	\$ 175,000	Connections at Shingle Creek	87.0	The purpose of this project is the ecological restoration of 1,400 feet of Shingle Creek by creating a narrowed low flow channel, thinning dense tree canopy, and installing a native plant buffer.

Row	CWF ID	Applicant	County	Amount Requested	Amount Recommended	Match Amount	Title	Average Score (100 pts.)	Description
19	C14-7702	Dakota SWCD	Dakota	\$ 300,000	\$ 300,000	\$ 75,000	2014 Clean Water Retrofit Partnership	86.7	The purpose of this project is to continue efforts to retrofit stormwater Best Management Practices (BMPs) on public land using proven methods that match local water management plan priority sites with effective BMPs using ranking criteria that includes pollutant load modeling, benefits to receiving waters, cost benefit ratios, and site suitability.
20	C14-8985	Carver County	Carver	\$ 80,000	\$ 40,000	\$ 20,000	Bevens and Carver Creeks Exclusion and Streambank Restoration Grant	86.3	The purpose of this project is to construct exclusion fencing for livestock to remove uncontrolled access to the bacteria impaired Beven and Carver Creeks.
21	C14-1920	Isanti SWCD	Isanti	\$ 120,611	\$ 120,611	\$ 31,000	Stormwater Retrofit for City of Isanti, MN to Benefit the Rum River	86.1	The purpose of this project is to install a new stormwater pond in a targeted neighborhood in the City of Isanti that discharges to a creek flowing directly into the Rum River.
22	C14-3927	Prior Lake-Spring Lake WD	Scott	\$ 58,000	\$ 58,000	\$ 14,500	2013 - Arctic Lake Restoration	86.1	The purpose of this project is to reduce the watershed phosphorus loading to both Arctic and Upper Prior Lakes by enhancing two ponds with sand-iron filters, retrofitting a basin and install a levee system in an agricultural drainage area, restoring a wetland, and removing carp.
23	C14-8790	Chicago SWCD	Chicago	\$ 250,000	\$ 250,000	\$ 62,500	Chain of Lakes Stormwater Retrofit Assessment Best Management Practices	85.8	The purpose of this project is to continue to install targeted best management practices identified in rural and urban subwatershed assessments in the Chicago Chain of Lakes watershed.
24	C14-7468	Anoka CD	Anoka	\$ 88,590	\$ 88,590	\$ 22,500	Golden Lake Iron Enhanced Sand Filter - Treating Dissolved Phosphorus	85.5	The purpose of this project is to retrofit an existing stormwater treatment pond discharging to the nutrient impaired Golden Lake with an iron enhanced sand filter.
25	C14-8853	Chicago SWCD	Chicago	\$ 117,000	\$ 117,000	\$ 30,000	St. Croix River Escarpment Gully Stabilization Implementation Program	85.3	The purpose of this project is to continue the implementation phase of the St. Croix River Escarpment project which stabilizes active gully erosion sites that have been targeted for repair.
26	C14-8858	Ramsey-Washington Metro WD	Ramsey	\$ 200,000	\$ 200,000	\$ 50,000	Casey Lake Neighborhood Stormwater Retrofit	85.3	The purpose of this project is to protect Lake Phalen by installing up to 25 rain gardens on priority properties in the Casey Lake watershed that drains to the impaired Kohman Lake which is the headwaters to Lake Phalen.
27	C14-5920	Ramsey Conservation District	Ramsey	\$ 56,000	\$ 56,000	\$ 20,000	Wakefield Design and Implementation Project	85.0	The purpose of this project is to design and install seven priority BMPs in a targeted 85.0 catchment of Wakefield Lake.
28	C14-8457	Washington Conservation District	Washington	\$ 216,130	\$ 216,130	\$ 100,000	Lake St. Croix Rural Subwatershed Project Implementation	84.9	The purpose of this project is the implementation of 8 to 10 of the top ranked conservation projects that have been identified in a rural subwatershed analysis in efforts to reduce phosphorus loading to Lake St. Croix.
29	C14-7062	Stearns SWCD	Stearns	\$ 196,586	\$ 196,586	\$ 51,658	St. Cloud State University Q Parking Lot Pollution Reduction Project	84.8	The purpose of this project is to reduce the pollutant load currently entering the Mississippi river from a parking lot by capturing and treating the first one inch of rainfall in a treatment train of best management practices. Those practices will include bioretention basins or infiltration trenches.
30	C14-9914	Turtle Creek WD	Freeborn	\$ 35,625	\$ 35,625	\$ 11,375	CRP Incentives for Targeted Sediment Loading Reduction	84.6	The purpose of this project is to target incentives for enrollment into the Conservation Reserve Program in the heaviest sediment loading subwatershed areas to Turtle Creek and Cedar River.
31	C14-9743	Scott SWCD	Scott	\$ 252,800	\$ 126,400	\$ 75,000	Lower Minnesota River Watershed Targeted BMP Installations in Tributary and Near Channel Stream Watersheds, Scott County	84.5	The purpose of this project is to reduce sediment and nutrient loading to the main stem and local tributaries of the Lower Minnesota River by providing cost share for practices that treat ravine headcut and channel erosion, streambank/shoreline erosion, ephemeral gully erosion, and direct-discharging open inlet drainage systems.
32	C14-9043	Pomme de Terre River Association IPB	Multiple Counties	\$ 549,632	\$ 274,816	\$ 137,408	Pomme de Terre River Watershed Targeted BMP Implementation Project	84.5	The purpose of this project is to continue implementing targeted activities in identified specific areas which include erosion control practices such as water and sediment control basins, riparian buffers, enrollment of CRP buffer and wetland practices, shoreline protection and stabilization projects.
33	C14-6945	Heron Lake WD	Murray	\$ 264,535	\$ 264,535	\$ 66,134	Livestock Nutrient Reduction Project	84.4	The purpose of this project is to construct a manure storage basin within the West Fork Des Moines River Watershed.
34	C14-9342	Lake of the Woods SWCD	Lake of the Woods	\$ 61,000	\$ 61,000	\$ 20,000	Zippel Watershed Sidewater Inlets	84.0	The purpose of this project is to reduce erosion and sedimentation in the Zippel Watershed by replacing failing sidewater inlets along County Ditch 1, the main tributary of the watershed.
35	C14-8185	Pope SWCD	Pope	\$ 253,800	\$ 126,900	\$ 63,450	Pope County Sub Watershed Water and Sediment Control Basin Project	83.9	The purpose of this project is to install 30 water and sediment control basins in three sub watersheds adjacent to Lake Minnewaska to reduce the amount of sediment and total phosphorus entering Polkan Lake, Lake Minnewaska, and Lake Emily.

Row	CWF ID	Applicant	County	Amount Requested	Amount Recommended	Match Amount	Title	Average Score (100 pts.)	Description
36	C14-9295	Wilkin SWCD	Wilkin	\$ 165,000	\$ 165,000	\$ 41,250	2014 Red River Sediment Reduction Project	83.5	The purpose of this project is to install best management practices to repair severe gullies that are contributing massive sediment loads to the impaired Red River.
37	C14-7804	Mahnomen SWCD	Mahnomen	\$ 100,938	\$ 100,938	\$ 50,750	Wild Rice River Restoration Project	83.3	The purpose of this project is to continue the successful implementation of the Lower Wild Rice River Turbidity TMDL Plan by installing an additional 29 water and sediment control basins and 25 acres of vegetative filter strips, within the priority March Creek watershed.
38	C14-7226	Riley-Purgatory-Bluff Creek WD	Carver	\$ 150,000	\$ 150,000	\$ 37,500	Bluff Creek Bank and Habitat Restoration	82.9	The purpose of this project is to restore the physical and biological integrity of Bluff Creek by implementing the bank repair/culvert restoration project that was identified as a high priority in the Bluff Creek Watershed Total Maximum Daily Load Implementation Plan.
39	C14-7056	Kanabec SWCD	Kanabec	\$ 165,590	\$ 165,590	\$ 41,398	Ann River Watershed - Restoration Project	82.9	The purpose of this project is to reduce watershed pollutant loadings to the Ann River and its tributaries by installing water and sediment control basins, restoring streambanks and wetlands, enhancing riparian buffers, and installing exclusion fencing.
40	C14-8172	Scott County	Scott	\$ 800,000	\$ 411,789	\$ 1,000,000	Quarry Creek Collaborative	82.8	The purpose of this project is to reduce sediment to the Minnesota River, control erosion and reduce sedimentation in a local DNR Protected Water, and protect private land and public infrastructure by completing the first phase of ravine stabilization.
				Total Recommended Funding					
				\$ 8,417,364	\$ 8,417,364				
41	C14-9086	Stearns SWCD	Stearns	\$ 243,750	\$ 81,250		Rice Lake Targeted Stormwater Reductions To Meet TMDL Goals	82.8	The purpose of this project is to reduce pollutant loading to Rice Lake, one of the top fisheries in Central Minnesota, by implementing conservation practices in a targeted subwatershed of the lake.
42	C14-7301	Winona SWCD	Winona	\$ 565,196	\$ 984,907		2014 Winona County SWCD Feedlot Cost-Share	82.4	The purpose of this project is to reduce the amount of pathogens and nutrients generated by livestock from reaching surface waters and groundwater by targeting feedlots located in areas that are highly susceptible to groundwater pollution and sinkhole formation.
43	C14-3157	Dakota SWCD	Dakota	\$ 150,000	\$ 37,500		2014 Clean Water Conservation Incentive	82.3	This purpose of this project is to improve surface and groundwater quality throughout the county by installing best management practices that are targeted and prioritized to reduce pollutants in subwatersheds with identified surface water impairments and poor ground water quality.
44	C14-9785	Martin SWCD	Martin	\$ 196,400	\$ 49,100		Surface Water Treatment in the Elm Creek Watershed	82.3	The purpose of this project is the treatment of both surface water and tile water before it reaches receiving water body implementing saturated buffers, wetland treatment, and the incorporation of bio-filters.
45	C14-9540	Rice County	Rice	\$ 174,927	\$ 43,732		Twin Lakes Stormwater Retrofit Project	82.1	The purpose of this project is to implement a treatment train approach to stormwater management on a subwatershed scale. BMPs would provide runoff storage, treatment, & infiltration opportunities that would otherwise discharge untreated to the Cannon River.
				Total Recommended Funding					
				\$ 1,000,000	\$ 1,000,000				
46	C14-7609	Greater Blue Earth River Basin Alliance	Multiple Counties	\$ 1,000,000	\$ 250,000		Targeting Ravines and Gullies in the Greater Blue Earth River Basin - 2014	81.8	The purpose of this project is to reduce sediment and nutrient loadings coming into upper watershed of Geneva Lake by installing several conservation practices via a treatment train approach.
47	C14-0866	Turtle Creek WD	Freeborn	\$ 130,000	\$ 32,500		Geneva Lake Watershed Improvement Project	81.6	The purpose of this project is to reduce sediment and nutrient loadings coming into upper watershed of Geneva Lake by installing several conservation practices via a treatment train approach.
48	C14-6448	Mississippi WMO	Anoka	\$ 56,500	\$ 30,000		Stevenson School Ravine Restoration	81.1	The purpose of this project is the restoration of a ravine discharging directly to the Mississippi River.
49	C14-7899	Cedar River WD	Mower	\$ 319,310	\$ 80,000		Lower Cedar River Watershed Improvement Project	81.0	The purpose of this project is to reduce sediment and nutrient loading directly to the Cedar River by 4 installing water quality detention structures within eroding ravines to help stabilize them.
50	C14-7699	Carnelian-Marine-St. Croix WD	Washington	\$ 98,200	\$ 25,000		Marine on St. Croix Stormwater Retrofit	80.8	The purpose of this project is to design and construct a series of water quality improvements including rain gardens, a bio filtration basin, and a sand iron filter on City right-of-ways and property in Marine on St. Croix.
51	C14-8720	Otter Tail, West SWCD	Otter Tail	\$ 323,700	\$ 90,000		Otter Tail River Watershed Clean Water Protection Plan	80.7	The purpose of this project is to target a subset of lakes, the tributaries and main branch of the Otter Tail River. Implementation efforts include installing shoreline buffers, raingardens, water and sediment control basins, restoring wetlands and closing livestock waste storage facilities.

Row	CWF ID	Applicant	County	Amount Requested	Amount Recommended	Match Amount	Title	Average Score (100 pts.)	Description
52	C14-1588	Washington Conservation District	Washington	\$ 49,658		\$ 16,553	Lake DeMontreville Stormwater Retrofit Assessment Implementation	80.4	The purpose of this project is to implement targeted projects to maintain the water quality of Lake DeMontreville and include 2 bio-retention projects, 2 bioswale projects and 1 pully stabilization project.
53	C14-7198	Becker SWCD	Becker	\$ 150,350		\$ 40,000	Becker Shoreland Protection and Restoration Project	80.2	The purpose of this project is to focus on 19 priority lakesheds resulting in the installation of targeted projects including native shoreline buffers, grassed waterways, rain gardens, culvert risers, filter strips, reforestation, and water and sediment control basins.
54	C14-6551	Medina, City of	Hennepin	\$ 350,000		\$ 262,500	Elm Creek Stormwater Retrofit for Tower Drive Commercial Area	80.1	The purpose of this project is to improve water quality and reduce peak flows for the headwaters of Elm Creek by building a water quality pond and iron-enhanced filter.
55	C14-9559	Benton SWCD	Benton	\$ 707,500		\$ 250,000	NE St. Cloud Phased Sediment Reduction Project	80.0	The purpose of this project is to implement several stormwater best management practices address the northeast St. Cloud drainage basin which has little to no stormwater treatment.
56	C14-8340	Bassett Creek WMC	Hennepin	\$ 177,500		\$ 59,500	Brianwood/Dawview Stormwater Pond with Iron-Enhanced Filtration	79.8	The purpose of this project is to construct a new stormwater pond with iron-enhanced filtration for the Brianwood/Dawview watershed.
57	C14-8842	Polk, East SWCD	Polk	\$ 400,000		\$ 100,000	Sand Hill River Channel Stabilization Winger Township	79.8	The purpose of this project is to provide an ecologically sustainable natural coulee system immediately upstream of its confluence to the Sand Hill River.
58	C14-9413	Winona SWCD	Winona	\$ 140,130		\$ 35,033	2014 Winona County SWCD Imminent Public Health SSTS Abatement Program	79.8	The purpose of this project is to provide county wide cost-share assistance to low income households in order to fix septic systems that pose an Imminent Threat to Public Health and Safety.
59	C14-7878	Stearns SWCD	Stearns	\$ 192,375		\$ 64,185	City of Paynesville North Regional Storm Water Treatment Improvements	79.7	The purpose of this project is to provide permanent stormwater treatment for residential and industrial developments that were created prior to the establishment of stormwater treatment requirements.
60	C14-7284	Buffalo-Red River WD	Wilkin	\$ 238,000		\$ 59,500	2014 Otter Tail River Streambank Restoration and Protection	79.0	The purpose of this project is to address in-stream bank erosion along the Otter Tail River.
61	C14-9316	Roseau River WD	Roseau	\$ 49,632		\$ 12,408	Side water inlet installation	79.0	The purpose of this project is the installation of 24 side water inlets to reduce sedimentation and nutrient run-off from entering the Roseau River.
62	C14-7302	Bois de Sioux WD	Multiple Counties	\$ 172,919		\$ 45,500	Mustinka River Sediment and Phosphorus Reduction Project	78.7	The purpose of this project is to reduce the amount of soil that is being washed into the Mustinka River by installing targeted conservation practices including buffer strips, wetland restorations, water and sediment control basins, shoreline restorations, and rain gardens.
63	C14-3083	Cedar River WD	Mower	\$ 474,900		\$ 118,750	Dobbins Creek Targeted Sediment Reduction Project	78.6	The purpose of this project is to install three extended detention areas in the headwaters of the Dobbins-Creek Watershed.
64	C14-7591	Heron Lake WD	Jackson and Nobles	\$ 111,661		\$ 27,915	Heron Lake Watershed Sediment Reduction Projects	78.6	The purpose of this project is to implement J-hook weirs, cedar revegetations, streambank stabilization projects on Jack Creek in Nobles and Okabena Creek in Jackson County to reduce the amount of sediment and phosphorus delivered to Heron Lake.
65	C14-9375	Coon Creek WD	Anoka	\$ 231,260		\$ 59,000	Coon Rapids Middle & High School Stormwater Retrofit	78.5	The purpose of this project is to reduce and treat stormwater runoff from approximately 40-acre impervious site of the Coon Rapids High School and adjacent Middle School campuses discharging to Coon Creek by installing three infiltration practices.
66	C14-8452	Crow Wing County	Crow Wing	\$ 159,200		\$ 39,800	Crow Wing County Stormwater Management Implementation	78.4	The purpose of this project is offer a county-wide cost-share program to assist landowners in implementing stormwater plans to manage a 1" rain event over all the impervious surface coverage on their parcel.
67	C14-7046	Minneapolis, City of	Hennepin	\$ 502,200		\$ 309,900	Lake Nokomis Neighbors for Clean Water	78.3	The purpose of this project is to install stormwater BMPs on residential properties to protect Lake Nokomis, a water body in Minneapolis impaired for excess nutrients.
68	C14-9605	Wilkin SWCD	Wilkin	\$ 182,250		\$ 148,750	Retrofit County Ditch 12 and 28 to improve water quality	77.7	The purpose of this project is to improve water quality in the Red River of the North by retrofitting two complete drainage systems with side inlets.
69	C14-7950	Riley-Purpuratory-Bluff Creek WD	Curver	\$ 240,000		\$ 60,000	Lake Susan Wetland Improvement Project	77.4	The purpose of this project is to restore a wetland that has been identified as a significant source of phosphorus loading to Lake Susan.
70	C14-9800	Carver County	Carver	\$ 42,000		\$ 11,000	Benton Lake Reclamation	77.1	The purpose of this project is to reduce the number of common carp in Benton Lake to reduce the amount of internal phosphorus loading.
71	C14-8429	Rice County	Rice	\$ 36,750		\$ 9,188	Rice County Environmental Service SSTS Enhancement and Education Program	77.0	The purpose of this project is to enhance the Rice County SSTS program by providing additional activities to aid in upgrading septic systems that have been deemed an Imminent Threat to Public Health and Safety.

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72	C14-9436	Prior Lake-Spring Lake WD	Scott	\$ 188,800	\$ 47,200	\$ 47,200	2013 - Fish Lake Internal Load Management	76.7	The purpose of this project is to improve the quality of water and habitat in Fish Lake by utilizing an advanced carp reduction strategy and a targeted application of aluminum sulfate to manage internal phosphorus loading.
73	C14-3578	Ramsey Conservation District	Ramsey	\$ 59,808	\$ 15,000	\$ 15,000	Lambert Creek Stream Bank and Buffer Restoration Project	76.6	The purpose of this project is to restore a section of Lambert Creek that has been targeted as a high priority for streambank and buffer restoration.
74	C14-2909	Scott County	Scott	\$ 48,000	\$ 12,000	\$ 12,000	Public Works Stormwater Improvements	76.5	The purpose of this project is a retrofit to an existing public works facility that was originally constructed when no stormwater standards or stormwater treatment was required to lower pollutant loads entering Spring Lake.
75	C14-9054	Chisago SWCD	Chisago	\$ 120,000	\$ 30,000	\$ 30,000	Rush Lake Watershed Subwatershed Assessment BMPs	76.5	The purpose of this project is the installation of targeted conservation practices such as: gully stabilizations, grassed waterways, filter strips and feedlot improvements as identified in the 76.5 Bush Creek Watershed Subwatershed Assessment.
76	C14-9180	Yellow Medicine SWCD	Yellow Medicine	\$ 67,775	\$ 20,000	\$ 20,000	Sediment Reduction in Florida Creek Watershed	76.4	The purpose of this project is to continue the progressively successful efforts of erosion, sediment, and nutrient load reduction in the Lac qui Parle River Watershed, namely Florida Creek and will include the installation of bivalve water and sediment control basins.
77	C14-6738	Wright SWCD	Wright	\$ 120,000	\$ 30,000	\$ 30,000	Wright County Storm Water Reduction Project	76.2	The purpose of this project is to install 5 rain gardens in each of the watersheds of Howard Lake, Buffalo Lake, and Pleasant Lake.
78	C14-9389	Nobles SWCD	Nobles	\$ 596,014	\$ 153,895	\$ 153,895	2014 CWF - Nobles/Kanaranz-Little Rock Sediment and e. Coll Reduction Projects	76.2	The purpose of this project is the installation of multiple sediment reduction practices and two feedlot improvement projects that have been prioritized within 6 subwatersheds within the Kanaranz Little Rock Watershed District.
79	C14-8809	Carver SWCD	Carver	\$ 47,000	\$ 12,000	\$ 12,000	Carver Creek Gully	76.4	The purpose of this project is to stabilize a severe gully on Carver Creek.
80	C14-7496	Polk - East SWCD	Polk	\$ 150,293	\$ 50,098	\$ 50,098	Stabilization at Agassiz Environmental Learning Center	75.5	The purpose of this project is to stabilize approximately 1,200 feet of shoreline along the Sand Hill River by installing a combination of stream banks, toe wood-soe mat technology, and streambank grading.
81	C14-3164	Chippewa River Watersted Project	Kandvohi	\$ 275,828	\$ 68,957	\$ 68,957	Shakopee Cr Headwaters Nutrient Reduction	75.3	The purpose of this project is the installation of targeted wetland restorations, buffer strips, shoreline restorations and rain gardens in the headwaters of Shakopee Creek.
82	C14-8425	Buffalo-Red River WD	Clay	\$ 84,000	\$ 21,000	\$ 21,000	Glyndon Township Sediment Control	75.2	The purpose of this project is the stabilization of a severe gully located near the South Branch of the Buffalo River.
83	C14-9472	Rice County	Rice	\$ 32,750	\$ 8,188	\$ 8,188	Cannon River Wilderness Area Ravine Stabilization Project	75.1	The purpose of this project is to restore a 350 foot ravine that has suffered significant slumping and channel erosion that discharges sediment into the Cannon River.
84	C14-7635	Pennington SWCD	Pennington	\$ 47,120	\$ 11,780	\$ 11,780	The Raleigh Engelstad Arena Rain Garden Project II	74.8	The purpose of this project is the completion of a series of raingardens at the Raleigh Engelstad Arena.
85	C14-7849	Chisago SWCD	Chisago	\$ 116,000	\$ 29,000	\$ 29,000	Stabilization of Erosion Resulting from Roads and Parking Lots	74.5	The purpose of this project is the continuation of a successful program to implement numerous best management practices to correct multiple erosion concerns that are found adjacent to roads or parking lots and are directly affecting surface waters.
86	C14-9985	Pipestone SWCD	Pipestone	\$ 227,062	\$ 72,534	\$ 72,534	2014 Clean Water Pipestone SWCD	74.2	The purpose of this project is the construction of a waste lagoon to solve open lot run off concerns and provide adequate storage of manure.
87	C14-8810	Goodhue SWCD	Goodhue	\$ 207,490	\$ 51,873	\$ 51,873	Stiller At Waste Storage	74.2	The purpose of this project is to construct a concrete lined waste storage facility.
88	C14-7909	Freeborn County	Freeborn	\$ 435,000	\$ 108,750	\$ 108,750	2014 Myrtle on-site solution	73.4	The purpose of this project is to upgrade 29 septic systems identified as imminent threats to Public Health and Safety.
89	C14-8307	Wabasha SWCD	Wabasha	\$ 82,546	\$ 20,700	\$ 20,700	East Indian Creek	72.7	The purpose of this project is the installation of five water and sediment control basins and one grassed waterway the East Indian Creek Watershed.
90	C14-8979	Stearns County	Stearns	\$ 42,479	\$ 13,793	\$ 13,793	FY2014 Stearns SSTS Upgrades	72.5	The purpose of this project is the update of four SSTS that have been identified as imminent threats to Public Health and Safety.
91	C14-7175	Greater Blue Earth River Basin Alliance	Multiple Counties	\$ 157,116	\$ 39,279	\$ 39,279	Cover Crops in the Greater Blue Earth River Basin	72.4	The purpose of this project is to increase the use of cover crops in the Greater Blue Earth River Basin.
92	C14-4641	Pennington SWCD	Pennington	\$ 105,000	\$ 26,250	\$ 26,250	Drinking Water Supply Area Streambank Stabilizations	71.5	The purpose of this project is to reduce the sediment loads to the Thief River by stabilizing streambanks at three different locations.
93	C14-2208	Pennington SWCD	Pennington	\$ 174,166	\$ 43,542	\$ 43,542	South Shoreland Stabilization Projects	70.9	The purpose of this project is to stabilize streambank sites at three different locations on the Red Lake River below the dam in Thief River Falls.
94	C14-1575	Nobles SWCD	Nobles	\$ 233,484	\$ 67,678	\$ 67,678	2014 CWF-Rock River Watershed Impairment Project	70.7	The purpose of this project is to address a feedlot of concern within the Elk Creek Subwatershed of the Rock River Watershed.

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95	C14-7715	Olmsted SWCD	Olmsted	\$ 140,125		\$ 35,031	Improving Water Quality Through Rural Retention With Upland BMP's Phase 2 Elm Creek Stream Bank Stabilization Project	70.5	The purpose of this project is to control runoff through the installation of conservation practices that retain water and reduce sediment in the Bear Creek and Mill Creek Watersheds.
96	C14-5935	Elm Creek WMC	Hennepin	\$ 512,840		\$ 128,210	Stabilization Project	70.4	The purpose of this project is to stabilize 2,000 feet of stream bank and install aeration structures on Elm Creek.
97	C14-7825	Red Lake SWCD	Red Lake	\$ 37,500		\$ 9,375	Accelerated Erosion Control Projects in the Clearwater River Watershed	70.3	The purpose of this project is to install a grade stabilization structure to reduce sediment loading in the Clearwater River.
98	C14-8081	Chaska, City of	Carver	\$ 43,200		\$ 28,800	Columbia Court Pond Improvements - Lake Hazeltine Watershed	70.3	The purpose of this project is to restore the treatment functions of a wet meadow wetland to reduce phosphorus that enters a large downstream wetland and ultimately Hazeltine Lake.
99	C14-3861	Murray County	Murray	\$ 65,708		\$ 16,427	Rita Lear Sediment Basin/Streambank Stabilization	69.9	The purpose of this project is to stabilize portions of a Beaver Creek streambank as well as creating a sediment basin directly adjacent to Beaver Creek.
100	C14-8453	Fillmore SWCD	Fillmore	\$ 351,645		\$ 502,600	Fixing up Feedlots in Fillmore County	69.9	The purpose of this project is to provide cost-share dollars to livestock producers for fixing their feedlot sites.
101	C14-8997	Red Lake SWCD	Red Lake	\$ 37,500		\$ 9,375	Red Lake County Side-Water Inlet Structure Initiative	69.8	The purpose of this project is to install 50 side-water inlet structures along six drainage systems in Red Lake County.
102	C14-4610	Wild Rice WD	Clay	\$ 810,000		\$ 270,000	2014 WRWD Clay County Ditches Sediment Reduction Project	69.3	The purpose of this project is the installation of an estimated 97 side inlet sediment controls and 56 acres of bufferstrips on over 30 miles of ditch systems in Clay County.
103	C14-8610	Polk - East SWCD	Polk	\$ 85,594		\$ 28,081	Polk County Lakeshore Restoration for Water Quality	69.3	The purpose of this project is the implementation of shoreline restoration and rehabilitation efforts on lakeshores to promote and protect water quality.
104	C14-8640	Red Lake SWCD	Red Lake	\$ 43,500		\$ 10,875	Accelerated Erosion Control Projects in the Red Lake River Watershed	69.2	The purpose of this project is to reduce the amount of sediment that is entering the Black River by installing grade stabilization structures.
105	C14-3028	Afton, City of	Washington	\$ 339,500		\$ 84,875	Bluff Runnels for Stormwater Treatment and Erosion Reduction	68.6	The purpose of this project is the reduction of runoff rates and sediment delivery along the bluffs in the Village of Afton.
106	C14-7045	Chippewa SWCD	Chippewa	\$ 67,560		\$ 16,890	Dry Weather Creek and Chippewa County Road 35 Erosion Project	68.4	The purpose of this project is to stabilize a portion of streambank on Dry Weather Creek that is jeopardizing a county road.
107	C14-0752	Eden Prairie, City of	Hennepin	\$ 68,600		\$ 68,600	Purgatory Creek 2013 Stream Restoration	68.2	The purpose of this project is the repair and stabilization of approximately 1,100 feet of severe to moderately severe erosion and vegetation management to help stabilize a reach on Purgatory Creek.
108	C14-9689	Greater Blue Earth River Basin Alliance	Multiple Counties	\$ 168,750		\$ 42,188	Conservation Drainage for the Greater Blue Earth River Basin - 2014	67.3	The purpose of this project is the installation of conservation drainage practices throughout the Greater Blue Earth watershed to address untreated drainage water.
109	C14-0712	Marshall SWCD	Marshall	\$ 333,000		\$ 83,250	Stabilization/Restoration	66.8	The purpose of this project is to reduce erosion into the Red River by replacing three failing side-water inlets, reshaping and stabilizing ditch banks.
110	C14-7507	Morrison SWCD	Morrison	\$ 55,500		\$ 13,375	2014 CWF Platte River Watershed Reduction of Feedlot Runoff and Nutrient Load	66.8	The purpose of this project is to reduce the nutrients and bacteria load to Pierz Fish Lake by installing a stacking slab and vegetated treatment area.
111	C14-7792	Middle Fork Crow River WD	Multiple Counties	\$ 221,080		\$ 55,270	Protecting and Improving Water Quality in the Middle Fork Crow River Watershed	65.8	The purpose of this project is to implement a rain barrel program, install rock inlets and a woodchip biofilter, and restore 8 shoreland areas.
112	C14-9910	Morrison SWCD	Morrison and Todd	\$ 50,000		\$ 12,500	CWF 2014 Swan River Watershed Protection	65.0	The purpose of this project is the installation of five water and sediment control basins in the Swan River Watershed.
113	C14-3194	Millie Lacr County	Millie Lacs	\$ 210,000		\$ 55,000	2014 Low Income SSTS Replacement Lake Miliona Water Quality Improvement Projects	63.9	The purpose of this project is to replace imminent Public Health Threat septic systems for low-income Millie Lacs County residents.
114	C14-2548	Douglas SWCD	Douglas	\$ 30,015		\$ 10,005	2014 CWF Platte/Spunk Watershed Erosion Project Implementation	63.6	The purpose of this project is to stabilize two inlet streams discharging to Lake Miliona.
115	C14-8755	Morrison SWCD	Morrison	\$ 137,000		\$ 34,250	Erosion Project Implementation	51.8	The purpose of this project is to stabilize up to 15 gullies in the Platte River and Spunk River Watersheds.

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1	C14-8757	TSA 2	Multiple Counties	\$ 250,000	\$ 250,000	\$ 19,850	WC TSA Shared Services: Accelerated Technical Assistance	90	The purpose of this project is to sustain a limited term technician and purchase related support equipment to assist landowners in implementing targeted, high priority practices that result in the greatest outcomes in a timely manner.
2	C14-7429	TSA 4	Multiple Counties	\$ 250,000	\$ 250,000	\$ 48,000	Metro Sub-Watershed Analysis (SWA)	89	The purpose of this project is to achieve optimum BMP selection, design, and placement in the landscape through the continuation of the Sub-Watershed Analysis program.
3	C14-6820	TSA 8	Multiple Counties	\$ 340,620	\$ 250,000	\$ 35,233	Technical Service Area 8 GIS Technician	88	The purpose of this project is to employ a GIS technician to help prioritize and target conservation activities and protection strategies. The GIS technician will create GIS products, assessments, and lakeshed/watershed analysis using all available data such as LIDAR, soils, land use, completed WRAPS and other datasets to identify the high priority areas in each County or watershed in need of protection or restoration.
4	C14-6698	TSA 7	Multiple Counties	\$ 271,000	\$ 250,000	\$ 10,100	SE MN Soil Health Providing Accelerated Technical Assistance	87	The purpose of this project is to fund an Area Soil Health Coordinator that will work throughout the 11-counties providing technical assistance for soil health practices, particularly managed grazing and cover crops. The coordinator will work with individual farmers, ag businesses, canning companies, farm and commodity organizations, conservation and environmental groups, and other local, state and federal agencies.
5	C14-8727	TSA 6	Multiple Counties	\$ 249,500	\$ 250,000	\$ 65,850	Area GIS Technician for Targeting BMPs	86	The purpose of this project is to provide SWCDs and other local organizations a GIS Technician to assist in using available GIS information to target specific locations where best management practices can be installed to help improve water quality. In addition, GPS survey equipment will be purchased to increase capacity to survey, design and inspect the construction of additional best management practices.
6	C14-1926	TSA 1	Multiple Counties	\$ 297,652	\$ 250,000	\$ 31,750	Accelerated Water Quality Project Implementation Program (AWQPIP)	86	The purpose of this project is to increase the connection between landowners, local government units and the landscape to accelerate efforts addressing non-point source loading to surface waters throughout the Red River Valley Conservation Service Area by increasing GIS capabilities to examine feasibility of projects, deliver preliminary design and cost estimates resulting in a reduced lag-time between landowners, LGU's and funding sources.
7	C14-7912	TSA 5	Multiple Counties	\$ 250,000	\$ 250,000	\$ 21,000	TSA 5 Accelerated Implementation of priority sub-watersheds	73	The purpose of this project will be to assist member SWCD's in locating and identifying priority sub watersheds that have soil erosion and water quality issues by utilizing terrain analysis, and developing stream power indexes, wetness index and RUSLE spatial analysis. In addition, this project will include Civic Engagement training for the SWCD's to help them be more effective in promoting the best management practices needed in these priority areas.
8	C14-9692	TSA 3	Multiple Counties	\$ 257,600	\$ 250,000	\$ 13,376	Increased Engineering Capacity in NE Minnesota	70	The purpose of this project is to increase engineering capacity. The goal of the project is to complete five additional projects per year above current capacity.
			<b>Total Recommended Funding</b>	<b>\$</b>	<b>\$ 2,000,000</b>				

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1	C14-9095	Browns Creek WD	Washington	\$ 33,500	\$ 33,500	\$ 21,000	Brown's Creek Thermal Model	91.0	The purpose of this project is to facilitate the development of a thermal model to determine thermal sources and cost-effective management projects and practices to reduce thermal loading to Brown's Creek, one of the few remaining cold water fisheries in the Metropolitan Area impaired due to high suspended solids and high temperatures.
2	C14-9370	Benton SWCD	Benton and Morrison	\$ 79,400	\$ 79,400	\$ 19,850	Little Rock Creek Irrigation Management Continuation	89.8	The purpose of this project is the continuation of a 2011 initiative to assist irrigators in the Little Rock Creek groundwater recharge area with managing the timing and amount of irrigation applied to their crops in efforts to reduce the overuse of ground water, reduce potential nitrate leaching, and restore high quality cool base flow to the creek.
3	C14-7616	SE Minnesota Water Resources Board	Multiple Counties	\$ 263,400	\$ 263,400	\$ 65,850	Southeast Minnesota Wastewater Initiative	89.2	The purpose of this project is to provide technical assistance to small communities lacking sewage treatment in Southeast Minnesota. With the assistance provided by this project, a goal of six communities will construct new community sewage treatment systems within the Lower Mississippi River and Cedar River Basins.
4	C14-7671	Todd SWCD	Todd	\$ 50,312	\$ 50,312	\$ 13,376	Todd County Septic Inventory III	86.9	The purpose of this project will be to conduct a septic inventory for Guernsey, Juergens, Little Sauk, and Long Lakes.
5	C14-2383	Douglas SWCD	Crow Wing and Douglas	\$ 36,000	\$ 36,000	\$ 10,100	Lake Protection Analysis	86.4	The purpose of this project is to use LIDAR data to isolate the direct contributing area of 74 major lakes in Crow Wing and Douglas Counties. By isolating these contributing areas, multiple GIS analyses can be performed to accurately inform water quality discussions.
6	C14-9221	Middle St. Croix River WMO	Washington	\$ 127,000	\$ 127,000	\$ 31,750	Integrating MIDS into Local Ordinance and Zoning Code	86.3	The purpose of this project is to build upon the success of the Minimal Impact Design Standards (MIDS) Community Assistance Package by working hands-on with up to 13 communities in the St. Croix River Basin to adopt ordinance and code revisions to incorporate MIDS stormwater quality and volume standards for new development and redevelopment.
7	C14-8316	St. Louis, South SWCD	St. Louis	\$ 186,475	\$ 186,475	\$ 48,000	Miller Hill Mall Comprehensive Stormwater Management Plan	85.8	The purpose of this project will result in a Comprehensive Stormwater Management Plan for the Miller Hill Mall that will provide a detailed strategy for mitigating the impacts of thermally enriched stormwater runoff that comes off of the Mall's 66 acres of impervious surfaces and discharges into Miller Creek.
8	C14-8916	Red River Watershed Mgmt Board	Multiple Counties	\$ 235,250	\$ 235,250	\$ 60,000	Prioritization, Targeting, and Measuring Water Quality Improvement Application (PTMA)	85.4	The purpose of this project is to leverage geospatial data from the International Water Institute's 2012 BWSR Accelerated Implementation Grant to develop, test, and deploy an operational tool in two pilot areas within the Red River Basin. This tool will include the capability to "Ingest" HSPF model results to site one or many water quality improvement projects, evaluate collective water quality, and demonstrate fiscal accountability.
9	C14-7873	Le Sueur County	Le Sueur	\$ 110,700	\$ 110,700	\$ 35,233	German Jefferson Lakes Subordinate Service District Community Feasibility Assessment	84.0	The purpose of this project is to continue feasibility studies of eight remaining priority areas that will include identifying feasible, cost effective solutions for new wastewater infrastructure to replace failing and/or aging septic systems.
10	C14-8279	Rice County	Multiple Counties	\$ 124,976	\$ 124,976	\$ 38,000	Upper Cannon River Watershed BMP Targeting and Watershed Database Development	83.9	The purpose of this project is to utilize LIDAR topographic data to determine areas of highest importance for BMP implementation within the Upper Cannon watershed. In addition to analyzing erosive potential, this project will determine ideal locations to store runoff on the landscape.
11	C14-7474	Blue Earth County	Blue Earth	\$ 69,000	\$ 69,000	\$ 25,000	Blue Earth County / SWCD Watershed Implementation Targeting	83.3	The purpose of this project is to utilize LIDAR topographic data to determine areas of high importance for BMP implementation. In addition to analyzing for erosive potential, the project will also use the LIDAR data to determine ideal locations to store runoff on the landscape.
12	C14-7822	Stearns SWCD	Stearns	\$ 80,000	\$ -	\$ 20,000	Two Rivers Lake Watershed Targeted BMP Implementation Plan	82.9	The purpose of this project is to develop a Best Management Practice (BMP) targeting program to help prioritize, target, and measure the factors causing the impairment of Two Rivers Lake using a high resolution spatial model.

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13	C14-0477	Greater Blue Earth River Basin Alliance	Multiple Counties	\$ 132,000	\$ 132,000	\$ 35,000	Watowan Watershed Technician Greater Blue Earth River Basin - 2014	80.9	The purpose of this position will be to provide highly focused targeting of conservation programs and practice in the Watowan watershed.
14	C14-1417	Nobles SWCD	Nobles	\$ 113,488	\$ 113,488	\$ 28,375	2014 CWF Nobles Feedlot/Manure Management Activities	80.6	The purpose of this project is to complete Level III feedlot inventories with manure management plan reviews through the portions of the Rock River Watershed located within Nobles County.
15	C14-5195	Ramsey-Washington Metro WD	Ramsey and Washington	\$ 58,515	\$ 58,515	\$ 14,629	Commercial Site Assessment for BMP Retrofit	80.6	The purpose of this project is to assist the District in identifying and assessing commercial retail centers and strip malls in high priority drainage areas for retrofit BMPs that will assist the District in meeting stormwater volume and nutrient reduction goals.
16	C14-7617	Red River Watershed Mgmt Board	Multiple Counties	\$ 30,636	\$ 30,636	\$ 7,659	Red River Basin Water Quality Decision Support Application (WQDSA) Enhancements	79.8	The purpose of this project is to further enhance the Water Quality Decision Support Application, a geospatial data and suite of online tools to prioritize, market, and implement actions on the landscape to achieve water quality objectives identified in local and state plans and to ensure that public funding decisions are strategic and defensible.
17	C14-9573	Yellow Medicine River WD	Lincoln; Lyon; Yellow Medicine	\$ 88,611	\$ 88,611	\$ 22,153	Yellow Medicine River Terrain Analysis Assessment Grant 2014	79.4	The purpose of this project is to complete a Geographic Information System (GIS) terrain analysis for the Yellow Medicine River Watershed.
18	C14-8911	Ramsey-Washington Metro WD	Ramsey	\$ 54,083	\$ 54,083	\$ 13,521	School Site Assessment for BMP Retrofit	78.7	The purpose of this project is to assist the District in identifying and assessing school sites for retrofit BMPs that will assist the District in meeting stormwater volume and nutrient reduction goals.
19	C14-8122	Sherburne SWCD	Sherburne	\$ 150,400	\$ 150,400	\$ 37,960	Nitrogen reduction using irrigation scheduling and cover crops	77.8	The purpose of this project is to combine the use of automated soil moisture probes for irrigation scheduling with diverse cover crop planting to reduce or eliminate leaching of nitrogen and other nutrients on cropland with an early season harvested crop in the rotation.
20	C14-8018	Greater Blue Earth River Basin Alliance	Multiple Counties	\$ 134,000	\$ 134,000	\$ 33,500	Le Sueur Watershed Technician Greater Blue Earth River Basin - 2014	77.4	The purpose of this position will be to provide highly focused targeting of conservation programs and practices in the Le Sueur Watershed.
21	C14-8225	Minnetonka, City of	Hennepin	\$ 129,200	\$ 129,200	\$ 32,500	City of Minnetonka Priority Watershed Assessments for BMP Implementation	77.4	The purpose of this project is to conduct targeted watershed assessments for fourteen selected priority water bodies to identify and optimize the type and locations of Best Management Practices to be installed.
				Total Recommended Funding, \$	\$ 2,206,956				
22	C14-7247	Chicago SWCD	Chicago	\$ 280,000	\$ 280,000	\$ 70,000	St. Croix Basin Whole Farm Planning and BMP Implementation	76.2	The purpose of this project is to have a shared (Chicago Soil and Water Conservation District and Washington Conservation District) Lower St. Croix River Watershed Technician that will develop whole farm management plans for local farmers and begin the process to implement identified best management practices throughout their farm. The plans will identify resource concerns on their property and provide the farmer with a list of options and funding sources to correct these issues.
23	C14-1876	North Fork Crow River WD	Multiple Counties	\$ 86,372	\$ 86,372	\$ 21,593	NFCRWD Modeling and Priority BMP Analysis	76.0	The purpose of this project is to develop a project prioritization scheme focused on targets established by the 2011 Rice Lake TMDL.
24	C14-6370	Scott County	Scott	\$ 30,000	\$ 30,000	\$ 7,500	Picha Creek Feasibility Study	75.8	The purpose of this project is to conduct a feasibility study on Picha Creek that will include a geomorphic assessment, identification and assessment of alternatives, selection and conceptual design of a preferred alternative.
25	C14-2212	Area 7 - Southeast SWCD Technical Support	Multiple Counties	\$ 399,000	\$ 399,000	\$ 84,750	Nutrient Management in Lower Mississippi River Basin in MN Phase 4	75.3	The purpose of this project to continue to provide two FTE positions dedicated solely to Nutrient Management effort across eleven counties in Southeast Minnesota. These eleven counties are an area of critical concern, due to the high concentration of livestock operations, as well as karst topography.

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26	C14-9271	Hennepin County	Hennepin	\$ 152,250	\$ 112,250	\$ 112,250	Elim Creek, Lake Sarah and Lake Independence TMDL/WRAP directed Technician	73.5	The purpose of this position is to work with rural landowners regarding best management practices that reduce nutrient loading to impaired waters in the Elm Creek and the Pioneer-Sarah Creek Watersheds
27	C14-6211	Lake of the Woods County	Lake of the Woods	\$ 44,000	\$ 11,000	\$ 11,000	Lake of the Woods County Drainage Management Plan: Phase 1	72.4	The goal of this project is to implement a strategic drainage policy and maintenance plan for Lake of the Woods County.
28	C14-7013	Cedar River WD	Mower	\$ 126,000	\$ 31,500	\$ 31,500	Modeling for Strategic Implementation in the CRWD Headwaters	71.5	The purpose of this project is to prepare plans and specifications for modeling 10 water quality improvement projects in the Dobbins Creek Watershed.
29	C14-8483	Otter Tail, East SWCD	Otter Tail	\$ 104,500	\$ 30,000	\$ 30,000	Otter Tail County Lake Assessment Community Engagement Project	70.7	The purpose of this project is to organize a series of community engagement meetings for targeted lakeshore residents to inform them about the current state of their lake using the data compiled in 60 recently completed lake assessment reports.
30	C14-7278	Itasca SWCD	Itasca	\$ 46,500	\$ 12,600	\$ 12,600	Itasca County Lake Screening for Protection	68.1	The purpose of this project is to compile and assess the overall health of Itasca County's large lakes (greater than 1,000 acres) along with a subset of lakes that were monitored from 2003 to 2010 for trend analysis.
31	C14-8717	Crow River Organization of Water	McLeod and Meeker	\$ 60,423	\$ 19,900	\$ 19,900	Crow River Small Municipal Stormwater Retrofit Assessment	65.7	The purpose of this project is to build upon base models and water quality sampling already in place to address water quality issues by identifying potential BMPs to address phosphorus and total suspended solids concerns in three small cities.
32	C14-9292	Middle Fork Crow River WD	Multiple Counties	\$ 36,000	\$ 9,000	\$ 9,000	Streambank Erosion Assessment on the Middle Fork Crow River	64.0	The purpose of this project is to conduct a targeted river assessment to determine the scope of eroding riverbanks along an eleven mile reach of the river.
33	C14-8900	Stearns SWCD	Stearns	\$ 78,500	\$ 19,625	\$ 19,625	Sauk River Watershed Accelerated BMP Implementation and Demonstration Sites	56.1	The purpose of this project is to demonstrate the most current rural water quality best management practices to the producers in the Middle Sauk Watershed.
34	C14-7317	Polk, West SWCD	Polk	\$ 55,000	\$ 13,750	\$ 13,750	Burnham Creek Watershed Restoration Project, Phase II	51.3	The purpose of this project is to conduct a needs assessment throughout the Burnham Creek Watershed boundary. Specific issues to be improved will be gully erosion, erosion filtration and the reduction of the amount of sediment loading.

Row	CWF ID	Applicant	County	Amount Requested	Amount Recommended	Match Amount	Title	Average Score (100 pts)	Description
1	C14-7116	Dakota SWCD	Dakota	\$ 100,000	\$ 100,000	\$ 25,000	2014 Clean Water Community Initiative	90.2	The purpose of this project will be to provide cost share funding to community organizations and associations who voluntarily construct medium sized water quality best management practices in Dakota County.
2	C14-9039	Carver County	Carver	\$ 150,000	\$ 150,000	\$ 70,000	Carver County Clean Water Partners Initiative	84.3	The purpose of this project is to increase the ability of the Carver County Water Management Organization to work with local community partners and fund projects that treat stormwater runoff at the source instead of treating stormwater downstream at a regional pond or other large scale best management practices.
3	C14-9104	Otter Tail, East SWCD	Otter Tail	\$ 150,000	\$ 150,000	\$ 40,000	Community Partners Grant Project 2014	81.2	The purpose of this project is to provide targeted community groups in Otter Tail County with the means to make positive water quality improvements.
4	C14-9756	Ramsey Conservation District	Ramsey	\$ 150,000	\$ 150,000	\$ 50,000	Ramsey County Community Partners 2014	79.2	The purpose of this project is to engage community groups through the installation of exceptionally visible and community accessible raingardens, green roofs, or other stormwater bmps that help reduce stormwater runoff.
5	C14-7292	Crow Wing SWCD	Crow Wing	\$ 150,000	\$ 150,000	\$ 60,000	Brainerd Lakes Community Centered Runoff Mini Grant Program 2	78.9	The purpose of this project is to engage citizen groups and nonprofit groups to enhance, improve, and protect Crow Wing County (CWC) lakes and rivers.
6	C14-8556	Sherburne SWCD	Sherburne	\$ 86,250	\$ 86,250	\$ 21,563	Briggs Lake Chain Restoration Partnership	76.0	The purpose of this project is to develop and implement a sub-grant program aimed directly at the County's most proactive lake association.
7	C14-6456	Washington Conservation District	Washington	\$ 50,000	\$ 50,000	\$ 15,000	Green Communities	73.8	The purpose of this program is to engage homeowner associations within Washington County.
8	C14-9025	Rice County	Rice	\$ 26,250	\$ 26,250	\$ 6,563	Rice County Community Partners Program	70.7	The purpose of this project is to engage the public and community partners in implementing conservation practices that retain water on the land, including rain gardens, vegetative buffers, and wetland restorations.
				<b>Total Recommended Funding</b>	<b>\$ 862,500</b>				
9	C14-7191	Itasca SWCD	Itasca	\$ 92,000	\$ 23,000	\$ 23,000	Itasca SWCD 2014 Partners Grant	66.3	The purpose of this project is to help the community partners on Ice, Forest and Trout Lakes to implement clean water management strategies and apply best management practices to the landscape.
10	C14-9566	Pine SWCD	Pine	\$ 24,775	\$ 6,194	\$ 6,194	Sediment and Nutrient Reduction in Sand and Net Lakes	65.2	The proposed projects will improve water quality by reducing the sediment and phosphorus delivery to Nemadji and St. Croix River Watersheds and encourage shoreland owners to stabilize their shorelines and install native buffers.

MDH Well Sealing Grants for Private Wells FY2014  
Clean Water Fund Competitive Grants

Review Date Nov. 22, 2013

Grant ID	Applicant Name	Score	Wells Identified		Requested Amount			Recommended Amount		
			8-10	65-70	Well Sealing	Adm. & Other	Total	Well Sealing	Adm. & Other	Total
C14-7471	Washington Co.	96.3	8-10		\$24,000.00	\$1,000.00	\$25,000.00	\$20,500.00	\$850.00	\$21,350.00
C14-9907	Benton SWCD	94.7	6		\$12,500.00	\$1,000.00	\$13,500.00	\$10,937.50	\$875.00	\$11,812.50
C14-4360	Ramsey Cons. Dist.	94.7	65-70		\$100,000.00	\$22,000.00	\$122,000.00	\$87,500.00	\$18,000.00	\$105,500.00
C14-8578	Douglas SWCD	93.3	0		\$75,000.00	\$5,500.00	\$80,500.00	\$56,250.00	\$4,125.00	\$60,375.00
C14-9926	Hennepin Co.	86.3	0		\$50,000.00	\$0.00	\$50,000.00	\$37,500.00	\$0.00	\$37,500.00
C14-7000	Martin SWCD	84.7	0		\$8,000.00	\$2,500.00	\$10,500.00	\$6,000.00	\$1,500.00	\$7,500.00
C14-8436	Rice Co.	83.3	0		\$10,000.00	\$500.00	\$10,500.00	\$7,500.00	\$375.00	\$7,875.00
C14-7841	Yellow Medicine Co.	83.0	0		\$9,000.00	\$0.00	\$9,000.00	\$6,750.00	\$0.00	\$6,750.00
C14-8958	Norman SWCD	82.7	12		\$7,500.00	\$6,100.00	\$13,600.00	\$6,875.00	\$1,700.00	\$8,575.00
C14-7465	Sherburne SWCD	82.3	0		\$25,000.00	\$4,000.00	\$29,000.00	\$18,750.00	\$3,000.00	\$21,750.00
								Total Amount for Grants		\$288,987.50

Recommended amount is based on the following criteria:

Recommended amount for well sealing is 100% of requested amount for identified wells and 75% for unidentified wells.

Recommended amount for administrative and other costs is 100% for identified wells and 75% for unidentified wells, and cannot exceed 20% of the total amount for the grant.



# BOARD MEETING AGENDA ITEM

AGENDA ITEM TITLE:

FY 2014 Soil Erosion and Drainage Law Compliance Funding Recommendation

Meeting Date: January 22, 2014  
 Committee  New   
 Agenda Category:  Recommendation  Business  Old Business  
 Discussion  Information  
 Item Type:  Decision  
 Section/Region: Technical Services  
 Contact: Tim Gillette  
 Prepared by: Tim Gillette and Al Kean  
 Reviewed by: Grants Program and Policy Committee(s)  
 Presented by: Tim Gillette and Al Kean

### Audio/Visual Equipment Needed for Agenda Item Presentation

Attachments:  Resolution  Order  Map  Other Supporting Information

### Fiscal/Policy Impact

None  General Fund Budget  
 Amended Policy Requested  Capital Budget  
 New Policy Requested  Outdoor Heritage Fund Budget  
 Other:  Clean Water Fund Budget

### ACTION REQUESTED

The Board is requested to consider the recommendation of the Grants Program and Policy Committee to award Clean Water Funds to local government applicants for the Soil Erosion and Drainage Law Compliance Grant Program.

### LINKS TO ADDITIONAL INFORMATION

1. Board Resolution,
2. Board FY14 CWF SEDLC recommendations background1-10-14
3. FY CWF SEDLC 2014 Funding Recommendations 1-2-14 (1) – Summary Spreadsheet
4. FY CWF SEDLC 2014 Funding Recommendations 1-2-14 (2) – Subprogram 1: Soil Erosion
5. FY CWF SEDLC 2014 Funding Recommendations 1-2-14 (3) – Subprogram 2: Drainage Ditch Inventory and Inspection
6. FY CWF SEDLC 2014 Funding Recommendations 1-2-14 (4) – Subprogram 3: Redetermination of Benefits and Drainage Ditch Buffer Strips

### SUMMARY (Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)

On October 23, 2013 (Board Resolution # 13-93) the Board authorized staff to finalize, distribute and promote a Request For Proposals (RFP) for the FY2014 Clean Water Fund Soil Erosion and Drainage Law Compliance Grants Program consistent with the provisions of Clean Water Fund appropriations made in Laws of Minnesota 2013, Chapter 137, Article 2, Section 7(e) for grants to local government units to ensure compliance with Chapter 103E Drainage, and Chapter 103F Protection of Water Resource; Sections 103F.401 to 103F.455 (state soil erosion provisions) and this Board resolution; and,

\$1,355,000 in FY 2014 CWF Soil Erosion and Drainage Law Compliance competitive grant funds were made available to local governments through the RFP process that was open for applications from October 28 to December 13, 2013:

BWSR staff implemented a communication effort that included:

- Email notification to eligible grantees on October 24, 2013; and
- Two webinars were held on November 4, 2013 to review the grant programs; and

11/10/2014 2:48 PM Request for Application Form 2014 document was established on the BWSR website to provide an accessible information outlet.

Local governments throughout the state submitted 27 applications that requested \$1,285,498 for CWF Soil Erosion and Drainage Law Compliance competitive grant projects; and,

The FY 2014 CWF Soil Erosion and Drainage Law Compliance competitive grant project proposals were initially assessed by BWSR Board Conservationists and Clean Water Specialists and then evaluated and scored by a team consisting of BWSR Soils and Drainage staff based on the following criteria:

<b>Subprogram 1 - Soil Erosion</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
1) Anticipated water quality benefits relative to cost.	30
2) Relationship to a Plan: The proposal is clearly based on priority protection or restoration actions listed in, or derived from, an eligible water management plan.	15
3) % of LGU lands impacted by the eligible activity based on an accepted definition of high priority areas (e.g. map of highly erodible lands, definition of erosion problem areas via a TMDL, WRAPS, or other study) (i.e. total priority erosion area lands within the jurisdiction and % to be addressed by the activity)	20
4) LGU capacity to implement the local grant program processes and protocols.	10
5) Consistency with program purposes.	25
<b>Total Points Available</b>	<b>100</b>

<b>Subprogram 2 – Drainage Ditch Inventory and Inspection</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
1) Anticipated water quality benefits relative to cost.	30
2) Relationship to a Plan: The proposal is clearly based on priority protection or restoration actions listed in, or derived from, an eligible water management plan.	15
3) Total miles of Chapter 103E drainage ditches under the drainage authority’s jurisdiction that are public waters (Activity 2a.); miles of Chapter 103E drainage ditches to be inventoried that contribute substantially to water quality degradation (Activities 2b. or 2c.); or total miles of Chapter 103E drainage ditches under the drainage authority’s jurisdiction (Activity 2d.).	15
4) LGU capacity to implement the local grant program processes and protocols.	10
5) Consistency with program purposes.	30
<b>Total Points Available</b>	<b>100</b>

<b>Subprogram 3 – Redetermination of Benefits and Drainage Ditch Buffer Strips</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
1) Anticipated water quality benefits relative to cost.	40
2) Relationship to a Plan: The proposal is clearly based on priority protection or restoration actions listed in, or derived from, an eligible water management plan.	20
3) Total miles of Chapter 103E buffer strips to be established for proposed eligible drainage ditches.	20
4) Consistency with program purposes.	20
<b>Total Points Available</b>	<b>100</b>

The BWSR Senior Management Team reviewed the proposed FY 2014 CWF Soil Erosion and Drainage Law Compliance competitive grants on January 6, 2014, and the Grants Program and Policy Committee reviewed FY 2014 CWF Soil Erosion and Drainage Law Compliance grant allocation recommendations developed by staff on January 10, 2014.

The Grants Program and Policy Committee recommends the following allocations to implement the FY 2014 CWF Soil Erosion And Drainage Law Compliance Grant Program according to the attached funding recommendation spreadsheet and the attached scoring results and funding recommendations document:

<u>Grant Program</u>	<u>Allocated Funds</u>
A. Subprogram 1 - Soil Erosion	\$276,489.00
B. Subprogram 2 – Drainage Ditch Inventory and Inspection	\$777,609.00
C. Subprogram 3 – Redetermination of Benefits and Drainage Ditch Buffer Strips	\$0.00
Total Soil Erosion and Drainage Law Compliance Recommended Award	<b>\$1,054,098.00</b>

Board Resolution # 14-

**FY 2014 COMPETITIVE SOIL EROSION AND DRAINAGE LAW  
COMPLIANCE GRANT PROGRAM  
FUNDING RECOMMENDATION**

---

**WHEREAS**, the Clean Water Fund (CWF) is established in M.S. 114D.50; and,

**WHEREAS**, Laws of Minnesota 2013, Chapter 137, Article 2, Section 7 appropriated Clean Water Fund (CWF) funds to the Board of Water and Soil Resources (BWSR); and,

**WHEREAS**, BWSR has authority under Minn. Stat. 103B.3369 to make grants to cities, townships, counties, soil and water conservation districts, watershed districts, joint powers organizations and other special purpose districts and authorities with jurisdiction in water and related land resources management when a proposed project or activity implements a county water plan, watershed management plan or county groundwater plan; and,

**WHEREAS**, BWSR implementation of appropriated CWF funds is based on the Minnesota Constitution, Article XI, Section 15 which provides that funds may be “spent only to protect, enhance, and restore water quality in lakes, rivers, and streams and to protect groundwater from degradation”, and that “dedicated money under this section must supplement traditional sources of funding for these purposes and may not be used as a substitute”; and,

**WHEREAS**, the CWF implementation strategy incorporates Minn. Stat. 114D.20 which directs the implementation of Clean Water Funds to be coordinated with existing authorities and program infrastructure; and,

**WHEREAS**, the CWF implementation strategy recognizes that funding decisions should be based on the best available scientific information and directed to where clean water protection, enhancement and restoration work is most needed and most effective; and,

**WHEREAS**, on October 23, 2013 (Board Resolution # 13-93) the Board authorized staff to finalize, distribute and promote a Request For Proposals (RFP) for the FY2014 Clean Water Fund Soil Erosion and Drainage Law Compliance Grants Program consistent with the provisions of Clean Water Fund appropriations made in Laws of Minnesota 2013, Chapter 137, Article 2, Section 7(e) for grants to local government units to ensure compliance with Chapter 103E Drainage, and Chapter 103F Protection of Water Resource; Sections 103F.401 to 103F.455 (state soil erosion provisions) and this Board resolution; and,

**WHEREAS**, \$1,355,000 in FY 2014 CWF Soil Erosion and Drainage Law Compliance competitive grant funds were made available to local governments through the RFP process that was open for applications from October 28 to December 13, 2013:

**WHEREAS**, BWSR staff implemented a communication effort that included:

- Email notification to eligible grantees on October 24, 2013; and

- Two webinars were held on November 4, 2013 to review the grant programs; and
- A question and answer document was established on the BWSR website to provide an accessible information outlet; and,

**WHEREAS**, local governments throughout the state submitted 27 applications that requested \$1,285,498 for CWF Soil Erosion and Drainage Law Compliance competitive grant projects; and,

**WHEREAS**, the FY 2014 CWF Soil Erosion and Drainage Law Compliance competitive grant project proposals were initially assessed by BWSR Board Conservationists and Clean Water Specialists and then evaluated and scored by a team consisting of BWSR Soils and Drainage staff based on the following criteria:

<b>Subprogram 1 - Soil Erosion</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
1) Anticipated water quality benefits relative to cost.	30
2) Relationship to a Plan: The proposal is clearly based on priority protection or restoration actions listed in, or derived from, an eligible water management plan.	15
3) % of LGU lands impacted by the eligible activity based on an accepted definition of high priority areas (e.g. map of highly erodible lands, definition of erosion problem areas via a TMDL, WRAPS, or other study) (i.e. total priority erosion area lands within the jurisdiction and % to be addressed by the activity)	20
4) LGU capacity to implement the local grant program processes and protocols.	10
5) Consistency with program purposes.	25
<b>Total Points Available</b>	<b>100</b>

<b>Subprogram 2 – Drainage Ditch Inventory and Inspection</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
1) Anticipated water quality benefits relative to cost.	30
2) Relationship to a Plan: The proposal is clearly based on priority protection or restoration actions listed in, or derived from, an eligible water management plan.	15
3) Total miles of Chapter 103E drainage ditches under the drainage authority’s jurisdiction that are public waters (Activity 2a.); miles of Chapter 103E drainage ditches to	15

be inventoried that contribute substantially to water quality degradation (Activities 2b. or 2c.); or total miles of Chapter 103E drainage ditches under the drainage authority's jurisdiction (Activity 2d.).	
4) LGU capacity to implement the local grant program processes and protocols.	10
5) Consistency with program purposes.	30
<b>Total Points Available</b>	<b>100</b>

<b>Subprogram 3 – Redetermination of Benefits and Drainage Ditch Buffer Strips</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
1) Anticipated water quality benefits relative to cost.	40
2) Relationship to a Plan: The proposal is clearly based on priority protection or restoration actions listed in, or derived from, an eligible water management plan.	20
3) Total miles of Chapter 103E buffer strips to be established for proposed eligible drainage ditches.	20
4) Consistency with program purposes.	20
<b>Total Points Available</b>	<b>100</b>

And

**WHEREAS**, the BWSR Senior Management Team reviewed the proposed FY 2014 CWF Soil Erosion and Drainage Law Compliance competitive grants on January 6, 2014; and

**WHEREAS**, the Grants Program and Policy Committee reviewed FY 2014 CWF Soil Erosion and Drainage Law Compliance grant allocation recommendations developed by staff on January 10, 2014.

**NOW THEREFORE BE IT RESOLVED**, the Board hereby:

- 1) Approves allocations to implement the FY 2014 CWF Soil Erosion And Drainage Law Compliance Grant Program according to the attached funding recommendation spreadsheet and the attached scoring results and funding recommendations document:

<u>Grant Program</u>	<u>Allocated Funds</u>
A. Subprogram 1 - Soil Erosion	\$276,489.00
B. Subprogram 2 – Drainage Ditch Inventory and Inspection	\$777,609.00

C. Subprogram 3 – Redetermination of Benefits and Drainage Ditch Buffer Strips	\$0.00
Total Soil Erosion and Drainage Law Compliance Recommended Allocation	<b>\$1,054,098.00</b>

and

- 2) Authorizes staff to:
  - A. Approve project workplans,
  - B. Enter into grant agreements consistent with this resolution and Legislative appropriations.

Date: \_\_\_\_\_

\_\_\_\_\_  
 Brian Napstad, Chair  
 Board of Water and Soil Resources

Attachments:

1. Board FY14 CWF SEDLC recommendations background1-10-14
2. FY CWF SEDLC 2014 Funding Recommendations 1-2-14 (1) – Summary Spreadsheet
3. FY CWF SEDLC 2014 Funding Recommendations 1-2-14 (2) – Subprogram 1: Soil Erosion
4. FY CWF SEDLC 2014 Funding Recommendations 1-2-14 (3) – Subprogram 2: Drainage Ditch Inventory and Inspection
5. FY CWF SEDLC 2014 Funding Recommendations 1-2-14 (4) – Subprogram 3: Redetermination of Benefits and Drainage Ditch Buffer Strips

## BOARD OF WATER AND SOIL RESOURCES

### FY2014 Clean Water Fund Soil Erosion and Drainage Law Compliance Competitive Grants January 6, 2014

Applications for the FY2014 Clean Water Fund Soil Erosion and Drainage Law Compliance Competitive Grants were accepted from October 28 through December 13, 2013. Local governments submitted 27 applications. For purposes of eLINK, reviewing, and scoring the applications, they were divided into the following subprograms:

- **Soil Erosion - 6 applications.**
- **Drainage Ditch Inventory and Inspection – 20 applications.**
- **Redetermination of Benefits and Drainage Ditch Buffer Strips – 1 application.**

Funds will be used to restore and protect surface water quality, particularly Impaired Waters, and to supplement local efforts to sustain clean water in Minnesota, by applying existing soil erosion reduction and drainage ditch statutes.

The following criteria were used in ranking the applications:

<b>Subprogram 1 - Soil Erosion</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
1) Anticipated water quality benefits relative to cost.	30
2) Relationship to a Plan: The proposal is clearly based on priority protection or restoration actions listed in, or derived from, an eligible water management plan.	15
3) % of LGU lands impacted by the eligible activity based on an accepted definition of high priority areas (e.g. map of highly erodible lands, definition of erosion problem areas via a TMDL, WRAPS, or other study) (i.e. total priority erosion area lands within the jurisdiction and % to be addressed by the activity)	20
4) LGU capacity to implement the local grant program processes and protocols.	10
5) Consistency with program purposes.	25
<b>Total Points Available</b>	<b>100</b>

<b>Subprogram 2 – Drainage Ditch Inventory and Inspection</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
1) Anticipated water quality benefits relative to cost.	30
2) Relationship to a Plan: The proposal is clearly based on priority protection or restoration actions listed in, or derived from, an eligible water management plan.	15
3) Total miles of Chapter 103E drainage ditches under the drainage authority's jurisdiction that are public waters (Activity 2a.); miles of Chapter 103E drainage ditches to be inventoried that contribute substantially to water quality degradation (Activities 2b. or 2c.); or total miles of Chapter 103E drainage ditches under the drainage authority's jurisdiction (Activity 2d.).	15
4) LGU capacity to implement the local grant program processes and protocols.	10
5) Consistency with program purposes.	30
<b>Total Points Available</b>	<b>100</b>

<b>Subprogram 3 – Redetermination of Benefits and Drainage Ditch Buffer Strips</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
1) Anticipated water quality benefits relative to cost.	40
2) Relationship to a Plan: The proposal is clearly based on priority protection or restoration actions listed in, or derived from, an eligible water management plan.	20
3) Total miles of Chapter 103E buffer strips to be established for proposed eligible drainage ditches.	20
4) Consistency with program purposes.	20
<b>Total Points Available</b>	<b>100</b>

An initial screening of the applications was accomplished by the BWSR Clean Water Specialists and the BWSR Board Conservationists on December 17, 2013. The BWSR Soils and Drainage Staff met on December 23, 2013 to do final ranking of the applications. That review showed two applications to be ineligible. The funding recommendations were reviewed by the BWSR Senior Management Team on January 6, 2014.

	FY14 Available Funds	Requested Funds	Funds Recommended for Award
FY2014 CWF Soil Erosion and Drainage Law Compliance Competitive Grant Program	\$1,355,000	\$1,285,498	\$1,054,098

*Recommendations:*

Subprogram		Total State Funds to Be Awarded	Notes:
1	Soil Erosion	\$276,489.00	Fully fund all applications above a score of 63.5 (6 apps.).
2	Drainage Ditch Inventory and Inspections	\$777,609.00	One application found to be ineligible. Fully fund remaining applications above a score of 63.5 (17 apps.).
3	Redetermination of Benefits and Drainage Ditch Buffer Strips	\$0.00	Sole application found to be ineligible.
Total Soil Erosion and Drainage Law Compliance Allocations		\$1,054,098.00	
Total Appropriated		\$1,355,000.00	
Non-Allocated Funds		\$300,902.00	

Soil Erosion and Drainage Law Compliance Allocation Summary			
	Subprogram	Total State Funds to Be Awarded	Total Non-State Match
1	Soil Erosion	\$276,489.00	\$93,497.25
2	Drainage Ditch Inventory and Inspections	\$777,609.00	\$254,969.50
3	Redetermination of Benefits and Drainage Ditch Buffer Strips	\$0.00	\$0.00
<b>Total Soil Erosion and Drainage Law Compliance Allocations</b>		<b>\$1,054,098.00</b>	<b>\$348,466.75</b>
<b>Total Appropriated</b>		<b>\$1,355,000.00</b>	
<b>Non-Allocated Funds</b>		<b>\$300,902.00</b>	

CWF FY14 Soil Erosion and Drainage Law Compliance Grant Allocation Recommendations  
 Subprogram 2 - Drainage Ditch Inventory and Inspection

FY 24 CWF ID	Grant Title	Applicant	State Request	Match Amt.	County	Abstract	Anticipated water quality benefits relative to cost	Relationships to other	Total miles of Chapter 103E drainage ditches under the drainage authority's jurisdiction in the Public Waters (Activity 2b); miles of Chapter 103E drainage ditches to be inventoried that contribute substantially to water quality degradation (Activity 2b, or 2c); or total miles of Chapter 103E drainage ditches under the drainage authority's jurisdiction (Activity 2a)	LCU capacity to implement the local grant program processes and protocols	Consistency with program purposes	TOTAL SCORE
							Total (out of 30)	Total (out of 15)	Total (out of 15)	Total (out of 10)	Total (out of 30)	
C14-6285	2014 Red Lake County Drainage Ditch Inventory and Inspection	Red Lake SWCD	\$10,930	\$3,000	Red Lake	The purpose of this project is to conduct an inventory of the 103E drainage ditches where erosion, sediment, and/or nutrients are contributing substantially to water quality degradation, and prioritize sites for side water inlet control and/or buffer-strip implementation.	28	15	5	10	27	85
C14-5656	Le Sueur County Public Drainage Inventory and Inspection for Water Quality Projects	Le Sueur County SWCD	\$42,500	\$11,000	Le Sueur	The Le Sueur SWCD, who acts as County Ditch Inspectors, will partner with Le Sueur County GIS Coordinator to accomplish the inventory and inspection of Chapter 103E drainage ditches. With the partnership, the project will have technical staff and newer GIS technology to accomplish the project. An inspection plan will be created from the gathered inventory data and created by the SWCD. A database will be established for all Le Sueur County Drainage Authority ditches which are approximately 250 miles.	23	15	15	8	22	84
C14-2009	Lake of the Woods Drainage Inventory and Inspection	Lake of the Woods SWCD	\$34,140	\$9,000	Lake of the Woods	The SWCD will assist the County in developing a process for inventory and inspection of ditches. The SWCD will also conduct field work and GIS analysis to complete a Public Waters buffer inventory; water quality impact ranking of ditches within two miles of Lake of the Woods and the Rainy River or one mile of a public water; inventory of approximately 350 miles of ditches in the northern portion of the county which has the highest amount of agricultural pressures.	25	15	9	8	27	83

FY 14 CWF ID	Grant Title	Applicant	State Request	Match Amt.	County	Abstract	Total (out of 30)	Total (out of 15)	Total (out of 15)	Total (out of 10)	Total (out of 30)	TOTAL SCORE
C14-1338	Ditch Inventory and Inspection Database	Sauk River WD	\$40,350	\$13,000	Poppe/Streams	The District has a need for a standardized information management system regarding drainage activities. A database will allow for organization of information with standard document naming, efficient and timely updates to the information, public access to records and up-to-date tracking of drainage system proceedings including inspection status. Using the database, the District will be able to schedule required drainage buffer inspections, track violations and determine follow-up procedures in a timely manner.	22	15	9	10	27	82
C14-5997	Faribault SWCD Drainage Ditch Inventory	Faribault County SWCD	\$55,430	\$66,482	Faribault	Faribault County SWCD Drainage Engineer will inventory Chapter 103E public drainage ditches to identify priority systems and areas where erosion, sediment, and nutrients contribute to water quality degradation. Sites identified for potential side inlet control, buffer strip need, or water storage will be prioritized for landowner contact and follow through by seeking external funding opportunities. Planning will remain in conjunction with an established Redetermination of Benefits (ROB) schedule and will continue work begun through Faribault County's Drainage Management Planning project through December 2016.	25	15	4	10	28	82
C14-9915	Kitson County Drainage Ditch Inventory and Inspection	Kitson SWCD	\$10,000	\$2,500	Kitson	This project will provide a means of prioritizing areas in the Two Rivers Watershed District (TRWD) and the Kitson County Ditch system to implement conservation practices to reduce overland runoff contaminant loadings contributing to water quality impairments. Installation of these practices will help restore and protect surface water quality and to supplement local efforts to sustain clean water in Minnesota.	27	15	3	9	28	82
C14-5463	Turtle Creek/Deer Creek/Judicial System Enhancement and Compliance Initiative	Turtle Creek WD	\$16,500	\$4,125	Freeborn	This project offers up the opportunity to assure that the state law is being applied throughout the system. It also provides the opportunity to identify areas that will work to keep excess sediment and nutrients out of the water. The project provides a good strategy for cleaning the water and reducing costs to system long term. More importantly, it provides an opportunity to have dialogue with those landowners along the entire ditch and communicate the importance of buffers and conservation practices, such as detention areas and catchment BMPs that keep the soil out of the system.	25	15	7	10	25	82
C14-8525	Site Identification and Prioritization Project	Roseau River WD	\$9,225	\$2,400	Kitson/Roseau	The Roseau River Watershed District in partnership with the Roseau County SWCD is requesting funds to complete a study to target and prioritize sites contributing impairments within legal drainage systems. The information collected from this study will be instrumental in future conservation projects and programs and will help identify sites for the ditch authority to implement vegetative buffer strips and side inlet controls under Section 103E.021, subd. 6.	25	15	4	9	28	81

FY 14 CWF ID	Grant Title	Applicant	State Request	Match Amt.	County	Abstract	Total (out of 30)	Total (out of 15)	Total (out of 15)	Total (out of 10)	Total (out of 30)	TOTAL SCORE
C14-5960	Two Rivers Lake Watershed Drainage Inventory & Targeted Conservation Practices Plan	Stearns SWCD	\$85,000	\$21,250	Stearns	The purpose of this project is to inventory the existing public drainage systems and develop a targeting program to measure, prioritize and target the factors causing the water quality problems of Two Rivers Lake (impaired for nutrients) in Stearns County. The project will be a team effort of the Stearns County SWCD, Stearns County Surveyors Office and Stearns County ESD. Creating a detailed drainage system database with targeted critical source areas will assure that future implemented projects are effective in meeting State water quality standards for Two Rivers Lake.	23	15	4	10	28	81
C14-1127	Faribault Inspection & Drainage Database Enhancement	Faribault County	\$53,274	\$13,500	Faribault	Faribault County will lead facilitation of compliance and improve inspection planning, data collection, and follow-up on behalf of multiple counties. This will be achieved by working with a consultant on enhancement of Drainage DB, an online database to manage public drainage systems, and creation of a corresponding mobile inspection app. These additions will allow counties to improve the process of collecting, organizing, evaluating, and tracking inspection data.	25	15	5	10	25	80
C14-8545	2014 Side Water Inlet and Buffer Inventory	Pennington SWCD	\$91,300	\$22,825	Pennington	This grant will be used to identify and inventory priority sites for side water inlet control structures and buffer strips needs on drainage ditches in Pennington County. Once completed, the inventory can be used by the County Ditch Authority for incremental implementation of vegetated buffer strips and side water inlet to control erosion and sedimentation, improve water quality, or maintain the efficiency of the drainage system.	25	15	5	8	27	79
C14-9543	Rice Creek WD Public Drainage System Inspection Plan and Database	Rice Creek WD	\$25,000	\$6,250	Anoka;Hennepin;Ramsey;Washington	The Rice Creek Watershed District (RCWD) is proposing to create a web-based, mobile-compatible public drainage system inspection and maintenance database. This database system will enable District staff to create and track maintenance requests and inspections from the field, including Geo-referencing locations requiring repair via a mobile device. The system will greatly reduce the time required to identify and log each maintenance request, enabling staff to inventory more miles of public drainage system yearly thereby identifying erosion problems more efficiently and thoroughly.	25	15	4	10	25	79
C14-4579	Mahnomen County Ditch 914-91A Turbidity Reduction Project	Mahnomen SWCD	\$22,550	\$5,638	Mahnomen	The purpose of this project is to complete an inventory of Ditch 914-91A to prioritize locations for enduring structural erosion control practices and buffer strips that will reduce sediment loading into Marsh Creek and Lower Wild Rice River downstream, which are impaired by turbidity. An inspection plan and database will also be developed to enhance the county drainage ditch inspection program.	23	15	6	8	27	79

FY 14 CWF ID	Grant Title	Applicant	State Request	Match Amt.	County	Abstract	Total (out of 30)	Total (out of 15)	Total (out of 15)	Total (out of 10)	Total (out of 30)	TOTAL SCORE
C14-9059	Brown County Drainage Ditch Inventory and Inspection Program	Brown County	\$91,700	\$25,000	Brown	Brown County would like to become proactive in inventorying, and inspecting ditches to pinpoint problem areas along the open ditches that could result in a major impact in reducing soil erosion and nutrient loads. Brown County wants to upgrade the current manual operations to a one-stop web based drainage portal used to store historic documents related to each ditch system, track activities including: re-determinations, improvements, repairs, maintenance and mobile inspections. This should help manage workflows, processes and proceedings. The software will integrate with our current GIS software and the new inspections and inventorying being done.	19	15	10	9	22	75
C14-4823	Inventory Chicago County Public Ditch System	Chicago County	\$80,000	\$20,000	Chicago	Develop an inventory of the Chicago County public ditch system, and significant tributaries, including record searching and field verification to identify and confirm locations of existing public ditches. This project also would identify, inventory and evaluate functions, purpose, and necessity of the Chicago County ditch system. It will also determine legal status of ditches, rights, and responsibilities as defined in Minnesota Statutes 103E.	17	15	8	8	25	73
C14-5634	Becker County Drainage Ditch Inventory and Inspection Project	Becker SWCD	\$40,710	\$11,000	Becker	The Becker County Drainage Ditch Inventory and Inspection Project is a collaborative, multifaceted approach to develop a GIS based drainage ditch inventory database system, inventory the current conditions of judicial ditches and adjacent land, and target and prioritize portions of each ditch system for restorative or protective measures. In addition to fulfilling these needs, the information and system developed by this project will assist day to day operational goals and expand resource management opportunities for each organization within this partnership.	12	15	12	10	16	65
C14-6504	Inspection and Inventory of Drainage Ditches Systems in Cass and Hubbard Counties.	Cass SWCD	\$60,000	\$15,000	Cass;Hubbard	The north-central Minnesota counties of Cass and Hubbard share large portions of the Crow Wing River, Leech and Upper Mississippi Watersheds, all of which play an important role in providing clean drinking water to over one million Minnesota residents. Each county assumes the responsibility of inspecting and evaluating the judicial and county ditch systems that drain directly into these watersheds. The two counties together share two judicial ditch systems and combined have an additional 42 ditches within their borders.	15	15	7	9	19	65
<b>Total</b>			<b>\$ 777,609</b>	<b>\$ 256,970</b>								







BOARD MEETING AGENDA ITEM

AGENDA ITEM TITLE: Cooperative Weed Management Area Grants<sup>1</sup>

Meeting Date: January 22, 2014
Agenda Category: [ ] Committee Recommendation [ ] New Business [ ] Old Business
Item Type: [x] Decision [ ] Discussion [ ] Information
Section/Region:
Contact: Dan Shaw
Prepared by: Dan Shaw
Reviewed by: Grants Program and Policy Committee Committee(s)
Presented by: Dan Shaw

[ ] Audio/Visual Equipment Needed for Agenda Item Presentation

Attachments: [ ] Resolution [ ] Order [ ] Map [x] Other Supporting Information

Fiscal/Policy Impact

- [ ] None [ ] General Fund Budget
[ ] Amended Policy Requested [ ] Capital Budget
[ ] New Policy Requested [ ] Outdoor Heritage Fund Budget
[x] Other: Program Fact Sheet [ ] Clean Water Fund Budget

ACTION REQUESTED

SUMMARY (Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)
Approval of the FY 2014/2015 Cooperative Weed Management Area (CWMA) Program grants is being requested. \$200,000 appropriated in 2013 is being made available to SWCDs for new or existing cooperative weed management areas.



**FY2012 COOPERATIVE WEED MANAGEMENT AREA GRANT AWARDS**

**WHEREAS**, The Cooperative Weed Management Area (CWMA) Grant Program administered by the Board of Water and Soil Resources (BWSR), provides financial assistance to SWCDs to develop and sustain Cooperative Weed Management Areas, to control emerging weed threats, and manage natural areas and conservation lands through an integrated pest management and ecosystem approach.

**WHEREAS**, 18 grants were made totaling \$400,000 to finance start-up and operational expenses of local cooperative weed management area programs for FY2008/2009; and

**WHEREAS**, 13 grants were made totaling \$200,000 to finance start-up and operational expenses of local cooperative weed management area programs for FY2010/2011; and

**WHEREAS**, 14 grants were made from \$232,470 of Cost-Share roll-over funds to finance start-up and operational expenses of local cooperative weed management area programs in FY2012; and

**WHEREAS**, \$100,000 of Cost-Share funds in each year of the FY2014-15 biennium were appropriated to the Board (Laws of Minnesota 2013; Chapter 114, Article 3, Section 5); and

**WHEREAS**, On August 29, 2013 the Board authorized (Resolution #13-64) a grant program for FY2014 and FY2015 to provide funds for Cooperative Weed Management Areas (CWMA) through a competitive grant process; and

**WHEREAS**, applications were accepted from new and existing CWMA's and evaluated based on the following criteria:

<b>Table 1: Cooperative Weed Management Area Program Ranking Criteria</b>	
<b>Ranking Criteria</b>	<b>Maximum Points Possible</b>
<u>Anticipated Outcomes</u> : The outcomes expected upon completion of the project initiatives are identified, as well as how these outcomes will be attained.	45
<u>Relationship to CWMA and Conservation Plans</u> : The proposal and species of focus are based on priority actions listed in or derived from CWMA plans, and other local, state and federal conservation and invasive species plans.	25
<u>Species Focus and Management Approach</u> : An approach is defined to manage invasive species using integrated pest management and ecosystem restoration.	30
<b>Total Points Available</b>	<b>100</b>

**WHEREAS**, the CWMA Advisory Team, reviewed the applications on December 19, 2013 and recommended that 14 of 22 applications be funded; and

**WHEREAS**, the BWSR Senior Management Team reviewed the CWMA Advisory Team proposal on January 6, 2014; and

**WHEREAS**, the Grants Program and Policy Committee reviewed the proposal grant award recommendations on January 10<sup>th</sup>, 2014.

**NOW THEREFORE BE IT RESOLVED**, the Board hereby authorizes that grants be awarded to the 14 CWMA applications according to the attached spreadsheet.

\_\_\_\_\_  
Brian Napstad, Chair  
Board of Water and Soil Resources

\_\_\_\_\_  
Date

Attachment: CWMA Proposed Funding List

# Funding Recommendation for FY 2014/2015 Cooperative Weed Management Area (CWMA) Program Applications

12-30-13 Developed by Dan Shaw

**Purposes of this Grant Program are to:**

1. Develop and sustain strong partnerships between landowners, government units and other interested partners to manage invasive species across geographic boundaries
2. Control emerging weed threats and manage invasive species that threaten natural areas and conservation lands
3. Facilitate the removal of invasive plant species through an integrated pest management approach, and the restoration/reconstruction of native plant communities through an ecosystem approach.

**Available Funding:** \$200,000

(Funding history – 2008/9:\$400,000; 2010/11:\$200,000; 2012: \$232,470 from cost-share roll-over; 2013: no funding)

**Requested Funding:** \$317,000

**Number of Applicants:** 22

**Review Process:**

- 1)BWSR staff determined if applications met eligibility requirements
- 2)CWMA Advisory Team (BWSR, MDA, Mn/DOT, DNR, UM Extension met (December 19th) to review applications and make recommendations

**CWMA Advisory Team Proposed List of Applicants to Receive Funding:**

	<b>Applicant</b>	<b>Funding Request</b>	<b>Proposed Funding Amount</b>
1	Becker	15,000	15,000
2	Ramsey	15,000	15,000
3	Roseau	15,000	15,000
4	Wabasha	15,000	15,000
5	Winona	15,000	15,000
6	Martin	15,000	15,000
7	Itasca	15,000	15,000
8	Red Lake	15,000	15,000
9	Scott	15,000	15,000
10	Big Stone	15,000	15,000
11	Cook	13,200	13,200
12	Wright	15,000	15,000
13	Pope	15,000	15,000
14	Kandiyohi	15,000	6,800
	<b>Total Proposed Funding Amount: \$200,000</b>		

**CWMA FY2014 and 2015 Grant Ranking**

	<b>Applicant</b>	<b>Average Order of Rank</b> *note: highest ranking applications have the lowest numbers (order of rank) in the list below	<b>Funding Request</b>	<b>Match Amt.</b>	<b>Proposed Funding Amount</b>	<b>Narrative</b>
1	Becker	2.17	15,000	\$41,000	15,000	The goal of the CWMA is to use the steering committee to develop an inventory program and management practices to control or eradicate the targeted specific weeds of concern. The collaborative approach enables tracking of invasive weeds, inventorying and treatment programs used. With a collaborative approach this will demonstrate the importance of township, county, state and other landowners/managers the need for participating and developing a yearly budget for invasive plant treatment. The project will continue to address the conservation of grasslands, woodland trails, invasive plant movement and the continuation of a Cooperative Weed Management Area (CWMA) in Becker County, Minnesota. The Becker CWMA will continue to incorporate recreation trails in the management plan to reduce movement of designated invasive plants.
2	Ramsey	2.83	15,000	\$11,000	15,000	Ramsey County Cooperative Weed Management Area (RCCWMA) seeks funding to increase education efforts including monitor trainings, outreach programs, invasive plant tours, an invasive plant blitz and an Early Detection and a Distribution Mapping System (EDDMaps) training. New, confirmed reports will be added to the EDDMaps database. Liaison, coordination and/or on the ground management activities will continue. Integrated Pest Management control methods will be recommended or utilized to the extent available. Future treatments and monitoring are planned for successful eradication or control.
3	Roseau	6.67	15,000	\$6,500	15,000	The Roseau SWCD in partnership with the newly formed Cooperative Weed Management Team (CWMT) consisting of the Roseau River Watershed District (RRWD), Roseau County, DNR, The Nature Conservancy, Two Rivers Watershed District and the Warroad River Watershed District. The CWMT is requesting funds to update or upgrade equipment and supplies for the ongoing inventory and eradication efforts within the CWMA. There are invasive species that are aggressively gaining a foothold in Roseau County and we need to try to stay ahead of the infestation. Funds are also being requested for the implementation of a CWMA mapping system for Data collection, and ArcGIS mapping. The data set will include a maintained data layer, a current database, and a coordinated application and maintenance schedule for all agencies to ensure an efficient means of control that will ultimately reduce staff overlap and cost. Cost-share will be provided to landowners, who need to reseed areas that have been infested, and for Roseau County agencies, who need supplement funding for the additional

4	Wabasha	6.67	15,000	3,750	15,000	<p>burden of newly discovered infested location(s). Agencies will be able to utilize an updated, maintained map, have a chemical and or mechanical schedule for accurate timing of application(s) and an activity log for coordinated control. An annual plan will be developed at each yearend that will document the results.</p> <p>Continued funding for the CWMA program in Wabasha County would continue progress on management plans that were already started with landowners and provide an avenue for people who wish to begin treatment of invasive species problems on their land and restore the native vegetation and woodlands. Education will continue to play an important part in the Cooperative Weed Management Area through educational days, media, and publicized projects. One of those intended projects will utilize bio controls. Mapping and monitoring of Japanese barberry will continue as will volunteer work on the control of that species. Dollars will be maximized to the extent possible through CWMA partnerships, invasive groups, agency partnerships and volunteer activity. Ideally a volunteer group modeling the "Invasive Blitz" group will be formed to combat invasive species on the ground and restore native habitat.</p>
5	Winona	6.67	15,000	3,750	15,000	<p>In response to the Emerald Ash Borer (EAB) threat in Winona County, a group of individuals started meeting in 2011 to discuss the threat and what can be done to help slow or mitigate the problem. As this group continued working on the EAB threat, they also started to expand their work to include other threats, including Oriental Bittersweet (OB), Cutleaf Teasel, Common Tansy, Japanese Hops, and other invasive plant species. Since no formal structure exists for this group, the Winona County SWCD would like to formalize the organization of the Winona Invasive Species Working Group while also offering opportunities for inventory, mapping and education, with a primary goal of providing technical and financial assistance in the control and restoration of areas affected by invasive plant species. These activities will leverage current Environment and Natural Resources Trust Funding for target species detection and control.</p>
6	Martin	8.67	15,000	3,750	15,000	<p>The ten county Greater Blue Earth CWMA Strategic Management Plan Goals include: Education and Awareness, Prevention, Early Detection and Rapid Response, Control, Prioritization, Developing Partnerships, and Providing the Tools to Get the Job Done. The focus of this project is to do on the ground invasive species removal, hold educational workshops, and work with local service organizations to remove and reduce the spread of invasive species.</p>
7	Itasca	9.17	15,000	\$4,000	15,000	<p>The newly-formed Itasca County Cooperative Invasive Species Management Area (IC CISMA) seeks to create and/or coordinate training efforts, invasive plant surveys, integrated pest management, and follow-up monitoring and restoration to address priority invasive species. These efforts will build capacity through training citizen volunteers and increasing knowledge, skills and abilities of work crews and volunteers in order to prevent the spread of invasive plant species into Scientific and Natural Areas and through remote trail systems. The priority species addressed in this grant include: common buckthorn (<i>Rhamnus cathartica</i>), glossy buckthorn (<i>Frangula alnus</i>), garlic mustard (<i>Alliaria petiolata</i>), wild parsnip (<i>Pastinaca sativa</i>), spotted knapweed</p>

8	Red Lake	9.50	15,000	\$4,000	15,000	<p>(Centaurea maculosa), and leafy spurge (Euphorbia esula). These species currently occur in small numbers in Itasca County or are likely to occur in the county, but have not been documented. In both scenarios, early detection of new populations is crucial to their control or eradication.</p> <p>The Cooperative Weed Management Area (CWMA) Program was established in Red Lake County in 2008 from a grant we received from the Board of Water &amp; Soil Resources (BWSR) in the amount of \$36,000.00. The grant assisted Red Lake County SWCD with establishing the program, setting goals, setting priorities, mapping, provided cost-share assistance to producers, and assistance with developing an educational component to the program. This program brought together local, state, and federal agencies, land owners, and private industry for the first time in Red Lake County to jointly plan a coordinated effort to control the noxious weeds threatening Red Lake County's economy. Through this cooperative effort, an integrated strategic approach to weed management was developed, and keys to the success have included information sharing, targeting of treatment, and providing financial assistance for the costs of treatment. Public outreach and public participation have also been keys to the success of the CWMA Program. Strategies have included posting information on the County and SWCD websites, submitting informative articles to community newspapers, holding public meetings, developing educational materials that can be distributed to landowners, and publishing articles in partner agency newsletters. If funded, Red Lake County SWCD will use the grant funds from BWSR to assist with the continued implementation of the Cooperative Weed Management Area Program in Red Lake County. The main focus of the program is to provide cost-share assistance for the prevention, reduction, and eradication of invasive/noxious species. The main species that the program targets includes: Purple Loosestrife, Leafy Spurge, Absinth Wormwood, and Spotted Knapweed. Bull and Canadian Thistles are also two species that receive attention.</p>
9	Scott	10.33	15,000	\$3,750	15,000	<p>This Project will support the establishment of an active CWMA Program to more effectively manage invasive species and emerging weed threats across geographic and jurisdictional boundaries in Scott County. The program partnership will initially include Scott SWCD, Scott County Highway and Natural Resources Departments, Three Rivers Park District, Shakopee Mdewakanton Sioux Community, and the Cities of Savage Belle Plaine. By the end of the grant period, the partnership will be expanded to include, as a goal, the Cities of Prior Lake and Shakopee, and the county's eleven townships. A partnership among the local government units and organizations internal to Scott County will eliminate some of the hurdles that hindered the Scott/Rice CWMA from being more effective. That program did not include a comprehensive planning effort, and in the end would simply be unable to provide the level of service needed to effectively meet the needs of the 20 entities that exist in Scott County, much less the thousands of residents who own land of significant size. The ability for Scott County to work effectively together is proven through the success of the 31-member Scott County Association for Leadership and Efficiency (SCALE). Formed in 2003, SCALE encourages greater efficiencies and leadership in public service through</p>

10	Bigstone	11.33	15,000	\$3,750	15,000	<p>enhanced communication, collaboration of services, and sharing of resources. In addition, the Scott SWCD has a long history of working cooperatively with LGU's in Scott County on conservation project implementation. Funds received from this grant will be used to support development of a Strategic CWMA Plan, provide cost share for three invasive species removal projects, support time and equipment for two pilot GIS-based survey and monitoring initiatives, and host two training events. Costs associated with time for grant administration, project management, and other planning/coordination activities, among others, will be provided by the SWCD and Scott County.</p> <p>The Big Stone/Traverse CWMA agencies and private landowners currently are working to control invasive weeds plan to increase their combined efforts in reaching three common objectives: monitoring, treating and increasing awareness of invasive weeds. The CWMA has been successful in identifying new areas of infestation, treatment and monitoring for productivity results with the CWMA grant since 2010. The goal and purpose is to reduce the environmental and economic threats posed by invasive plant species to the grasslands of Big Stone and Traverse Counties.</p>
11	Cook	11.67	13,200	\$3,500	13,200	<p>The Cook County Invasives Team (CCIT) is a multi-partner cooperative weed management area, created to effectively coordinate and implement management and eradication of invasive terrestrial and aquatic plants. The CCIT seeks funding for controlling non-native invasive plants at gravel pits throughout Cook County, MN. In 2011, the CCIT surveyed all gravel pits in Cook County for invasive species presence and used the data to create a GIS layer showing species locations and abundance at each pit. The CCIT proposes to use this data to prioritize invasive plant treatments in gravel pits in Cook County. The project will employ one Conservation Corps of Minnesota (CCM) crew for two weeks to apply herbicides to approximately 8-10 acres in gravel pits with known infestations of plants on the Minnesota Department of Agriculture's Prohibited: Control list. The pits will be monitored before and after application to assess treatment effectiveness, and the USDA Forest Service will provide follow-up treatments during the summer after CCM treatment. This project will control current infestations and prevent the spread of the targeted invasive species. The CCIT will facilitate this project and the Cook County Soil and Water Conservation District, one of the members of the CCIT, will provide fiscal management.</p>
12	Wright	11.83	15,000	5,000	15,000	<p>Partners in the Wright Cooperative Weed Management Area: will attempt to provide sustainability of control of invasive plant species as they invade native plant stands through leadership in promoting preservation and conservation of native vegetation by means of education, test areas and control. To establish a positive working relationship with multiple project partners and supporters to enable the location, identification and control of targeted invasive species within and adjoining CWMA boundaries. The Wright CWMA intends to enhance monitoring, prevention, and control of invasive species through increased education and coordinated control efforts to ensure public benefits for communities within and adjoining Wright County.</p>
13	Pope	12.00	15,000	\$31,866	15,000	<p>Pope and Swift Counties has an existing Cooperative Weed Management (PSCWMA) project that has been successful for the past six years and has a</p>

14	Kandiyohi	13.17	15,000	\$214,650	6,800	<p>strong committed group of team members. A strategic plan has been adopted by the PSCWMA members that identify the terrestrial invasive plants that will be targeted for treatment and education (mapped locations attached). The project will continue the process to identify, map, treat, and monitor terrestrial invasive species. Significant progress has been made in controlling wild parsnip, leafy spurge, purple loosestrife, and plumeless thistle. There are 150+ sites identified since 2008 by the PSCWMA for monitoring and treatment.</p> <p>The Central Minnesota Cooperative Weed Management Area (CMI-CWMA) encompasses all of Kandiyohi and Stearns Counties and will continue to offer assistance for all land owners, public and private. The objective is to carry on the successful 2010 program that addressed our county's invasive weed species problems through continued education outreach, documentation, treatments, and re-seeding with local native seed. The CMI-CWMA will work together with the existing invasive species management plans currently operating in Kandiyohi and Stearns Counties which are the MNDOT Integrated Roadside Vegetation Plans and County Ag. Inspector Work Plan. Our main goal is to restore or enhance natural communities and manage existing and emerging invasive plants.</p>
15	Wadena	13.33	12,000	3,000		<p>Wadena County is currently in the process of establishing a solid foundation for noxious weed control that will be consistent throughout the county. Cooperative Weed Management Area funds will be used to update the Wadena County Cooperative Weed Management Area Plan, establish a mapped inventory of noxious weed infestation in the county, and establish an inventory of biocontrol release sites. These activities will be accomplished with consideration of other local, state, and federal invasive species plans and initiatives. By achieving these outcomes, Wadena County will have a plan that will address current and future weed concerns and establish a base to measure weed infestation expansion or reduction.</p>
16	Kittson	13.67	15,000	\$3,750		<p>The main focus of this program will be to reduce and/or eradicate invasive Weed Species in Kittson County. A energetic Cooperative Weed Management Team will be formed to make decisions on how or what weeds will be targeted, how funding will be dispersed and oversee the implementation of the program. Cost share assistance will be provided to landowners at a rate of 75% of the cost of the chemical not to exceed a maximum of \$500.00 per landowner/township. A 25% match will be required by the landowner/township.</p>
17	Crow Wing	16.00	15,000	\$15,000		<p>Provide education through workshops with the assistance of the University of Minnesota Extension office. Organize educated volunteers to assist private landowners, county and state agencies in the eradication and disposal of noxious weeds. Rehabilitate sites with native plants and seeds to improve habitat conditions for wildlife. Noxious weeds are a growing threat to the healthy forests of Crow Wing County. Currently the Crow Wing SWCD has a waiting list of landowners that need assistance on terrestrial species control. The partnership with the SWCD and the Master Gardeners will address an issue that no-one else in Crow Wing county is.</p>
18	Steele	16.00	15,000	11,600		<p>Steele County is located on the eastern edge of southern Minnesota's prairie</p>

19	North St. Louis	17.00	15,000	\$3,750	<p>pothole region. Most (77%) of the land in the county is in row crops which has resulted in the loss of most of our prairie and wetland habitats. However, there is one area where we are reversing that trend, the Straight River Marsh Project in Summit Township. It is a public/private partnership to secure RIM/WRP easements within the basin. To date 36 easements totalling over 2,300 acres have been secured. With permanent easements and an ever expanding infestation of wild parsnip, we want to expand our current CWMA to road right of ways (ROW) to get the township, county, and state road authorities more actively engaged in parsnip control because, with diligence, the problem can be managed in the ROW. This is where parsnip is most prevalent. We feel this will be a very good opportunity to work in one area, get the road authorities, landowners, and the general public interested enough to go county wide with a management strategy for invasive plants. Removal and reduction of both common and glossy buckthorn within and near the City of Ely, Minnesota. The area is identified by a local group as a population center of buckthorn and other invasive shrubs. The objective is higher ecological function. Goals are : 1) Reduced invasive shrub population within the area, focusing on mature, fruiting individuals. 2) Greater population of native shrub and herbaceous species.</p>
20	East Polk	17.67	15,000	\$3,750	<p>East Polk SWCD has been a partner in the Polk County Cooperative Weed Management Area (PCWMA) since its establishment in 2008, with the unified goal of reducing the presence of invasive species in Polk County. It is the goal of East Polk SWCD to support ongoing objectives, focusing on controlling invasive species by reduction and elimination of targeted species using chemical control. The East Polk SWCD will continue outreach efforts to target township officials to promote management of noxious and invasive species. The District will contact all townships in East Polk County to address the need for invasive species management. Cost share funding will be made available to interested townships for invasive species control activities on township road right of ways. Townships will work with licensed chemical applicators to treat targeted areas. Townships will provide documentation on treatment areas, species targeted, chemicals used and application rates. East Polk SWCD will compile the collected data and incorporate information into the county wide database to determine future monitoring and control strategies.</p>
21	Rice	18.17	15,000	\$21,960	<p>Wild Parsnip is present in the South East corner of Rice County and spreads into the North East corner. It is primarily present in road ditches and the concern is that it will spread into valuable natural resource and recreation areas including Cannon River Wilderness Area, Nerstrand State Park, Faribault WMA, River Bend Nature Center and Caron Park. Wild Parsnip can be harmful when it comes in contact with skin, even causing severe blistering. Rice SWCD in partnership with Rice County Highway Department and the Rice County Weed Inspector want to utilize the existing CWMA to embark on a new program to control Wild Parsnip in Rice County. In past CWMA grant efforts have been focused on Buckthorn, and most recently Common Tansy. The CWMA's efforts have been successful; however we plan to continue to stay on the lookout for these species. Buckthorn in the Cannon River Wilderness</p>

22	Kanabec	18.50	15,000	\$3,750	<p>Area is almost eradicated, and all known locations of Common Tansy have been removed. The CWMA hopes to take some of the effectiveness of the Buckthorn control program to make the removal of Wild Parsnip just as effective.</p> <p>The primary purpose of this project is to build and expand on our existing partnerships, provide direct technical assistance to our landowners and partners for implementation, and provide outreach and education. The project will focus on the treatment and control of invasive species including: Buckthorn (Common and Glossy), Tartarian Honeysuckle, Purple Loosestrife, Spotted Knapweed, Leafy Spurge, and other species listed on the Kanabec County Noxious Weed List, that have been identified as concerns in Kanabec County. Garlic Mustard, while not identified in Kanabec County, has been seen in neighboring counties and is a species of concern. On site technical assistance will be given to landowners and cooperators, including site evaluations, plan development, best management practice (bmp) implementation and project follow up inspections. Our project partners include: Landowners and Cooperators, City of Mora, Kanabec County History Center, Master Gardeners, DNR Forestry, Natural Resources Conservation Service (EQIP program) and the Kanabec County Ag. Weed Inspection Program. This project proposal will include direct technical assistance for implementation, materials and supplies, outreach / education and project administration/ coordination.</p>
Total Proposed Funding: \$200,000					



# Cooperative Weed Management Area (CWMA) Grant Program 2-4-13

**Program Purpose:** To establish strong and sustainable CWMA's across Minnesota for the effective control of invasive species and protection of conservation lands and natural areas.

**What is a CWMA?** ...a local organization that provides a mechanism for sharing invasive species management resources across jurisdictional boundaries in order to achieve widespread invasive species prevention and control.

## Reasons CWMA's are Needed Across Minnesota

- 1) They provide effective weed mapping, education, outreach and management leading to the control of emerging and established invasive species.
- 2) They work effectively across geographic and ownership boundaries.
- 3) They develop strong partnerships to leverage expertise and funding
- 4) They help prevent significant ecological and economic losses from invasive species
- 5) They protect the diversity and resiliency of natural areas and conservation lands.



Roseau CWMA working with County Commissioners

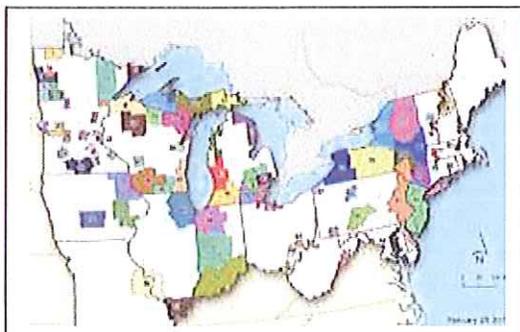
## CWMA and Program Funding History:

CWMA's started in western states to manage grazing lands. Clay County had the first Minnesota CWMA, acting as a model for the BWSR program that started in 2008.

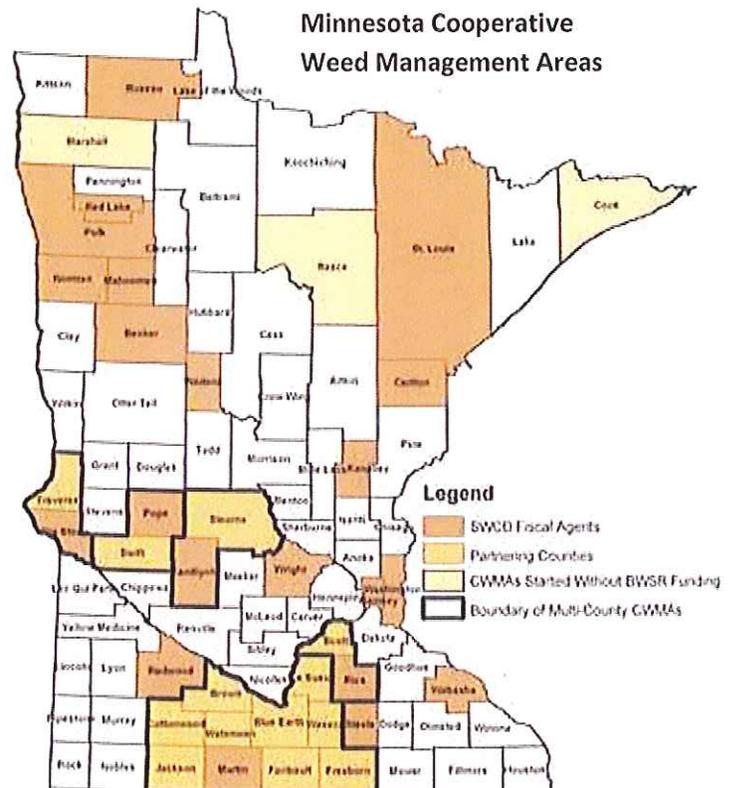
- FY 2008/2009 - \$400,000 (legislative appropriation)
- FY 2010/2011 - \$200,000 (legislative appropriation)
- FY 2012 - \$232,470 (funded with cost-share roll-over funds)
- FY2013 – No funding available

## Current Status of Program

There are 23 existing groups in MN and 3 new groups (Marshall, Itasca, Cook) forming covering 33 counties. The extent of CWMA's in Minnesota is now on-par with surrounding states (see map below). It does not have a stable/predictable funding source. BWSR staff and members of the interagency advisory group have been discussing funding options



CWMA's across the Midwest



**CWMA Models:** Of the 23 groups in the state the following are three examples of how CWMA's are tackling weed issues across Minnesota:



Marsha Watland of Becker CWMA meeting with landowners

**Becker CWMA**

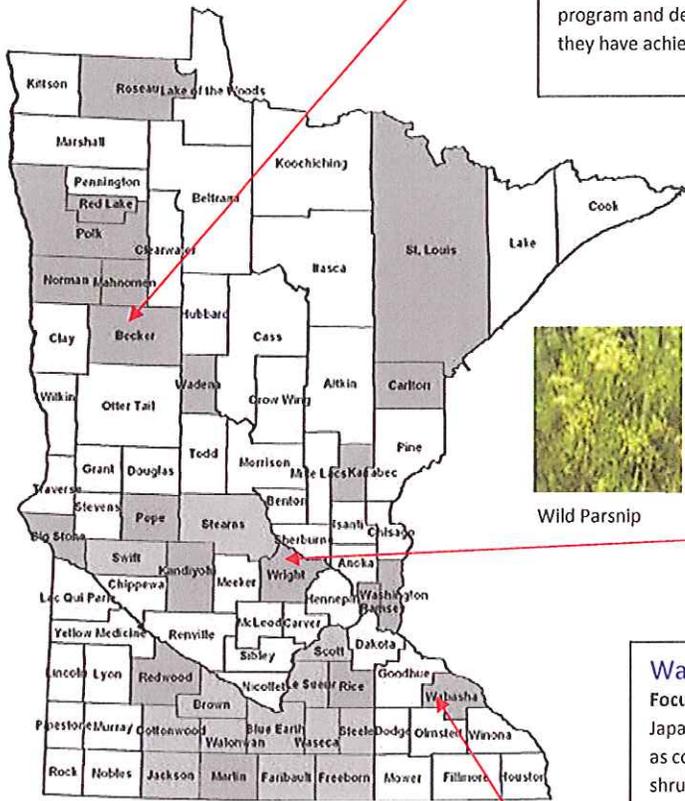
**Focus:** Emerging weed threats- crown vetch, common tansy, spotted knapweed, leafy spurge, wild parsnip.

**Started:** 2006 with a National Fish and Wildlife Foundation Grant (NFWF).

**Mapping:** Conducted baseline GIS mapping of all invasive weeds in the county.

**Management Action:** Combined manual, biological and cultural treatments for target species across the county.

**Strength of Program:** Through mapping, partnering with the County Hwy. Dept., establishment of a gravel pit certification program and developing a landowner cost-share program they have achieved effective control of weeds in the county.



Wild Parsnip

**Wright CWMA**

**Focus:** Wild Parsnip control (a significant agricultural, ecological, and human health threat to the county), now adding other species.

**Started:** 2008 with BWSR Funding.

**Mapping:** GIS Mapping of parsnip locations across county.

**Management Action:** Worked with over 100 landowners and treated 11,000 acres.

**Strength of Program:** Partnership with County Hwy. Dept., Townships and Landowners to halt the spread of an emerging weed threat.

**Wabasha CWMA**

**Focus:** Addressing emerging weed threats from Japanese knotweed and Japanese barberry, as well as common buckthorn and invasive honeysuckle shrubs.

**Started:** 2008 with BWSR Funding, developed own cost-share program.

**Mapping:** GIS Mapping of 1000 acres of invasive species populations.

**Management Action:** Over 150 acres have been treated for removal of invasive species in important habitat areas.

**Strength of Program:** Effective control of emerging weed threats. Focus on protecting intact plant communities and re-seeding native vegetation after removal.



Terri Peters of Wabasha CWMA monitoring invasive species



# BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** Update of the Minnesota Public Drainage Manual

**Meeting Date:** January 22, 2014

**Agenda Category:** X Committee Recommendation  New Business  Old Business

**Item Type:** X Decision  Discussion  Information

**Section/Region:** \_\_\_\_\_

**Contact:** Tim Gillette

**Prepared by:** Tim Gillette and Al Kean

**Reviewed by:** Grants Program and Policy Committee(s)

**Presented by:** Tim Gillette and Al Kean

Audio/Visual Equipment Needed for Agenda Item Presentation

**Attachments:** X Resolution  Order  Map X Other Supporting Information

**Fiscal/Policy Impact**

- None
- Amended Policy Requested
- New Policy Requested
- Other:
- General Fund Budget
- Capital Budget
- Outdoor Heritage Fund Budget
- X Clean Water Fund Budget

**ACTION REQUESTED**

Approve the **Update of the Minnesota Public Drainage Manual (MPDM)** and associated **Understanding Minnesota Public Drainage Law – 2002 Overview for Decision-makers (UMPDL)** RFP for distribution and use.

**LINKS TO ADDITIONAL INFORMATION**

Attached: RFP (first 6 pages-remainder is required State of Minnesota contract language), Board Resolution

**SUMMARY** (Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)

Clean Water Funds have been appropriated to BWSR in Laws of Minnesota 2013, Chapter 137, Article 2, Section 7(e) for grants to local government units and to provide outreach to users; The appropriation language follows:

**Session Laws of 2013, Chapter 137, HF-1183, Article 2, Section 7(e)**

(e) \$1,700,000 the first year and \$1,700,000 the second year are for grants to local units of government to ensure compliance with Minnesota Statutes, chapter 103E, and sections 103F.401 to 103F.455, including enforcement efforts. Of this amount, \$235,000 the first year is to update the Minnesota Public Drainage Manual and the Minnesota Public Drainage Law Overview for Decision Makers and to provide outreach to users.

In accordance with the appropriation, BWSR executive staff have outlined that it is the objective of the Minnesota Public Drainage Manual to:

1. Promote uniformity in the interpretation of what is called the Minnesota drainage code that is now found in M.S. c. 103E, and it will not be the objective to speculate as to what the drainage code ought to say;
2. Inform drainage law proponents of the interaction between the drainage code and other laws; state and federal;
3. Suggest uniform procedures in implementing the drainage code statewide;
4. Provide standardized forms for use in drainage proceedings.
5. Provide guidance related to multipurpose management of drainage water that is also focused beyond the drainage systems.
6. Provide design guidance for implementation of best management practices on the drainage systems.

Objectives 1-4 are direct recitations of the objectives of the 1991 Public Drainage Manual. Objectives 5 and 6 are additions intended to make the manual more usable.

There are a number of different types of updates that will be applied to the two documents cited in the appropriation. They include:

1. Inclusion of changes that have been made to Drainage Law since the last update of the MPDM.
2. Revising MPDM content for clarification and to help guide consistent interpretation of drainage law.
3. Reformatting of the documents for easier reading and use.
4. Changing the method of publication to web-based.
5. Adding a Public Drainage System BMP Chapter.

Applications for an Update of the Minnesota Public Drainage Manual (UMPDM) project established with funds appropriated in Laws of Minnesota 2013, Chapter 137, Section 7(e) will be evaluated based on the following criteria:

**Update of the *Minnesota Public Drainage Manual* and the *Understanding Minnesota Public Drainage Law – 2002 Overview for Decision-makers***

	Ranking Criteria	Maximum Points Possible
1	Relationship to Scope	30
2	Timeline	10
3	Staffing Plan sufficient to accomplish the activities (including external team members)	20
4	Costs	15
5	Outreach to Users of the Updated Documents	15
6	Responses in Interview (If selected for an interview)	10
	<b>Total Points Available</b>	<b>100</b>

The BWSR Senior Management Team reviewed the proposed FY 2014 CWF Update of the Minnesota Public Drainage Manual (UMPDM) Request for Proposals on January 6, 2014; and,

The Grants Program and Policy Committee reviewed FY2014 Clean Water Fund Competitive Update of the Minnesota Public Drainage Manual (UMPDM) project developed by staff, on January 10, 2014.



Board Resolution # 14-

**FY 2014 CLEAN WATER FUND  
UPDATE OF THE MINNESOTA PUBLIC DRAINAGE MANUAL  
REQUEST FOR PROPOSALS**

**WHEREAS**, the Clean Water Fund (CWF) is established in M.S. 114D.50; and,

**WHEREAS**, Clean Water Funds have been appropriated to BWSR in Laws of Minnesota 2013, Chapter 137, Article 2, Section 7(e) for grants to local government units to update the *Minnesota Public Drainage Manual* and the *Minnesota Public Drainage Law Overview for Decision Makers* and to provide outreach to users; and

**WHEREAS**, the Board has authority under Minn. Stat. 103B.3369 to make grants to cities, townships, counties, soil and water conservation districts, watershed districts, joint powers organizations, and other special purpose districts or authorities with jurisdiction in water and related land resources management when a proposed project, practice or activity implements a county water plan, watershed management plan, or county groundwater plan; and

**WHEREAS**, BWSR implementation of appropriated CWF funds is based on the Minnesota Constitution, Article XI, Section 15 which provides that funds may be “spent only to protect, enhance, and restore water quality in lakes, rivers, and streams and to protect groundwater from degradation”, and that “dedicated money under this section must supplement traditional sources of funding for these purposes and may not be used as a substitute”; and

**WHEREAS**, the CWF implementation strategy incorporates the purpose of M.S. 114D.20 which directs the implementation of Clean Water Funds to be coordinated with existing authorities and program infrastructure; and

**WHEREAS**, applications for an Update of the *Minnesota Public Drainage Manual* (UMPDM) project established with funds appropriated in Laws of Minnesota 2013, Chapter 137, Section 7(e) will be evaluated based on the following criteria:

*Ranking Criteria*

**Update of the *Minnesota Public Drainage Manual* and the *Understanding Minnesota Public Drainage Law – 2002 Overview for Decision-makers***

	Ranking Criteria	Maximum Points Possible
1	Relationship to Scope	30
2	Timeline	10
3	Staffing Plan sufficient to accomplish the activities (including external team members)	20

4	Costs	15
5	Outreach to Users of the Updated Documents	15
6	Responses in Interview (If selected for an interview)	10
	<b>Total Points Available</b>	<b>100</b>

**WHEARAS**, the BWSR Senior Management Team reviewed the proposed FY 2014 CWF Update of the Minnesota Public Drainage Manual (UMPDM) Request for Proposals on January 6, 2014; and,

**WHEREAS**, the Grants Program and Policy Committee reviewed FY2014 Clean Water Fund Competitive Update of the Minnesota Public Drainage Manual (UMPDM) project developed by staff on January 10, 2014.

**NOW THEREFORE BE IT RESOLVED**, the Board hereby:

Authorizes staff to finalize, distribute and promote a Request For Proposals (RFP) for the FY2014 Clean Water Fund Competitive Update of the Minnesota Public Drainage Manual (UMPDM) project consistent with the provisions of appropriations enacted in 2013, Minn. Stat. 103B.3369, and this Board resolution.

\_\_\_\_\_  
 Brian Napstad, Chair  
 Board of Water and Soil Resources

Date: \_\_\_\_\_

Attachment: FY2014 Clean Water Fund Competitive Update of the Minnesota Public Drainage Manual (UMPDM) grant program Request for Proposals.



# Update of the Minnesota Public Drainage Manual



## Request for Proposal

January 27, 2013

### TABLE OF CONTENTS

1. Overview of RFP
  2. RFP Purpose and Need
  3. RFP Process and Schedule
  4. Expected Project Activities
  5. Proposal Content
  6. Ranking Criteria
  7. General RFP Requirements
  8. General Contract Requirements
- Appendix A - Required Forms, Certifications, Affidavits
- Appendix B – Sample Contract

### Overview

The Board of Water and Soil Resources (BWSR) requests proposals from qualified vendors to update and web-publish the *Minnesota Public Drainage Manual (MPDM)* and the associated *Understanding Minnesota Public Drainage Law – 2002 Overview for Decision-makers (UMPDL)* and conduct outreach with the updated documents.

## **RFP NEED AND PURPOSE**

The *Minnesota Public Drainage Manual* was created via a cooperative agreement between the U.S. Environmental Protection Agency and the Minnesota Department of Natural Resources. It was first published in notebook form with substantial appendices in 1991. It has not been revised since that first publication.

The original authors stated that the objective of the *Minnesota Public Drainage Manual* was to:

1. Promote uniformity in the interpretation of what is called the Minnesota drainage code that is now found in M.S. Chapter 103E, and it will not be the objective to speculate as to what the drainage code ought to say;
2. Inform drainage law proponents of the interaction between the drainage code and other laws; state and federal;
3. Suggest uniform procedures in implementing the drainage code statewide;
4. Provide standardized forms for use in drainage proceedings.

In recent years there has been an increased need for Drainage Authorities to be involved in the larger purposes of water and soil protection, and flood management. The MPDM update will include two new objectives:

5. Provide guidance related to multipurpose management of drainage water that is focused beyond the drainage systems to the tributary properties.
6. Provide design guidance for implementation of best management practices on the drainage systems.

*Understanding Minnesota Public Drainage Law – 2002 Overview for Decision-makers (UMPDL)* was last published in 2002. It is used by Drainage Authorities as a desktop reference for drainage system administration. It, too, has not been updated since its last publication.

The objective of the *UMPDL* is to be a general overview of certain areas of Minnesota public drainage law. It is not intended to cover all aspects or all requirements of the various drainage procedures.

The purpose of this RFP is to update the two cited documents as related to:

1. Inclusion of changes that have been made to Drainage Law since the last updates of the documents,
2. Revising content for clarification and to help guide consistent interpretation of Drainage Law,
3. Reformatting for easier reading and use.
4. Changing the method of publication to web-based.
5. Adding a Public Drainage System BMP Chapter to the MPDM.

and to provide outreach to users with the expectation of their review and use of the updated products.

## **RFP PROCESS AND SCHEDULE**

This request for proposal does not obligate the State to award a contract or complete the project, and the State reserves the right to cancel the solicitation if it is considered to be in its best interest.

Responders are encouraged to propose additional tasks or activities if they will substantially improve the deliverables. These items should be separated from the required items on the cost proposal.

Below is the tentative application deadline and project timeline:  
Late submissions or incomplete applications will not be considered.

- January 27, 2014                      Application period begins
- March 28, 2014                      Application deadline at 4:30 PM\*
- May 15, 2014                         BWSR Board authorizes project award (proposed)
- June 2014                              BWSR contract sent to successful applicant
- July 15, 2014                         Work plan submittal deadline
- August 1, 2014                        Contract execution deadline

\*The application must be submitted by 4:30 PM.

**EXPECTED PROJECT ACTIVITIES**

**Activity 1: Establish team, refine objectives, execute contracts, and initiate outreach**

BWSR will contract with the successful applicant(s) for this project and coordinate closely to establish the project team including lead chapter writers and others with key expertise, advisory committees, focus groups, and outreach efforts to the end users. Members of the stakeholder Drainage Work Group, the interagency and university Drainage Management Team, as well as other practitioners with relevant expertise will be recruited by BWSR to serve on advisory committees for the 4 key Public Drainage Manual chapters, based on areas of expertise. Those 4 key chapters are:

1. Introduction and Definitions
2. Administration and Legal Issues
3. Engineering and Environmental Review
4. Viewing/Appraising

A new chapter to be written by the Drainage Management Team will be added:

5. Best Management Practices (BMPs) for Drainage System Management

This chapter will be incorporated into the MPDM by the successful applicant. The timing of the work will be negotiated by the successful applicant with the DMT Facilitator.

Non-contract team members are as follows:

- *Tim Gillette, P.E., Conservation Drainage Engineer, BWSR:* Overall project management, editing, coordination and technical assistance.
- *Al Kean, P.E., Chief Engineer, BWSR:* Technical and administrative oversight, review and editing, based on experience facilitating the stakeholder Drainage Work Group and other drainage involvement.
- *Members of advisory committees:* Provide perspective, assistance, and review of drafts.

Outcome
1. Project team and associated contract(s) established
2. Specific objectives for updates/creation of individual chapters refined
2. Advisory committees established for key chapters, by area of expertise
4. Updated presentation style and format defined for improved

readability/use
-----------------

**Activity 2: Develop digital format, write revisions, coordinate review, and web based publishing.**

Conduct the core project work to coordinate and develop current, substantially improved web-based edition of the *MPDM* and *UMPD* and publish on the BWSR website. Final editing before publication will be accomplished by BWSR Staff.

<b>Outcome</b>
----------------

- |  |
|--|
| 1. Draft updated Public Drainage Manual                            |
| 2. Review and input by advisory committees                         |
| 3. Completed update of Manual installed and tested on BWSR website |
| 4. Updated public drainage law overview for decision-makers        |

**Activity 3: Outreach to drainage authorities and their advisors**

Project team members will provide outreach about the updated Minnesota Public Drainage Manual and Overview for Decision-makers – Web-based editions to the Drainage Work Group, Assn. of MN Counties annual meeting, MN Assn. of Watershed Districts annual meeting and at two other drainage management information and education venues.

<b>Outcome</b>
----------------

- |  |
|--|
| 1. Presentation to Drainage Work Group   |
| 2. Presentation at MAWD and AMC annual meetings, plus two additional info/education venues |
| 3. Outreach via webinar to drainage authorities and their advisors                         |

**PROPOSAL CONTENT**

Responders to the RFP must provide a proposal that includes the following elements in the following organizational order:

1. A detailed discussion of the general approach the responder envisions meeting each key element of Expected Project Outcomes (section 4 of this RFP).
2. A work plan that lays out tasks and deliverables in a general schedule reflecting a realistic timeline. Work plan should identify the level of the BWSR’s participation in the contract.
3. Cost detail for the tasks and deliverables identified in number 2 above.
4. An outline of the responder’s background and experience.
  - A. List of personnel who will work on the project and include a description of their training and work experience. Specifically, provide Curriculum vitae for each employee that summarizes the person’s job history and his/her qualifications/experience/time-of-service. Explain how their qualifications relate to this project.
  - B. Provide descriptions/examples and the outcome of similar projects completed by the vendor since January 1, 2001.
  - C. Provide reference contact information for the example projects requested above in item B. Provide the contact’s name, phone number, employer’s name, and the contact’s email address.

Secure permission from the contact, so that s/he approves beforehand to be contacted by the State of Minnesota

- D. Provide two (2) reference contacts for which you have conducted work since July 1, 2012, that are different from the reference contacts requested above in item B. Provide the contact’s name, phone number, employer’s name, and the contact’s email address. Secure permission from the contact, so that s/he approves beforehand to be contacted by the State of Minnesota.
5. Submit the following forms (see Appendix B):
- A. Affidavit of Non Collusion
  - B. Certificate Regarding Lobbying (if proposal exceeds \$100,000, including extension options)
  - C. Affirmative Action Certification (if proposal exceeds \$100,000, including extension options)
10. Assumptions: please list your assumptions as you developed your response to this RFP.
11. Certification documents in Appendix C. Include the requested documents in this section of the RFP response. Follow the instructions for each document and include signatures and other details as required.

Failure to provide or address any element of the proposal content list above can result in automatic disqualification from consideration. All responses must be received and time stamped by the BWSR receptionist by the deadline. All proposals must be received not later than 4:00 p.m., Central Standard Time, March 28, 2014 as indicated by a notation made by the Board of Water & Soil Resources Receptionist, 520 Lafayette Rd. N. St. Paul, MN 55155.

Late proposals will not be considered. All costs incurred in responding to this RFP will be borne by the responder. Submit three copies of the proposal. Proposals are to be sealed in mailing envelopes or packages with the responder's name and address written on the outside. Each copy of the proposal must be signed in ink by an authorized member of the firm/organization.

All proposals must be sent to:  
 Minnesota Board of Water & Soil Resources  
 Tim Gillette, Project Manager  
 520 Lafayette Rd. N.  
 St. Paul, MN 55155

**Ranking Criteria**

Ranking will be based on the application as well as an interview of the applicant’s team

**Update of the Minnesota Public Drainage Manual and the Understanding Minnesota Public Drainage Law – 2002 Overview for Decision-makers**

	Ranking Criteria	Maximum Points Possible
1	Relationship to Scope	30
2	Timeline	10
3	Staffing Plan sufficient to accomplish the activities (including	20

Initial		external team members)	
	4	Costs	15
	5	Outreach to Users of the Updated Documents	15
	6	Responses in Interview (If selected for an interview)	10
		<b>Total Points Available</b>	<b>100</b>

ranking will be done based on the application criteria (1-5). The top 3 applicants (as ranked based on criteria 1-5) will be asked to interview as a staff and/or team. Final ranking will be based on the total scores including the results of the interview. All ranking will be conducted by BWSR Drainage and Executive Staff. Final award decisions will be made by the BWSR Board.

**COMMITTEE RECOMMENDATIONS**

***Public Relations, Oversight, & Strategic Planning Committee***

1. 2014 PRAP Legislative Report – Don Buckhout - ***DECISION ITEM***



# BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** 2014 PRAP Report to the Legislature

**Meeting Date:** January 22, 2014

**Agenda Category:**  Committee Recommendation  New Business  Old Business

**Item Type:**  Decision  Discussion  Information

**Section/Region:** Regional Operations-PRAP

**Contact:** Don Buckhout

**Prepared by:** Don Buckhout

**Reviewed by:** Public Relations Oversight Strategic Planning Committee(s)

**Presented by:** Don Buckhout

Audio/Visual Equipment Needed for Agenda Item Presentation

**Attachments:**  Resolution  Order  Map  Other Supporting Information

**Fiscal/Policy Impact**

- None
- Amended Policy Requested
- New Policy Requested
- Other:
- General Fund Budget
- Capital Budget
- Outdoor Heritage Fund Budget
- Clean Water Fund Budget

**ACTION REQUESTED**

Approve 2014 PRAP Legislative Report

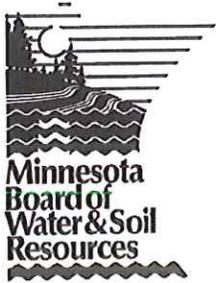
**LINKS TO ADDITIONAL INFORMATION**

**BWSR Website:** [www.bwsr.state.mn.us/PRAP/index.html](http://www.bwsr.state.mn.us/PRAP/index.html)

**Contains current LGU performance standards and instructions used for Level I and II reviews.**

**SUMMARY** *(Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation)*

The seventh annual PRAP Report to the Legislature contains a summary of BWSR's review of LGU performance during the past year. The report presents the 2013 program accomplishments compared to objectives set in last year's report. It highlights a 2013 statutory change that has and will continue to significantly increase the number of Level II performance reviews per year. As in past reports, it summarizes performance results from a basic review (Level I) of all 241 LGUs and contains summaries of the in-depth reviews (Level II) of 17 LGUs. There is a list of program objectives for 2014. A draft of this report has been reviewed by the Board's Public Relations, Oversight and Strategic Planning Committee. The recommendation for Board approval comes from that Committee and is timed to meet a February 1 due date for report submittal to legislative environmental policy committees, as required by M.S. 103B.102, subd. 3.



Board Resolution # \_\_\_\_\_

## **Performance Review and Assistance Program 2014 Report to the Minnesota Legislature**

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**WHEREAS**, the 2007 Legislature authorized the Board of Water and Soil Resources (Board) to develop and implement a program to evaluate and report on the performance of each local water management entity, and

**WHEREAS**, since 2007, the Board developed and implemented a program for reviewing performance, offering assistance, and reporting results, now called the Performance Review and Assistance Program (PRAP), in consultation with stakeholders and consistent with the guiding principles, and

**WHEREAS**, according to Minnesota Statutes Chapter 103B.102, Subdivision 3, beginning February 1, 2008, and annually thereafter, the Board shall provide a report of local water management entity performance to the chairs of the House and Senate committees having jurisdiction over environment and natural resources policy, and

**WHEREAS**, the seventh annual PRAP report to the legislature contains a summary of the local water management entity performance review conducted by BWSR staff in 2013 and a summary of findings regarding the performance of local water management entities regarding plan implementation and compliance with reporting requirements, and

**WHEREAS**, the seventh annual PRAP report to the legislature was reviewed by the Public Relations, Outreach and Strategic Planning committee in December 2013 and was recommended for Board approval by that committee on January 21, 2013.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Water and Soil Resources approves the attached Performance Review and Assistance Program 2014 Report to the Minnesota Legislature for transmittal to the Legislature and publication on the Board's website, with allowance for any minor editing modifications necessary for publication.

\_\_\_\_\_  
Brian Napstad, Chair  
Minnesota Board of Water and Soil Resources

Date: \_\_\_\_\_



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BOARD REVIEW DRAFT

# Performance Review and Assistance Program

Report to the Minnesota Legislature

February 2014

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**Minnesota Board of Water and Soil Resources**  
520 Lafayette Road North  
St. Paul, MN 55155  
651-296-3767  
[www.bwsr.state.mn.us](http://www.bwsr.state.mn.us)

This report has been prepared for the Minnesota State Legislature by the Minnesota Board of Water and Soil Resources (BWSR) in partial fulfillment of Minnesota Statutes Chapter 103B.102, subdivision 3.

Prepared by Donald Buckhout, PRAP Coordinator (Don.Buckhout@state.mn.us; 651-296-0768)

The estimated cost of preparing this report (as required by Minn. Stat. 3.197) was:

Total staff time: \$4000

Production/duplication: \$200

Total: \$4200

BWSR is reducing printing and mailing costs by using the Internet to distribute reports and information to wider audiences. This report is available at [www.bwsr.state.mn.us/PRAP.index](http://www.bwsr.state.mn.us/PRAP.index) and available in alternative formats upon request.

## MINNESOTA BOARD OF WATER AND SOIL RESOURCES

### Performance Review and Assistance Program (PRAP)

#### Executive Summary

Since 2007, BWSR's Performance Review and Assistance Program has been methodically assessing the performance of the units of government that constitute Minnesota's local delivery system for conservation of water and related land resources. The goal is to help these local government partners to be the best they can be in their management of these critical resources.

**PRAP focuses on four aspects of Local Governmental Unit (LGU) performance in the delivery of conservation services:**

- Administration—financial reporting and accountability
- Planning—keeping plans current and focused
- Execution—implementing planned objectives and tracking progress
- Communication and Coordination—working with partners and stakeholders.

BWSR's PRAP uses Levels I-IV of review to assess performance and report results, ranging from a statewide focus in Level I to an individual LGU focus in Levels II, III and IV.

#### **2013 Program Accomplishments**

- Increased the number of Level II reviews to 18 from an average of 8 (2008-2011). By March 2014 BWSR will have conducted 63 Level II performance reviews since 2008.
- Completed a pilot performance review of the LGUs operating in the Sauk River watershed to assess collaboration and plan implementation on a watershed basis. Started a second watershed-based review of the LGUs in the Zumbro River watershed.
- Awarded three PRAP Assistance Grants to LGUs to improve organizational effectiveness.

#### **2013 Level I Plan and Reporting Performance of 241 LGUs**

The tracking of plan status shows that nearly all LGUs keep their plans up-to-date. The low Level I compliance rates are largely because LGUs are not meeting report deadlines. If not for this tardiness in submitting reports, the overall Level I compliance rate would be 92%.

##### **Long-range Plan Status: number of overdue plans remains low.**

- Soil & Water Conservation Districts: all plans or resolutions are current.
- Counties: three metro county groundwater plan revisions are overdue.
- Watershed Districts: three plan revisions are overdue; all are in progress.
- Watershed Management Organizations: all plans are current.

##### **LGUs in Full Compliance with Level I Performance Standards: 68%.**

- Soil & Water Conservation Districts: 82% compliance (74/90).
- County Water Management: 62% compliance (54/87).
- Watershed Management Organizations: 61% compliance (11/18).
- Watershed Districts: 57% compliance (26/46).

#### **New PRAP Objectives for 2014**

- Meet the new target for Level II performance reviews of 24 per year.
- Include new One Watershed-One Plan accountability measures in PRAP performance standards.
- Highlight resource outcomes in the plan implementation section of Level II reports.
- Determine the implementation of PRAP recommendations from 2008-2013 Level II reviews.
- Work with other BWSR programs to improve on-time reporting by LGUs.

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# What is the Performance Review & Assistance Program?

## Supporting Local Delivery of Conservation Services

PRAP focuses on the local governmental units (LGUs) that deliver BWSR's water and land conservation programs, and in particular, how well they are implementing their long-range plans. The LGUs reviewed are soil and water conservation districts (SWCDs), watershed districts (WDs), water management organizations (WMOs), and the water management function of counties—a total of 241 distinct organizations. PRAP, authorized in 2007 (see Appendix A), is coordinated by one BWSR central office staff member, with assistance from BWSR's 15 Board Conservationists and 3 regional managers, who routinely work with these LGUs across the state.

## Guiding Principles

PRAP operates on the following principles first adopted by the BWSR Board in 2007 and then amended in 2013.

- Pre-emptive
- Systematic
- Constructive
- Includes consequences
- Provides recognition for high performance
- Transparent
- Retains local ownership and autonomy
- Maintains proportionate expectations
- Preserves the state/local partnership
- Results in effective on-the-ground conservation

The principles set the program's goal of providing reliable, practical information in a way that encourages LGUs to act to improve their delivery of conservation services. Of particular note is the principle of proportionate expectations. This means that LGUs are rated on the accomplishment of their own plan's objectives. Moreover, BWSR

rates operational performance using both basic and high performance standards specific to the different types of LGUs.

## Multi-level Process

PRAP has three operational components:

- performance review
- assistance
- reporting.

The **performance review** component is applied at four levels (see pages 4-7).

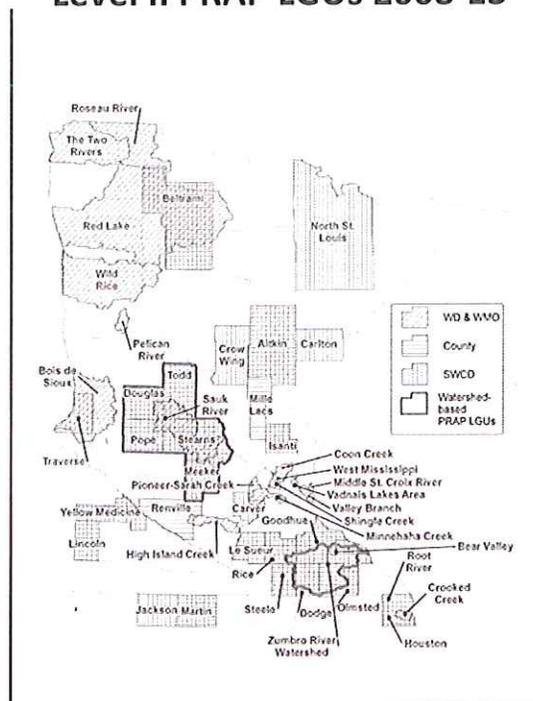
**Level I** is an annual tabulation of required plans and reports for all 241 LGUs with website posting of the results. Level I is conducted entirely by BWSR staff and does not require additional effort by LGUs.

**Level II** is a routine, interactive review to cover all LGUs at least once during their plan cycle to evaluate operational effectiveness and progress on plan implementation. The 2013 legislature amended the statute to reduce the review frequency from once every five to once every ten years. BWSR's Level I and II performance standards for each type of LGU can be viewed at [www.bwsr.state.mn.us/PRAP/index.html](http://www.bwsr.state.mn.us/PRAP/index.html).

**Level III** is an in-depth assessment of an LGU's performance problems and issues initiated by BWSR or the LGU and usually involving targeted assistance to address specific performance needs. Since 2008 BWSR has conducted Level III review and assistance for three LGUs at their request. BWSR regularly monitors all LGUs for additional opportunities.

**Level IV** is for those LGUs that have significant performance deficiencies, and includes BWSR Board action to assign penalties as authorized by statute. Levels I-III are designed to avoid the need for Level IV. So far there have not been any Level IV cases.

## Level II PRAP LGUs 2008-13



**Assistance** (page 8) varies with the needs of the LGU. BWSR provides practical and financial assistance to help LGUs make organizational improvements or address performance issues. Since 2012 BWSR has issued PRAP Assistance Grants to LGUs for specialized assistance, usually in the form of consultant services, identified by LGUs themselves or recommended by BWSR in a performance review. BWSR staff provide assistance in the form of training for LGUs at the annual BWSR Academy and at the LGU associations' own board member training sessions. BWSR staff routinely spend many hours consulting with LGUs to address specific needs or challenges. See page 8 for specific assistance activities in 2013.

**Reporting** (pages 9-10) makes information about LGU performance accessible to the LGUs' stakeholders and constituents. Reporting venues include the PRAP page on BWSR's website, this annual report, and the LGUs' own websites and annual activity reports. Several

LGUs have requested BWSR staff to report their performance review results to the local county board.

### **Accountability: From Measuring Effort to Tracking Results**

Administration of government programs demands and deserves a high degree of accountability. PRAP was developed, in part, to deliver on that demand by providing systematic local government performance review and then reporting publicly accessible results. The challenge in reporting results is to move from measuring effort (e.g., how much money was spent on buffers?) to detecting effects of those efforts on targeted resources (e.g., have buffers improved downstream habitat and water quality?). PRAP addresses LGUs' operational functions that contribute to successful resource outcomes, but those outcomes ultimately depend on the combination of several BWSR and LGU programs working in concert.

## Report on PRAP Performance

### BWSR's Accountability

BWSR continues to hold itself accountable for the accomplishments of the PRAP program. In consideration of that commitment, this

section matches program objectives from the 2013 PRAP legislative report with corresponding program activities during 2013.

BWSR's PERFORMANCE REVIEW ACTIVITIES	
What We Proposed	What We Did
Track Level I performance of all LGUs.	BWSR tracked the required plan and report status of 241 LGUs.
Incorporate a survey of LGU board and staff during the Level II review process to identify performance issues.	2013 Level II performance reviews included an on-line, anonymous survey of LGU board/staff and their partners.
Reduce the number of Level II performance reviews to continue watershed-based PRAP implementation and change the schedule to begin this review later in the calendar year.	Rather than reducing Level II reviews BWSR maintained the number at 7 and included 11 watershed-based performance reviews, which started in October instead of July.

BWSR's ASSISTANCE to LGUs	
What We Proposed	What We Did
Continue to promote PRAP Assistance Grants.	The November 2013 <i>BWSR Spotlights</i> publication featured PRAP Assistance Grants and the Root River SWCD's experience using their grant.
Continue monitoring of LGUs experiencing change for assistance opportunities.	BWSR managers monitored LGUs experiencing change in staffing and board membership, finances, organization, etc.
Notify PRAP LGUs of BWSR Academy training classes that address their expressed needs.	Notified 2013 Level II LGUs of BWSR Academy training sessions that addressed training-related assistance they requested.
Evaluate and assist LGU implementation of PRAP-recommended changes.	Assisted two LGUs with follow-up to actions recommended in their previous Level II reviews.

BWSR's PRAP REPORTING	
What We Proposed	What We Did
Report Level I performance of all LGUs.	BWSR website includes a searchable database of Level I performance standards for SWCDs, WDs, counties, and WMOs. Appendices B, C and D summarize the Level I results for 2013.
Redesign the PRAP webpage.	Webpage redesign will await a general redesign of the entire BWSR website.

## 2013 LGU Performance Review Results

### 2013 Objectives and Statute Changes

BWSR's 2013 objectives for the PRAP performance review component built on changes made in 2012 and were further modified by a 2013 legislative amendment to the PRAP authorizing statute. (See Appendix A.) That change requires less frequent Level II performance reviews for each LGU, from once in 5 years to once in 10, which corresponds well to the 10-year plan cycle of most LGUs. With past program capacity, BWSR was unable to meet the original statutory requirement for 45 LGU reviews per year. BWSR is phasing in a schedule to meet the new requirement, with 18 Level II reviews started in 2013 and 24 to be started in 2014. In addition, BWSR continued the Level I compliance tracking for all LGUs, conducted a Level III review of one LGU, and monitored the activities of LGUs undergoing significant change for opportunities to provide assistance.

### Level I Results

The Level I performance review monitors and tabulates the LGUs' long-range plan updates and their reporting of annual activity, ditch buffer strip, grants, and finances. General compliance with Level I performance standards is listed in the box below. Detailed results are listed in

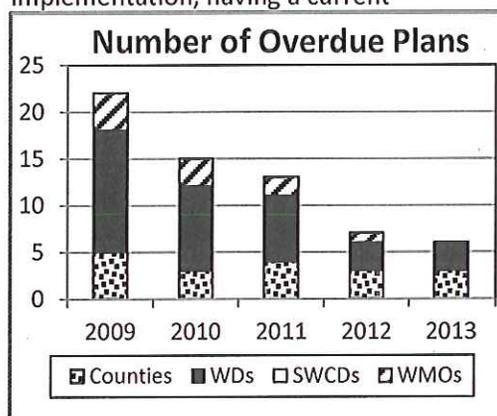
#### LGUs Meeting All 2013 Level I Performance Standards

<b>All LGUs</b>	<b>68%</b>
SWCDs	82% (74/90)
Counties	62% (54/87)
WMOs	61% (11/18)
WDs	57% (26/46)

Appendices B (long-range plans), C (eLink and annual activity reports), and D (annual financial reports) and are searchable through the BWSR website ([bwsr.state.mn.us/PRAP/index.html](http://bwsr.state.mn.us/PRAP/index.html)).

The following sections explain the performance results for each of the program areas tracked by the Level I review.

**Long-range plans.** The improvement in the number of overdue long-range plan revisions has stabilized. With PRAP's emphasis on evaluating plan implementation, having a current



plan is essential. The 3 metro county groundwater plans continue to await revision. At this time, having an out-of-date groundwater plan is not a liability to these counties' grant eligibility. Because the plans are optional and the issues are difficult to address at the county scale, these counties are apparently willing to delay plan updates pending further state guidance. For the three overdue WD plan revisions, the lack of a current management plan makes those districts ineligible for Clean Water Fund grants. All three districts are actively working on plan revisions.

**Annual activity reports.** The Level I review tracks both missing and late reports. LGU reports are an important means of providing citizens and BWSR with timely information about LGU activities and plans.

WDs in greater Minnesota continue to have difficulty complying with the annual activity

report requirement. There are currently no penalties associated with late or missing WD reports. For the 96 counties and WDs that serve as local drainage authorities 67% met the February 1 due date for their annual buffer strip reports, with 33% arriving late. Eleven counties and 14 SWCDs submitted late eLINK grant status reports. This tardiness in reporting accounts for most of the overall 68% Level I performance rating, which would be 92% if lateness were excluded as a performance criterion.

**Annual financial reports and audits.** Level I tracking of financial information includes both whether the report or audit was completed and whether it was submitted on time. All SWCDs submit annual financial reports to BWSR. In 2013 all SWCDs submitted these reports on time. Most LGUs are required to prepare annual audits of their financial records. Level I tracking showed that 89% of LGUs met this performance standard in 2013.

## Level II Results

The Level II performance review process examines an LGU's progress in implementing their plan's goals and objectives and their compliance with BWSR's operational performance standards. It also includes surveys of board members/staff and LGU partners to assess internal and external effectiveness and working relationships. BWSR uses two approaches in conducting Level II reviews.

### Standard Level II Performance Reviews

BWSR conducted standard Level II reviews of seven LGUs in 2013: **Yellow Medicine County and SWCD**, **Beltrami County and SWCD**, the **Minnehaha Creek WD**, the **Red Lake WD**, and the **Vadnais Lakes Area WMO**. For both the Yellow Medicine and Beltrami LGUs, BWSR conducted a joint review of the county and SWCD because both entities share the same local water plan. The WDs and the WMO received individual reviews and reports. Appendix E contains summaries of the

performance reports. Full reports are available from BWSR by request.

The reviews showed mixed results regarding the effectiveness of plan implementation, the primary issue that Level II PRAP assesses. The WDs and WMO are implementing their plans effectively. All three reported strong rates of accomplishment for their planned action items. The partner survey for each entity reinforced this assessment with 80-100 percent of the organizations' partners rating their quality of work as "good" or "strong."

The Yellow Medicine County and SWCD have made good progress on most of their planned actions, except for those related to water runoff management. BWSR recommended better coordination with the WDs that have jurisdiction in the county and a focus on objectives by subwatershed in the next iteration of the county local water management plan to address this need.

The Beltrami LGUs' plan accomplishments were among the lowest seen so far in PRAP reviews, with a significant number of SWCD-type program activities (45%) having been dropped or put on hold. The plan was written in 2005. The review revealed that one factor affecting progress was the 2010 merger of the SWCD staff into the county's Environmental Services department, which reduced staff levels and the LGUs' capacity to address many of the objectives in the pre-merger plan. In the PRAP report, BWSR recommended that the LGU take steps to increase staff capacity and that the next version of the local water plan, due in 2015, be written in consideration of the LGU's projected future capacity.

### Watershed-based Level II Performance Reviews

In 2012 BWSR conducted a pilot project of a joint performance review process of the local water management entities with all or part of their jurisdiction in the same watershed. These are the county environmental services departments, the soil and water conservation districts, and the watershed districts that are routinely reviewed in PRAP. That pilot project, which focused on the Sauk River watershed in central Minnesota, had two purposes: 1) to test a methodology for assessing LGU collaboration in planning and program delivery on a watershed basis, and 2) to examine barriers to cross-jurisdictional collaboration and suggest remedies to remove barriers.

The pilot project showed that this watershed-based PRAP was a useful approach to accomplishing a Level II performance review. The process and methodology were adjusted, and then in 2013 BWSR applied them to the 13 LGUs in the Zumbro River watershed. These include the counties and SWCDs in **Steele, Rice, Dodge, Goodhue, Olmsted and Wabasha** counties and the **Bear Valley WD.** (See map.) In response to feedback from the 2012 pilot project participants, the review process was started later in the year to accommodate LGU program schedules. Consequently, the review was still underway when this report was



published.

This process, and in particular the associated performance standards, will be used for developing an evaluation method of LGU performance for BWSR's *One Watershed-One Plan* approach to comprehensive local water planning during the coming years. Based on limited experience with this type of joint review, the LGUs involved discover opportunities for additional collaboration and also use the joint meetings as a means to raise issues regarding coordination with their neighbors. Because this approach provides for efficient use of BWSR staff time (i.e., reducing it by half per LGU compared with the standard Level II process), BWSR will continue to conduct watershed-based Level II performance reviews.

Appendix F contains a summary of the 2012 Sauk River watershed joint report and the individual LGU report summaries from that review. Report summaries of the Zumbro River watershed review will be published on the BWSR website as they become available beginning in March.

### Level III Results

BWSR staff conducted a Level III review of the Sibley SWCD at the request of the district's board of supervisors. The review focused on overall performance in delivery of conservation programs, with particular emphasis on the conservation easement program. BWSR used staff interviews, a survey of supervisors and partners, review of district reports, and the board's completion of the MN Association of Soil and Water Conservation District's District Leadership Tool, which tracks compliance with a set of best organizational management practices.

The review revealed significant underperformance issues regarding delivery of conservation programs. BWSR

recommended several steps for the supervisors to implement, including a more rigorous tracking of work plan implementation by staff, and strategic planning by the supervisors to redefine and then communicate the district’s mission and values. The supervisors responded to the report by agreeing to develop their annual work plan based on the action items in the new county water plan and to consult with neighboring districts regarding easement program implementation and assistance with staff replacements. BWSR staff are continuing to work with the district to explore other organizational arrangements to improve district performance. The review report summary is in Appendix G.

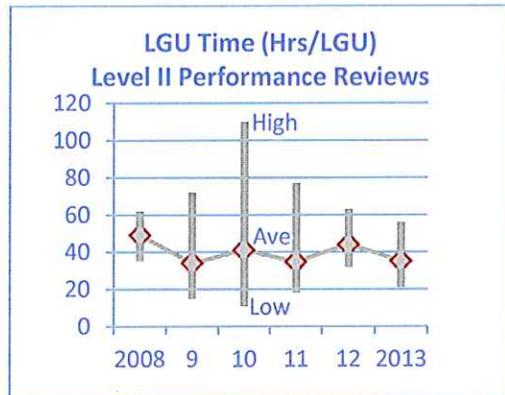
BWSR regional managers regularly monitor the performance of LGUs experiencing change in order to assess the need for Level III reviews. Also, LGUs can request these detailed performance assessments to determine the need for organizational improvements. So far the three Level III reviews conducted have all been requested by LGU boards.

**Level IV Results**

No Level IV actions were conducted in 2013. In part, the Levels I-III reviews are designed to avoid letting an LGU’s performance degrade to the point where a Level IV process is needed.

**PRAP Performance Review Time**

BWSR tracks the time spent by LGUs in a performance review as a substitute for actual program costs. Factors affecting an LGU’s time include the number of action items in their long-range plan, the number of staff persons who help with data collection, and the ready availability of performance data. In 2013 LGUs spent an average of 34 hours on their Level II review, much less than the 5-year average of 40 hours.



BWSR staff spent an average of 28 hours per LGU conducting Level II reviews in 2013, compared with 47 hours in 2012 and 2011. The watershed-based PRAP process resulted in a substantial reduction in the amount of BWSR field staff time spent per LGU reviewed.

## Assistance Services to Local Governments

### Types of Assistance

Part of helping LGUs to be the best they can be involves targeted assistance to address organizational development issues. PRAP has systematically expanded BWSR's capability to assist LGUs. In addition to PRAP, BWSR field staff provided LGUs, such as the Waseca SWCD, with many hours of assistance to support and enhance their operational effectiveness. The PRAP Coordinator provided assistance as described in the box below.

#### **2013 PRAP Assistance to LGUs**

- *North St. Louis SWCD: BWSR conducted a survey of district partners to identify working relationships, quality of district performance, and partnership opportunities. BWSR staff presented survey findings and recommendations to the district supervisors and staff. In addition, a review of district finances is now underway using PRAP Assistance funds.*
- *Sauk River WD: BWSR regional and central office staff are assisting the board of managers to address manager and staff resignations and to develop better coordination of WD and county regulatory programs.*
- *Dodge SWCD: BWSR staff informed the district supervisors about options to address staff transitions that would be eligible for PRAP Assistance Grants.*

### PRAP Assistance Grants

In 2013 the BWSR Board reauthorized the delegated authority to the Executive Director to award grants or contracts for the purpose of assisting LGUs in making organizational improvements. Grants, which are 50-50 cost-shared with the LGU, were issued to the Chippewa SWCD, the Buffalo Red River WD,

and the Sauk River WD. The total amount awarded was \$8,000, compared to \$6300 awarded in 2012, the first year of this program. BWSR publicized the program in a November *BWSR Snapshots* article that described how the Root River SWCD, a 2012 Assistance Grant recipient, used their grant to reorganize after a key staff member's retirement. Another grant recipient significantly improved their financial management resulting in elimination of chronic financial reporting problems and the extra BWSR staff time needed to correct financial mistakes.

LGUs that undergo a formal BWSR performance review are automatically eligible for PRAP Assistance Grants to help with the implementation of organizational improvements recommended by BWSR in their Level II final report. The BWSR Executive Director regularly informs Board members of assistance grant status.

### Assessing and Meeting LGU Needs

During the Level II review process LGUs are asked to identify the types of assistance they think would improve their performance. In 2013 LGUs requested assistance with:

- flexibility in planning to meet program funding opportunities,
- focusing on subwatersheds in plans,
- developing strategic, short-term goals,
- county records modernization,
- better "big picture" communication,
- stabilizing funding,
- increasing staffing,
- board member training, and
- building partnerships.

The BWSR Training Coordinator matched these assistance requests with classes offered at the BWSR Training Academy and BWSR informed the LGU staff of those opportunities.

## Reporting

### Purpose of Reporting

The purposes of reporting about LGU performance are:

- to provide a perspective on the progress in meeting statewide soil and water conservation goals through the efforts of local government-based activities and programs,
- to give stakeholders access to information about the effectiveness of their local water management entities, and
- to provide both information and incentives that will encourage LGUs to learn from one another about methods and programs that produce the most effective results.

### Report Types

PRAP either relies on or generates different types of reports to achieve the purposes listed above.

#### LGU-Generated

These include information posted on the LGU websites and the required or voluntary reports submitted to BWSR, other units of government, and the public about fiscal status, plans, programs and activities. These all serve as a means of communicating what each LGU is achieving and allow stakeholders to make their own evaluations of LGU performance. PRAP tracks submittal of required, self-generated LGU reports in the Level I review process.

#### BWSR Website

The BWSR website contains a webpage devoted to PRAP information. The site gives users access to a searchable database of basic Level I performance information that BWSR has collected for each LGU. The number of user visits to that database has fluctuated significantly since 2010, the year the database came on-line. With BWSR's recent

#### No. of Website Hits to PRAP Level I Performance Database (by calendar year)

2010- 1437

2011- 695

2012- 213

2013- 784

[www.bwsr.state.mn.us/PRAP/reporting/index.php](http://www.bwsr.state.mn.us/PRAP/reporting/index.php)

modification of the eLINK system to include organizational compliance tracking, BWSR will be changing the format for website access to that information. The BWSR website also includes regularly updated maps of long-range plan status by LGU type. Visitors to the PRAP webpage can find general program information, tables of current performance standards by LGU type, summaries of Level II performance review reports, and copies of annual legislative reports.

#### Performance Review Reports

BWSR prepares a report containing findings, conclusions, and recommendations for each LGU that is the subject of a Level II performance review. The LGU lead staff and board or task force members receive a draft of the report to which they are invited to submit comments or corrections. BWSR then prepares both a final report that is sent to the LGU and a one-page summary that is included in this legislative report (see Appendices E, F and G) and added to the PRAP webpage. Occasionally, LGUs will request BWSR to present performance review reports to the local county board. The Minnehaha Creek WD managers have asked BWSR staff to present the results of their 2013 performance review to both the Hennepin and Carver county boards.

#### Annual Legislative Report

As required by statute, BWSR prepares an annual report for the legislature containing the results of the previous year's program

activities and a general assessment of the performance of the LGUs providing land and water conservation services and programs. These reports are reviewed and approved by the BWSR board and then sent to the chairpersons of the senate and house environmental policy committees, to statewide LGU associations and to the office of the legislative auditor. This document is the seventh such report.

### Rewards and Recognition

The PRAP Guiding Principles require that the program also recognize exemplary LGU performance. Each year this legislative report

highlights those LGUs that are recognized by their peers or other organizations for their contribution to Minnesota's resource management and protection, as well as service to their local clientele. (See Appendix H.)

In addition, for those LGUs that undergo a Level II performance review, their report lists a "commendation" for compliance with each benchmark performance standard that demonstrates practices over and above basic requirements. All 2013 Level II LGUs received such commendations.



The President of the Association of Minnesota Counties, Beltrami County Commissioner Joe Vene (l.), and BWSR Executive Director John Jaschke (r.) present the 2013 AMC - BWSR County Conservation Award to Washington County officials Jane Harper (Program Manager), Molly O'Rourke (County Administrator) and Kevin Corbid (Deputy Administrator) for the county's Land and Water Legacy Program.

## Program Conclusions and Future Direction

### Conclusions

- **Too many LGUs are missing deadlines for basic activity and financial reporting.** Level I reporting alone does not provide sufficient incentive to improve LGUs' timely reporting. Without financial incentives (e.g., grant ineligibility) this trend is likely to continue.
- **Level II analysis reveals that most LGUs are making good progress on the action items in their long-range plans.** In future planning, LGUs need to build in measureable outcomes that tie planned actions to resource improvements.
- **The PRAP LGU performance measures provide a starting point for developing accountability criteria for BWSR's grant programs and the One Watershed-One Plan initiative.** As BWSR develops criteria for both performance and resource outcomes, the PRAP process will incorporate those as indicators of LGU performance.
- **PRAP Assistance Grants incent LGUs to address operational improvements.** LGUs are open to improvements in their operational effectiveness, particularly when changes in personnel occur. The PRAP Assistance Grants provide an incentive for LGUs to adjust staffing and strategic direction between major plan updates.
- **The 40 hours that LGUs spend completing the Level II review process is reasonable, especially considering that this is now a once-in-10-year requirement.** BWSR will continue to test different methodologies to reduce this time requirement.

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### Future Direction: PRAP in 2014

During 2014 BWSR will add some program elements, modify some, and continue others.

#### NEW PRAP Elements

- Meet amended authorizing legislation target by conducting 24 Level II reviews in 2014.
- Highlight resource outcomes in the plan implementation section of Level II reports.
- Work with other BWSR program staff to improve the on-time reporting by LGUs.

#### MODIFIED PRAP Elements

- Expand evaluation of LGU implementation of PRAP recommendations to evaluate program effectiveness.
- Modify watershed-based PRAP performance standards to incorporate accountability measures developed for the One Watershed-One Plan initiative.

#### CONTINUED PRAP Elements

- Publicize the availability of PRAP Assistance Grants.
- Continue monitoring LGUs experiencing change for assistance opportunities.
- Monitor and report Level I performance of all 241 LGUs.
- Notify PRAP LGUs of BWSR Academy training classes that address their expressed needs.

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## Appendix A

### PRAP AUTHORIZING LEGISLATION

#### ***103B.102, Minnesota Statutes 2013***

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#### **103B.102 LOCAL WATER MANAGEMENT ACCOUNTABILITY AND OVERSIGHT.**

##### **Subdivision 1. Findings; improving accountability and oversight.**

The legislature finds that a process is needed to monitor the performance and activities of local water management entities. The process should be preemptive so that problems can be identified early and systematically. Underperforming entities should be provided assistance and direction for improving performance in a reasonable time frame.

##### **Subd. 2. Definitions.**

For the purposes of this section, "local water management entities" means watershed districts, soil and water conservation districts, metropolitan water management organizations, and counties operating separately or jointly in their role as local water management authorities under chapter 103B, 103C, 103D, or 103G and chapter 114D.

##### **Subd. 3. Evaluation and report.**

The Board of Water and Soil Resources shall evaluate performance, financial, and activity information for each local water management entity. The board shall evaluate the entities' progress in accomplishing their adopted plans on a regular basis as determined by the board based on budget and operations of the local water management entity, but not less than once every ten years. The board shall maintain a summary of local water management entity performance on the board's Web site. Beginning February 1, 2008, and annually thereafter, the board shall provide an analysis of local water management entity performance to the chairs of the house of representatives and senate committees having jurisdiction over environment and natural resources policy.

##### **Subd. 4. Corrective actions.**

(a) In addition to other authorities, the Board of Water and Soil Resources may, based on its evaluation in subdivision 3, reduce, withhold, or redirect grants and other funding if the local water management entity has not corrected deficiencies as prescribed in a notice from the board within one year from the date of the notice.

(b) The board may defer a decision on a termination petition filed under section [103B.221](#), [103C.225](#), or [103D.271](#) for up to one year to conduct or update the evaluation under subdivision 3 or to communicate the results of the evaluation to petitioners or to local and state government agencies.

##### **History:**

*2007 c 57 art 1 s 104; 2013 c 143 art 4 s 1*

## Appendix B

<p style="text-align: center;"><b>Level I: 2013 LGU Long-Range Plan Status</b> as of December 31, 2013</p>
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### Soil and Water Conservation Districts

(Districts have a choice of option A or B)

#### **A. Current Resolution Adopting County Local Water Management Plan**

All resolutions are current.

#### **B. Current District Comprehensive Plan**

All comprehensive plans are current.

### Counties

#### **Local Water Management Plan Revisions**

All local water management plans are current.

7 counties have received plan extensions from BWSR.

#### **Metro County Groundwater Plan Revision Overdue**

Carver

Ramsey

Scott

(Anoka and Hennepin Counties have chosen not to participate in this optional program.)

### Watershed Districts

#### **10-Year Watershed Management Plan Revision Overdue: Revision in Progress**

Buffalo Creek

Crooked Creek

Thirty Lakes

### Metro Joint Powers Agreement Watershed Management Organizations

#### **Management Plan Revision Overdue**

All plans are current.

## Appendix C

<b>Level I: Status of Annual Reports for 2012</b> as of December 31, 2013
--

### Soil and Water Conservation Districts

#### eLINK Reports of Conservation Delivery and Cost Share Grants

All reports submitted.

#### Reports submitted late

14 SWCDs submitted late reports.

**Website Content:** Website reporting verification deferred due to eLINK upgrade.

### Counties

#### Drainage Authority Buffer Strip Report

All reports submitted. 25 counties (33%) submitted late reports.

#### eLINK Reports of NRBG Grant Expenditures

All reports submitted.

#### Reports submitted late

10 counties submitted late reports.

### Watershed Districts

#### Drainage Authority Buffer Strip Report: Reports submitted late

All reports submitted. 7 watershed districts (33 %) submitted late reports.

#### Annual Activity Reports Not Submitted

Belle Creek	Cormorant Lakes	Sand Hill River
Buffalo-Red River	Joe River	Warroad
Coon Creek	Lower Minnesota River	

#### Annual Activity Reports Submitted Late

3 watershed districts submitted late reports.

### Metro Joint Powers Agreement Watershed Management Organizations

#### Annual Activity Reports

All reports submitted.

#### Annual Activity Reports Submitted Late

2 JPA-WMOs submitted late reports.

## Appendix D

<b>Level I: Status of Financial Reports and Audits for 2012</b> as of December 31, 2013
--

### Soil and Water Conservation Districts

#### Annual Financial Reports (all 90 Districts)

All reports submitted.

#### Annual Audits (48 required)

##### Audits Not Received

Aitkin

##### Audits Submitted Late

1 SWCD submitted a late audit report.

### Watershed Districts

#### Annual Audits Not Completed:

Bear Valley

Cormorant Lakes

Rice Creek

Buffalo Creek

High Island Creek

Sand Hill River

Coon Creek

Joe River

Warroad

#### Annual Audits Submitted Late:

3 watershed districts submitted late audit reports.

### Metro Joint Powers Watershed Management Organizations

#### Annual Audits Not Submitted:

Lower Rum River

Mississippi River

#### Annual Audits Submitted Late:

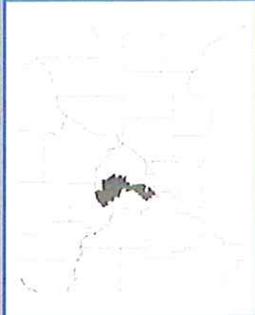
5 JPA-WMOs submitted late audit reports.

<p>PRAP Level II Report Summary</p>	<p>Yellow Medicine County Local Water Management Yellow Medicine Soil and Water Conservation District Joint Review</p>
<p><b>What is a PRAP Performance Review?</b></p> <p>The Board of Water and Soil Resources supports Minnesota’s counties, watershed districts and soil and water conservation districts that deliver water and related land resource management projects and programs. In 2007 the Board set up the Performance Review and Assistance Program (PRAP) to systematically review the performance of these local units of government to ensure their effective operation. Each year BWSR staff conduct routine reviews of several of these local conservation delivery entities. This document reports the results of one of those reviews.</p>	<p><b>Key Findings, Conclusions and Recommendations</b></p> <ul style="list-style-type: none"> <li>■ The Yellow Medicine county water planning and local water management function and the Yellow Medicine SWCD have fostered a strong working relationship that serves both agencies well.</li> <li>■ For the most part, their partners believe both entities are doing good work and are good to work with.</li> <li>■ Both entities have completed or made progress on nearly 75 percent of their planned action items. If there is any area that may need attention, however, it would be drainage and runoff volume management. This assessment revealed relatively less accomplishments for those objectives. A recommendation is offered for addressing this issue area in conjunction with the next comprehensive local water plan update.</li> <li>■ <b>Key recommendation</b> is that with the upcoming revision of the comprehensive local water plan, there will be an opportunity for Yellow Medicine County, which shares jurisdiction with watershed management organizations, to reorient its local water plan to the individual needs and priorities of the county’s watersheds.</li> <li>■ <b>Action Items</b> are identified for each entity</li> <li>■ Both entities received numerous <b>commendations</b> for meeting BWSR’s benchmark performance standards, which signify excellence in overall operational performance:             <ul style="list-style-type: none"> <li>County meets <b>8 of 12</b> county benchmark standards</li> <li>SWCD meets <b>11 of 15</b> SWCD benchmark standards.</li> </ul> </li> </ul> 

<p>PRAP Level II Report Summary</p>	<p>Beltrami County Soil and Water Conservation District and County Environmental Services Department Joint Review</p>
<p><b>What is a PRAP Performance Review?</b></p> <p>The Board of Water and Soil Resources supports Minnesota’s counties, watershed districts and soil and water conservation districts that deliver water and related land resource management projects and programs. In 2007 the Board set up the Performance Review and Assistance Program (PRAP) to systematically review the performance of these local units of government to ensure their effective operation. Each year BWSR staff conduct routine reviews of several of these local conservation delivery entities. This document reports the results of one of those reviews.</p>	<p><b>Key Findings, Conclusions and Recommendations</b></p> <ul style="list-style-type: none"> <li>■ By some measures used in this assessment, the new cooperative agreement between the county and SWCD is resulting in effective conservation work in Beltrami County. However, other measures show low progress in addressing the work items related to three of the county’s priority water management concerns.</li> <li>■ BWSR agrees that one reasons is the reduction in staff capacity to do the work required. While the loss of FTEs is a factor, there is also the need to better prioritize and manage the work of the existing staff.</li> <li>■ The county water plan committee, which has not met for several years, needs to be reconvened to address the revision of the local water management plan as well as provide support for and accountability for on-going plan implementation.</li> <li>■ The SWCD, as host district for the Area 8 Technical Service Area staff needs to convene the joint powers board to address new funds availability issues.</li> <li>■ BWSR recommends that the ESD and SWCD modify their current annual work planning and reporting process to both tie work actually done to work planned as well as to document work that cannot be done because of inadequate staff capacity.</li> <li>■ Both entities are commended for meeting several of BWSR’s benchmark performance standards for high performing local water management agencies.</li> <li>■ Finally, both entities need to address three action items related to BWSR’s performance standards for county water management and SWCDs.</li> </ul> 

PRAP Level II Report Summary	Vadnais Lakes Area Watershed Management Organization
<p><b>What is a PRAP Performance Review?</b></p> <p>The Board of Water and Soil Resources supports Minnesota’s counties, watershed districts and soil and water conservation districts that deliver water and related land resource management projects and programs. In 2007 the Board set up the Performance Review and Assistance Program (PRAP) to systematically review the performance of these local units of government to ensure their effective operation. Each year BWSR staff conduct routine reviews of several of these local conservation delivery entities. This document reports the results of one of those reviews.</p>	<p><b>Key Findings, Conclusions and Recommendations</b></p> <ul style="list-style-type: none"> <li>■ The VLAWMO has set ambitious goals for local water management in a challenging urban environment that involves many players. Now more than halfway through their current planning cycle the organization is making good progress in implementing their projects and programs.</li> <li>■ They have demonstrated the ability to effectively collaborate with other local water management entities to get the work done.</li> <li>■ Partner organizations gave high marks to the VLAWMO’s efforts to work with them and to deliver high quality products and services. If anything, there is potential for VLAWMO to accomplish more by collaborating more.</li> <li>■ <b>Key Recommendation: Use short-term strategic planning to explore project and program expansion.</b> Consider how to strategically use partnerships to accomplish even more.</li> </ul> <p>The VLAWMO has two <b>action items</b>, basic performance standards practices, to address. They received numerous <b>commendations</b> for meeting eight of BWSR’s high performance benchmark standards.</p> 

PRAP Level II Report Summary	Red Lake Watershed District	
<p><b>What is a PRAP Performance Review?</b></p> <p>The Board of Water and Soil Resources supports Minnesota’s counties, watershed districts and soil and water conservation districts that deliver water and related land resource management projects and programs. In 2007 the Board set up a program (PRAP) to systematically review the performance of these local units of government to ensure their effective operation. Each year BWSR staff conduct routine reviews of several of these local conservation delivery entities. This document reports the results of one of those reviews.</p>	<p><b>Key Findings, Conclusions and Recommendations</b></p> <ul style="list-style-type: none"> <li>■ The Red Lake Watershed District has three key elements that make for a very effective local water management organization: an active, engaged board of managers, highly professional staff and an effective administrator.</li> <li>■ The managers, while primarily concerned with water quantity management, nevertheless build habitat restoration elements into their projects</li> <li>■ Staff members efficiently and effectively assist the soil and water conservation districts providing both project development and technical services. These partnerships are exemplary in local water management and conservation work.</li> <li>■ The district administrator’s extensive experience in local watershed district work serves the organization well.</li> <li>■ As a result, the district has made excellent progress in pursuing and completing planned action items and displays good operational efficiency.</li> <li>■ Partner organizations, gave high marks to the RLWD as an organization that is both a pleasure to work with and that does good work.</li> </ul> <p>The Red Lake Watershed District received commendations for meeting 11 of BWSR’s 14 benchmark performance standards, and complies with all of the basic standards.</p>	

PRAP Level II Report Summary	Minnehaha Creek Watershed District	
<p><b>What is a PRAP Performance Review?</b></p> <p>The Board of Water and Soil Resources supports Minnesota’s counties, watershed districts and soil and water conservation districts that deliver water and related land resource management projects and programs. In 2007 the Board set up the Performance Review and Assistance Program (PRAP) to systematically review the performance of these local units of government to ensure their effective operation. Each year BWSR staff conduct routine reviews of several of these local water management entities. This document reports the results of one of those reviews.</p>	<p><b>Key Findings, Conclusions and Recommendations</b></p> <p>The Minnehaha Creek Watershed District (MCWD) is a highly functioning, high achieving, and proactive organization. Operating in a complex urban environment with high-profile water resources, they have set a high bar for themselves in their planning, programming, and project development. As this performance assessment reveals, they have an impressive record of accomplishments and have demonstrated the value of partnerships and collaboration. Their breadth of programming can serve as a model for other metro-area water management LGUs.</p> <p>Operating as an umbrella organization covering all or parts of 29 municipalities and townships brings a particular set of challenges. Through concerted efforts, the MCWD has improved relationships with their partner LGUs over the years. Nevertheless, there is still room for improvement in relationships with some of the cities in the district.</p> <p>The district has seized opportunities to expand their operations. Because of their size, the district has the ability to quickly adapt to emerging issues, such as aquatic invasive species. They also show creativity and innovation.</p> <p>The district owes some of its success to a large staff of specialists in resource management, communications and support. However, the majority have only recently joined the organization. The staff retreats of recent years were good means to achieve and maintain staff cohesion that are essential for effective functioning. A few of the survey responses suggest that the need for such attention to staff integration is on-going. Potential benefits to the district include ensuring the MCWD culture is understood and shared, and reinforcing the recent gains made in external stakeholder relations.</p> <p>Two recommendations are offered to address district—city relationships and on-going staff development.</p> <p><b>Performance Standards</b></p> <p>The MCWD meets 12 of 14 benchmark performance standards, which indicates exemplary organizational competence. There are two basic practices standards for the district to address in the coming months.</p>	

## PRAP Pilot Project

Performance Review and Assistance Program

Watershed-based PRAP

Sauk River Watershed (*Pope, Douglas, Todd, Meeker and Stearns Counties & SWCDs; Sauk River Watershed District*)

### Why BWSR did this review

Starting in 2008 BWSR has conducted individual Level II performance reviews of 35 different LGUs. This pilot project is designed to test a methodology that will assess the extent to which LGUs that operate within the same watershed have a watershed focus and work together to address resource needs on a watershed basis. This is the first such pilot project.

BWSR selected the LGUs working in the Sauk River watershed because this is a well-defined major watershed covered by a watershed district. The LGUs are all recognized as strong performers in delivering their projects and programs. None of them have previously been the subject of a Level II performance review.

This document includes findings and recommendations to promote collaborative local water management among the LGUs in the Sauk River watershed.

## Sauk River Watershed – All LGUs Summary of Performance Review Results

### What BWSR Found

This review revealed many instances where local government units (LGUs) within the same jurisdictional boundary, a county and SWCD, exhibit strong working relationships and good collaboration. Because of these cases the review suggests a more positive picture of collaboration than occurs across county boundaries. With the exception of the Sauk River Watershed District, county boundaries and the political implications of those boundaries are significant barriers to collaboration. In general, collaboration among LGUs on a watershed basis could be stronger. The majority of LGU board and staff members who responded to the PRAP survey indicated that more collaboration would be good for their organization and for the watershed's resources. They suggested ideas for making such improvements.



This review identified three specific issues for LGU action: identifying strengths (feedlot management), communication and coordination, and lack of trust/competition for funds. Practical action steps are recommended to address each of these issues and an implementation schedule is proposed.

In addition, the report includes suggestions for a BWSR role in assisting LGUs in the implementation of the recommended actions. BWSR has assistance grants to support implementation.

The next steps in this process include meetings with each contributing LGU board to present recommendations specific to that LGU to improve their potential for collaboration with each other.

**PRAP Pilot Project  
Performance Review and  
Assistance Program  
Watershed-based PRAP  
Sauk River Watershed**

*(Pope, Douglas, Todd, Meeker  
and Stearns Counties &  
SWCDs; Sauk River Watershed  
District)*

**Why BWSR did this review**

Since 2008 BWSR has conducted individual Level II performance reviews of 35 different LGUs. This pilot project is designed to test a new methodology that will assess the extent to which LGUs that operate within the same watershed have a watershed focus and work together to address resource needs on a watershed basis. This is the first such pilot project.

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**Sauk River Watershed District  
Summary of Performance Review Results  
Watershed-based PRAP**

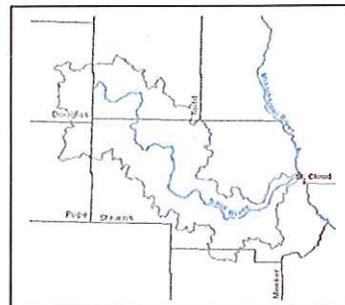
**What BWSR Found**

The Sauk River WD has an ambitious and comprehensive management plan which has guided their aggressive pursuit of improved water quality and better resource outcomes. They have a balanced approach to watershed

management that relies on both incentive programs and regulatory controls. They have provided opportunities for and sought partnerships with other LGUs operating within their area of jurisdiction. An example of collaboration is their water quality monitoring program on which several of the other LGUs now rely for data.

This review identified two specific issues for the managers and staff to address with respect to their working relationships with the other local governmental units in the watershed. The first is the perceived program overlap with Stearns County and the Stearns SWCD. The second is the need for a periodic review of the district's coordination role among the other LGUs operating within the watershed. In both cases BWSR offers recommendations with specific process and methodology suggestions for how the district can address these issues. Some process elements used to address these issues would also be eligible for BWSR PRAP Assistance Grants.

With respect to the collaboration among all 10 LGUs working in the Sauk River watershed, this review found that, while there are some areas of success, there is also potential for improvement. Four issues and recommendations are addressed jointly to all the LGUs to work on that potential. For the Sauk River WD, because of their key position in the watershed addressing the two recommendations directed at them specifically would also accomplish some of these joint recommendations.



**PRAP Pilot Project  
Performance Review and  
Assistance Program  
Watershed-based PRAP  
Sauk River Watershed**  
*(Pope, Douglas, Todd, Meeker  
and Stearns Counties &  
SWCDs; Sauk River Watershed  
District)*

**Why BWSR did this review**

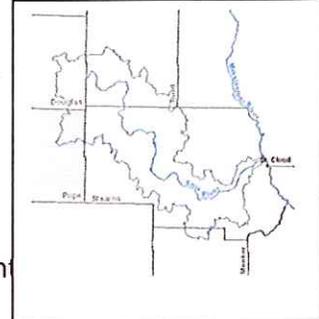
Since 2008 BWSR has conducted individual Level II performance reviews of 35 different LGUs. This pilot project is designed to test a new methodology that will assess the extent to which LGUs that operate within the same watershed have a watershed focus and work together to address resource needs on a watershed basis. This is the first such pilot project.

BWSR selected the LGUs working in the Sauk River watershed because this is a well-defined major watershed covered by a watershed district. The LGUs are all recognized as strong performers in delivering their projects and programs. None of them have previously been the subject of a Level II performance review.

**Pope County & Pope Soil and Water  
Conservation District  
Summary of Performance Review Results  
Watershed-based PRAP**

**What BWSR Found**

The Pope County portion of the Sauk River Watershed covers only 7 percent of the county in the northeast corner. This is a headwater area to two Sauk River tributaries. Two Pope County LGUs, the county Land and Resource Management Department (LRM) and the Soil and Water Conservation District (SWCD), provide local resource management services throughout the county using the same comprehensive local water management plan. Both LGUs have partnered with the Sauk River Watershed District on a few programs. The Pope LGUs have not found opportunities to collaborate on program delivery with neighboring counties that share portions of the Sauk River watershed.



Regarding organizational development, the Pope SWCD has taken some positive steps toward enhanced organizational effectiveness in the past few years. Since July, however, both LGUs have faced a significant organizational challenge. The loss of key staff people in the county Land and Resource Management Department has resulted in a systematic reexamination of services by the county and, potentially, a greater role for the SWCD in program areas previously conducted by county staff.

This review identified two specific issues and associated recommendations for action by these LGUs. The first deals with the need to complete the on-going planning of organizational and service delivery realignment. The second addresses the local water management plan revision that is currently underway and the need to expand the role of the local water plan task force.

With respect to the collaboration among all 10 LGUs working in the Sauk River watershed, this review found that, while there are some areas of success, there is also potential for improvement. Four issues and recommendations are presented to address that potential. However in the case of Pope County LGUs, any discussion of collaboration with the other contributing LGUs in the Sauk River watershed should be postponed until the reorganization process is completed.

**PRAP Pilot Project  
Performance Review and  
Assistance Program  
Watershed-based PRAP  
Sauk River Watershed**  
*(Pope, Douglas, Todd, Meeker  
and Stearns Counties &  
SWCDs; Sauk River Watershed  
District)*

**Why BWSR did this review**

Since 2008 BWSR has conducted individual Level II performance reviews of 35 different LGUs. This pilot project is designed to test a new methodology that will assess the extent to which LGUs that operate within the same watershed have a watershed focus and work together to address resource needs on a watershed basis. This is the first such pilot project.

BWSR selected the LGUs working in the Sauk River watershed because this is a well-defined major watershed covered by a watershed district. The LGUs are all recognized as strong performers in delivering their projects and programs. None of them have previously been the subject of a Level II performance review.

**Douglas County & Douglas Soil and Water  
Conservation District  
Summary of Performance Review Results  
Watershed-based PRAP**

**What BWSR Found**

Only 8.9 percent of the Sauk River watershed is in Douglas County. That 90 square-mile area, located in the southeastern portion of the county, covers only 14 percent of the county. It is a headwaters area which includes streams that are tributary to Lake



Osakis, including a portion of the lake itself, the source of the Sauk River. Two Douglas County LGUs, the county Land and Resource Management Department (LRM) and the Soil and Water Conservation District (SWCD), provide local resource management services throughout the county using the same comprehensive local water management plan. Both LGUs have worked well with each other on local conservation program delivery. They are making good progress in implementation of the local water management plan action items. There has been some partnering with the Sauk River Watershed District as well.

This review identified two specific issues and associated recommendations for action by these LGUs to enhance collaboration on a watershed basis. The first deals with the need to follow through with the Crooked Lake restoration project. The second encourages the LGUs to consider expanding the role of the local water plan committee with additional meetings per year.

With respect to the collaboration among all 10 LGUs working in the Sauk River watershed, this review found that, while there are some areas of success, there is also potential for improvement. Four issues and recommendations are presented to address that potential. For the Douglas LRM and SWCD, following the recommendations in this report will enhance collaboration with contributing LGUs and will facilitate implementation of planned objectives.

**PRAP Pilot Project  
Performance Review and  
Assistance Program  
Watershed-based PRAP  
Sauk River Watershed**  
*(Pope, Douglas, Todd, Meeker  
and Stearns Counties &  
SWCDs; Sauk River Watershed  
District)*

**Why BWSR did this review**  
Since 2008 BWSR has conducted individual Level II performance reviews of 35 different LGUs. This pilot project is designed to test a new methodology that will assess the extent to which LGUs that operate within the same watershed have a watershed focus and work together to address resource needs on a watershed basis. This is the first such pilot project.

BWSR selected the LGUs working in the Sauk River watershed because this is a well-defined major watershed covered by a watershed district. The LGUs are all recognized as strong performers in delivering their projects and programs. None of them have previously been the subject of a Level II performance review.

**Meeker County & Meeker Soil and Water  
Conservation District  
Summary of Performance Review Results  
Watershed-based PRAP**

**What BWSR Found**

With only a small portion of the county (15 square miles) within the Sauk River watershed, it may be easy to overlook the role of Meeker County LGUs in the management of the watershed's resources. However, while the contributions of Meeker County to resource conditions in the watershed may be relatively small, one tenet of watershed management is that all areas will have some type of an effect downstream and the resource managers must ensure their area's contribution is a positive one. The county maintains its involvement in Sauk River watershed management by its representation on the Sauk River Watershed District board with a county-appointed manager and by having a watershed context for the county's comprehensive local water plan.



The Meeker Comprehensive Local Water Plan is the most conducive to providing a watershed context for county and SWCD administered programs when compared to the other four counties' plans. This is shown in both the identification of priority concerns by watershed and the inclusion of a watershed applicability label for each of the plan's action items. Even though the plan shows little distinction of action items by watershed, for this PRAP analysis the staff were able to select 14 of 43 action items as applying specifically or generally to the Sauk River watershed portion of the county. This suggests that there could be a more deliberate allocation of action items by watershed in the next plan update. A recommendation is offered to that end.

The county may benefit in some aspects of plan implementation by expanding the role of the water plan committee. In general, a well-informed and active water plan committee can serve as an arm of local government in helping to educate residents about local water management issues and can also be a conduit of public opinion that provides program staff with useful feedback. BWSR recommends that the county consider expanding the committee's role.

**PRAP Pilot Project Performance Review and Assistance Program Watershed-based PRAP Sauk River Watershed**

*(Pope, Douglas, Todd, Meeker and Stearns Counties & SWCDs; Sauk River Watershed District)*

**Why BWSR did this review**  
 Since 2008 BWSR has conducted individual Level II performance reviews of 35 different LGUs. This pilot project is designed to test a new methodology that will assess the extent to which LGUs that operate within the same watershed have a watershed focus and work together to address resource needs on a watershed basis. This is the first such pilot project.

BWSR selected the LGUs working in the Sauk River watershed because this is a well-defined major watershed covered by a watershed district. The LGUs are all recognized as strong performers in delivering their projects and programs. None of them have previously been the subject of a Level II performance review.

**Todd County Soil, Water, Conservation and Development**

**Summary of Performance Review Results Watershed-based PRAP**

**What BWSR Found**

Approximately 22 percent of the Sauk River watershed is in Todd County. That 215 square-mile area covers about one-fifth of the county in the south-western corner. It includes several of the large recreational lakes in the



watershed and the upper reach of the Sauk River mainstem. The recent merger and coordination of the county planning and zoning and soil and water conservation district functions has the potential to balance regulatory and incentive approaches to produce effective water and land conservation. Technical staff from the SWCD bring long-term experience of working with landowners and conservation programs. The county staff have an effective working relationship with the Sauk River Watershed District.

While staff longevity has been a strength of the district in the past, the turnover of some district staff in recent years, combined with the potential for additional turnover in the near future and the recent merger, requires on-going assessment of strategic direction, especially for the soil and water conservation district functions.

Todd County is making reasonably good progress on implementing the action items in the county local water management plan. A strength of the plan is the identification of a lead role for the local water plan task force for several of the action items. However, the current practice of having the task force meet only once per year, except when plan updates or revisions are due, does not serve this active role.

With respect to the collaboration among all 10 LGUs working in the Sauk River watershed, this review found that, while there are some areas of success, there is also potential for improvement. Three recommendations are offered to address these issues. For the Todd County soil, water, and conservation functions, BWSR recommends a strategic assessment of mission and vision and development of a work plan for the local water plan task force to enhance their contribution to plan implementation.

**PRAP Pilot Project  
Performance Review and  
Assistance Program  
Watershed-based PRAP  
Sauk River Watershed**  
*(Pope, Douglas, Todd, Meeker  
and Stearns Counties &  
SWCDs; Sauk River Watershed  
District)*

**Why BWSR did this review**

Since 2008 BWSR has conducted individual Level II performance reviews of 35 different LGUs. This pilot project is designed to test a new methodology that will assess the extent to which LGUs that operate within the same watershed have a watershed focus and work together to address resource needs on a watershed basis. This is the first such pilot project.

BWSR selected the LGUs working in the Sauk River watershed because this is a well-defined major watershed covered by a watershed district. The LGUs are all recognized as strong performers in delivering their projects and programs. None of them have previously been the subject of a Level II performance review.

**Stearns Soil & Water Conservation District  
Summary of Performance Review Results  
Watershed-based PRAP**

**What BWSR Found**

The Stearns SWCD serves as an effective provider of conservation programs and practices through well-managed technical and financial assistance. They have made good progress in implementing all their assigned action items in the county's local water management plan. They continue to maintain a productive working relationship with and receive the support of the Stearns County board.



There is a need, however, to address the SWCD's working relationship and program delivery with the Sauk River Watershed District. Some areas of program overlap with the watershed district are not well coordinated and need to be addressed. The SWCD role in this issue may be partially addressed by undertaking a strategic reassessment of the organization's purpose and focus for program delivery in the Sauk River watershed portion of the county.

BWSR recommends, first, an internal process of strategic reassessment of program options and then engagement with the Sauk River Watershed District through one or more facilitated discussions to improve collaboration and communication. If requested, BWSR can assist with process design and financial support.

**PRAP Pilot Project Performance Review and Assistance Program Watershed-based PRAP Sauk River Watershed**  
*(Pope, Douglas, Todd, Meeker and Stearns Counties & SWCDs; Sauk River Watershed District)*

**Why BWSR did this review**  
 Since 2008 BWSR has conducted individual Level II performance reviews of 35 different LGUs. This pilot project is designed to test a new methodology that will assess the extent to which LGUs that operate within the same watershed have a watershed focus and work together to address resource needs on a watershed basis. This is the first such pilot project.

BWSR selected the LGUs working in the Sauk River watershed because this is a well-defined major watershed covered by a watershed district. The LGUs are all recognized as strong performers in delivering their projects and programs. None of them have previously been the subject of a Level II performance review.

**Stearns County Environmental Services Summary of Performance Review Results Watershed-based PRAP**

**What BWSR Found**

The Stearns County Environmental Services Department (ESD) has provided effective leadership in the implementation of an ambitious local water management plan. They have completed an impressive number of action items dealing with regulatory controls and water management programs to address specific resource management priorities. They continue to make good progress on the remainder of their planned actions for which they have lead agency responsibility. The ESD has maintained productive working relationships in delivering local water and related land resource conservation programs and projects with both the Stearns SWCD and with the Sauk River Watershed District.



From BWSR’s perspective the Stearns ESD has apparently experienced a loss of support from the county board. While the commissioners have shown active interest in local water management, their actions to dissolve the Water Resources Advisory Committee (WRAC) indicate a changing vision for local water management in the county. The county ESD staff had provided effective leadership for the WRAC and many of the county LGUs and other civic groups had relied heavily on that group for efficient communication and coordination of local water management efforts.

BWSR recommends that, after the local water plan revision is complete, the county board undertake a strategic look at the future mission, vision, priorities and structure for effective local water management in the county. This effort should include an examination of the effectiveness of the current use of the Planning Commission for local water management coordination. Financial help for this effort may be available through BWSR’s PRAP Assistance Grant program.

**PRAP**

Performance Review and Assistance Program

**2013 Level III Review:**  
Sibley SWCD (*Sibley County*)

**Why BWSR did this review**

BWSR conducts Level III performance reviews to help local government water management entities address specific operational needs. In this case the chair on behalf of the Sibley SWCD Board of Supervisors approached BWSR program staff with a request for assistance.

BWSR staff prepared a draft work plan for a Level III review which was presented to and approved by the Board of Supervisors.

This document includes findings and recommendations to enhance the overall operation and effectiveness of the district. The Board of Supervisors is responsible for taking any actions they deem necessary in response to the findings and recommendations in this

**Sibley Soil and Water Conservation District  
Summary of Performance Review Results****What BWSR Found**

The Sibley SWCD needs to address its underperformance in the delivery of conservation services. The findings from this performance review suggest some possible reasons for that underperformance. The supervisors must set upon a course of action to address it. Fortunately, there are some good tools already available to the district and some current district practices to build upon.

**Recommendations**

1. Use the new Comprehensive Local Water Plan to write the Annual Work Plan.
2. Monitor staff program and project delivery.
3. Figure out what the Sibley SWCD *really* cares about.
4. Use the products of Recommendation 3 to tell others who you are and what you want to accomplish.

## Appendix H

### 2013 Local Government Performance Awards and Recognition (Awarding agency listed in parentheses.)

#### Outstanding WD Employee

(Board of Water and Soil Resources)

**Cliff Aichinger, Ramsey-Washington Metro Watershed District**

#### Watershed District of the Year

(Department of Natural Resources)

**Minnehaha Creek Watershed District**

#### Program of the Year

(Minnesota Association of Watershed Districts)

**Capitol Region WD, Neighborhood Stabilization Program**

#### Project of the Year

(Minnesota Association of Watershed Districts)

**Heron Lake WD, Grassroots Effort to Bring Back Fulda Lakes**

#### County Conservation Award

(Association of Minnesota Counties and Board of Water and Soil Resources)

**Washington County Land and Water Legacy Program**

#### Outstanding SWCD Employee

(Board of Water and Soil Resources)

**Jerad Bach, Blue Earth SWCD**

#### Outstanding Supervisor Award

(Minnesota Association of Soil and Water Conservation Districts)

**Steve Sunderland, Chippewa SWCD**

#### SWCD of the Year

(Minnesota Association of Soil and Water Conservation Districts)

**Yellow Medicine SWCD**

#### Appreciation Award

(Department of Natural Resources)

**East Otter Tail SWCD**

**NEW BUSINESS**

1. Vice-Chair Nomination – John Jaschke - ***DECISION ITEM***



# BOARD MEETING AGENDA ITEM

**AGENDA ITEM TITLE:** Vice-Chair Nomination

**Meeting Date:** \_\_\_\_\_

**Agenda Category:**  Committee Recommendation  New Business  Old Business

**Item Type:**  Decision  Discussion  Information

**Section/Region:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Prepared by:** John Jaschke

**Reviewed by:** \_\_\_\_\_ Committee(s)

**Presented by:** John Jaschke

**Audio/Visual Equipment Needed for Agenda Item Presentation**

**Attachments:**  Resolution  Order  Map  Other Supporting Information

**Fiscal/Policy Impact**

- None
- Amended Policy Requested
- New Policy Requested
- Other:
- General Fund Budget
- Capital Budget
- Outdoor Heritage Fund Budget
- Clean Water Fund Budget

**ACTION REQUESTED**

**Vice-Chair Nomination** - BWSR Bylaws state: "The Vice-Chair shall be elected to a two-year term from the regular membership of the BWSR. The Vice-Chair shall be elected by majority vote at the first regularly scheduled meeting of every EVEN calendar year."

**LINKS TO ADDITIONAL INFORMATION**

**SUMMARY** (*Consider: history, reason for consideration now, alternatives evaluated, basis for recommendation*)