



Eagan - Inver Grove Heights

Watershed Management Organization

AGENDA

BOARD OF MANAGERS MEETING

December 6, 2022 at 5:30 P.M.

Eagan Maintenance Facility

3501 Coachman Point

Eagan, MN 55122

- I. Call to Order
- II. Approval of Agenda
- III. Consent Agenda (*Acted with one motion unless a manager requests an item be discussed*)
 - A. Minutes of October 18, 2022 Meeting*
 - B. December 6, 2022 Year-to-Date Financial Summary*
- IV. Approve Performance Review and Assessment Program (PRAP) Report and Response*
- V. Landscaping for Clean Water 2022 Summary*
- VI. Smart Salting Check-in
- VII. Minnesota Water Stewards Activity Updates
- VIII. Community Updates
- IX. Agenda Items for February 21, 2023 Meeting
- X. Adjournment

* Materials included in packet

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

3830 Pilot Knob Road, Eagan, MN 55122-1810

Phone: (651) 675-5300

EAGAN-INVER GROVE HEIGHTS WATERSHED MANAGEMENT ORGANIZATION

DRAFT MINUTES BOARD OF MANAGERS MEETING October 18, 2022

The Eagan-Inver Grove Heights Watershed Management Organization (WMO) Board of Managers (Board) met at the Inver Grove Heights City Hall, 8150 Barbara Ave, Inver Grove Heights, MN 55077.

Board Managers Present:

Jennifer Workman-Jesness	Appointed by City of Eagan
Monica Foss	Appointed by City of Eagan
Sarah Saito	Appointed by City of Inver Grove Heights
Kathleen Reitz	Appointed by City of Eagan
Sharon Lencowski	Appointed by City of Inver Grove Heights

Others Present:

Ashley Gallagher	Resource Conservationist, Dakota County Soil and Water Conservation District
Steve Dodge	Assistant City Engineer, Inver Grove Heights
Gregg Thompson	Water Resources Staff, City of Eagan
Eric Macbeth	Water Resources Manager, City of Eagan
Brian Fake	City of Eagan Resident
Steve Errante	Applicant for WMO Manager, Inver Grove Heights
Jennifer Mocal-Johnson	PRAP Coordinator, Board of Water and Soil Resources
Steve Christopher	Board Conservationist, Board of Water and Soil Resources

I. Call to Order

Chair Foss called the meeting to order at 5:32 p.m.

II. Adopt Agenda

Motion by Workman-Jesness, second by Saito to approve the agenda. Motion carried.

III. Approve Consent Agenda

- A. Minutes of August 16, 2022 Meeting
- B. Invoices for Payment
- C. October 18, 2022 Year-to-Date Financial Summary

Motion by Workman-Jesness, second by Saito to approve the consent agenda. Motion carried.

IV. Performance Review and Assessment Program (PRAP) Presentation

The PRAP factsheet was included in the meeting packet. Jennifer provided a presentation on the PRAP program statewide and process for E-IGHWMO. A survey will be sent out tomorrow, Managers and partners should complete the survey within two weeks. Administrator will be completing the remaining reporting items. Jennifer will draft a report and present it to the Board at the December meeting.

V. Approve WBIF Payment for Carlson Lake TMDL Project

This is the final project from the first round of Watershed Based Implementation Funding (WBIF). The project is complete and City of Eagan has provided supporting documentation. Payment voucher included in the meeting packet.

Motion by Saito, second by Lencowski to approve payment to the City of Eagan for \$43,866 for the Carlson Lake Project. Motion carried.

VI. New Bank Update

Transition was smooth, account at Deerwood is closed and new account is at Ideal Credit Union. Checks for new account have arrived. Still need to add Saito as a signatory. Administrator will send a connecting email between Ideal staff and Saito. Christopher will send information for updating SWIFT (state system used for grant payments).

VII. Outreach Schedule Review

Reformatted slightly based on input from the last meeting and added all newsletter deadlines. Document can continue to be a working document and will assist with looking ahead and planning. Saito and Workman-Jesness will continue to be in contact with city outreach staff as needed for newsletters. Discussion on what 'promote' really means, often it is coordination with member cities to ensure messaging is getting out. Could be opportunity to use the 'notify me' function on city websites for sending out water related topics. For rain barrel promotion, continue to have a demonstration barrel at events.

VIII. Smart Salting Planning

E-IGHWMO designed, purchased, and distributed cups last year to encourage smart salting practices. The Board previously decided to continue the program, possibly expand with some new ideas. Managers delivered to local stores last year including Home Depot, Ace Hardware, Hardware Hank, Cub, and would like to add Target and Costco. Those comfortable assisting with distribution can take cups and signs. Goal is to have displays in place by December. Would be good to keep a list of stores and contacts. Smart salting article, with mention of the cups, is already drafted for the Eagan newsletter this winter. Discussion on more outreach, in particular commercial sector. Can be hard to reach commercial sector due to concerns with liability. There are trainings and certifications available through the MPCA. Not many of those certified are in commercial sector but many city employees are.

IX. CLIMB Theatre Discussion

They had staff transition and had to track down a new contact. Michael Brown was able to provide an update on schools and number of children reached. We have contracted with them for about 5-6 years now. Easier to do a couple year contract, just need to ensure we have good communication.

X. Approve 2023 Budget and Dues

Administrator mentioned that budget and dues are adjusted to align with the workplan. The hourly rate for SWCD increased by \$5 and the Landscaping for Clean Water Program increased slightly. Comment that rate for SWCD seems low. Discussion on the line item for existing programs and if more should be added. There should be enough in the line item to cover expenses. The workplan doesn't match budget exactly but is set up as a not-to-exceed amount and could shift as needed. Often the engineering budget is not used. However, it is good to build reserves for the next watershed plan update. Budget is set first, then the total amount is plugged into a set equation that determines dues for each city. The only input in equation that can change is the tax value, which doesn't change result of equation much from year to year.

Motion by Reitz, second by Workman-Jesness to approve the 2023 budget and dues. Motion carried.

XI. Approve 2023 Workplan with SWCD

Most updates already discussed during budget. There is budget for 12 Landscaping for Clean Water project grants but not all of them are used every year. Records management was added as an administrative task. This would cover changing the official record holder from City of Eagan to the SWCD. Pending approval by the E-IGHWMO Board and the SWCD, the two would enter into a Joint Powers Agreement for the services outlined.

Motion by Workman-Jesness, second by Saito to approve the workplan with Dakota SWCD and enter into a JPA pending approval by the SWCD Board. Motion carried.

XII. Approve 2023 Meeting Schedule

Schedule follows the typical schedule that has been established the last few years with meetings generally the third Tuesday of every other month and held in both cities.

Motion by Saito, second by Reitz to approve the 2023 meeting schedule as presented. Motion carried.

XIII. Minnesota Water Stewards Activity Updates

No Updates.

XIV. Community Updates

Eagan- Water quality monitoring wrapped up for the season. Plant harvesting is complete. Eric is retired and employed on a contract basis through the end of the year. New Water Resources Manager Jenna Olson will start October 31st. She comes from the City of Burlington Vermont. Carlson Lake is wrapped up, as mentioned earlier. Though there is not much to see of the underground system, it could still be a potential tour in the future. Alum applications for all scheduled lakes were completed in three days in early October. Lakes will continue to be monitored, sediments will be analyzed in 5 years and will determine if another application is needed. The BMP signage for the moveable signs has arrived. Discussion on whether more BMPs like the tree trenches and permeable pavers will be installed throughout the city. There are grant funds available, but so far there has been no interest. BMPs are often very opportunity based.

IGH- Meeting compliance with MPCA MS4 permit. Installed a stormwater storage project to mitigate flooding in a neighborhood. Timing of rain during construction cause unfortunate runoff and flooding that had to be cleaned up. Project is now complete and offers flooding reduction. City now has a full-time stormwater staff. City inventories approximately 20% of stormwater infrastructure annually for maintenance. The stormwater fee is slowly helping to take care of the back-log of maintenance.

XV. Agenda Items for December 6, 2022 Meeting

- PRAP
- Smart Salting Planning

XVI. Adjournment

Motion by Workman-Jesness, second by Saito to adjourn the meeting. Meeting adjourned at 7:30 pm.



Organizational Assessment

**Eagan- Inver Grove Heights
Watershed Management Organization**

Local Government Unit Review

Draft Report

November 15th, 2022

Minnesota Board of Water and Soil Resources

520 Lafayette Road North

St. Paul, MN 55155

651-296-0768

www.bwsr.state.mn.us

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This report has been prepared for **Eagan- Inver Grove Heights Watershed Management Organization** by the Minnesota Board of Water and Soil Resources (BWSR) in partial fulfillment of the requirements of Minnesota Statutes, Chapter 103B.102, Subd.3.

Prepared by Jennifer Mocol-Johnson (jennifer.mocol-johnson@state.mn.us; 507-344-2820).

BWSR is reducing printing and mailing costs by using the Internet to distribute reports and information to wider audiences. This report is available in alternative formats upon request.

Organizational Assessment Report Summary	Eagan- Inver Grove Heights Watershed Management Organization
<p>What is a PRAP Performance Review?</p> <p>The Board of Water and Soil Resources supports Minnesota’s counties, watershed districts, watershed management organizations, and soil and water conservation districts that deliver water and related land resource management projects and programs. In 2007, the Board established 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><u>Key Findings and Conclusions</u></p> <p>The Eagan- Inver Grove Heights WMO is commended for their efforts in working with member cities and providing education/outreach assistance to accomplish goals identified within their Comprehensive Watershed Management Plan.</p> <p>The results of the performance standards checklist indicate the WMO is compliant with 13 of 13 basic performance standards.</p> <p><u>Resource Outcomes</u></p> <p>The Eagan- Inver Grove Heights WMO adopted the 2016-2025 Eagan- Inver Grove Heights WMO Watershed Management Plan which was reviewed in this process</p> <p><u>Action Items:</u></p> <p>Eagan- Inver Grove Heights WMO has no action items to address</p> <p><u>Commendations</u></p> <p>The Eagan- Inver Grove Heights WMO is commended for meeting 6 out of 12 High Performance Standards (applicable to the WMO)</p> <p><u>Recommendations</u></p> <p>Recommendation 1: Reestablish Advisory Committee</p> <p>Recommendation 2: Develop clear, measurable goals and actions for future plan implementation</p> <p>Recommendation 3: Conduct strategic assessment to evaluate short-term priorities</p>

Introduction

This is an informational document prepared by the staff of the Board of Water and Soil Resources (BWSR) for the Eagan- Inver Grove Heights Watershed Management Organization. It reports the results of a routine performance review of this organization's water management plan implementation and overall organizational effectiveness in delivery of conservation projects and programs. The findings and recommendations are intended to give local government units (LGUs) constructive feedback they can use to enhance their joint and individual delivery of conservation services.

For this review, BWSR has analyzed the LGU's reported accomplishments of their management plan action items, determined the organization's compliance with BWSR's Level I and II performance standards, and surveyed members of the organization and their partner organizations for feedback.

This routine evaluation is neither a financial audit nor an investigation and it does not replace or supersede other types of governmental review of local government unit operations.

While the performance review reported herein has been conducted under the authority granted to BWSR by Minnesota Statutes Chapter 103B.102, this is a staff report and has not been reviewed or approved by the BWSR board members.

What is PRAP?

PRAP is an acronym for BWSR's Performance Review and Assistance Program. Authorized by the 2007 Minnesota legislature, the purpose of PRAP is to support local delivery of conservation and water management by periodically reviewing and assessing the performance of local units of government that deliver those services. These include soil and water conservation districts, watershed districts, watershed management organizations, and the local water management functions of counties.

The PRAP program includes an Annual Statewide Summary, and three types of assessments. Depending on the program mandates and needs of the local government unit, review types include both routine and specialized. The Annual Statewide Summary annually tabulates all local governmental units' compliance with basic planning and reporting requirements.

Organizational Assessments, conducted by BWSR once every ten years for each local government unit, evaluate operational effectiveness, partner relationships, and whether the LGU has achieved county water plan, watershed management plan, and/or SWCD comprehensive plan implementation goals. This assessment also evaluates compliance with performance standards, and the Wetland Conservation Act, where applicable.

Watershed-based Assessments are routine reviews conducted with partnerships of local governments working together to implement comprehensive watershed management plans (CWMPs) developed through the One Watershed One Plan Program. This review evaluates progress on plan implementation and analyzes partners working relationships.

Special Assessments are conducted with LGUs experiencing significant obstacles or performance deficiencies and may include BWSR Board action to assign penalties as authorized by statute.

More details can be found on the BWSR PRAP webpage.

Executive Summary

Minnesota Board of Water and Soil Resources (BWSR) staff met with the Eagan- Inver Grove Heights Watershed Management Organization (E-IGHWMO) administrator to discuss an evaluation of the water management function of the E-IGHWMO in July 2022. The findings in this document represent the data collected over the course of approximately 60 days of review and the recommendations are a result of the observations and conclusions we have made based on that data. There are four distinct parts of an Organizational Assessment conducted via the BWSR Performance Review and Assistance Program (PRAP) as authorized by M.S. 103B.102, the E-IGHWMO was subject to only three as the E-IGHWMO does not implement the Wetlands Conservation Act.

Part 1: Evaluation of the progress made by water management entities toward goals stated in their approved and adopted local water management plans.

Part 2: Review of the entities' adherence to Level I and II standards as directed by statutes, policies, and guidelines via a performance standards certification checklist.

Part 3: Board member and staff surveys as well as partner surveys to assess internal and external perceptions of performance, communication, partnerships, and delivery of conservation programs and customer service.

Part 4 (not applicable): Wetlands Conservation Act (WCA) spot check to evaluate WCA program performance and delivery.

This Organizational Assessment of the Eagan- Inver Grove Heights WMO did not include Part 4. The Wetland Conservation Act Spot Check (Part 4) does not apply to the E-IGHWMO as they have no authority under the Minnesota Wetlands Conservation Act.

During an Organizational Assessment, BWSR staff thoroughly review data and feedback from an organization and their partners and develop a list of Actions and Recommendations to help guide the water management entities in their continued growth of program delivery. We do this to ensure they continue to meet basic standards as established in statutes and policy. We also develop a list of commendations for the great work these entities do as our partners in delivering conservation across the varied landscapes of Minnesota. Each of the above listed parts of the review are described in the findings section of this document, and the completed documents can be found in the notated appendices for further review. This report will be summarized in conjunction with other PRAP Annual Statewide Summary and Organizational Assessment reports collected in 2022 to be used as the official BWSR PRAP report delivered to the legislature as part of our reporting requirement under M.S. 103B.102.

Key Findings and Conclusions

The Eagan- Inver Grove Heights Watershed Management Organization (E-IGHWMO) is commended for their work in providing education and outreach within the watershed. The board and staff are viewed favorably by their partners and have made progress in working towards the goals within their watershed management plan.

Ongoing water management challenges in the metro area have created the necessity to forge stronger working relationships among partners to improve local water management within the watershed.

The E-IGHWMO is commended for meeting all required applicable basic performance standards including completing required annual reports, maintaining an updated management plan, and keeping a dedicated website

up to-date on projects and programs. They are also commended for meeting 6 of 12 high-performance standards, including tracking water quality trends for key water bodies and maintaining cooperative partnerships.

Summary of Recommendations

The following recommendations were developed after analyzing the data and information collected during this review. BWSR relies heavily on our relationships with local government staff and representatives as well as the input of partners and board members to make sure we provide recommendations that are relevant, timely, and helpful for the LGUs to implement and improve their operations. The full text of the recommendations can be found in the conclusions section of this report.

Recommendation 1: Reestablish Advisory Committee

Recommendation 2: Develop clear, measurable goals and actions for future plan implementation

Recommendation 3: Conduct strategic assessment to evaluate short-term priorities

Findings

This section describes what BWSR learned about the performance of the Eagan- Inver Grove Heights Watershed Management Organization (E-IGHWMO) via the various collection methods as outlined below.

Findings Part 1: Planning

The findings in this section describe the Eagan- Inver Grove Heights WMO Watershed Management Plan and action items and the accomplishments to-date.

As part of this review, the administrator for the E-IGHWMO prepared a table (See Appendix A) listing the accomplishments to-date for each of the action items for which they are responsible. The table contains a progress rating completed by BWSR to each item indicating whether it has been completed or its target was met, whether progress has been made and work is continuing, or whether it was dropped or not started yet.

In reviewing the Watershed Management Plan for E-IGHWMO, a total of 13 planned action items were provided. A total of five goal areas were identified, which form the foundation of actions within the plan. The goal areas include:

- Water Quantity
- Water Quality
- Groundwater
- Wetlands
- Communication and Outreach

Typically, fewer action items in a long-range plan denote more broad, continuous activities and fewer specific goals. Conversely plans with a long list of action items may be too specific to be achievable within the plan timeframe. With regards to metro watershed management plans, the E-IGHWMO Watershed Management Plan appears to fall towards broad, continuous activities. A great number of activities are listed as continuous, and because of that, do not identify the desired measurable outcomes that the E-IGHWMO hopes to accomplish by the end of 10-year plan life (example language, *coordinate* or *collaborate with*). Plan goals tend to be broad high level. The actions themselves are fairly high level making it difficult to ascertain progress towards larger goals. Of the total 13 actions within the plan, all are listed as ongoing activities.

The BWSR reviewed version of the Plan Progress Evaluation Table submitted by Eagan- Inver Grove Heights Watershed Management Organization staff is contained in Appendix A, **pages 13-15**.

Findings Part 2: Performance Standards

BWSR has developed a set of performance standards that describe both basic requirements and high-performance best management practices related to the overall operation of water management organizations. These standards are different depending on the type of LGU. Each set of standards addresses four areas of operation: administration, planning, execution, and communication/coordination. The basic standards describe practices that are either legally required and defined by state statute or fundamental to watershed management organization operations as determined by BWSR board policies. Each year BWSR tracks all of Minnesota's water management LGUs' compliance with a few of the basic standards to make sure our partners stay in compliance with statutory or other legislative requirements. These typically include annual report submittals for BWSR grant activities, website reporting requirements, and financial reporting requirements as well.

The high-performance standards describe practices that reflect a level of performance that exceeds the required practices and may be items found within BWSR guidance materials or best practices recommendations. While all local government water management entities should be meeting all of the basic standards, the more ambitious LGUs will also meet several high-performance standards. The performance standards checklists submitted and reviewed for Eagan- Inver Grove Heights Watershed Management Organization are contained in Appendix B, page 16.

For this Organizational Assessment, E-IGHWMO reports compliance with 13 of 13 applicable basic standards, and 6 of 12 applicable high-performance standards. The high achievements noted include:

- Track progress for Information and Education objectives in Plan
- Coordination with County, SWCD, City and Township officials
- Partnerships: cooperative projects/tasks with neighboring organizations, such as counties, SWCDs, WMOs, tribal governments, Non-Government Organizations
- Water quality trends tracked for key water bodies
- Board training: orientation and continuing education plan, record for each board member

Findings Part 3: Internal and External Surveys

Part 3 of this performance assessment is based on responses to an on-line survey of LGUs' staff and board and an online survey to partner organizations. The board and staff were asked different survey questions than the partners. The survey questions are designed to elicit information about LGU successes and difficulties and assess the extent and quality of partnerships with other related organizations.

Internal Survey: Self-Assessment by E-IGHWMO staff and board members

A total of seven staff and board members of the E-IGHWMO were invited to take the online survey, and six responses were provided (86%).

Please note: Information in this section has been analyzed and paraphrased to keep responses anonymous.

Survey participants were asked which programs or projects they consider to be particularly successful over the past few years. Examples given for E-IGHWMO were:

- Library backpacks (x3)
- Neighborhood clean-ups
- Rain barrel awareness and sales (x5)
- Salt cups (x4)
- Website makeover
- City Hall Complex (capture parking lot run off)
- Secure WBIF for two county projects and two city projects
- Landscaping for Clean Water and CLIMB Theater partnerships (x2)
- Neighborhood meetings
- Lake clean-ups and alum treatments (x2)
- Water Smart Yards survey
- Water signage at City/Police Department

When asked why these projects and programs were successful, the following examples were given:

- WMO personal interest and willingness to invest time in the project(s) (x2)
- Commitment of the City leaders and the watershed board's willingness to follow through (x2)
- Success starts with a plan, community involvement and working as a team
- Agreement with SWCD
- Promotion materials
- Funding
- Engage the community
- Managers, City officials and SWCD staff work together

The Eagan- Inver Grove Height WMO staff and Board were asked to provide examples of areas where the agencies' work has been difficult to implement, as well as potential explanations for the difficulties. Answers provided are summarized below.

Identified Difficulty	Examples/Causes provided in survey (<i>paraphrased</i>)
<ul style="list-style-type: none"> • <i>Cul-de-sac project</i> • <i>Residential rain garden grant money</i> • <i>MN Water Steward Participation</i> • <i>Trash cleanup events at local lakes/parks</i> 	<ul style="list-style-type: none"> • <i>Designing solution and project money</i> • <i>Information on financial assistance may not reach residents</i> • <i>More assistance in how to create a rain garden, and benefit</i> • <i>Opportunities limited during COVID with public events cancelled.</i> • <i>Volunteers with limited time and/or interest (x2)</i>

E-IGHWMO staff and Board were asked to list partners they had good working relationships with:

- Local libraries and businesses
- Dakota County SWCD (x5)
- Minnesota Association of Watershed Districts
- Water Resources Coordinator Group
- Member Cities- Eagan and Inver Grove Heights (x4)
- Minnesota Water Stewards
- Minnesota Board of Water and Soil Resources (x4)
- MPCA

The survey also asked participants to identify organizations with whom they would like to collaborate with more often:

- US Army Corps of Engineers
- St. Paul District
- Minnesota Native Plant Society
- Lower Minnesota River Watershed District
- University of Minnesota Extension Service
- MPCA
- Non-profits
- Other WMOs in the County

Finally, the Eagan- Inver Grove Heights WMO staff and board were also asked to identify ways to improve the effectiveness of their organizations. Responses are summarized below:

- Ensure elected community leaders voice and support the organizational goals and objectives
- Increase local involvement through community outreach programs
- Find ways to make individual citizen's environmental endeavors user friendly
- Partner and work on a larger scale than just the WMO
- Receive additional support on Smart Salting or Water Smart Yards programs
- Enhance communications with public in various platforms
- Host networking/educational events for all WMOs

- Meet once a month vs every other month

The full content of internal and external survey responses can be found in Appendix C, pages 17-20.

External Survey: Assessment of E-IGHWMO by Partners

Eagan- Inver Grove Heights WMO Partners Survey: BWSR was provided a list of 14 partners by E-IGHWMO staff. Eight partners responded to the survey, a 57% response rate. The partners reported a wide range of interaction with the WMO over the past 2-3 years: A total of 50.0% of the respondents reported they interacted with the WMO *several times a year*. Another 12.5% indicated *monthly*, 12.5% stated *almost every week*, while the remaining 25.0% stated *a few times*. 100.0% of respondents indicated that the amount of interaction they had with the E-IGHWMO was *about right*.

The partners were asked to assess their interactions with the E-IGHWMO in five operational areas within the survey. The partners' rating of the organization's work in these areas was largely "strong" or "good" indicating a working relationship between the partners and E-IGHWMO. Based off the rankings, the E-IGHWMO appears to be either meeting or exceeding their partners' expectations.

Performance Area	E-IGHWMO Partner Ratings (percent)				
	Strong	Good	Acceptable	Poor	Don't Know
Communication	50.0%	37.5%	12.5%	0.0%	0.0%
Quality of Work	37.5%	50.0%	12.5%	0.0%	0.0%
Customer Relations	50.0%	37.5%	0.0%	0.0%	12.5%
Initiative	50.0%	37.5%	12.5%	0.0%	0.0%
Timelines/ Follow through	50.0%	37.5%	12.5%	0.0%	0.0%

The partners' overall rating of their working relationship with the E-IGHWMO was largely *powerful* (25.0%), *strong* (62.5%), or *good* (12.5%).

When partners were asked for additional thoughts about how the E-IGHWMO could be more effective, one response was received:

- E-IGHWMO's work aligns with their mission. The board, partners and member cities are engaged.

General Conclusions

After a thorough review of the provided information including water plan progress, performance standards, and reviewing the survey inputs we have developed some recommendations for the Eagan- Inver Grove Heights Watershed Management Organization (E-IGHWMO).

In brief review, the E-IGHWMO reports compliance with 13 of 13 applicable basic performance standards, and 6 of 12 applicable high-performance standards. The E-IGHWMO has demonstrated efforts made towards plan progress. The E-IGHWMO should continue to build upon their working relationships with partners to meet the water management and conservation challenges. The 13 actions within the plan were reviewed and each item is listed as ongoing.

Commendations

Commendations are based on achievement of BWSR's high performance standards (see Findings, Part 2 and Appendix B, page 16). These practices reflect above average operational effectiveness and level of effort.

The Eagan- Inver Grove Heights Watershed Management Organization is commended for:

- Water quality trends tracked for key waterbodies
- Board training: orientation and continuing education plan and record for each board member
- Coordination with County Board, SWCD Board, City/Township officials
- Meeting the High-Performance Standards identified in Appendix B

Action Items

Action items are based on compliance with BWSR's basic practice performance standards (see Findings, Part 2 and Appendix B, page 16). Action Items address lack of compliance with one or more basic standards.

The E-IGHWMO has no action items to address at this time due to their successful implementation of all applicable basic standards. Continue to work with your Board Conservationist to maintain this level of performance.

Recommendations

This section contains recommendations offered by BWSR to the board and administrator of the E-IGHWMO. The intention of these recommendations is to enhance the organization's delivery of effective water and related land resource management and service to the residents of the watershed. BWSR financial assistance may be available to support the implementation of some of these recommendations.

Recommendation 1 – Reestablish Advisory Committee

As identified in the Performance Standard Checklist, the E-IGHWMO does not currently have a functioning advisory committee. An advisory committee is required while undertaking the plan update process. Because each advisory committee member has a unique expertise, it is highly recommended to maintain and continue utilization of the advisory committee, meeting at minimum on an annual basis. Annual input from the County (related to ground water and transportation), MPCA, Met Council, DNR, and BWSR would be of benefit. Maintaining an advisory committee, providing updates and receiving member updates will make the planning and plan update process easier, and will be mutually beneficial to all members.

Recommendation 2 – Develop clear, measurable goals and actions for future plan implementation

After reviewing the Eagan- Inver Grove Heights WMO plan, the majority of activities are to be completed on an ongoing basis, making it difficult to ascertain progress towards actions. It is difficult to identify clear actions that tie back to specific goals for assessing progress towards goals. Additionally, there are no measurable numeric goals for water quality improvements. It is highly recommended as E-IGH WMO embarks in future planning efforts, that the next generation plan define a strategy to identify the top resource priorities, identify clear measurable goals and actions, and develop metrics to measure progress.

Ensuring prioritized projects are targeted, would make it easier to show how the E-IGHWMO impacts its constituents directly and makes it easier to communicate progress towards water quality goals.

Recommendation 3 – Conduct strategic assessment to evaluate short-term priorities

The Performance Standards Checklist identified that strategic assessment efforts have not been conducted by the E-IGHWMO. Undergoing a strategic assessment will give E-IGHWMO the opportunity to evaluate the existing mission, vision and priorities and determine if they are still relevant and appropriate. Confirming the direction aligns with board interests is a sound practice. Short-term priority setting is an important step in manageably achieving and determining larger long-term goals.

LGU Comments and BWSR Responses

Eagan- Inver Grove Heights Watershed Management Organization board members and staff were invited to comment on the findings, conclusions and recommendations in the draft version of this report. The E-IGHWMO has/nt provided a comment letter which can be found in Appendix D (pg. 21).

Appendix A. Plan Accomplishments

Indicator symbol for Progress Rating: Not Started/Dropped/Future

Ongoing progress

Completed/target met

Goal Area	Goal/Planned Actions	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
Water Quantity	Minimize flood damage to private and public property.	2016-2025	Ongoing	Promote small scale infiltration practices including raingardens, turf conversion, native plantings, etc. Sponsor 12 projects through the Landscaping for Clean Water (LCW) program. Member cities implement storage projects and standards on their own.	<i>Ongoing progress</i>	Continue to partner with members on larger projects as needed. Continue to support LCW program.
	Reduce stormwater runoff volume and increase infiltration and groundwater.	2016-2025	Ongoing	Promote small scale infiltration practices including raingardens, turf conversion, native plantings, etc. Sponsor 12 projects through the Landscaping for Clean Water program. Member cities implement storage projects and standards on their own.	<i>Ongoing progress</i>	Continue to partner with members on larger projects as needed. Continue to support LCW program.
	Facilitate the management of intercommunity stormwater flows.	2016-2025	Ongoing	Agreement remains active and cities communicate as needed on projects.	<i>Ongoing progress</i>	Continue to check-in on projects as needed.
Water Quality	Achieve, maintain, or better water quality standards in the lakes in the watershed consistent with intended use and classification and State of Minnesota water quality standards.	2016-2025	Ongoing	Eagan has an extensive water monitoring program. They maintain and publish a Water Quality and Wetland Management Plan.	<i>Ongoing progress</i>	Continue to be a part of the Water Quality and Wetland Management Plan as well as taking data and sharing through WMO.

	Achieve Impaired Waters delisting for Fitz and Holz Lakes by 2024.	2016-2025	Ongoing	Work continues on these lakes, including IESF installations and neighborhood meetings to promote raingardens, native plantings and shoreline restorations. However, Le May lake has been delisted!	<i>Ongoing progress</i>	Continue work in the watersheds of Fitz and Holz lakes, Alum applications are also planned for these lakes.
	Reduce pollutant loading to downstream water resources.	2016-2025	Ongoing	Large and small scale projects are helping reduce loading downstream.	<i>Ongoing progress</i>	Continue to support member cities in implementation of projects, assist with finding funding through grants as needed.
	Track water quality trends in the watershed's lakes and disseminate information about current conditions and trends to the public.	2016-2025	Ongoing	Eagan has an extensive water monitoring program. They maintain and publish a Water Quality and Wetland Management Plan. General trends are also published in the E-IGHWMO Annual Report.	<i>Ongoing progress</i>	Continue to disseminate Eagan's monitoring data, explore new ways to get more information out to the public.
Groundwater	Protect the quality and quantity of groundwater resources.	2016-2025	Ongoing	Actively participate in regional efforts that protect groundwater, though Dakota County and Metropolitan Council.	<i>Ongoing progress</i>	Continue to participate in regional efforts.
	Promote groundwater recharge.	2016-2025	Ongoing	Promote practices that allow water to infiltrate such as raingardens, pervious pavements, native plantings, fescue lawns, etc. through programs such as Landscaping for Clean Water, Water Smart Yards, and Sustainable Lawns and Water Conservation.	<i>Ongoing progress</i>	Continue to promote BMPs and participate in the LCW program.
Wetlands	Protect and/or restore wetlands to improve or maintain their functions and values in accordance with the	2016-2025	Ongoing	Members are WCA authorities. There is also education on wetlands through city sponsorship of the Wetland Health Evaluation Program (WHEP).	<i>Ongoing progress</i>	Continue to support members as needed.

	Minnesota Wetland Conservation Act.					
	Promote the enhancement or restoration of wetlands in the watershed.	2016-2025	Ongoing	Member projects help reduce sediment/phosphorus loading to wetlands.	<i>Ongoing progress</i>	Continue to support members as needed.
Communication	Increase public involvement and knowledge in management and protection of water resources.	2016-2025	Ongoing	WMO maintains a three-year E&O Plan which includes activities such as neighborhood meetings and cleanups, supporting existing programs such as Landscaping for Clean Water and CLIMB Theatre. WMO started programs for Water Smart Yards and Smart Salting education.	<i>Ongoing progress</i>	Continue to work on E&O and revise E&O Plan every 3 years.
	Provide the public with data and information to protect water resources and to understand the impact of land use decisions on water resources.	2016-2025	Ongoing	Same activities as above but also meet with City Councils on a rotating basis to explain WMO programs/function and importance of water resources.	<i>Ongoing progress</i>	Continue to share information, assess new possibilities each time the E&O Plan is updated.

Appendix B. Performance Standards

PRAP Organizational Assessment

Part 2-Performance Standards

2022

METRO WATERSHED DISTRICT and WMO PERFORMANCE STANDARDS

LGU Name: Eagan-Inver Grove Heights WMO

Performance Area	Performance Standard		Level of Review		Rating	
	★ High Performance standard ■ Basic practice or statutory requirement (see instructions for explanation of standards)		I Annual Compliance II BWSR Staff Review & Assessment (1/10 yrs.)		Yes, No, or Value	
Administration	■ Activity report: annual, on-time		I		X	
	■ Financial report & audit completed on time		I		X	
	■ Drainage authority buffer strip report submitted on time		I		NA	
	■ Grant Grant Report(s): submitted on time		I		X	
	■ Rules: date of last revision or review		II		NA	
	■ <u>Personnel policy</u> : exists and reviewed/updated within last 5 years		II		NA	
	■ Data practices <u>policy</u> : exists and reviewed/updated within last 5 years		II		X	
	■ Manager appointments: current and reported		II		X	
	■ Consultant RFP: within 2 yrs. for professional services		II		X	
	■ WD/WMO has resolution assuming WCA responsibilities and appropriate delegation resolutions as warranted (N/A if not LGU)		II			
	■ WD/WMO has knowledgeable & trained staff that manages WCA program or has secured qualified delegate. (N/A if not LGU)		II			
	★ Administrator on staff		II			X
	★ Board training: orientation and continuing education plan, record for each board member		II		X	
	★ Staff training: orientation and continuing education plan and record for each staff		II		NA	
	★ Operational guidelines for fiscal procedures and conflicts of interest exist and current		II		X	
	★ Public drainage records: meet modernization guidelines		II		NA	
Planning	■ Watershed management plan: <u>up-to-date</u>		I		X	
	■ City/twp. local water plans not yet approved		II			X
	■ Capital Improvement Program: reviewed every 2 years		II		X	
	■ Maintains an active advisory committee during plan development		I		X	
	★ Strategic plan or self-assessment completed in last 5 years		II			X
	★ Strategic plan identifies short-term priorities		II			X
Execution	■ Engineer Reports: submitted for DNR & BWSR review		II		NA	
	■ WCA decisions and determinations are made in conformance with all WCA requirements. (<u>if delegated WCA LGU</u>)		II			
	■ WCA TEP reviews & recommendations appropriately coordinated. (<u>if delegated WCA LGU</u>)		II			
	★ Certified wetland delineator on staff or retainer		II			X
	■ Total expenditures per year (past 10 yrs.)		II		see below	
	★ Water quality trends tracked for key water bodies		II		X	
	★ Watershed hydrologic trends monitored / reported		II			X
Communication & Coordination	■ Website: contains information as required by MR 8410.0150 Subpart 3a, i.e. as board meeting, contact information, water plan, etc.		II		X	
	★ Maintains a functioning advisory committee that meets a minimum of once per year		II			X
	■ Communication piece: sent within last 12 months		II		X	
	Communication Target Audience:					
	★ Track progress for Information and Education objectives in Plan		II		X	
	★ Coordination with County Board, SWCD Board, City/Township officials		II		X	
	★ Partnerships: cooperative projects/tasks with neighboring organizations, such as counties, SWCDs, WDs, tribal governments, Non-Government Organizations		II		X	

2021

2020

2019

2018

2017

2016

\$55,300.00

\$53,600.00

\$49,450.00

\$49,450.00

\$47,500.00

\$46,400.00

Appendix C. Summary of Survey Results

Internal Survey

Eagan- Inver Grove Heights WMO Board and Staff Questions and Responses

How often does your organization use your current management plan to guide decisions about what you do? (response percent)	
Always	50.0%
Usually	50.0%
Seldom	0.0%
Never	0.0%

- Assess E/O plan on a three-year basis, which is a directive of the plan.

List your organization's most successful programs and projects during the past 3-5 years.

- Library backpacks (x3)
- Neighborhood clean-ups
- Rain barrel awareness and sales (x5)
- Salt cups (x4)
- Website makeover
- City Hall Complex (capture parking lot run off)
- Secure WBIF for two county projects and two city projects
- Landscaping for Clean Water and CLIMB Theater partnerships (x2)
- Neighborhood meetings
- Lake clean-ups and alum treatments (x2)
- Water Smart Yards survey
- Water signage at City/Police Department

What helped make these projects and programs successful?

- WMO personal interest and willingness to invest time in the project(s) (x2)
- Commitment of the City leaders and the watershed board's willingness to follow through (x2)
- Success starts with a plan, community involvement and working as a team
- Agreement with SWCD
- Promotion materials
- Funding
- Engage the community
- Managers, City officials and SWCD staff work together

During the past 3-5 years, which of your organization's programs or projects have shown little progress or been on hold?

- Cul-de-sac project*
- Residential rain garden grant money*
- MN Water Steward Participation*
- Trash cleanup events at local lakes/parks*

List the reasons why the organization has had difficulty with these projects and programs.

- *Designing solution and project money*
- *Information on financial assistance may not reach residents*
- *More assistance in how to create a rain garden, and benefit*
- *Opportunities limited during COVID with public events cancelled.*
- *Volunteers with limited time and/or interest (x2)*

Regarding the various organizations and agencies with which you could cooperate on projects or programs...**List the ones with which you work well already**

- Local libraries and businesses
- Dakota County SWCD (x5)
- Minnesota Association of Watershed Districts
- Water Resources Coordinator Group
- Member Cities- Eagan and Inver Grove Heights (x4)
- Minnesota Water Stewards
- Minnesota Board of Water and Soil Resources (x4)
- MPCA

List the ones with which better collaboration would benefit your organization

- US Army Corps of Engineers
- St. Paul District
- Minnesota Native Plant Society
- Lower Minnesota River Watershed District
- University of Minnesota Extension Service
- MPCA
- Non-profits
- Other WMOs in the County

If you don't know much about your organization's working relationships with partners, enter "I don't know"

N/A

What steps could your organization take to increase your effectiveness in accomplishing your plan goals and objectives?

- **Ensure elected community leaders voice and support the organizational goals and objectives**
- **Increase local involvement through community outreach programs**
- **Find ways to make individual citizen's environmental endeavors user friendly**
- **Partner and work on a larger scale than just the WMO**
- **Receive additional support on Smart Salting or Water Smart Yards programs**
- **Enhance communications with public in various platforms**
- **Host networking/educational events for all WMOs**
- **Meet once a month vs every other month**

How long have you been with the organization?**(response percent)**

Less than 5 years	33.3%
5 to 15 years	66.7%
More than 15 years	0.0%

External Survey

Eagan- Inver Grove Heights WMO Partner Organization Questions and Responses

Question: How often have you interacted with this organization during the past two to three years? Select the response closest to your experience. (response percent)	
Not at all	0.0%
A few times	25.0%
Several times a year	50.0%
Monthly	12.5%
Almost every week	12.5%
Daily	0.0%

Is the amount of work you do in partnership with this organization... (percent)	
Not enough, there is potential for us to do more together	0.0%
About right	100.0%
Too much, they depend on us for work they should be doing for themselves	0.0%
Too much, we depend on them for work we should be doing ourselves or with others	0.0%

Based on your experience working with them, please rate the organization in the following areas:					
Performance Characteristic	Rating (percent of responses)				
	Strong	Good	Acceptable	Poor	I don't know
Communication (<i>they keep us informed; we know their activities; they seek our input</i>)	50.0%	37.5%	12.5%	0.0%	0.0%
Quality of work (<i>they have good projects and programs; good service delivery</i>)	37.5%	50.0%	12.5%	0.0%	0.0%
Relationships with Customers (<i>they work well with landowners and clients</i>)	50.0%	37.5%	0.0%	0.0%	12.5%
Initiative (<i>they are willing to take on new projects, try new ideas</i>)	50.0%	37.5%	12.5%	0.0%	0.0%
Timelines/Follow-through (<i>they are reliable and meet deadlines</i>)	50.0%	37.5%	12.5%	0.0%	0.0%

How is your working relationship with this organization? (percent)	
Powerful, we are more effective working together	25.0%
Strong, we work well together most of the time	62.5%
Good, but it could be better	12.5%
Acceptable, but a struggle at times	0.0%
Poor, there are almost always difficulties	0.0%
Non-existent, we don't work with this organization	0.0%

- Dakota SWCD provides the administration, and it has been a great working relationship. They have a history of working together to complete projects and perform outreach.

Do you have additional thought about how the “subject” organization could be more effective?

- **E-IGHWMO’s work aligns with their mission. The board, partners and member cities are engaged.**

How long have you been with your current organization?	(response percent)
Less than 5 years	12.5%
5 to 15 years	37.5%
More than 15 years	50.0%

Appendix D. Comment Letter

Appendix E. Program Data

Time required to complete this review

E-IGHWMO Staff: xx Hours

BWSR Staff: 80 Hours

Schedule of Organizational Assessment Review

BWSR PRAP Performance Review Key Dates

- July 12th, 2022: Initial meeting with E-IGHWMO staff
- October 18th, 2022: Initial meeting with E-IGHWMO board
- October 19th, 2022: Survey of board, staff, and partners
- December 6th, 2022: Presentation of Draft Report
- Date XXth, 2022: Transmittal of Final Report to LGU

NOTE: BWSR uses review time as a surrogate for tracking total program costs. Time required for PRAP performance reviews is aggregated and included in BWSR's annual PRAP report to the Minnesota Legislature.



Eagan - Inver Grove Heights

Watershed Management Organization

To: Performance Review and Assessment Program (PRAP), Board of Water and Soil Resources

From: E-IGHWMO Board of Managers and Administrator

Date: December 6, 2022

Subject: Comments on the Draft E-IGHWMO PRAP Report

E-IGHWMO Board of Managers and Administrator would like to thank BWSR for the PRAP review. It will be useful for ensuring the continued success of the organization. The PRAP report will be helpful as we begin to think about updating our watershed plan in 2024-2026. Partnerships continue to be strong and as a result, the E-IGHWMO report does not have any action items. The report does provide three recommendations for the WMO. Though not mandatory to address recommendations, this is a summary of how E-IGHWMO intends to address these items.

Recommendation #1 – Reestablish Advisory Committee

The E-IGHWMO Board will discuss ways they may be able to coordinate with the Advisory Committee on a more regular basis. The E-IGHWMO utilizes the Advisory Committee during the watershed planning process and will use the Advisory Committee when updating the watershed plan in 2024-2026.

Recommendation #2 - Develop clear, measurable goals and actions for future plan implementation

The current watershed plan meets all requirements of a watershed plan that were in place at the time of plan approval in 2016. Watershed planning guidance from BWSR has changed over the years. As E-IGHWMO begins to update their Plan, they will consider prioritized, targeted and measurable goals and strategies.

Recommendation #3 - Conduct strategic assessment to evaluate short-term priorities

The E-IGHWMO will discuss how a strategic planning session would be useful. The Board is aware of the grants available through BWSR that can be used to cover costs associated with strategic planning. While it may not be an immediate focus, strategic planning may be helpful as E-IGHWMO approaches the watershed plan update in 2024-2026.

2022 LANDSCAPING FOR CLEAN WATER PROGRAM SUMMARY

PROVIDING LANDOWNERS WITH
THE SKILLS AND RESOURCES
NEEDED TO PROTECT LOCAL
WATER QUALITY AND PROVIDE
HABITAT FOR POLLINATORS
THROUGH THE INSTALLATION OF BEAUTIFUL RAINGARDENS,
NATIVE GARDENS, AND NATIVE SHORELINE PLANTINGS.



2022 BY THE NUMBERS

2022 BY THE NUMBERS	
355	INDIVIDUALS PARTICIPATED IN INTRODUCTION CLASSES
176	PROJECTS DESIGNED AS PART OF VIRTUAL DESIGN WORKSHOPS
39	RAINGARDENS & NATIVE GARDENS & SHORELINES INSTALLED
3	GRANT ROUNDS WITH 12 WEEK INSTALLATION TIMELINES
52	PEOPLE RECEIVED ONE-ON-ONE ASSISTANCE VIA ZOOM
93	INDIVIDUALS PARTICIPATED IN MAINTENANCE WORKSHOPS



Rusty-Patched
Bumble Bee
2021 LCW
Native Garden

*"I loved having support to
make sure I was completing
the project correctly."*

*"It was a wonderful experience
all around. Will recommend."*

2022 LCW Participants



The Landscaping for Clean Water
program - Introduction class,
Design course, and
Maintenance workshop - was
offered remotely again in 2022.

2022 FINANCIAL CONTRIBUTORS



2022

LANDSCAPING FOR CLEAN WATER PROGRAM SUMMARY

Thank you to everyone who joined the cause to reduce pollution, improve water quality, and increase pollinator habitat on your property this year!

Participation at any level - watching the Introduction to Clean Water video, installing a project with the Design Course, or learning some tips and tricks on how to properly maintain your garden with the Maintenance Workshop series - helps to spread interest and know-how to all corners of Dakota County.

Summary of the 2022 participants by City

Apple Valley

Introduction class attendees	67
Projects designed	32
Installed raingardens	4
Installed native gardens	1
Installed Shoreline Planting	1

Burnsville

Introduction class attendees	44
Projects designed	32
Installed raingardens	4
Installed native gardens	3

Eagan

Introduction class attendees	56
Projects designed	24
Installed raingardens	4
Installed native gardens	1

Farmington

Introduction class attendees	12
Projects designed	1

Hastings

Introduction class attendees	12
Projects designed	5

Inver Grove Heights

Introduction class attendees	13
Projects designed	3
Installed raingardens	1
Installed native gardens	1

Lakeville

Introduction class attendees	39
Projects designed	23
Installed raingardens	2
Installed native gardens	3

Mendota Heights

Introduction class attendees	17
Projects designed	8
Installed raingardens	1
Installed native gardens	1

Rosemount

Introduction class attendees	34
Projects designed	18
Installed raingardens	1
Installed native gardens	1

South Saint Paul

Introduction class attendees	24
Projects designed	7
Installed raingardens	2

Sunfish Lake

Introduction class attendees	4
Projects designed	2

West Saint Paul

Introduction class attendees	18
Projects designed	11
Installed raingardens	4
Installed native gardens	1

Installed in partnership with Ramsey County

Raingardens—St. Paul	3
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Non-Dakota County Introduction Participant Cities

Bloomington, Dundas, Maplewood,
Minneapolis, Saint Paul, Savage,
Stillwater, Waite Park, Woodbury



2022 PARTNERS

Cities

- Apple Valley
- Burnsville
- Eagan
- Lakeville
- Rosemount
- South St Paul

Dakota County

Ramsey County



FIFTEEN YEARS OF CLEAN WATER ACCOMPLISHMENTS

Workshop Participants	
2007-2022	5,491
Projects Completed	
2007-2022	705

2022 LCW Numbers

Introduction to Clean Water – Via Zoom & Video

- 355 people attended via Zoom or via class video

City of Residence	Total	Via Zoom	Via Video
Apple Valley	67	36	31
Bloomington	3	1	2
Burnsville	44	32	12
Dundas	1	1	0
Eagan	56	32	24
Farmington	12	9	3
Hastings	12	8	4
Inver Grove Heights	13	7	6
Lakeville	39	28	11
Maplewood	1	1	0
Mendota Heights	17	8	9
Minneapolis	1	1	0
Rosemount	34	26	8
Savage	1	0	1
Saint Paul	5	5	0
South St Paul	24	7	17
Stillwater	1	1	0
Sunfish Lake	4	4	0
Waite Park	1	1	0
West St Paul	18	9	9
Woodbury	1	1	0
TOTAL	355	218	137

Design Course – Online Only in 2022

- 176 Registrations/Projects
- 45 Grant Applications Submitted / 39 Project Installed and Grants Paid

Year DC Registrants Took Intro Class			
2022	136	2018	2
2021	22	2017	2
2020	7	2014	1
2019	5	2009	1

Design Course Participants / Applications by Municipality				
Municipality	Number Registered	Submitted Applications	Withdrawn Applications	Grants Paid
Apple Valley	32	7	1	6
Burnsville	32	7	0	7
Eagan	24	5	0	5
Empire Township	1	0	0	0
Eureka Township	2	0	0	0
Farmington	1	0	0	0
Hastings	5	0	0	0
Inver Grove Heights	3	2	0	2
Lakeville	23	6	1	5
Mendota Heights	8	2	0	2
Randolph	2	1	1	0
Rosemount	18	4	2	2
Scott County	1	Ineligible		
Saint Paul (LMRWMO)	3	3	0	3
South St Paul	7	2	0	2
Sunfish Lake	2	0	0	0
West St Paul	11	6	1	5
Woodbury	1	Ineligible		
TOTALS	176	45	6	39

Design Course Participants / Applications by Watershed				
Watershed	Number Registered	Submitted Applications	Withdrawn Applications	Grants Paid
Black Dog	41	9	0	9
Eagan-Inver Grove Heights	24	5	0	5
Lower Minnesota River	1	1	0	1
Lower Mississippi River - Dakota	31	15	1	14
Lower Mississippi River - Ramsey	3	3	0	3
North Cannon River	2	1	1	0
South Washington	1	Ineligible		
Vermillion River	73	14	4	10
TOTAL	176	45	6	39

Zoom One-on-One Appointments

- 52 people registered for a Zoom One-on-One appointment
- 32 of those who had a zoom appointment submitted a grant application

Municipality	# of Zoom Appointments	Grant App Submitted
Apple Valley	5	5
Burnsville	13	5
Eagan	8	4
Hastings	1	0
Inver Grove Heights	1	1
Lakeville	8	5
Mendota Heights	2	1
Rosemount	6	4
Saint Paul	3	3
West St Paul	5	4
Totals	52	32

Maintenance Workshops

- 2 Maintenance Workshops via Zoom and available via Class Video

Workshop	Attended
Mar 24	38
Apr 25	32
Video	23
Total	93

By Municipality	Attended
Apple Valley	16
Bloomington	2
Burnsville	17
Cannon Falls	1
Eagan	10
Hastings	4
Inver Grove Heights	6
Lakeville	11
Maple Grove	4
Maplewood	1
Mendota Heights	7
Minneapolis	1
Rosemount	5
Saint Paul	2
South St Paul	2
Stillwater	2
Sunfish Lake	1
West St Paul	1
Total	93