



Eagan - Inver Grove Heights

Watershed Management Organization

AGENDA

BOARD OF MANAGERS MEETING

October 17, 2023 at 5:30 P.M.

Inver Grove Heights City Hall

8150 Barbara Ave, Inver Grove Heights, MN 55077

- 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 August 15, 2023 Meeting*
 - B. Invoices for Payment*
 - C. October 17, 2023 Year-to-Date Financial Summary*
- IV. Update on Educational Displays
- V. 2nd Generation E-IGHWMO Watershed Plan - Potential Timeline Review*
- VI. Consider Approval of CLIMB Theatre Contract*
- VII. Consider Approval of 2024 Budget and Dues*
- VIII. Consider Approval of 2024 Workplan with SWCD*
- IX. Consider Approval of 2024 Meeting Schedule*
- X. Outreach Schedule Review*
- XI. Community Updates
- XII. Agenda Items for December 5, 2023 Meeting
- XIII. 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 August 15, 2023

The Eagan-Inver Grove Heights Watershed Management Organization (WMO) Board of Managers (Board) met at the Eagan City Hall, 3830 Pilot Knob Road, Eagan, MN 55122.

Board Managers Present:

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

Others Present:

Ashley Gallagher	Resource Conservationist, Dakota County Soil and Water Conservation District
Steve Dodge	Assistant City Engineer, City of Inver Grove Heights
Jenna Olson	Water Resources Manager, City of Eagan
Gregg Thompson	Watershed Specialist, City of Eagan

Tour at 5:00: The Board took a walking tour of the stormwater best management practices around Eagan City Hall. Practices include permeable pavers, raingardens, tree trenches and more. E-IGHWMO helped pay for the educational signs.

I. Call to Order

Foss called the meeting to order at 5:30 p.m.

II. Adopt Agenda

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

III. Approve Consent Agenda

- A. Minutes of June 20, 2023 Meeting
- B. Invoices for Payment
- C. Year-to-date Financial Summary

Motion by Errante, second by Saito to approve the consent agenda. Motion carried.

IV. Discussion on Table Display

City of Eagan staff brought information on and cost estimate for the display produced by Hamline Center for Global Environmental Education. Price has gone up but they would sell it for \$6,000. Staff currently spend a lot of valuable time coordinating pick-up, drop-off and taping over logos of a display through Vermillion River Watershed JPO. Staff would like to have an E-IGHWMO display. Discussion on getting one display for each city. Comment that the displays should be different content if getting two. CGEE overs three different displays: Illicit Discharge (storm drains), Green Lakes, and a watershed map. Most valuable would be storm drain and green lakes. Discussion on replicating the displays, but not a good idea due to potential copyright issues. Could swap the displays between cities each year, or Eagan is willing to store

them. Displays would get used at least 6 times a year at events and could also be placed in public spaces like city halls or libraries.

Motion by Workman-Jesness, second by Saito to approve purchase of two displays (storm drains and green lakes) not-to-exceed \$16,000. Motion carried.

V. Education and Outreach Calendar Review

Discussion on newsletter deadlines. Eagan has done some larger educational campaigns this year, so items are being distributed. Discussion on Eagan plans to switch to Lake Nights instead of biennial Lakefest. Events would be June, July and August, with largest event during lakes month in July. Will need to update E&O schedule once Lake Night plans are finalized.

VI. Minnesota Water Stewards Activity Updates

No reports. This item can be removed from future agenda since Eagan is no longer sponsoring participants. WMO budget has had a line item for supporting capstone projects, this can be removed from next year's budget.

VII. Community Updates

Inver Grove Heights: Working on maintenance of approximately 60 curb-cut raingardens. Have dedicated staff that are knowledgeable on native plants. Stormwater fund is slowly growing but still addressing maintenance and no funding for new projects.

Eagan: Working with University of Minnesota on water quality monitoring on two Iron Enhanced Sand Filters, one behind Target on Cliff and the other on Fitz Lake. Retrofitting many curb-cut raingarden inlets so that maintenance and cleaning is easier. Harvesting weeds on Thompson Lake and Blackhawk Lake. Fish Lake is doing well and does not need harvesting this year. Working on getting new sediment cores for Fish Lake, may not need to run alum treatment on Fish Lake next year. Question on Carlson Lake, there is regular water quality monitoring, and a new sediment core will be collected. City is providing cost-share for four shoreline projects and one ravine stabilization. City is having conversations with Art House about potential stormwater practices associated with plans for their new building.

VIII. Agenda Items for October 17, 2023 Meeting

- E&O Schedule – Lake Nights
- Display Check-in
- CLIMB Theatre
- Other BMP Signage
- Budget and Workplan for 2024

IX. Adjournment

Motion by Workman-Jesness, second by Reitz to adjourn the meeting. Meeting adjourned at 6:50 pm.

DAKOTA COUNTY



— SOIL & WATER —
CONSERVATION DISTRICT

**Dakota County Soil & Water
Conservation District**

4100 220th Street West, Ste 102
Farmington, MN 55024
(651) 480-7777
DakotaSWCD.Accounting@CO.Dakota.MN.US

Invoice

DATE	INVOICE #
10/4/2023	3326

BILL TO			
Eagan-Inver Grove Heights WMO C/O Jenna Olson 3501 Coachman Point Road Eagan, MN 55122			
AGREEMENT	BILLING PERIOD	TERMS	
2023 Agreement	Jul - Sep 2023	Net 30 Days	
DESCRIPTION	HRS/COUNT	RATE	AMOUNT
ADMINISTRATION			
Financial Reports, Board Meeting Preparation, Annual Reports, Plans Dues & Budget, Records Management and General Correspondence.	13.5	90.00	1,215.00
Fee: Printing and Postage	1	25.00	25.00
EDUCATION AND OUTREACH			
Website Maintenance	0	90.00	0.00
Fee: Website Hosting	0	900.00	0.00
Advocacy and Outreach:	0	90.00	0.00
Landscaping for Clean Water Intro Class	0	1,800.00	0.00
Landscaping for Clean Water Design Class	0	3,600.00	0.00
Landscaping for Clean Water Maintenance Workshop	0	1,800.00	0.00
TECHNICAL ASSISTANCE			
Landscaping for Clean Water Technical Assistance:	7	500.00	3,500.00
COST SHARE			
Landscaping for Clean Water Grants: McMahon, Warmka, Fruci, Hillis, Theisen, Fulford and Rodriguez	7	250.00	1,750.00
It's been a pleasure working with you!		Total	\$6,490.00

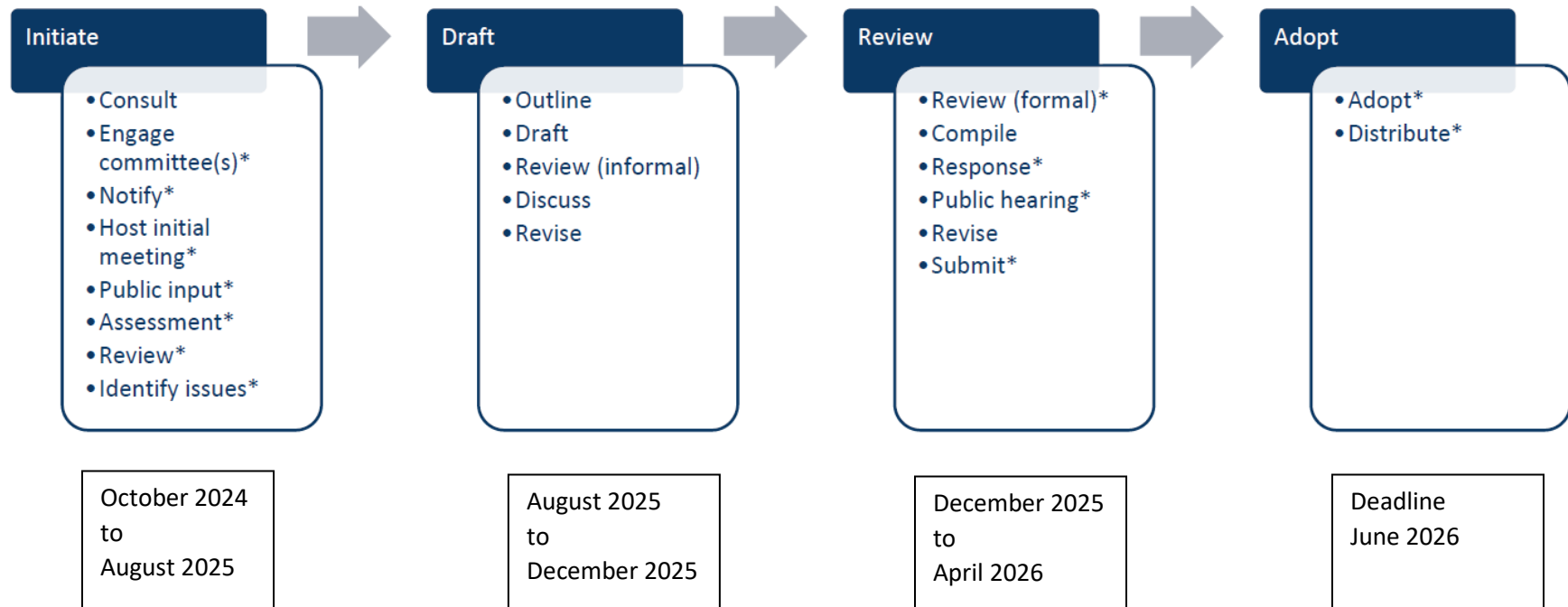
E-IGHWMO 2023			Actual Revenues						
ESTIMATED REVENUES	Allocation	Budget	Jan 1 - Feb 21 2023	Feb 22 - Apr 18 2023	Apr 19 - Jun 20 2023	Jun 21 - Aug 15 2023	Aug 16 - Oct 17 2023	Oct 18 - Dec 5 2023	Year-to-Date Totals
Member City Assessments									
Eagan		\$46,356.00					\$46,356.00		\$46,356.00
Inver Grove Heights		\$1,644.00							\$0.00
Watershed Based Funding Grant									
50% initial amount	\$62,080.00	\$0.00							\$0.00
40% upon expediture of initial	\$49,664.00	\$0.00							\$0.00
10% upon grant completion	\$12,416.00	\$12,416.00			\$11,228.08				\$11,228.08
Other		\$0.00					\$552.75		\$552.75
Use of Fund Balance		\$7,300.00							\$0.00
TOTAL		\$67,716.00	\$0.00	\$0.00	\$11,228.08	\$0.00	\$46,908.75	\$0.00	\$58,136.83
ESTIMATED EXPENSES		Budget							
Work Program									
A. Annual Report, Finance Report and Audit		\$2,000.00	\$5,162.13	\$3,175.00					\$8,337.13
B. Annual Newsletter or Communication		\$300.00							\$0.00
C. Maintain Web Site		\$1,000.00	\$42.50	\$945.00			\$135.00		\$1,122.50
D. Board Education		\$500.00							\$0.00
E. Implement Watershed Plan									
1. Support Existing Programs		\$21,000.00	\$1,500.00				\$7,200.00	\$5,250.00	\$13,950.00
2. WMO Education and Outreach Programs		\$3,000.00	\$362.41	\$405.00	\$2,557.50		\$1,409.48		\$4,734.39
Organizational Administration									
Staff Services (general)		\$22,000.00					\$2,950.00	\$1,240.00	\$4,190.00
Engineering and Consulting Services (general)		\$4,000.00							\$0.00
Legal Consulting Services (general)		\$500.00							\$0.00
Watershed Based Funding Grant									
Administration	\$6,208.00	\$0.00	\$219.00						\$219.00
Projects	\$117,952.00	\$0.00							\$0.00
Watershed Plan Reserve	\$4,000.00	\$1,000.00							\$0.00
TOTAL		\$55,300.00	\$7,286.04	\$4,525.00	\$2,557.50	\$0.00	\$11,694.48	\$6,490.00	\$32,553.02
Balance		\$59,149.73¹	\$51,863.69	\$47,338.69	\$56,009.27	\$56,009.27	\$91,223.54	\$84,733.54	\$25,583.81
1 = 2022 Balance Carry Over									

V. 2nd Generation E-IGHWMO Watershed Plan

Watershed Plan Update Schedule

According to MN Statute 103B.231 and MN Rule 8410

Required steps indicated with asterisk (*)



THIS AGREEMENT is between CLIMB Theatre Inc., a Minnesota not-for-profit corporation organized pursuant to Chapter 317 of the Minnesota Statutes ("CLIMB") and **Eagan-Inver Grove Heights Watershed Management Organization (E-IGHWMO)** ("Partner Organization"). THIS AGREEMENT is entered into and is effective as of the last date in the signature box below.

THE PURPOSE OF THIS AGREEMENT is to set out the terms and conditions whereby CLIMB will provide dramatic and educational programming for the Partner Organization at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows:

- 1. Programming** – CLIMB shall provide the programs as described in Appendix A, Programming, attached hereto and incorporated by reference. The parties agree that during the term of this Agreement, the terms and conditions of Appendix A may be subject to change. The parties agree that (i) Appendix A may be amended to account for any change, and (ii) email communication will be sufficient to document such mutual agreement to amend Appendix A.
- 2. Payment** - Partner Organization shall pay to CLIMB a total of **\$10,000** according to the Payment Schedule as set forth in Section 2.1. Partner Organization shall mail check to the CLIMB at its offices at 6415 Carmen Avenue E., Inver Grove Heights, MN, 55076, for services rendered.
 - 2.1. Payment Schedule-** Partner organization shall pay CLIMB based on the following schedule:
 - 2.1.1. **\$5,000** no later than 30 business days after the 12.1.2023 "Invoicing Date" as set forth in Appendix A.
 - 2.1.2. **\$5,000** no later than 30 business days after the 12.1.2024 "Invoicing Date" as set forth in Appendix A.
- 3. Ownership of Performance Rights** - The programming governed by this Agreement is the exclusive property of CLIMB or represent property duly licensed to CLIMB. Partner Organization agrees that it shall not reproduce the programming in any fashion or appropriate the content of the programming, or any portion thereof, for its own use. Further, the Partner Organization shall not photograph, film, videotape, or otherwise record or preserve the program(s), or portion thereof, without written permission from CLIMB. This does not preclude photographs for yearbook or other in-school use of photographs or coverage by local press, which is encouraged. Please notify CLIMB of any media coverage you intend to pursue. CLIMB shall retain all rights to program(s), including the exclusive right to record, photograph, broadcast, film, or publicize CLIMB's program(s) except as may be agreed upon by the parties.

4. Digital Programming.

(a) If CLIMB is offering CLIMB's programming via a digital medium, CLIMB hereby grants to Partner Organization a nonexclusive right and license to access and use the digital programming identified in Appendix A (the "Digital Programming"). The rights in this section shall extend to Authorized Users (as defined below). Except as may be specifically authorized by CLIMB in this Agreement, Partner Organization may not (i) copy or replicate the Digital Programming, (ii) alter, decompile, reverse engineer, disassemble, or create derivative works from the Digital Programming, or (iii) distribute the Digital Programming to any party, except to those users as authorized in Appendix A (each, an "Authorized User"). CLIMB owns all Digital Programming. Partner Organization shall not sell or license any part or portion of the Digital Programming.

(b) Partner Organization agrees that access to the Digital Programming is permitted only to those individuals identified as Authorized Users. Partner Organization shall not permit any individual or entity who is not identified as an Authorized User to access or use the Digital Programming. Partner Organization shall notify CLIMB immediately if Partner Organization becomes aware of any distribution, access or use of the Digital Programming by individual(s) or entity(s) that is not identified as an Authorized User. At CLIMB's discretion, CLIMB may permit access to the individual(s) and/or entity(s), and such access will be subject to an additional charge, as determined by CLIMB. If CLIMB permits access, then the individual(s) and/or entity(s) are considered Authorized Users.

5. Cancellation - In the event that the program(s) is(are) cancelled at the instigation of the Partner Organization, and are not due to a Force Majeure event, with less than four weeks' notice, Partner Organization will be assessed a \$100.00 cancellation fee. Cancellation with less than two week notice, Partner Organization will be assessed a 50% cancellation fee.

6. Force Majeure - As the program(s) governed by this Agreement may be subject to interruption by the sickness, inclement weather, accident, act of God or legitimate unforeseeable circumstance, it is agreed that neither party shall be entitled to damages from the other in the event program(s) are interrupted or cancelled by such circumstances.

7. Rescheduling - In the event that weather or other conditions beyond either party's control force postponement of this program, the activity shall be rescheduled for a date mutually agreed to by both CLIMB and Partner Organization. Changes to the program's scheduled time, date, or content may be requested by the Partner Organization up to one week prior to the performance date listed below. Any change requests made within one week of performance will be accommodated at CLIMB's discretion and availability.

8. Governing Law and Arbitration - This Agreement is to be governed by the laws of the State of Minnesota, and any dispute relating to the interpretation of this Agreement arising from

the terms hereof or performance hereunder by either party will be arbitrated under the auspices of the American Arbitration Association at its Minneapolis, MN office.

9. Entire Agreement - This Agreement contains the entire understanding of the parties hereto with respect to the subject forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

Signature:		Signature:	
Name/Title:	Afton Benson/Managing Director	Name/Title:	Monica Foss
Address:	6415 Carmen Ave E. Inver Grove Heights, MN 55076	Address:	3830 Pilot Knob Road, Eagan, MN 55122
e-mail	Afton@climb.org	e-mail	fossme@gmail.com
Date	09/15/2023	Date	

APPENDIX A

Eagan-Inver Grove Heights Watershed Management Organization (E-IGHWMO)			Program ID	83616
			Invoice ID	
4100 220th St. West, Suite 102 Farmington, MN 55024				
K-2 Wetlands and Watershed Classes				
	Main Contact	Secondary/Logistic Contact	Billing/Invoicing Contact	
Name	Gallagher, Ashley		Monica Foss	
E-mail	Ashley.Gallagher@CO.DAKOTA.MN.US		fossme@gmail.com	
Phone	651-480-7781			
Best Time to Contact				

CLIMB Staff Contact Information				
	Community Connections	Logistics/Tech	Programmatic Content/Education	Billing/Invoicing
Name	Michael Terrell Brown	Samson Perry	Caitlin Featherstone	Afton Benson
Title	Community Connections	Production Manager	Director of Education	Managing Director
E-mail	michael@climb.org	samson@climb.org	caitlin@climb.org	afton@climb.org
Phone	651-453-9275 ext 212	(507) 301-7443	(800) 767-9660 ext. 213	(800) 767-9660 ext. 240

PROGRAM INFORMATION

PROGRAM CONTENT SUMMARY

CLIMB Theatre will offer our K-2 classes on Wetland and Watershed Stewardship to 10 Eagan Elementary Schools during the 2023-2024 and 2024-2025 school years 5 schools during each year - working with 1st grade students.

ADDITIONAL NOTES

INVOICING DATE(S):

First Invoicing Date: 12.1.2023

Second Invoicing Date: 12.1.2024

1. **COVID POLICY as it pertains to any In-Person Programming:** Organizations under agreement with CLIMB Theatre are agreeing to follow all Federal, State, and Local guidance in regards to the ongoing COVID-19 pandemic. Failure to do so will result in CLIMB Theatre terminating the agreement with all agreed upon payments owed and not refunded. CLIMB Theatre will follow all Federal, State, and Local guidance and organizations regulations, in regards to the ongoing COVID-19 pandemic; provided that they exceed regulations set by Federal, State and Local agencies and/or CLIMB Theatre's company policies.
2. **CANCELLATION** – Subject to 2(a) below, if the program(s) is(are) cancelled at the instigation of the Partner Organization, and are not due to a Force Majeure event, with (i.)less than four weeks' notice, Partner Organization will be assessed a \$100.00 cancellation fee. (ii.) For cancellations with less than two week notice, Partner Organization will be assessed a 50% cancellation fee.
 - a. If a program with multiple invoicing dates is cancelled later than the earliest invoicing date, Partner Organization will be responsible for payment of the full remaining balance.

VII. Consider Approval of 2024 Budget and Dues

Eagan-Inver Grove Heights WMO
2024 BUDGET

	Approved 2023 Budget	Draft 2024 Budget
REVENUE		
1. Member City Assessments	\$48,000	\$50,000
Eagan	\$46,356	\$48,287
Inver Grove Heights	\$1,644	\$1,713
2. Interest Income	\$0	\$0
3. Use of Fund Balance	\$7,300	\$36,300
TOTAL INCOME	\$55,300	\$86,300
EXPENSE		
1. Work Program	\$27,800	\$45,800
A. File Annual Activity Report, Finance Report and Audit	\$2,000	\$2,000
B. Publish/Distribute Annual Newsletter or Communication	\$300	\$300
C. Web Site	\$1,000	\$1,000
D. Board Education	\$500	\$500
E. Implement Watershed Plan		
1. Support Existing Programs (LCW & CLIMB)	\$21,000	\$21,000
2. WMO Education and Outreach Programs	\$3,000	\$13,500
3. Match for WBIF - Places of Worship BMP Feasibility	-	\$7,500
2. Administrative	\$26,500	\$25,500
A. Staff Services (General)	\$22,000	\$22,000
B. Engineering Consulting Services (General)	\$4,000	\$3,000
C. Legal Consulting Services (General)	\$500	\$500
3. Watershed Plan	\$1,000	\$15,000
A. Consulting Services for Watershed Plan Update ¹	-	\$15,000
4. Liability Insurance ²	\$0	\$0
TOTAL EXPENSE	\$55,300	\$86,300
INCOME - EXPENSE	\$0	\$0

¹ = Plan Update Start 2024, Completion in 2026

² = Covered within Eagan's Policy

2024 Work Plan and Budget

VIII. Consider Approval of
2024 Workplan with SWCD

Eagan-Inver Grove Heights Watershed Management Organization

Task	Calculation			Sub-total
	Hours	Rate	Fees	
Administration				
Financial Reports and Budget Performance	15	\$95.00	\$0.00	\$1,425.00
Calculate and report for each meeting fund balances on CDs, savings, and checking accounts and update budget performance report, assist Auditor with audit as needed.				
Board Meeting Preparation - Based on 6 Meetings	100	\$95.00	\$100.00	\$9,600.00
1) Assemble Board packet 2) Meeting space coordination 3) Maintain Board Member list 4) Distribute packet, agenda, minutes		Fee is for paper and postage		
Annual Reports, Plans, Dues, and Budget	25	\$95.00	\$0.00	\$2,375.00
Meet BWSR requirements by developing and submitting reports. Prepare annual budget. Calculate dues based on tax capacity. Invoice members for payment.				
Records Management	10	\$95.00	\$0.00	\$950.00
Store records according to policy. Respond to data requests as needed.				
General Correspondence	30	\$95.00	\$0.00	\$2,850.00
Coordinate with local, regional and state entities.				
Administration Total				\$17,200.00

Task	Calculation			Sub-total
	Hours	Rate	Fees	
Education and Outreach				
Website Hosting and Maintenance	20	\$95.00	\$1,000.00	\$2,900.00
Host and maintain a website, as required by BWSR, with meeting information, plans, reports, grants and other information.		Fee is for web hosting		
Advocacy and Outreach	25	\$95.00	\$0.00	\$2,375.00
Implement the advocacy, education and outreach strategies within the Watershed Management Plan.				
Landscaping for Clean Water			\$7,600.00	\$7,600.00
Provide access to the Landscaping for Clean Water: Introduction Class Materials, Design Course Materials and Maintenance Workshop. <i>(Includes online registration, partner coordination, presentation creation and updates, creation of education and outreach materials, participant tracking, one-on-one design assistance. Some classes may be virtual in 2024)</i>			Introduction Class= \$1,900 Desing Course= \$3,800 Maintenance Workshop= \$1,900	
Education and Outreach Total				\$12,875.00

2024 Work Plan and Budget
Eagan-Inver Grove Heights Watershed Management Organization

Technical Assistance	Hours	Rate	Fees
Landscaping for Clean Water			\$7,200.00
Technical assistance to homeowners including layout, mid-point and final inspections for raingardens, native plantings and shoreline stabilizations.		\$600 times 12 projects	\$7,200.00
WBIF Match - Places of Worship - Stormwater Practices			\$7,500.00
Staff time for FY22-23 Watershed Based Implementation Funding (WBIF) Grant match. Technical staff will review properties for potential stormwater practices and meet with property owners/managers. Final report will include preliminary design, cost estimates, and pollutant reduction estimates. *To be billed at BWSR billable rate*		Approximately 80 hours	\$7,500.00
Technical Assistance Total			\$14,700.00

Cost Share	Fees		
Landscaping for Clean Water			\$3,000.00
Provide cost share to landowners for projects including raingardens, native plantings and shoreline stabilization projects consistent with SWCD cost share policies.		\$250 times 12 projects	\$3,000.00
Cost Share Total			\$3,000.00

Total Agreement Not-to Exceed			\$47,775.00
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Note: Additional items may be required of the SWCD during the workplan timeframe and individual budget amounts may change as work progresses. If proposed changes are to exceed the total agreed amount, this work plan will then be amended and re-executed by the E-IGHWMO and SWCD.



Eagan - Inver Grove Heights

Watershed Management Organization

Board of Managers 2024 Meeting Schedule

*Meeting dates and locations subject to change
All change notices will be posted*

Locations:

Eagan Maintenance Facility
3501 Coachman Point
Eagan, MN 55122

Inver Grove Heights City Hall
8150 Barbara Ave
Inver Grove Heights, MN 55077

Time: 5:30 p.m. to 7:00 p.m.

Dates: *Typically the third Tuesday of every other month*

Date	Location
February 20 th , 2024	Eagan
April 16 th , 2024	Inver Grove Heights
June 18 th , 2024	Eagan
August 20 th , 2024	Eagan
October 15 th , 2024	Inver Grove Heights
December 3 rd , 2024	Eagan

E-IGHWMO Annual Outreach & Event Schedule

1. January
 - Any Time (bi-annual): Meet with member city councils or planning/enviro commissions
 - Review Manager terms for the year
2. February
 - 1st Week: Eagan Newsletter Deadline (Apr-May Issue)
 - 3rd Week: Approve E-IGHWMO Annual Report at Board Meeting and Distribute
 - All Month: Promote Landscaping for Clean Water Program
3. March
 - 2nd Weekend: Eagan Home & Leisure Show
 - All Month: Promote Rain Barrel Pre-Order
 - End of Month: Order Rain Barrels
 - IGH Newsletter Deadline (April-May-June Issue)
4. April
 - 1st Week: Eagan Newsletter Deadline (June-July Issue)
5. May
 - 3rd Weekend: Rain Barrel Distribution Event
6. June
 - 1st Weekend (bi-annual): LakeFest
 - 1st Week: Eagan Newsletter Deadline (Aug-Sept Issue)
 - IGH Newsletter Deadline (July-Aug-Sept Issue)
7. July
 - All Month: Promote Water Smart Yards
8. August
 - 1st Week: Eagan Newsletter Deadline (Oct-Nov Issue)
 - 3rd Week: Annual Tour before/after Board meeting
9. September
 - IGH Newsletter Deadline (Oct-Nov-Dec Issue)
10. October
 - 1st Week: Eagan Newsletter Deadline (Dec-Jan Issue)
 - All Month: Promote Leaf Clean-up
11. November
 - 1st Week: Distribute Smart Salting Cups and Signs
 - All Month: Promote Smart Salting
12. December
 - 1st Week: Eagan Newsletter Deadline (Feb-Mar Issue)
 - IGH Newsletter Deadline (Jan-Feb-March Issue)
 - Make rain barrel order decision