



Eagan - Inver Grove Heights

Watershed Management Organization

AGENDA

BOARD OF MANAGERS MEETING

April 16th, 2024 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 February 20, 2024 Meeting*
 - B. Invoices for Payment*
 - C. April 16, 2024 Year-to-Date Financial Summary*
- IV. Rain Barrels Distribution Planning
- V. Update on Interactive Educational Displays
- VI. Update on Adopt-a-Drain Transition
- VII. Watershed Partners Materials Discussion
- VIII. Information on Lawns Reimagined Pilot Program*
- IX. Review Education and Outreach Calendar*

Eagan Lakefest Events

- i. June 20 | 5:00 – 7:00 | Blackhawk Park
- ii. July 16 | 5:00 – 7:00 | Thomas Lake Park
- iii. August 15 | 5:00 – 7:00 | Trapp Farm Park

- X. Community Updates
- XI. Agenda Items for June 18, 2024 Meeting
- XII. Adjournment

* Materials included in packet

EAGAN-INVER GROVE HEIGHTS WATERSHED MANAGEMENT ORGANIZATION

DRAFT MINUTES BOARD OF MANAGERS MEETING February 20, 2024

The Eagan-Inver Grove Heights Watershed Management Organization (WMO) Board of Managers (Board) met at the Eagan Maintenance Facility, 3501 Coachman Point, Eagan, MN 55122

Board Managers Present:

Monica Foss	Appointed by City Eagan
Jennifer Workman-Jesness	Appointed by City of Eagan
Sarah Saito	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
Gregg Thompson	Watershed Specialist, City of Eagan
Jenna Olson	Water Resources Manager, City of Eagan
Gillian Catano	Sustainability Coordinator, City of Eagan

I. Call to Order

Gallagher called the meeting to order at 5:35 p.m.

II. Adopt Agenda

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

III. Election of Officers

Administrator opened nominations for Chair. Workman-Jesness nominated Foss for Chair. Administrator called for other nominations, there were none. **Motion by** Workman-Jesness, second by Saito to close nominations and cast a white ballot for Foss for Chair. Motion carried.

Open nominations for Vice Chair. Workman-Jesness nominated Saito for Vice Chair. Called for other nominations, there were none. **Motion by** Workman-Jesness, second by Foss to close nominations and cast a white ballot for Saito for Vice Chair. Motion carried.

Open nominations for Treasurer/Secretary. Saito nominated Workman-Jesness for Treasurer/Secretary. Called for other nominations, there were none. **Motion by** Saito, second by Foss to close nominations and cast a white ballot for Workman-Jesness for Treasurer/Secretary. Motion carried.

IV. Approve Consent Agenda

- A. Minutes of December 5, 2023 Meeting
- B. Invoices for Payment
- C. Year-end Financial Summary
- D. Year-to-Date Financial Summary

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

V. Presentation from Eagan Sustainability Coordinator

Gillian Catano provided an overview of the sustainability programs in Eagan. Water Resources staff are presenting at two different workshops. Registration is open to all and WMO Managers encouraged to attend. As we move forward, we can cross-promote programming/resources.

VI. Approve Draft 2023 Annual Report

It is a requirement to complete and submit an Annual report to Board of Water and Soil Resources (BWSR). Template is similar to past years but updated for 2023.

Motion by Saito, second by Workman-Jesness to approve the 2024 Annual Report. Motion carried.

VII. Discuss option to Create a Fund Balance Policy

Having a policy provides a safety for cities and allows for them to budget for dues. Other WMOs have similar policies. With an annual budget around \$50,000 this would result in 200% being \$200,000 in a general reserve and \$200,000 in a dedicated watershed plan reserve.

Motion by Workman-Jesness, second by Saito to adopt the Fund Balance Policy as presented. Motion carried.

VIII. Discuss Participation in Conservation Video Campaign

Staff person coordinating this effort has recently transition from Lakeville to Vermillion River Watershed staff. There is no need to take action at this point. There are on-going discussions as to how to structure this effort moving forward, may be led more by WMOs since cities are member of the WMOs. Still interested in input from cities and managers. Education could be broken into two topics, promotion of Landscaping for Clean Water program and general water conservation promotion. City staff appreciate the restructure idea and feel that regional education on these topics is a good approach. Board sees value in both topics. Need to continue to explore metrics.

IX. Plan for Spring Rain Barrel Distribution

Hardware Hank only has 3 rain barrels remaining and would be interested in partnering again. Administrator will officially public notice the opportunity for local businesses. Promotion could occur at the Eagan Home and Leisure show on March 30th. There was discussion on whether to order 33 or 66 rain barrels, wait to see how many pre-register and order closer to distribution event. Distribution date of May 18th was selected, from 9:00 am to 11:00 am. Administrator will work with city staff to promote via social media and direct emails.

X. Review Education and Outreach Schedule

Check-in on salting, seems to be going well, businesses are accepting the cups and people are taking them. Cities and Board would like to further explore materials for educating the public on pet waste. Watershed Parnters may have resources.

XI. Community Updates

Eagan reported that the displays are almost done. The Hamline center also has an adopt-a-drain themed corn hole game that is only \$365. There was discussion on the bags. Game would be great way to engage people at events.

Motion by Workman-Jesness, second by Reitz to approve the purchase of an adopt-a-drain corn hole game. Motion carried.

Eagan continues their pond maintenance, also coordination on projects at Goat Hill Park and the Art House. A warning from staff that lakes will likely be green this summer. No winter senescence means more biological activity and green lakes. Question about the general status of shorelines in Eagan. Most are in good condition, typically a restoration project on a lake leads to many more once neighbors see the project completed. Increasing shoreline programming and projects could be a future topic of discussion, even during the watershed planning process.

XII. Agenda Items for April 16, 2024 Meeting

- Rain barrels
- Pet waste education
- Watershed Partners membership

XIII. Adjournment

Motion by Workman-Jesness, second by Reitz to adjourn the meeting. Meeting adjourned at 6:35 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 #
4/1/2024	3378

BILL TO			
Eagan-Inver Grove Heights WMO C/O Jenna Olson 3501 Coachman Point Road Eagan, MN 55122			
AGREEMENT	BILLING PERIOD	TERMS	
2024 Agreement	Jan - Mar 2024	Net 30 Days	
DESCRIPTION	HRS/COUNT	RATE	AMOUNT
ADMINISTRATION			
Financial Reports, Board Meeting Preparation, Adopt a Drain Presentation, and General Correspondence.	39.5	95.00	3,752.50
Fee: Printing and Postage	1	25.00	25.00
Fees: Smart Salting Cups	1	216.49	216.49
EDUCATION AND OUTREACH			
Website Maintenance	0	95.00	0.00
Fee: Website Hosting	1	900.00	900.00
Advocacy and Outreach: Adopt a Drain coordination, Watershed Partners meeting.	8	95.00	760.00
Landscaping for Clean Water Intro Class	0	1,900.00	0.00
Landscaping for Clean Water Design Class	0	3,800.00	0.00
Landscaping for Clean Water Maintenance Workshop	0	1,900.00	0.00
TECHNICAL ASSISTANCE			
Landscaping for Clean Water Technical Assistance:	0	600.00	0.00
COST SHARE			
Landscaping for Clean Water Grants:	0	250.00	0.00
It's been a pleasure working with you!		Total	\$5,653.99

E-IGH Watershed Management Organization
2024
Revenue and Expense Summary

General Fund	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	2024 Total	2024 Budget
Revenues:						
Member Allocations					\$ -	\$ 50,000.00
Interest/Other (Use of Fund Balance)					\$ -	\$ 36,300.00
Total Revenues:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86,300.00
Expenses:						
Work Program						
A. File Annual Activity Report, Finance Report and Audit	\$ 475.00				\$ 475.00	\$ 2,000.00
B. Publish/Distribute Annual Newsletter or Communication					\$ -	\$ 300.00
C. Web Site	\$ 900.00				\$ 900.00	\$ 1,000.00
D. Board Education					\$ -	\$ 500.00
E. Implement Watershed Plan						
1. Support Existing Programs (LCW, CLIMB, MWS)					\$ -	\$ 21,000.00
2. WMO Education and Outreach Programs	\$ 566.49				\$ 566.49	\$ 13,500.00
3. Match for WBIF - Places of Worship BMPs					\$ -	\$ 7,500.00
Organizational Administration						
Staff Services (general)	\$ 4,062.50				\$ 4,062.50	\$ 22,000.00
Engineering and Consulting Services (general)					\$ -	\$ 3,000.00
Legal Consulting Services (general)					\$ -	\$ 500.00
Watershed Plan						
Consulting Services					\$ -	\$ 15,000.00
Total Expenses:	\$ 6,003.99	\$ -	\$ -	\$ -	\$ 6,003.99	\$ 86,300.00
Net Surplus / (-) Deficit	\$ (6,003.99)	\$ -	\$ -	\$ -	\$ (6,003.99)	\$ -

LAWNS REIMAGINED PILOT PROGRAM



REIMAGINE YOUR LAWN

The Lawns Reimagined Pilot Program makes it easy to convert your lawn to more resilient and pollinator friendly species. You are given the information, planning and design help, onsite technical assistance, and free seed for your project.

From start to finish, you are guided to your new lawn, REIMAGINED!

1. LEARN

Attend a FREE workshop to learn how to upgrade your lawn to one that requires less water, fertilizer, and mowing.

Workshop #1: Apple Valley Municipal Ctr. - June 5, 2024

Workshop #2: Rosemount Steeple Center - June 12, 2024

2. PLAN

Using materials from the workshop and Dakota SWCD staff assistance, create plans for your yard.

3. APPLY

Submit an application for your project. The SWCD will provide seed, onsite visits, and technical assistance, you do the work!

Application Deadline: July 1, 2024

4. WAIT

The SWCD will review applications, notify recipients of the grants, and set up onsite visits by July 30, 2024.

5. INSTALL

Install your lawn project per approved plan with onsite guidance from the Dakota SWCD's expert staff.

Installation Timeline: Sept. 15 - Oct. 15, 2024

To Register: visit www.dakotawcd.org or scan the QR Code



Reduced Mowing



Water Conservation



Less Fertilizer



Program Partners

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