



Eagan - Inver Grove Heights

Watershed Management Organization

AGENDA

BOARD OF MANAGERS MEETING

March 18, 2025 at 5:30 P.M.

Eagan Maintenance Facility

3501 Coachman Point, Eagan, MN 55122

1. Call to Order
2. Approval of Agenda
3. Consent Agenda
 - 3.1. Minutes February 18, 2025*
 - 3.2. 2024 Year End Financial Report*
 - 3.3. 2025 Year-to-Date Financial Report*
4. Watershed Plan Gaps Analysis / Issues and Goals (Stantec)*
5. New Business
 - 5.1. Board Management, Agenda Packet Timeline*
 - 5.2. Watershed Plan, Budget and Timeline*
 - 5.3. Annual Appointments*
 - 5.4. 2025 Communication and Outreach Plan
 - 5.4.1. Outreach, Library Exhibit Update
 - 5.4.2. Outreach, Rain barrel Sale*
 - 5.4.3. Adopt-A-Drain Proposal*
6. Community Updates
7. Agenda Items for April 15, 2025 Meeting at Inver Grove Heights
8. Adjournment

* 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



1. Call to Order

Chair Monica Foss called meeting to order at 5:35pm.

Present: Chair Monica Foss (Eagan), Vice Chair Sarah Saito (Inver Grove Heights), Kathleen Reitz (Eagan), Steven Errante (Inver Grove Heights)

Staff: E-IGHWMO Administrator Victoria Ranua, City of Eagan Water Resources Specialist Gregg Thompson, City of Inver Grove Heights Engineering Technician Nicole Portugal.

Others: Joe Barten (Dakota SWCD), Anne Sayer (BSWR), Valerie Nepl (Dakota County), Lisa Tilman (Stantec), Grace Nuemiller (Stantec)

2. Approval of Agenda

A motion by Errante to approve the agenda. Second by Reitz. Motion carried unanimously.

3. Consent Agenda

- 3.1 Minutes of December 3, 2024 Meeting
- 3.2 Invoices for Payment
- 3.3 2025 Year-to-Date Financial Summary

A motion by Errante to approve the consent agenda. Second by Rietz. Motion carried unanimously.

4. Presentations

4.1 Landscaping for Clean Water Refresher

Barten from Dakota SWCD gave a presentation on the Landscaping for Clean Water Program.

4.2 Watershed Plan Update Kickoff and Gaps Analysis

Tilman and Nuemiller from Stantec provide a presentation on the Watershed Plan process with a schedule and background review on issues and successes within the watershed.

A motion by Saito to set a special meeting for March 18, 2025 at 5:30pm in Eagan to discuss issues and goals for the Watershed Plan update. Second by Reitz. Motion passed unanimously.

5. New Business

~~5.1 Annual Appointment~~

Board did not get to this item due to time constraints.

5.2 2025 Communications and Outreach Plan

5.2.1 Outreach, Lakeshore Owners

A motion by Errante to send a postcard to lakeshore owners about the Dakota SWCD Natural Shoreline Workshop. Second by Saito. Motion passed unanimously.

5.2.2 Outreach, Library Exhibit Update

Reitz gave an update that the County Library staff were supportive of having watershed display material rotate between both the Wescott (Eagan) and Inver Glen (Inver Grove Heights) libraries.

5.2.3 Outreach, UMN Extension, "Let's Get Growing Expo" (March 1)

Chair Foss will table this event on behalf of the WMO.

5.2.4 Outreach, City of Eagan Earth Week (April 19)

Reitz and Workman Jesness will table this event on behalf of the WMO.

~~5.2.5 Adopt A Drain Proposal~~

Board did not get to this item due to time constraints.

5.3 Watershed Based Implementation Funding (WBIF)

A motion by Saito to appoint Chair Monica Foss as the WMO representative to the WBIF convene process. Second by Errante. Motion carried unanimously.

5.4 Audit

A motion by Errante to approve selecting Peterson Company Ltd. to perform the WMO audit for \$4,000.



6. Community Updates

None.

7. Agenda Items for March 18, 2025 Meeting

Agenda items for March 18 special meeting will include continuation of the Watershed Plan Update process and Annual Appointments.

8. Adjournment

A motion by Saito to adjourn meet. Second by Errante. Motion carried unanimously. Meeting adjourned at 7:55 pm.

E-IGH Watershed Management Organization
2024
Revenue and Expense Summary

General Fund	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Final Entries	2024 Total	2024 Budget
Revenues:							
Member Allocations		\$ 51,644.00				\$ 51,644.00	\$ 50,000.00
Interest/Other (Use of Fund Balance)		\$ 1,658.25				\$ 1,658.25	\$ 36,300.00
Total Revenues:	\$ -	\$ 53,302.25	\$ -	\$ -	\$ -	\$ 53,302.25	\$ 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			\$ 190.00	\$ 167.50	\$ 1,070.00	\$ 1,427.50	\$ 300.00
C. Web Site	\$ 900.00		\$ -	\$ -	\$ 25.00	\$ 925.00	\$ 1,000.00
D. Board Education						\$ -	\$ 500.00
E. Implement Watershed Plan							
1. Support Existing Programs (LCW, CLIMB, MWS)			\$ 8,450.00	\$ 1,700.00	\$ 285.00	\$ 10,435.00	\$ 21,000.00
2. WMO Education and Outreach Programs	\$ 566.49	\$ 21,389.00	\$ 1,972.00	\$ 1,673.89	\$ 638.02	\$ 26,239.40	\$ 13,500.00
3. Match for WBIF - Places of Worship BMPs			\$ 3,316.50	\$ 4,096.50		\$ 7,413.00	\$ 7,500.00
Organizational Administration							
Staff Services (general)	\$ 4,062.50		\$ 3,207.50	\$ 1,852.50	\$ 11,162.50	\$ 20,285.00	\$ 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	\$ 21,389.00	\$ 17,136.00	\$ 9,490.39	\$ 13,180.52	\$ 67,199.90	\$ 86,300.00
Net Surplus / (-) Deficit	\$ (6,003.99)	\$ 31,913.25	\$ (17,136.00)	\$ (9,490.39)	\$ (13,180.52)	\$ (13,897.65)	\$ -

E-IGH Watershed Management Organization
2024
Balance Sheet

Assets

Cash in Checking	\$123,830.43
Cash in Savings	\$ 1.00

Total Cash: **\$ 123,831.43**

Accounts Receivable	\$ -
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Total Assets: **\$ 123,831.43**

Liabilities and Equity

Accounts Payable	\$ 13,180.52
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Equity

General Fund Balance January 1	\$ 64,548.56
Fund Balance Reserved for WP	\$ 60,000.00
Net Surplus / (-) Deficit	\$ (13,897.65)

Total Equity: **\$ 110,650.91**

Total Liabilities and Equity: **\$ 123,831.43**

E-IGH Watershed Management Organization

2025

Revenue and Expense Summary

General Fund	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	2024 TYD	2024 Budget	Remaining	% Utilized
Revenues:								
Member Allocations					\$ -	\$ 52,000.00	\$ 52,000.00	0%
Interest/Other (Use of Fund Balance)					\$ -	\$ 52,000.00	\$ 52,000.00	0%
Total Revenues:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 104,000.00	\$ 104,000.00	0%
Expenses:								
Work Program								
A. File Annual Activity Report, Finance Report and Audit					\$ -	\$ 4,000.00	\$ 4,000.00	0%
B. Publish/Distribute Annual Newsletter or Communication					\$ -	\$ 300.00	\$ 300.00	0%
C. Web Site					\$ -	\$ 1,000.00	\$ 1,000.00	0%
D. Board Education					\$ -	\$ 500.00	\$ 500.00	0%
E. Implement Watershed Plan								
1. Support Existing Programs (LCW, CLIMB, MWS)					\$ -	\$ 26,200.00	\$ 26,200.00	0%
2. WMO Education and Outreach Programs	\$ 350.00				\$ 350.00	\$ 4,000.00	\$ 3,650.00	9%
3. Water Conservation Marketing Campaign					\$ -	\$ 7,500.00	\$ 7,500.00	0%
Organizational Administration								
Staff Services (general)					\$ -	\$ 22,000.00	\$ 22,000.00	0%
Engineering and Consulting Services (general)					\$ -	\$ 3,000.00	\$ 3,000.00	0%
Legal Consulting Services (general)					\$ -	\$ 500.00	\$ 500.00	0%
Watershed Plan - RESTRICTED								
Consulting Services	\$ 3,869.50				\$ 3,869.50	\$ 35,000.00	\$ 31,130.50	11%
Total Expenses:	\$ 4,219.50	\$ -	\$ -	\$ -	\$ 4,219.50	\$ 104,000.00	\$ 99,780.50	
Net Surplus / (-) Deficit	\$ (4,219.50)	\$ -	\$ -	\$ -	\$ (4,219.50)	\$ -		

E-IGH Watershed Management Organization
2025
Balance Sheet

Assets

Cash in Checking	\$106,430.42
Cash in Savings	\$ 1.00

Total Cash: **\$ 106,431.42**

Accounts Receivable	\$ -
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Total Assets: **\$ 106,431.42**

Liabilities and Equity

Accounts Payable	\$ -
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Equity

General Fund Balance January 1	\$ 50,650.92
Fund Balance Reserved for WP	\$ 60,000.00
Net Surplus / (-) Deficit	\$ (4,219.50)

Total Equity: **\$ 106,431.42**

Total Liabilities and Equity: **\$ 106,431.42**



Memo

To: Board of Managers From: Lisa Tilman
Grace Neumiller

Project/File: Eagan-Inver Grove Heights WMO Watershed Management Plan Update Date: March 7, 2025

Reference: Watershed Plan Update: Issues & Goals

The Eagan-Inver Grove Heights WMO Watershed Management Plan lays out the watershed's goals and how it will meet those goals over a 10-year period. The WMO recently began the process to update the current plan and set the goals and actions it will follow over the next 10 years. The watershed planning process provides an opportunity for the WMO Board to evaluate the current role and work of the watershed and to define a clear path forward toward achieving local water-related goals.

Stantec put together a series of worksheets to support the Board's input in this planning effort. The goal is to spark ideas, guide discussion, and focus input toward clearly defining the WMO's role and priorities to address the water management issues in the watershed.

Please think through the information attached and take notes of your ideas:

1. **Assessment of Watershed Activities** – broad questions to define what the WMO wants to continue doing and the WMO role and priorities for the future
 - What is currently going well with the E-IGH MWO?
 - What efforts and accomplishments are you proud of?
 - What issues and concerns do you still see in the watershed?
 - What role would you like the watershed management organization to take in addressing these issues?
 - What would you like to see highlighted as key priorities in the next plan?
2. **Rating 1st Gen Watershed Plan Issues** – review the issues in the current plan and rate the priority of these issues moving forward
3. **Draft of Issues and Actions for Updated Plan** – review draft goals and actions
4. **Feedback on New Goals** - space to note thoughts on draft goals and actions

4. What role would you like the watershed management organization to take in addressing these issues?

5. What would you like to see highlighted as key priorities in the next plan?

March E-IGH WMO Board Meeting 03/18/2025

Worksheet 2: Rating 1st Gen Watershed Plan Issues

Name: _____

Background

Below are the 2015 EIGHWMO issues and problems identified in the current plan. Please review these past issues and reflect how on applicable each issue is today.

Under 'Rate Priority Today', rate what issues you still find problematic in the watershed and would like to continue improving upon in the 2nd Generation Watershed Management Plan.

Please rate each issue on a scale from 0-3:

- 0 = no longer a priority or issue is addressed
- 1 = low priority
- 2 = medium priority
- 3 = high priority

For high priority issues, please also reflect on what has been done to address the issue, what actions the WMO wishes to continue, and any new actions you'd like to see implemented. Add any comments underneath the 'Goals Met? Actions to Continue? New Actions Recommended?' column.

Table Error! No text of specified style in document..1. 2015 Problems and issues identified in the E-IGH watershed.

Rate Priority Today 0-3	#	2015 Problem or Issue	2015 Discussion	2025: Goals Met? Actions to Continue? New Actions Recommended?
	Awareness			
	1.1	Lack of a watershed identity.	The WMO has no clearly defined role or identity. People are generally not aware of the WMO or what it does.	
	1.2	People have other priorities and don't see watershed issues as something to engage in.	Unless there is a pressing issue such as localized flooding or the water quality of "their" lake, people aren't engaged.	

Rate Priority Today 0-3	#	2015 Problem or Issue	2015 Discussion	2025: Goals Met? Actions to Continue? New Actions Recommended?
	1.3	Lack of understanding of what a watershed management organization can do or be of help.	People are generally not aware of the WMO or what it does or can do.	
	1.4	Not enough knowledge to even understand if there are problems.	Even Board members do not clearly understand their roles and the mission of the organization.	
Education				
	2.1	Need more community involvement.	Unless there is a pressing local issue such as flooding or water quality of "their" lake, people aren't engaged on a watershed-wide scale.	
	2.2	Need more info on how the built environment and other actions affect water resources.	Need to raise awareness of cause and effect before people can be persuaded to change behaviors.	
	2.3	Need to affect behavioral change.	What are the most effective ways of delivering information? Some research suggests that person-to-person contacts are more likely to result in behavioral change.	

Rate Priority Today 0-3	#	2015 Problem or Issue	2015 Discussion	2025: Goals Met? Actions to Continue? New Actions Recommended?
	2.4	Lack of information that is understandable and available to the general public.	While the cities provide general water quality and stormwater education and information to the public as part of their NPDES permits, there may be a need to personalize and tailor the information to specific stakeholders.	
<i>Other Issues</i>				
	3.1	There are impaired lakes in the watershed as well as lakes with good water quality.	Protecting and improving lakes and other resources will require multiple strategies to achieve. Pollutant load and volume reduction projects will need to be supplemented with maintenance practices, regulation, and education and outreach to multiple stakeholders.	
	3.2	Need more funding to be truly effective.	The WMO operates within a small budget. Collaboration with other partners may help stretch the budget so that additional actions can be undertaken.	

Rate Priority Today 0-3	#	2015 Problem or Issue	2015 Discussion	2025: Goals Met? Actions to Continue? New Actions Recommended?
	3.3	Overlap of local water management planning and watershed and other agency planning.	The E-IGHWMO is a small WMO almost entirely within Eagan, and encompassing almost the entire City. Both cities, through their voluntary actions and those required by their NPDES permits, already undertake nearly all the responsibilities of the WMO. The challenge is if there is a meaningful role for the WMO that does not duplicate what is already being done.	

Please use the space below to note additional thoughts on issues facing the E-IGH WMO today.

2026 E-IGH Watershed Management Plan - DRAFT Goals and Action Items 3/7/2025

#	Goals / Objectives	Action Items
Goal Area 1. Water Quantity		
1.1	Minimize flood damage to private and public property and minimize public capital expenditures needed to correct flooding problems.	<ol style="list-style-type: none"> 1. Support capital planning efforts by member cities to ensure ongoing maintenance of existing runoff and flood management systems. 2. Incorporate messaging on the cost savings of stewardship and runoff volume reduction as opposed to repairing and restoring after damage has occurred.
1.2	Maintain the existing 100-year flood capacity throughout the watershed.	<ol style="list-style-type: none"> 1. Leverage grant dollars to partner on flood capacity projects by member cities.
1.3	Reduce stormwater runoff volume and increase infiltration and groundwater recharge.	<ol style="list-style-type: none"> 1. Participate in member cities efforts to update land use and stormwater policies and ordinances in ways that promote infiltration and reduce runoff rates and volumes to water resources.
1.4	Facilitate the management of intercommunity stormwater flows.	<ol style="list-style-type: none"> 1. As necessary and requested, coordinate intercommunity stormwater runoff design and planning with the member communities, similar to the existing agreement between Eagan and Inver Grove Heights.
Goal Area 2. Water Quality		
2.1	Achieve, maintain, or improve water quality in the watershed's lakes so that each lake meets or exceeds the State of Minnesota's intended use and classification and water quality standards.	<ol style="list-style-type: none"> 1. Support member cities with lake and watershed management planning and identification of capital improvement projects through completion of subwatershed studies. 2. Leverage grant funding and cost-share to support member cities with implementation of water quality improvement capital improvement projects including in-lake treatments.
2.2	Achieve Impaired Waters delisting for Holz and Carlson Lakes by 2034.	<ol style="list-style-type: none"> 1. Monitor status and efficacy of alum treatments in Carlson Lake, nearby wetlands LP-41 and LP-44, and Pond LP-42.
2.3	Protect Mercury-Impaired North and Blackhawk lakes.	<ol style="list-style-type: none"> 1. Raise public awareness about impaired aquatic consumption to reduce public health risk of contamination.
2.4	Reduce chloride levels in downstream water resources.	<ol style="list-style-type: none"> 1. Create and Implement Chloride Management Plan. 2. Promote MPCA Smart Salting Trainings for businesses and residents in the watershed. 3. Provide grants to homeowners to remove or reduce home water softener use
2.5	Track water quality trends in the watershed's lakes and disseminate information about current conditions and trends to the public.	<ol style="list-style-type: none"> 1. Distribute water quality newsletter each year to the public with annual lake water quality trend analyses with metrics on water quality goals and information on completed improvement projects. 2. Partner with MetCouncil and Citizen Assisted Monitoring Program (CAMP) to reduce monitoring expenditures.
2.6	Minimize public capital expenditures needed to correct water quality problems.	<ol style="list-style-type: none"> 1. Participate in collaborative efforts to improve water quality such as Metropolitan Council Subregional Engagement effort.
2.7	Prevent erosion of the soil into surface water systems.	<ol style="list-style-type: none"> 1. Host annual native vegetation planning events and workshops. 2. Promote installation of water quality BMPs such as bioinfiltration and filtration basins and shoreline and wetland native buffers by providing information and educational opportunities to property owners and by leveraging existing programs such as Landscaping for Clean Water. 3. Coordinate volunteer events to clean out storm drain collection areas of silt and debris at regular intervals throughout the year.

2026 E-IGH Watershed Management Plan - DRAFT Goals and Action Items 3/7/2025

#	Goals / Objectives	Action Items
2.8	Protect and enhance fish and wildlife habitat and water recreational facilities.	<ol style="list-style-type: none"> 1. Identify and post signage raising awareness of invasive species at popular recreational waterbodies. 2. Improve fishing access points (ie. new piers, shore fishing spots). 3. Partner with DNR and assist in AIS education, early detection, and rapid response. 4. Promote shoreline vegetation restoration and highlight residents who participate in shoreline restoration program with interactive map. Provide incentive beyond personal recognition. 5. Host annual public engagement event to educate citizens about healthy lake shorelines, causes of lake algal blooms, aquatic macrophytes and microorganisms that are indicators of aquatic ecosystem health, and other water quality topics.
Goal Area 3: Groundwater		
3.1	Protect the quality and quantity of groundwater resources, such as groundwater storage and retention systems.	<ol style="list-style-type: none"> 1. Promote groundwater BMPs such as bioswales and permeable pavements to filter stormwater runoff and protect floodplains for natural water absorption. 2. Incorporate groundwater system and aquifer recharge education into public education efforts to raise awareness of water conservation and recharge. 3. Develop visual display of the local groundwater system to promote understanding.
3.2	Promote groundwater recharge.	<ol style="list-style-type: none"> 1. Promote water conservation, particularly reducing water use for irrigation, and water reuse tactics in priority groundwater recharge areas listed in the Groundwater Protection Plan. 2. Explore alternatives for groundwater management at Seneca WRRF including underdrain water as a resource, such as supplementing surface waters.
Goal Area 4: Wetlands		
4.1	Protect, restore, or enhance wetlands to improve or maintain their functions and values in accordance with the Minnesota Wetland Conservation Act.	<ol style="list-style-type: none"> 1. Leverage grant funding and cost-share to support member cities with implementation of wetland evaluation and improvement projects including assessment of functions and values and enhancement or restoration of wetlands.
Goal Area 5: Education & Outreach		
5.1	Increase public involvement and knowledge in management and protection of water resources.	<ol style="list-style-type: none"> 1. Expand community participation in Landscaping for Clean Water program through targeted mailings and events in key action areas. 2. Promote Dakota Gardening and Lawn program and emphasize associated public health and monetary benefits. 3. Plan community lake shoreline restoration workshops to reintroduce native vegetation and riparian buffers.
5.2	Provide the public with data and information to protect water resources and to understand the impact of land use decisions on water resources.	<ol style="list-style-type: none"> 1. Continue efforts for environmental justice to support diversity, equity, inclusion in water resource protection and improvement. 2. Engage younger generation through school and camp outreach programs, with decade timescales of statistics and projections to illustrate water quality trends and promote stewardship in future generations.

March E-IGH WMO Board Meeting 03/18/2025

Worksheet 3: Feedback on New Goals

Name: _____

Please use the space below to provide feedback on the draft of the new E-IGH WMO goals and actions table. As you review the draft of issues and goals consider:

- Do these issues and goals target the key areas of action for the watershed?
- Do the issues and goals reflect the watershed's role?
- Are there goals or items missing?

1. Goal Area 1: Water Quantity

2. Goal Area 2: Water Quality

3. Goal Area 3: Groundwater

4. Goal Area 4: Wetlands

5. Goal Area 5: Education & Outreach



Eagan - Inver Grove Heights Watershed Management Organization

BOARD AGENDA ITEM REPORT

MEETING DATE:	March 25, 2025
AGENDA ITEM:	5.1
PREPARED BY:	Victoria Ranua, Administrator
AGENDA ITEM:	Board Management, Agenda Packet Timeline

BACKGROUND:

The E-IGHWMO Joint Powers Agreement has the following language:

Subdivision 5. Organization /Structure. ... The dates, times, and location of meetings of the Board and the subject matter of the meetings shall be posted on the bulletin board of each member at least ten (10) days prior to the date of the meeting.”

This JPA provision has led to a longstanding cultural practice of distributing **agenda packets 10 days** before board meetings, via email and U.S. Mail. While the JPA mandates the posting of meeting dates and subject matter, it does not specify that the agenda packet must be sent out by that same deadline.

Currently, the Watershed Plan Update consultant faces challenges in meeting this timeline, given the complexity of the materials involved. Having more time to develop material in our tight schedule for watershed planning update. improve the quality of discussions and decision-making at our upcoming board meetings.

WMO Meeting Date	11 Days out (Agenda materials due for review)	10-Day Out Agenda Packet Sent
Tuesday, April 15 (IGH)	Thursday, April 3	Friday, April 4
Tuesday, June 17 (Eagan)	Thursday, June 5	Friday, June 6
Tuesday, August 19 (Eagan)	Thursday, August 7	Friday, August 8
Tuesday, October 21 (IGH)	Thursday, October 9	Friday, October 10
Tuesday, December 2 (Eagan)	Thursday, November 20	Friday, November 21

Table 1.1—Current Timeline for Agenda Packet Materials

BUDGET IMPACT: None.

RECOMMENDED MOTION: Not sure if one is needed. Motion to/Staff guidance to amend the practice for distributing agenda packets to the Board by allowing flexibility in the timeline, so that agenda packets may be distributed at least **X days in advance** of the meeting, in order to provide sufficient time for preparing more complete and comprehensive materials.



Eagan - Inver Grove Heights

Watershed Management Organization

BOARD AGENDA ITEM REPORT

MEETING DATE:	March 18, 2025
AGENDA ITEM:	5.2
PREPARED BY:	Victoria Ranua, Administrator
AGENDA ITEM:	Watershed Plan Update – Budget Allocation and Timeline Considerations

BACKGROUND: Since the 1990s, state statute has governed the development of watershed plans by Watershed Management Organizations (WMOs), typically requiring updates every ten years. Currently, we are in the process of updating the Watershed Plan for our region. However, there have been challenges in meeting the planned timeline constructively. As each milestone deadline approaches, it has become evident that additional time and resources from both the Administrator and consultant may be necessary to ensure the best outcomes for the Watershed Plan update.

In preparing the 2025 budget for the watershed plan update, it was assumed that the costs would align, with some spillover expected into 2026. However, upon review of past internal financial balance sheets, it was discovered that \$60,000 was set aside in 2023 for the watershed plan update. This amount, while included in the regular financial reports starting in 2024 and approved by the board, was never formally discussed or acted upon based on a review of past Board meeting minutes. Additionally, when reviewing the consultant proposals, Staff were unaware of this \$60,000 allocation, and it was not mentioned during budget discussions for 2025.

Given that the consultant’s proposal expects all of their portion of the plan update to be completed by July 2025 (within one calendar year), the current budgeted amount for the Administrator appears insufficient for 2025 and could result in SWCD Administration hours exceeding the currently budgeted amount in 2025. This is because no increase in Administrator hours toward the plan update process was allocated compared to past non-watershed planning years and because past assumptions included the plan update being spread over two calendar years of Administrator time. The additional time includes items such as coordination and presentations for CAC, TAC, packet and plan material and draft plan review, and plan process management with BWSR, to name a few tasks.

Additionally, Staff have identified areas where additional public input and a longer plan update timeline may provide valuable information to the WMO during the Plan update process. This however may also require additional time (perhaps \$2,000 per additional meeting for example) for consultant led meetings, and additional outreach. Due to this, the Board may want to request additional hours and tasks from the consultant not currently in the contract. If so, we could ask the consultant for additional hours and tasks with a contract amendment.



Eagan - Inver Grove Heights

Watershed Management Organization

Clarification on Fund Allocation: Given the \$60,000 informally set aside since 2023, I recommend that the board clarify whether there was an intent to allocate these funds. If so, the board should determine whether they should be applied towards consultant costs, Administrator costs, or both.

Timeline Extension: If it is determined that more time and funding are necessary, the Board can explore the possibility of extending the timeline for the plan update. This would allow the WMO to achieve a more thorough and less rushed product, allow for enhanced public input, improve the quality of the Plan update and the decision-making process at future board meetings, as well as provide better input from the Technical Advisory Committee and Citizen Advisory Committee.

Request for Extension from BSWR: If the Board decides to extend the Plan update timeline, we will likely need to request an extension from the Board of Soil and Water Resources (BSWR) to accommodate the new schedule and ensure that the update meets all required standards. Our current plan expires May 2026.

BUDGET IMPACT: To Be Determined based on Board discussion on potential to increase Administrator and/or consultant hours.



Eagan - Inver Grove Heights

Watershed Management Organization

BOARD AGENDA ITEM REPORT

MEETING DATE:	March 18, 2025
AGENDA ITEM:	5.3
AGENDA ITEM:	Annual appointment of officers

BACKGROUND:

Based the Joint Powers Agreement that established the E-IGHWMO:

Subdivision 5. Organization/Structure. At the Board's first meeting and annually thereafter, the Board shall elect from its managers a Chair, Vice Chair, Secretary, Treasurer, and any other officers it deems necessary to conduct its meetings and affairs. ... Unless otherwise provided by public notice, Board meetings shall be held in the council chambers of one of the members. The dates, times, and locations of meetings of the Board and the subject matter of the meetings shall be posted on the bulletin board of each member at least ten (10) days prior to the date of the meeting.

Current Board Officer Positions:

Chair Monica Foss
Secretary/Treasurer Jennifer Workman Jesness

BUDGET IMPACT: None.

RECOMMENDED ACTION: Appoint officers for 2025



Eagan - Inver Grove Heights Watershed Management Organization

BOARD AGENDA ITEM REPORT

MEETING DATE:	March 18, 2025
AGENDA ITEM:	5.4.2
PREPARED BY:	Victoria Ranua, Administrator
AGENDA ITEM:	Outreach, Rain Barrels

BACKGROUND: The E-IGHWMO has been selling 50-gallon rain barrels to the public since 2019. This effort is loosely tied to the *Watershed Plan Goal Area C: Groundwater. D. “The E-IGHWMO with its partners will partner to raise awareness of groundwater and water conservation issues within the watershed district.”* The program sells discounted 50-gallon rain barrels to the public via Hardware Hank at a retail price of \$40. Despite increasing wholesale costs for rain barrels (\$63/barrel in 2019 to \$78/barrel in 2025), the price charged to the retailer has remained unchanged (\$16.75/barrel).

The County is now running a rain barrel sale as well. Price is approximated \$63.00 to the public. <https://www.co.dakota.mn.us/Environment/WaterResources/Stormwater/Pages/rain-barrels.aspx>

BUDGET IMPACT: Unsure. The 2024 rain barrel expense was \$7,524.00 for 99 barrels. At current pricing, the same number of barrels would cost \$7,722. It appears in the past that this has been accounting for in the “WMO Education and Outreach Programs” portion of the budget.

Year	Budget	Actual	Difference	Comment
2023	\$3,000	\$4,776.98	-\$1,776.98	
2024	\$13,500	\$25,601.38	-\$12,101.38	Display purchased?
2025	\$4,000	TBD		

Consider:

- Increasing Price to Retailer
- Decrease number of barrels available (may increase wholesale price)
- Review Program Scope

RECOMMENDED MOTION: None.



Adopt-a-Drain K-12 Partnership Proposal 2024-25 Eagan and E-IGHWMO

December 4, 2024

The [Adopt-a-Drain K-12 program](#) provides training and tools for teachers to implement effective practices to protect local waterways. This program combines Citizen Science and Service Work components with online interactive modules to create a well-rounded learning experience around stormwater pollution and run-off issues. It also provides measurable results in removing pollutants from our waterways.

Our program consists of these components:

- Classroom Materials and Support
- Outreach and Marketing | Evaluation and Reporting



Project Details

Classroom Materials

CGEE will assemble and deliver Classroom Materials to participating teachers to implement the Adopt-a-Drain K-12 Program with students and their families. Materials can be viewed at larger sizes at [Adopt-a-Drain K-12](#).

Each teacher will receive one Adopt-a-Drain 5 gallon bucket as well as one box of the following per classroom. Each box includes:

- 1 Teacher Guide
- 1 Poster (18" x 24")
- 1 Drawstring Bag
- 1 Water Bottle
- 1 Hat
- 2 Pairs of Gloves
- 30 Sign-up & Safety Tip Cards
- 30 Data Collection Cards
- 30 Stickers
- 30 Temporary Tattoos
- 30 Pencils

Teacher Support

CGEE will provide training, support and online resources to help teachers flexibly integrate the Adopt-a-Drain K-12 Program into their own classroom curriculum, school and community.

This includes:

- Online Adopt-a-Drain K-12 Training to navigate website, sign up as a school and report data
- Bi-weekly K-12 newsletter with Adopt-a-Drain tips, stories and updates
- Delivery of teacher and classroom support materials
- Priority invitations to [Rivers Institute Professional Development](#)
- Priority invitations to [Waters to the Sea Webinars](#)
- Unlimited access to Adopt-a-Drain and other online [K-12 classroom resources](#) to support students' understanding of water, pollutants, and protecting local waterways.



Outreach and Marketing

In order to recruit new teachers, CGEE will reach out to schools in the Eagan and E-IGHWMO area. This will include direct emails to current teachers as well as prospective teachers and administrators at eligible schools, contact with partner organizations, contact with potential teachers at CGEE's Summer River Institutes and other events as opportunities arise. We will include the teacher link for sign-up in CGEE's Adopt-a-Drain K-12 and CGEE's main newsletter as well.

In addition, CGEE will provide the following marketing resources to partners to publicize the program on their own:

- [Adopt-a-Drain K-12 for Educators](#) website link to share in newsletter and direct emails
- Adopt-a-Drain K-12 images to post on social media
- Adopt-a-Drain K-12 images of flyers to print for events

Evaluation and Reporting

CGEE will provide evaluation of the success of the Adopt-a-Drain K-12 Program with a report on:

- The number of classrooms, students, teachers, and schools engaged
- The number of drains officially adopted online and an estimate of any other drain maintenance reported by teachers (in-person and in surveys) that is not reflected in the official Adopt-a-Drain online data.
- A summary of the strengths of the program and recommendations on how it can be improved.

Costs

Number of Classrooms	Classroom Materials and Support (\$500 per classroom)	Outreach and Marketing, Evaluation and Reporting (Fixed Cost)	Total
10 classrooms	\$5,000	\$3,000	\$8,000
20 classrooms	\$10,000	\$6,000	\$16,000
30 classrooms	\$15,000	\$9,000	\$24,000