

**Lower St. Croix Comprehensive Watershed Management Plan (CWMP)
Implementation Policy Committee**

<p>Policy Committee Meeting #5</p>	<p>Vision The St. Croix River, groundwater, lakes, streams, rivers, wetlands, and upland habitat in the Lower St. Croix watershed sustain healthy ecosystems, recreation, public health, tourism, agriculture, the economy, and quality of life in our communities.</p>	
<p>Oct. 25, 2021 4:00-6:00 PM</p>	<p>Mission Guide protection and restoration of priority natural resources in the Lower St. Croix watershed over the next ten years through implementation of the Lower St. Croix Comprehensive Watershed Management Plan.</p>	
<p>https://us02web.zoom.us/j/82177264104?pwd=RHp6M2JMNjYxSzNka25ZWkIDTW8vUT09 Meeting ID: 821 7726 4104 Passcode: 925694 Call in: (301) 715-8592</p>		
	<p>Facilitator: Angie Hong</p>	<p>Note taker: Barbara Heitkamp</p>
<p>Invited:</p>	<p>Anoka SWCD: Sharon LeMay Brown's Creek WD: Klayton Eckles Carnelian Marine St Croix WD: Wade Johnson Chisago County: Chris DuBose (Vice Chair), Lance Petersen, and Mike Mergens Chisago SWCD: Jim Birkholz Comfort Lake Forest Lake WD: Jackie Anderson Isanti County: Susan Morris (Secretary) Isanti SWCD: Jerry Schaubach Middle St. Croix WMO: John Fellegy Pine County: Steve Hallan Pine SWCD: Doug Odegard South Washington WD: Kevin ChapdeLaine Sunrise River JP WMO: Janet Hegland Washington County: Fran Miron (Chair) Washington SWCD: Diane Blake Valley Branch WD: Ed Marchan</p> <p>Copied: Policy Committee alternates; Advisory Committee members</p>	
<p>Meeting packet:</p>	<ul style="list-style-type: none"> • 7-26-21 Policy Committee meeting minutes • Oct. 2021 Financial and Progress Update • WBIF grant program log • Memo – work plan revisions • Project request packet 	

Agenda Items

Topic	Purpose	Lead	Time
Introductions; Approve agenda	DECIDE	Policy Committee	5 min
Approval of July 26 Meeting Minutes	DECIDE	Policy Committee	5 min
Financial and Progress Update <ul style="list-style-type: none"> • Work Plan revisions 	INFO	Craig Mell and Emily Heinz	10 min.
Project Request Packet	INFO	Emily Heinz	10 min.
Subcommittee Updates <ol style="list-style-type: none"> 1. <u>A1 - Agronomy Outreach</u> – Jay Riggs <ul style="list-style-type: none"> ○ Status update for agronomy outreach position 2. <u>A2, 4, 5, 9 - Urban and Agricultural Projects</u> – Craig Mell and Mike Isensee 3. <u>A3 - Watershed Education</u> – Angie Hong and Barbara Heitkamp 4. <u>A6 - Wetland Restoration</u> – Becky Wozney 5. <u>A7 - Internal Analyses</u> – Susanna Wilson-Witkowski 6. <u>A8 - Targeting Analyses</u> – Jay Riggs 	INFO	Planning Team	30 min.
2023-24 WBIF Funding and Plan Implementation	DISCUSSION	Jamie Schurbon	15 min.
Discussion: Topics for future meetings	DISCUSSION	Policy Committee	10 min.
Adjourn	DECIDE	Policy Committee	5 min.

Lower St. Croix Policy Committee Minutes

July 26th, 2021 – 4-6 pm
Chisago County Government Center

Attending:

Anoka SWCD: Sharon LeMay

Chisago County:

- Chris DuBose (arrived at 4:15pm)
- Lance Petersen (attending virtually)
- Mike Mergens

Chisago SWCD: Jim Birkholz

Comfort Lake Forest Lake WD: Jackie Anderson

Isanti County: Susan Morris (arrived at 4:15pm – attending virtually)

Isanti SWCD: Jerry Schaubach

Pine County: Steve Hallan

Pine SWCD: Doug Odegard

South Washington WD: Kevin ChapdeLaine

Sunrise River JP WMO: Janet Hegland (arrived at 4:56pm)

Washington County: Fran Miron

Washington SWCD: Diane Blake (attending virtually)

Absent:

Brown's Creek WD: Klayton Eckles

Carnelian Marine St Croix WD: Wade Johnson

Middle St. Croix WMO: John Fellegly

Valley Branch WD: Ed Marchan

Also in attendance:

Angie Hong, EMWREP

Susanna Wilson-Witkowski, Chisago County, Chisago LID

Craig Mell, Chisago SWCD

Stephen Schmaltz, CLFLWD Alternate

Jay Riggs, WCD

Jaime Schurbon, Sunrise River WMO, Anoka SWCD

Emily Heinz, Comfort Lake Forest Lake WD

Tiffany Determan, Isanti SWCD

Barb Peichel, BWSR

Matt Moore, SWWD

Maureen Hoffman, Washington County

I. Call to Order at @ 4:00 pm

- a. Fran Miron calls meeting to order, introductions made around room and online
- b. Craig Leiser, integral policy committee member passed away on July 18th - moment of silence
- c. Motion to approve agenda – 1st – Doug Odegard, 2nd Jackie Andersen
- d. Any objections to making voice votes as needed? – No objections raised

II. Approval of May 24th Meeting Minutes – Fran Miron

- a. Any discussion warranted? – No issues raised
- b. Jim Birkholz votes to approve as published, Doug Odegard 2nd

III. Financial Update – Craig Mell

- a. Please refer to information in packet of materials sent with agenda
- b. Includes information re: SWWD subagreement for first project – more information on this later in subcommittee updates
- c. BWSR financial report due August, was submitted first of July
- d. **QUESTION:** Mike Mergens - are match funds being sent or not collected? Why negative number on sheet?
 - i. Craig – a negative number actually means match has been met and exceeded for the watershed education portion of this grant

IV. Subcommittee Updates

- a. Agronomy outreach – Jay Riggs
 - i. Process moving along – made a decision to hire a dedicated embedded UMN extension agent who will work full time in the LSC
 - ii. Cost of embedded agent was very competitive, benefits outweighed negatives
 - iii. Position description created (see packet of agenda materials)– sent to UMN, they made minor changes
 - iv. WCD board supports process and concept - UMN will be posting job soon and ok doing so without full agreement between WCD/UMN finalized
 - v. 2-3 LSC members will be on the interview panel, including Lance Petersen as a policy committee member
 - vi. **INPUT:**
 - 1. Jackie Andersen very supportive, Steve Hallan also indicates support – U reputation and access to resources appealing
 - 2. Fran Miron – assuming this will give us more access to U resources and assistance?
 - a. Jay – yes, they will be dedicated to us, but will have access to full U extension and leverage those resources
 - 3. Fran Miron – tough thing – timing of their hire – very long wonky process
 - a. Jay – that’s on our mind, doing what we can to be aggressive with the timeline
 - 4. Lance Petersen – exciting news. This will be good for our watershed.
- b. Urban and Ag Projects – Craig Mell
 - i. Subcommittee met twice - June 10th, July 21

1. June 10 - focused on McQuade project and working through that process. Construction was started before funding fully approved
 2. July 21 – talked about non-structural projects and using BWSR approved rates and policies. Waiting to begin promoting non-structural projects until the agronomist is hired.
- ii. Another project coming down the pipeline - Pine SWCD – Hinze livestock use exclusion project – hoping to get steering committee meeting approval this week
 - iii. More information about McQuade project – Matt Moore
 1. Thank all for supporting the project, this group is moving forward quickly, glad to see all jumping on board
 2. Can see some material in packet of agenda materials
 3. Fairly steep ravine in Denmark Township – last year there were two large events in Denmark township and really blew it out, survey and design were very different – got so much bigger
 4. Project objective is to stabilize ravine bottom and hope ravine sides slough in and vegetate (Craig Mell showed pictures of after project photos)
 5. This isn't the way we're going to do business in the future re: starting project before full approval - subcommittees and steering committee will work to make sure all approvals are done before starting construction
 6. Still need to figure out match and work with Chisago SWCD on final invoice
 7. Landowners are happy – helps protect their driveway (secondary benefit), but helps Lake St. Croix – our primary objective
 - iv. Matt Moore – SWWD will have another project on Trout Brook near Afton Alps next year
 - v. **SUGGESTION:** Jackie Andersen brings up need for an emergency project approval process/policy to help alleviate this type of situation in the future
 1. Kevin ChapdeLaine concurs – he was part of a process where such a policy was created and it helped alleviate issues
 - a. Process had about a dozen criteria to be considered for emergency approval and project would need to fulfill a certain number of them to proceed
 2. Chris DuBose and Jim Birkholz also indicated agreement
 3. Fran Miron – Requested that staff work up a policy before the next policy committee meeting
- c. Education Updates – Angie Hong
- i. Barbara Heitkamp is on board and here!
 1. Barbara's initial activities revolving around relationship building, getting the lay of the land, and thinking through how to best integrate communication between partners and events, helping Angie as needed

- ii. eNewsletter – Angie asks whether all have seen the eNewsletter with education updates?
 - 1. Some did NOT receive the email – Steve Hallan and Janet Hegland did not
 - 2. We can track in MailChimp next time to see who opens emails
- iii. We will be buying some of Emily Johnson’s time in Anoka Co to leverage resources and connections for education and outreach in that portion of the watershed
- iv. Proposal to organize a project tour on September 27th from 4 – 6pm in lieu of a policy committee meeting
 - 1. Tour would visit the McQuade property as well as 1-2 other demonstration sites in the area. Nearby locations offer opportunities to see and discuss conservation easements, cover crops, pollinator plantings, trout stream re-meander, and conversion of ag to prairie
 - 2. Meeting would NOT include a sit down/regular meeting period. A meeting could be held on Oct. 25 instead.
 - 3. Suggestion to meet at the Washington Conservation District office in Oakdale and ride down together on a bus.
 - 4. No objections made
- v. LSC Partnership Logo
 - 1. At events, recognizing the need to highlight the overall partnership and effort – would be great to have something to put on banner/brochures
 - 2. But do YOU all think we need a logo?
 - a. Jackie Anderson – absolutely – need to have something that highlights the partnership and group
 - 3. Group reviewed 3 potential logos (see eNewsletter sent on July 19th)
 - a. “Wave” logo – group overall likes the simplicity of it, the wave fades which indicates consistent movement, no beginning/end, like the emphasis on the word “Partnership”
 - b. “Circle” logo – four sections show water, land, fish, and plants – more inclusive than just water, some in the group worried about how the graphic would scale (lose detail when small), doesn’t emphasize word “partnership” enough
 - i. Barbara – can modify logo as you please, make another iteration with suggested changes
 - ii. Chris DuBose and Mike Mergens like this one a lot
 - c. “Drop” logo –
 - i. No strong response here from group – ‘shrugs’
 - 4. Fran Miron – What do we want to do? Do another iteration? Make a decision now?
 - a. Group overall wants to avoid a lengthy process of logo development

- b. Perhaps start with one of these as an interim logo and we have a logo contest that involves the public (artists/graphic designers) at a later time?
 - c. Group votes on 3 logos
 - i. Drop logo – no takers
 - ii. Circle logo – scattered hands
 - iii. Wave logo – clear majority
 - d. Wave logo wins!
- d. Wetland Restoration Updates – Jamie Schurbon spoke for Becky Wozney, who was not able to attend the meeting
 - i. Group has been meeting regularly, smallest activity in grant - \$38K
 - ii. Project criteria already outlined in watershed plan
 - iii. Major concern - since there isn't much money for funding these projects, we want to make sure we get a good list of proposal projects before deciding which will be funded (don't want it to be just a first come, first serve type of process). The grant may realistically only be able to fund one project.
 - iv. SUGGESTION: Jackie Andersen – while steering committee helps decide overall project approval, policy committee would still like to see what projects the partners are proposing– having a nice summary list of that information would be appreciated.
- e. Internal analysis – Susanna Wilson Witkowski
 - i. Subcommittee met last week, working to draft a project application form that will be reviewed at steering committee
 - ii. Looking at application deadline timelines and application requirements, compiling a set of items that consultants will need to include in their quotes and selection criteria
 - iii. The group wants to ensure that funded projects are addressing external loading before looking at internal loading
 - iv. Chris DuBose - who can submit the application?
 - 1. Susanna – still working that out too – will it just be agencies or could lake association submit proposals as well?
 - v. This is also a lower funded activity (\$50K available for two analyses) so similar struggle as wetland restoration folks to choose best project proposals to fund
- f. Targeting Analyses – Jay Riggs
 - i. The subcommittee has met multiple times, working to update prioritization protocols – will likely last into fall/winter
 - ii. Much of the work ties in with other subcommittees. It will also include guidance for wetlands and street sweeping.
 - iii. Will submit a work plan to fund staff time for work that will happen this fall and winter
 - iv. Partners can submit potential projects for funding before protocols are updated

- V. Project Update/Progress - Emily Heinz**
- a. Progress update – will provide this update via e-newsletter (4x per year) and at meetings
 - b. Working on a template that people can use to better understand project process and progress
 - c. The McQuade project will reduce 250T per year of sediment and 220lb per year of phosphorus. This accomplishes 73% of the goal established in our WBIF grant for structural ag projects.
 - d. The overall phosphorus reduction goal for the entire 2yr grant is 915lb, so we have achieved 24% of that goal.
- VI. Future meetings**
- a. September 27th meeting will be project tour – more updates to come
 - b. Angie – hope to have a larger space in the future – Chris DuBose mentioned we can get a larger room in the Chisago Center, but also Wyoming Library and Forest Lake City Center have good meetings spaces
 - c. Fran Miron – any preference?
 - i. Group has no strong preference
- VII. Motion to adjourn meeting** – Chris DuBose 1st, Susan Morris 2nd
- a. Craig Mell – wants to recognize Dan Fabian, our BWSR representative, before he retires next week
 - b. Meeting was adjourned at 6pm.

Financials and Progress Update

Financial Update – Watershed Based Implementation Funding Grant

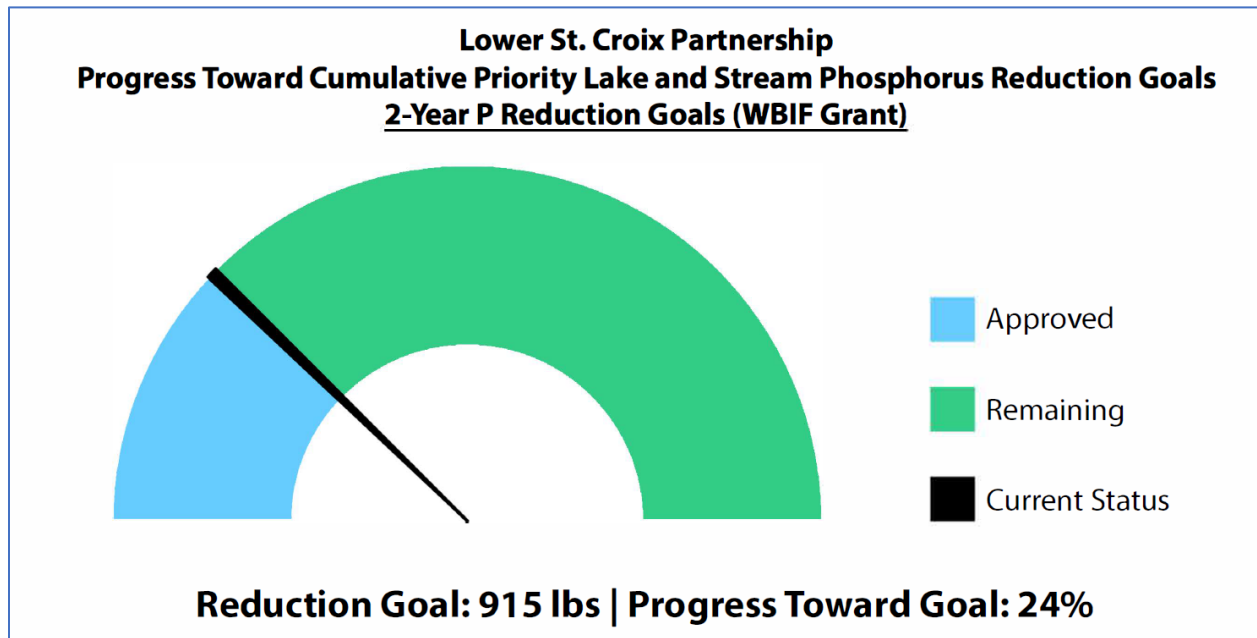
- WBIF Grant Award: \$1,264,531
- WBIF Grant Encumb.: \$596,100 (47%)
- WBIF Grant Spent: \$43,357 (3%)

- WBIF Match Budget: \$129,800
- WBIF Match Spent: \$15,423 (12%)

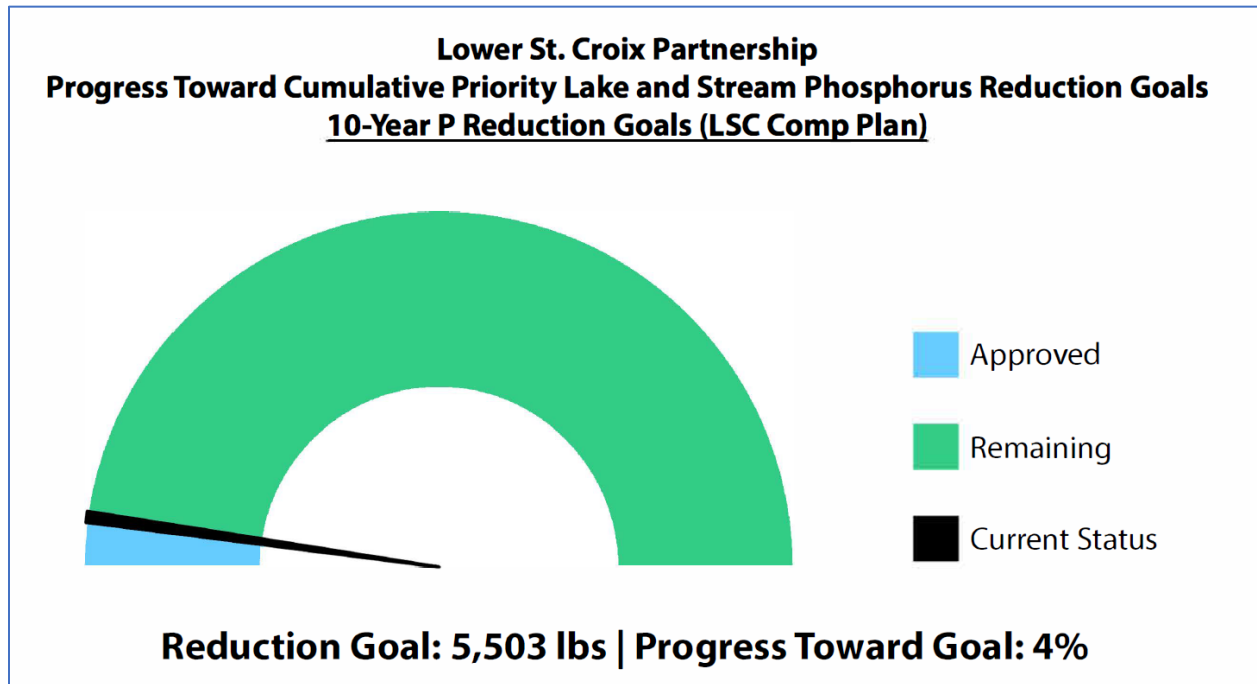
Progress Update

- Process established and associated templates largely complete for WBIF funding requests (Project Request Packet also included in Policy Committee meeting packet)
- Several staff time/professional services initiatives underway, and two on-the-ground projects approved by Steering Committee (funds encumbered)
 - SWWD McQuaid Ravine Stabilization: 220 lb/yr phosphorus reduction to St. Croix River
 - Pine Co Hinze Cattle Exclusion & Buffer: 3.5 lb/yr phosphorus reduction to Rock Lake
 - Total: 223.5 lb/yr

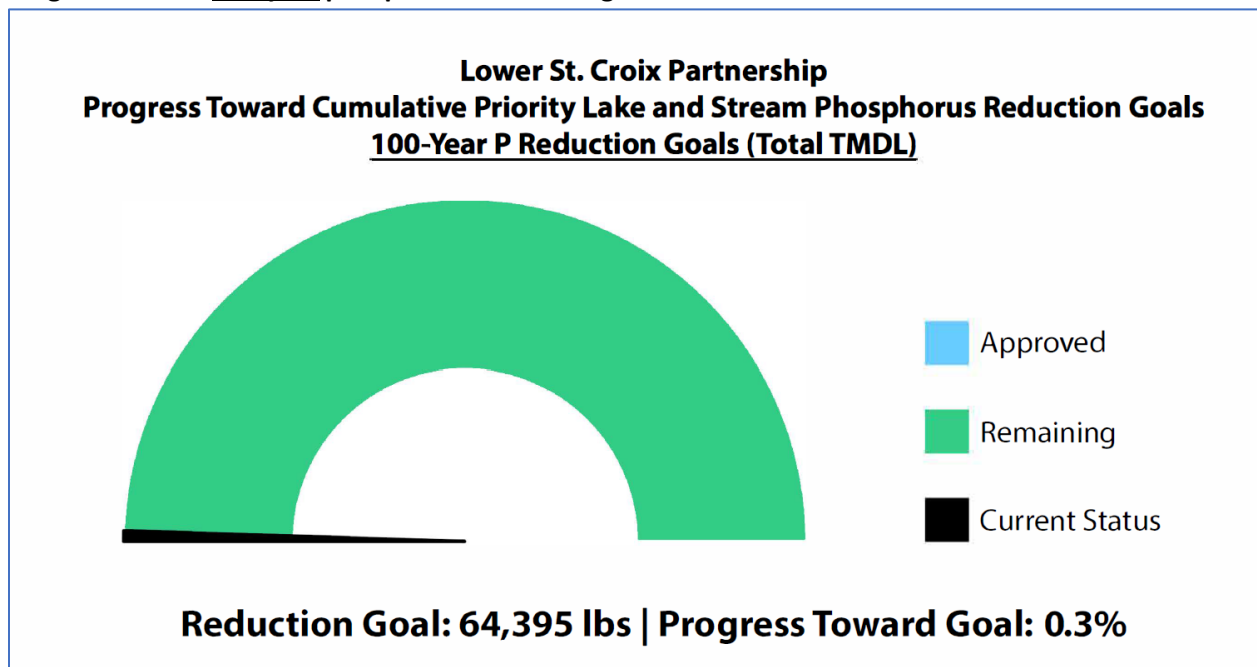
Progress toward 2-year phosphorus reduction goal from WBIF grant work plan



Progress toward 10-year phosphorus reduction goal from LSC Comprehensive Watershed Mgmt Plan



Progress toward 100-year phosphorus reduction goal from cumulative TMDLs



Note: keep in mind that additional projects and initiatives led by partners and other organizations within the LSC Basin will help make progress toward these goals. Not solely dependent on WBIF projects. Additionally, due to priority waterbody connectivity, reductions for some waterbodies may also result in reductions to downstream waterbodies.

FY21 WBIF - Lower St. Croix Watershed Partners Grant

	A	B	C	D	E	F	G	H	I	J	K	L
	ACTIVITY	BEGINNING WBIF BALANCE	BEGINNING MATCH BALANCE	AMOUNT WBIF's ENCUMBERED (Sub-Agreements)	AMOUNT WBIF's SPENT	PERCENT WBIF's ENCUMBERED	PERCENT WBIF's SPENT	AMOUNT OF MATCH FUNDS SPENT	PERCENT OF MATCH FUNDS SPENT	WBIF BALANCE REMAINING	TOTAL MATCH REMAINING	TOTAL WBIF & MATCH REMAINING
	A1 Basin Ag Outreach Program	\$ 200,000.00	\$ -	\$ 200,000.00	\$ -	100%	0%	\$ -	NA	\$ 200,000.00	\$ -	\$ 200,000.00
	A2 Structural Ag BMP Implementation	\$ 160,000.00	\$ 55,000.00	\$ 180,100.00	\$ -	113%	0%	\$ -	0.0%	\$ (20,100.00)	\$ (20,900.00)	\$ (41,000.00)
	A3 Shared Services Educator	\$ 125,000.00	\$ 4,800.00	\$ 125,000.00	\$ 27,134.77	100%	22%	\$ 14,711.00	306.5%	\$ 97,865.23	\$ (9,911.00)	\$ 87,954.23
	A4 Non-Structural Ag/Urban BMP Implementation	\$ 200,000.00	\$ -	\$ -	\$ -	0%	0%	\$ -	NA	\$ 200,000.00	\$ -	\$ 200,000.00
	A5 Structural Urban BMP Implementation	\$ 200,000.00	\$ 70,000.00	\$ -	\$ -	0%	0%	\$ -	0.0%	\$ 200,000.00	\$ 70,000.00	\$ 270,000.00
	A6 Wetland Restoration Implementation	\$ 39,531.00	\$ -	\$ -	\$ -	0%	0%	\$ -	NA	\$ 39,531.00	\$ -	\$ 39,531.00
	A7 Internal Analyses	\$ 50,000.00	\$ -	\$ -	\$ -	0%	0%	\$ -	NA	\$ 50,000.00	\$ -	\$ 50,000.00
	A8 Targeting Analyses	\$ 150,000.00	\$ -	\$ 8,000.00	\$ -	5%	0%	\$ -	NA	\$ 142,000.00	\$ -	\$ 142,000.00
	A9 Technical/Engineering	\$ 40,000.00	\$ -	\$ -	\$ -	0%	0%	\$ -	NA	\$ 40,000.00	\$ -	\$ 40,000.00
	A10 Administration/Coordination	\$ 100,000.00	\$ -	\$ 83,000.00	\$ 16,223.03	83%	16%	\$ 712.17	NA	\$ 83,776.97	\$ (712.17)	\$ 83,064.80
	PROJECT BALANCE:	\$ 1,264,531.00	\$ 129,800.00	\$ 596,100.00	\$ 43,357.80	47%	3%	\$ 15,423.17	11.9%	\$ 1,033,073.20	\$ 38,476.83	\$ 1,071,550.03

TO: LSC Watershed Partnership Steering Committee (and ultimately Policy Committee)

FROM: LSC Watershed Partnership Planning Team

RE: LSC WBIF Grant Agreement Amendments and Work Plan Revisions

ATCH: Current LSC 1W1P Watershed Implementation Funding elink work plan

Our current LSC Watershed Partnership Watershed Based Implementation Funding (WBIF) work plan was recommended for approval by the Policy Committee on January 25, 2021, was approved by at least 2/3 of the governing boards of the JPA in February and March, and the final WBIF work plan activities was approved by the Policy Committee on March 22. The BWSR WBIF Lower St. Croix Watershed Partners \$1,264,531 grant agreement was approved on March 31, 2021 between the BWSR and the Chisago SWCD (fiscal agent).

Per the BWSR Grants Administration Manual (GAM) the terms of a grant agreement may be adjusted under certain circumstances. Depending on the scope, adjustments can be made based on work plan revision or grant agreement amendment. Limited adjustments to the work plan budget may be made at grantee discretion, depending upon the scope of change requested. All work plan revisions and grant agreement amendments must be finalized prior to the expiration of the grant agreement. Table 1 below is from the BWSR GAM.

TABLE 1. Work Plan Budget Adjustments				
Action	Grants <\$50,000	Grants \$50,000 to \$500,000	Grants >\$500,000	Approval/Documentation Needed
Grantee Discretion	≤\$5,000	≤10% of the grant amount	≤\$50,000	Document change in eLINK grant reporting
Work Plan Revision	>\$5,000	>10% of the grant amount	>\$50,000	BC approval
Grant Agreement Amendment	≥\$20,000	≥40% of the grant amount	≥\$200,000	Executed grant agreement amendment

Our current WBIF work plan has ten activities, all with an anticipated budget attached to them. As we implement the plan, we will have instances that we will need to complete a work plan budget adjustment to complete all the activities in the work plan.

Example, the Activity 2 Structural Ag BMP Implementation budget is \$160,000 and the Activity 5 Structural Urban BMP Implementation budget is \$200,000. Currently we have encumbered \$180,100 (\$20,100 over the budgeted amount) towards project implementation in Activity 2 and \$0 in Activity 5. Our goal is to internally combine the A2 and A5 budgets to \$360,000 and allow the subcommittee and steering committee the flexibility to recommend the best projects to the fiscal agent. In the end this would increase the A2 funding pool for Structural Ag BMP Implementation.

Requested Policy Committee Approval: Allow the LSC Watershed Partnership Planning Team to follow the BWSR GAM Guidelines and allow staff to approve work plan revisions under \$50,000 and combine A2 and A5 for a combined amount of \$360,000 for Structural Ag and Urban BMP Implementation (with the intent to increase to proportion of Ag activities). Any request for Workplan increases above \$50,000 would come to the Policy Committee for approval.

PROJECT REQUEST FORM
Lower St. Croix Partnership – Watershed Based Implementation Funding

To: [Activity #] Subcommittee, Steering Committee **Date:**
From: [Project Sponsor]
Subject: WBIF Project Request: [Project Name]

Table of Acronyms

CWMP: Comprehensive Watershed Management Plan	LSC: Lower St. Croix
SWCD: Soil & Water Conservation District	WD: Watershed District
WBIF: Watershed Based Implementation Funding	WMO: Watershed Management Organization

Eligible Project Sponsors

A sponsoring agency is required for each submitted project. The sponsor fills out this request. That agency must be a party to the Joint Powers Agreement for the implementation of the Lower St. Croix Comprehensive Watershed Management Plan. The sponsor, if the project is selected for funding, will enter into a subcontract with the Chisago Soil and Water Conservation District (SWCD) for project funding.

Description of Project (brief paragraph)

Benefitted Waterbody Information (add rows for additional waterbodies if necessary)

Target waterbody	
Waterbody area (acres)	
Watershed area (acres)	
DNR shoreline classification	
Description of the watershed and near-shore land uses	
Impairment status	
Protection or restoration	

Project Details

Project Name	
Project Sponsor	
Additional Project Partner(s) (other than sponsor)	
Project Location (lat/long, address, or description)	
DNR Level 8 Subwatershed	
Applicable WBIF Work Plan Activity	
Funding Specifically Allocated to this Project in Work Plan (if applicable)	
Estimated Construction Timeline	
Total Project Cost	
Estimated Lifetime Project Cost (incl. O&M)	
Requested Grant Funding	
Match provided, match source (cannot be state funds)	

PROJECT REQUEST FORM

Lower St. Croix Partnership – Watershed Based Implementation Funding

Target Waterbody (from CWMP Table 5-2, 5-3, 5-4)	
Est. Phosphorus Load Reduction @ Target Waterbody	
Est. TSS Load Reduction @ Target Waterbody	
Calculation Tool Used	
Project Lifespan	
Lifetime Cost-Benefit (\$/lb phosphorus removed)	

Pre-Project Identification

Total phosphorus load entering target waterbody	
Total suspended solids load entering target waterbody	
Major sources of nutrient loading	
P reduction required to achieve water quality goal	
Completed projects, load reduction	
Alternative projects, load reduction	

List of Informational Attachments/Templates Included With Form:

1. WBIF Project Request Process Flow Chart
2. CWMP Priority Waterbody Maps
3. CWMP Appendix C – Project Targeting Criteria and Scoring Matrix (for [Activities 2, 4, 5, 9](#))
4. Wetland Restoration Scoring Matrix (for [Activity 6](#))
5. Internal Analysis Request for Funding (for [Activity 7](#); filled out by applicant)
6. Internal Analysis Selection Criteria (for [Activity 7](#); filled out by subcommittee)
7. Targeting Analysis Scoring Matrix (for [Activity 8](#))

Required Attachments for Requesting Partner to Complete (check all that apply):

- Project Plans/Visual/Map (for all requests)
- Completed Appendix C Project Scoring Matrix (for [Activities 2, 4, 5, 9](#))
- Completed Wetland Restoration Scoring Matrix (for [Activity 6](#))
- Completed Internal Analysis Request for Funding (for [Activity 7](#))
- Completed Internal Analysis Selection Criteria (for [Activity 7](#))
- Completed Targeting Analysis Scoring Matrix (for [Activity 8](#))

WBIF Work Plan Activity Color Coding
Implementation - BMPs/Restoration Activities
Implementation - Shared Services
Prioritization & Analysis
Administration

Submit this form and attachments to Angie Hong at (ahong@mnwcd.org) one week prior to the Steering Committee meeting.

PROJECT REQUEST FORM

Lower St. Croix Partnership – Watershed Based Implementation Funding

Steering Committee Roll Call Vote

Steering Committee roll call vote to recommend [Project Sponsor] project for Lower St. Croix Watershed Based Implementation Funding in the amount of \$ _____ for the [Project Name].


Organization	Aye	Nay	Absent
Anoka SWCD			
Brown's Creek WD			
Carnelian Marine St Croix WD			
Chisago County			
Chisago Lakes LID			
Chisago SWCD			
Comfort Lake Forest Lake WD			
Isanti County			
Isanti SWCD			
Middle St. Croix WMO			
Pine County			
Pine SWCD			
South Washington WD			
Sunrise River JP WMO			
Valley Branch WD			
Washington CD			
Washington County			
TOTAL (need majority vote to pass)			

Attachment 1 - Flow Chart WBIF Project Request Process


 *Lower St. Croix Policy Committee approves the annual WBIF work plan and provides oversight for plan implementation.*

START
Partner has project/study in mind


Partner fills out Project Request Form and submits to applicable subcommittee (see back)


Applicable subcommittee reviews Project Request Form against established funding criteria and decides whether to recommend project/study to Steering Committee


If applicable subcommittee approves, Project Request Form must be submitted to Angie Hong at least 1 week in advance of next Steering Committee meeting*


Partner completes project/study, then fills out the Invoice Template, filling in all applicable fields and submits to Craig Mell.


Chisago SWCD Board approves project/study for funding. Craig notifies Partner once funding request is approved and works out a sub-agreement with the Partner.


Steering Committee discusses and votes on project. Craig Mell fills in voting table within Project Request Form and submits to the Chisago SWCD Board (Fiscal Agent) for approval at next regularly scheduled meeting.


*If applicable, partner board may need to outline BWSR-approved cost-share policies for project prior to steering committee vote.

FINISH
Craig Mell and Emily Heinz review completed Project Invoice and work with Partner to address any issues. Craig Mell processes reimbursement at Chisago SWCD's next regularly scheduled board meeting.



NOTE: if there is an emergency in regards to a project or proposed project, contact a LSC planning team member



WHO IS A 'PARTNER?'

Eligible entities/applicants are limited to the 16 local government unit (LGU) partners that signed on to the joint powers agreement for implementation of the Lower St. Croix Comprehensive Watershed Management Plan. Non-included entities/individuals can work with one of the 16 partners to submit an application.

LOWER ST. CROIX PARTNERS

- Chisago County
- Anoka SWCD
- Pine SWCD
- Comfort Lake-Forest Lake WD
- Sunrise River WMO
- Isanti County
- Chisago SWCD
- Brown's Creek WD
- Valley Branch WD
- Pine County
- Isanti SWCD
- Carnelian-Marine St. Croix WD
- South Washington WD
- Washington County
- Washington SWCD
- Middle St. Croix WMO

LOWER ST. CROIX SUBCOMMITTEE LEAD CONTACTS:

Activity 1: Basin Ag. Outreach Program Lead	Jay Riggs	jriggs@mnwcd.org
Activities 2, 4, 9: Structural and Non-Structural Ag BMP Implementation + Technical/Engineering Lead	Craig Mell	craig.mell@mn.nacdnet.net
Activity 3: Shared Services Educator Lead	Angie Hong	angie.hong@mnwcd.org
Activities, 4, 5, 9: Structural and Non-Structural Urban BMP Implementation + Technical/Engineering Lead	Mike Isensee	mike.isensee@cmscwd.org
Activity 6: Wetland Restoration Implementation Lead	Becky Wozney	becky.wozney@anokaswcd.org
Activity 7: Internal Analyses Lead	Susanna Wilson Witkowski	susanna.wilson@chisagocounty.us
Activity 8: Targeting Analyses Lead	Jay Riggs	jriggs@mnwcd.org

LOWER ST. CROIX PLANNING TEAM MEMBERS:

Jay Riggs	jriggs@mnwcd.org
Craig Mell	craig.mell@mn.nacdnet.net
Mike Isensee	mike.isensee@cmscwd.org
Jamie Schurbon	jamie.schurbon@anokaswcd.org
Becky Wozney	becky.wozney@anokaswcd.org
Susanna Wilson Witkowski	susanna.wilson@chisagocounty.us
Emily Heinz	emily.heinz@clflwd.org
Angie Hong	angie.hong@mnwcd.org
Barbara Heitkamp	bheitkamp@mnwcd.org

RELEVANT LINKS:

Project Website: www.lsc1w1p.org
Project Request Form: TBA

PROJECT REQUEST FORM DEADLINES

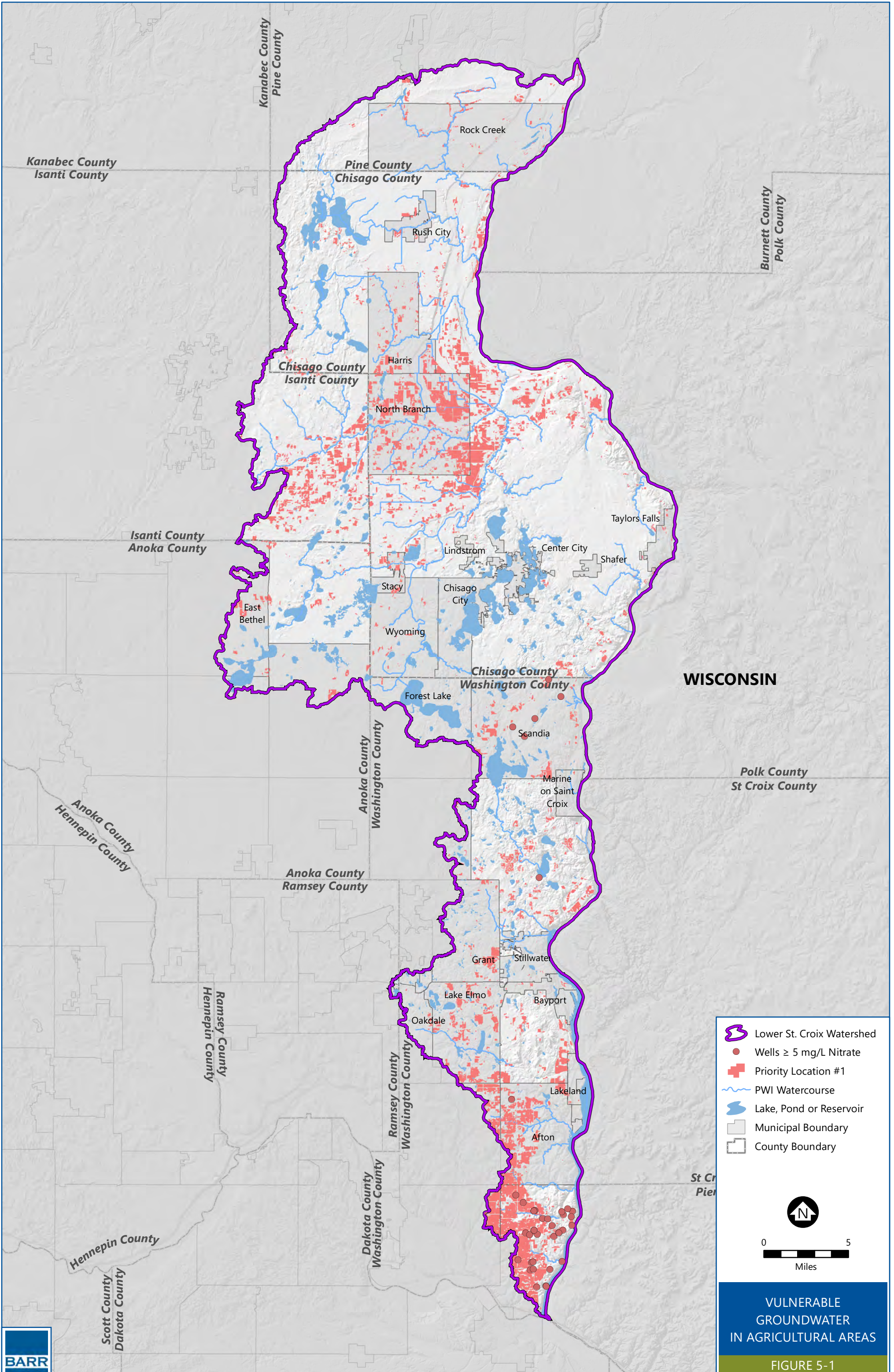
Project request form and attachments must be submitted to Angie Hong at (ahong@mnwcd.org) one week prior to the Steering Committee meeting. Note that project requests must be discussed with the applicable subcommittee prior to submittal to the Steering Committee. Contact the subcommittee lead for a schedule of subcommittee meetings. The fiscal agent, Chisago SWCD, approves funding at one of its regular meetings on the second Tuesday of the month.

The WBIF grant expires December 31, 2023. The following table shows deadlines through the end of 2023.

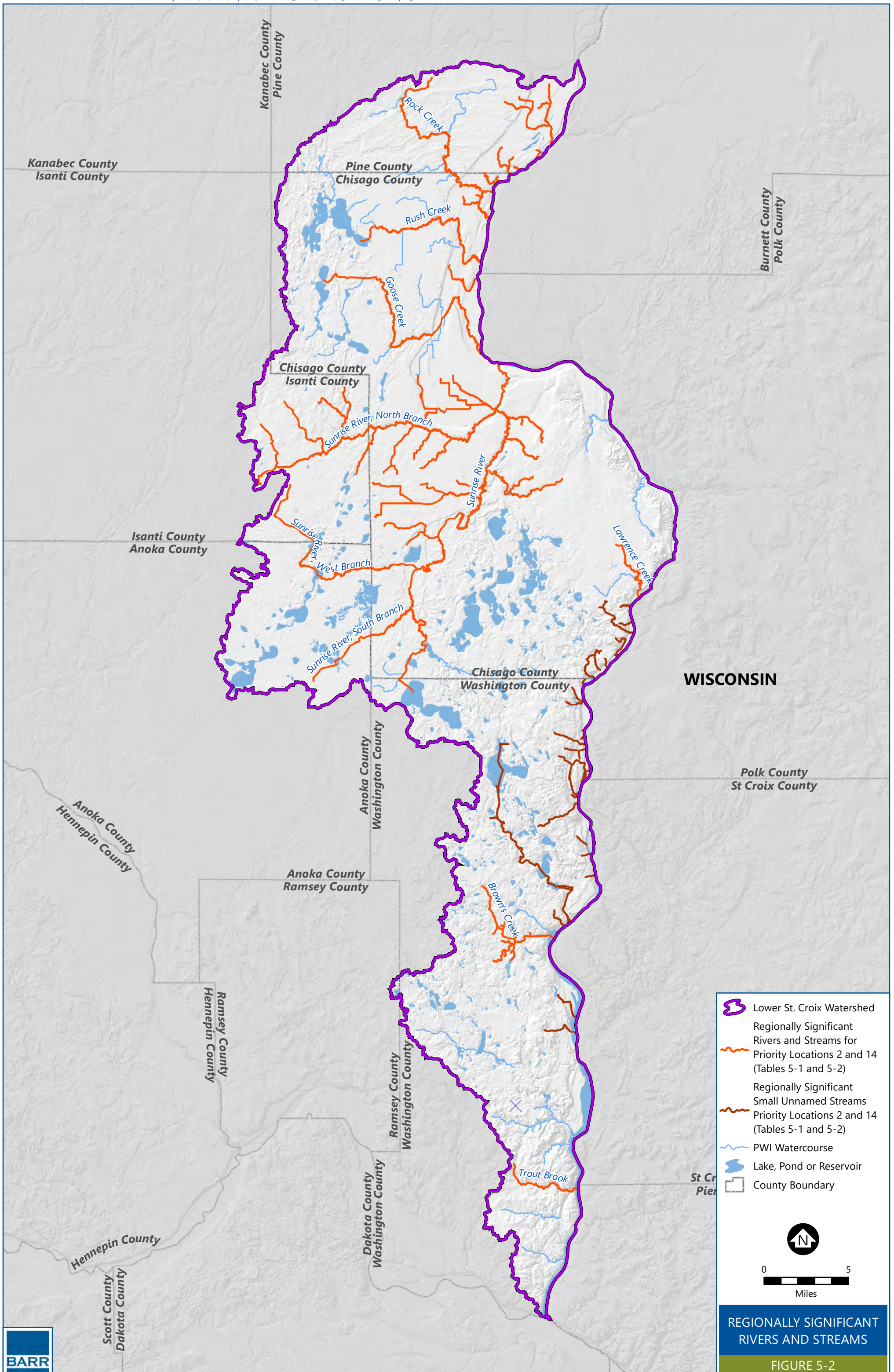
<u>Project Request Deadline</u> <u>(1 week before Steering Committee Meeting)</u>	<u>Steering Committee Meetings</u> <u>(every 4th Wednesday of the month)</u>
October 20, 2021	October 27, 2021
November 17, 2021	November 24, 2021
December 15, 2021	December 22, 2021
January 19, 2022	January 26, 2022
February 16, 2022	February 23, 2022
March 16, 2022	March 23, 2022
April 20, 2022	April 27, 2022
May 18, 2022	May 25, 2022
June 15, 2022	June 22, 2022
July 20, 2022	July 27, 2022
August 17, 2022	August 24, 2022
September 21, 2022	September 28, 2022
October 19, 2022	October 26, 2022
November 16, 2022	November 23, 2022
December 21, 2022	December 28, 2022
January 18, 2023	January 25, 2023
February 15, 2023	February 22, 2023
March 15, 2023	March 22, 2023
April 19, 2023	April 26, 2023
May 17, 2023	May 24, 2023
June 21, 2023	June 28, 2023
July 19, 2023	July 26, 2023
August 16, 2023	August 23, 2023
September 20, 2023	September 27, 2023
October 18, 2023	October 25, 2023
November 15, 2023	November 22, 2023
December 20, 2023	December 27, 2023

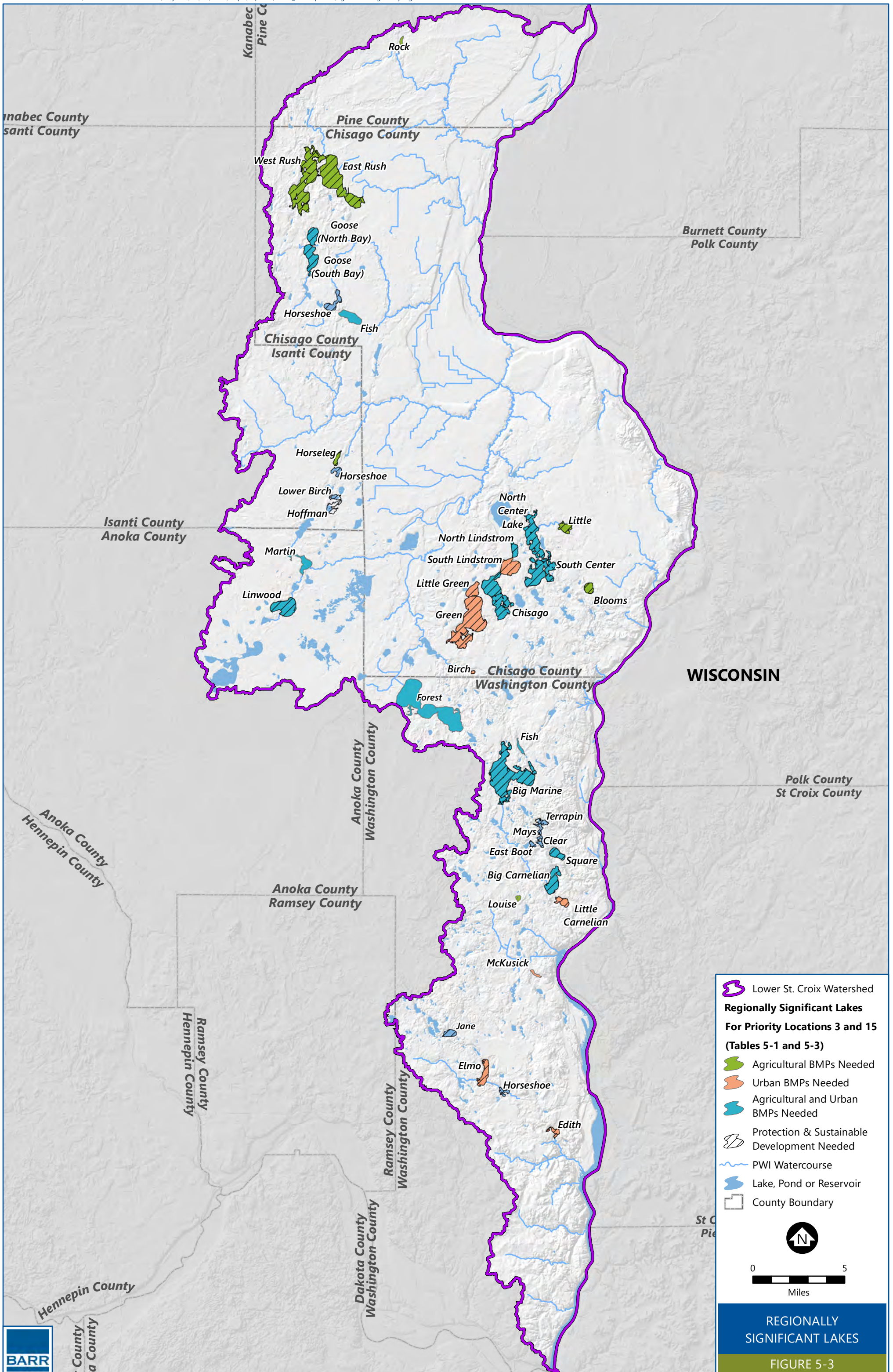
Attachment 2 - Priority Waterbody Maps

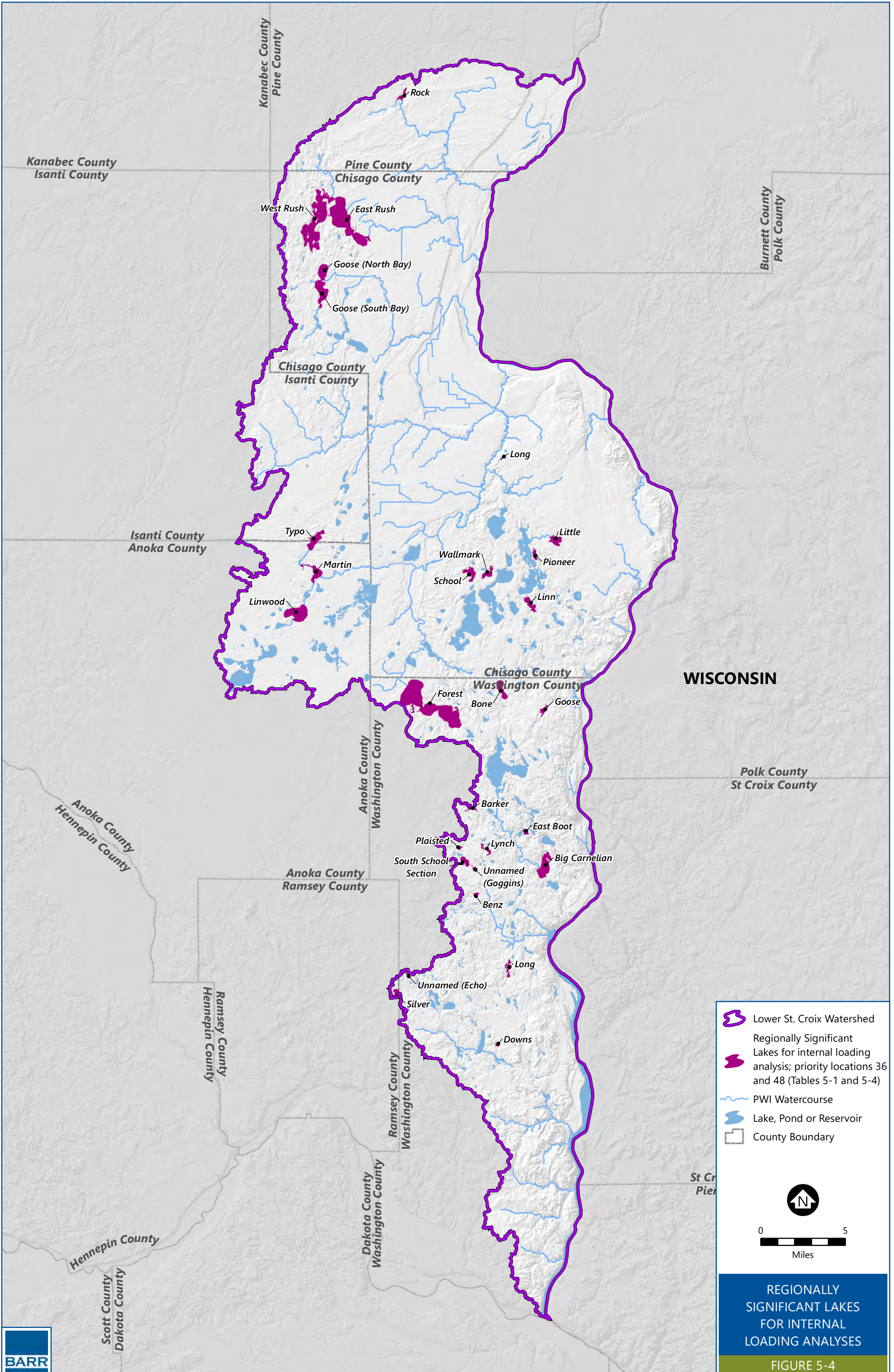
Barr Footer: ArcGIS 10.7.1, 2020-02-25 14:38 File: I:\Projects\23\13\1011\Maps\Reports\1W1P_2020Update\Figure 5-1 Vulnerable Groundwater in Agricultural Areas.mxd User: RCS2



VULNERABLE
GROUNDWATER
IN AGRICULTURAL AREAS
FIGURE 5-1







WISCONSIN

- Lower St. Croix Watershed
- Regionally Significant Lakes for internal loading analysis; priority locations 36 and 48 (Tables 5-1 and 5-4)
- PWI Watercourse
- Lake, Pond or Reservoir
- County Boundary

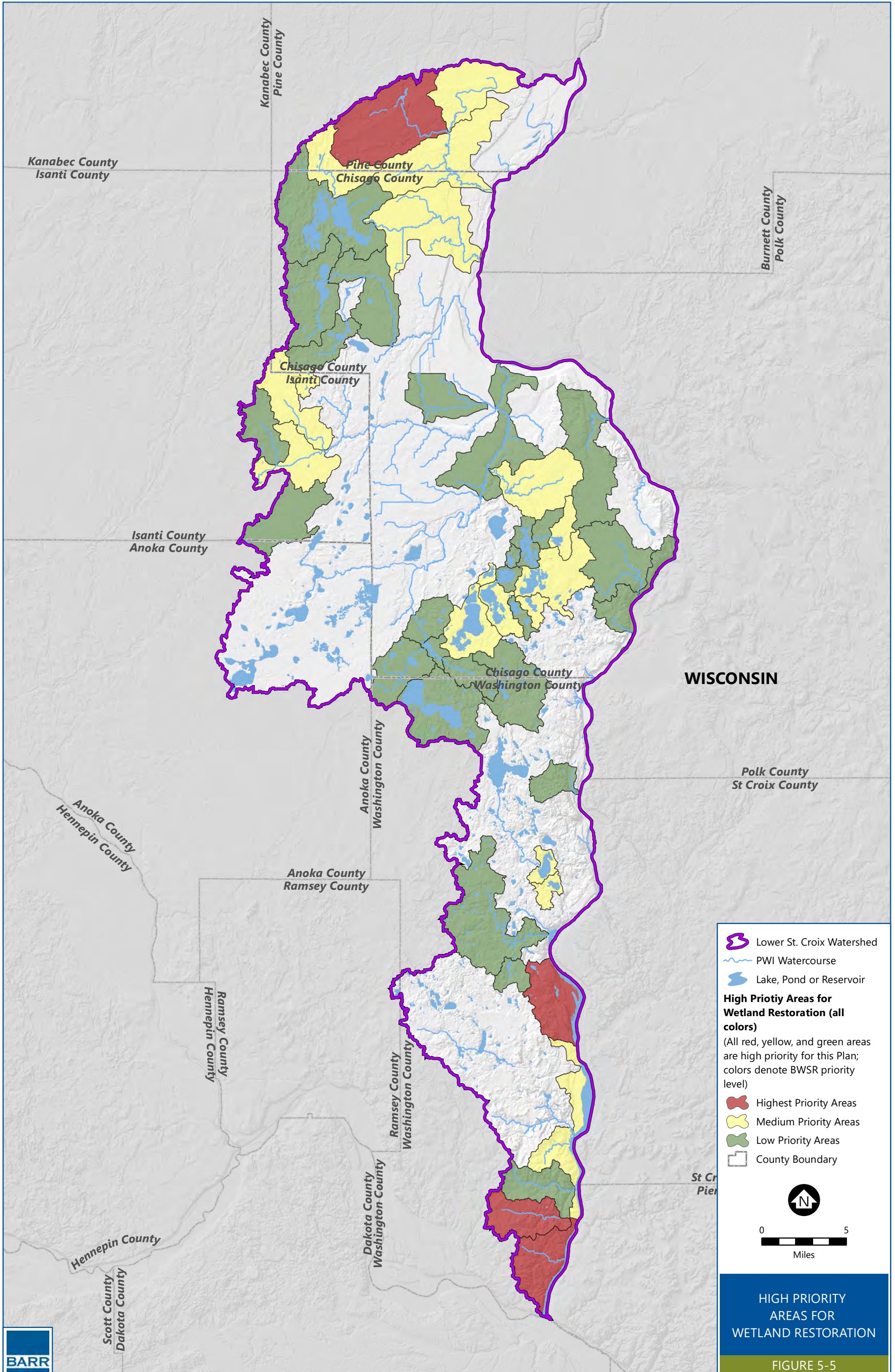


0 5
Miles

REGIONALLY
SIGNIFICANT LAKES
FOR INTERNAL
LOADING ANALYSES

FIGURE 5-4





HIGH PRIORITY AREAS FOR WETLAND RESTORATION
FIGURE 5-5

Attachment 3 - Project Targeting Criteria

Appendix C: Project Targeting Criteria and Scoring Matrix

Lower St. Croix River Comprehensive Watershed Management Plan

October 2020

Criteria and Points for Ranking Agricultural and Urban BMPs for Watershed Based Funds as referenced in Section VII.B.			
1	Lake Restoration & Protection	The project addresses total phosphorus on a priority lake (See table on page 2)	LPSS Priority Class* is "Impaired" or "Highest" = 5 LPSS Priority Class is "High" or "Higher" = 3
Can score points for #1 or #2, but not both.			
2	Stream Restoration	Project is located near stream reach and will address stream impairment or Lake St. Croix total phosphorus impairment)	Within ¼ mile = 5 Within ½ mile = 3
3	Groundwater	Project improves groundwater quality/quantity (examples: soil health, nutrient management, pesticide reduction, recharge, infiltration, reuse)	Yes = 3 No = 0
4	Readiness	Concept plans, cost estimates, and landowner agreements/easements are complete 3 or 0	Yes = 3 No = 0
5	Urgency & Opportunity	Is the project contingent on securing funding now? (Example, BMP is part of a larger project that will move forward with or without the BMP; opportunity would be lost if not funded and implemented now)	Yes = 1 No = 0
6	Cost effectiveness	Level of cost benefit when compared to all projects analyzed in particular SWA or similar targeting analysis.	Top 1% = 10 Top 10% = 7 Top 25% = 5 Top 50% = 3 < 50% = 0
7	Partners & Funding	Partnership and collaboration with agencies, organizations, or other groups is being leveraged or utilized by this project (Are there multiple partners providing funding, in-kind support, or other assistance or involvement?)	Yes = 1 No = 0
8	Multiple Benefit	Project provides added benefit of habitat improvements (aquatic, riparian, upland, wetland). Note: water quality improvements are not considered habitat improvements for this criterion.	Yes = 1 No = 0
9	Multiple Benefit	Project provides added benefit of education (examples: signage, demonstration project)	Yes = 1 No = 0
10	Multiple Benefit	Project improves water quality while also addressing flooding concern (examples: pond, wetland restoration, or floodplain expansion)	Yes = 1 No = 0
TOTAL POINTS POSSIBLE			26

*Lakes of Phosphorus Sensitivity Significance (LPSS) - May 24, 2019: A ranked priority lake list based on sensitivity to additional phosphorus loading and the significance of that sensitivity.

Developed by: Minnesota Pollution Control Agency, Department of Natural Resources, and Board of Water and Soil Resources

Lake Phosphorus Sensitivity Significance, LPSS Priority Class = Grouping of waterbodies based on the lake phosphorus sensitivity significance priority score, which is a function of phosphorus sensitivity, and lake size, lake total phosphorus concentration, proximity to MPCA’s phosphorus impairment thresholds, and watershed disturbance. Classes relate to the state’s priority of focusing on “high quality, unimpaired lakes at greatest risk of becoming impaired.”

Lake ID	Name	LPSS Priority Class
2002600	Linwood	Impaired
2003400	Martin	Impaired
13004200	Birch	NA
13000100	Blooms	NA
1300120	Chisago	Higher
13006800	Fish	Highest
13008301/13008302	Goose (North & South)	Impaired
13004102 /13004101	Green/Little Green	Highest
13003300	Little	Impaired
13003201	North Center Lake	Impaired
13003500	North Lindstrom	Higher
13006901/13006902	Rush (East & West)	Impaired
13002700	South Center	Impaired
13002800	South Lindstrom	Higher
30000800	Hoffman	NA
30001200	Horseleg	Highest
30000300	Horseshoe	Highest
30000700	Lower Birch	NA
58011700	Rock	Impaired
82004900	Big Carnelian	Higher
82005204	Big Marine	Highest
82004500	Clear	Higher
82003400	East Boot	Impaired
82000400	Edith	Higher
82010600	Elmo	Higher
82001400	Little Carnelian	Higher
82002500	Louise	Impaired
82003300	Mays	High
82002000	McKusick	High
82004600	Square	Highest
82003100	Terrapin	High

Attachment 4 - Wetland Restoration Scoring Matrix



Project Selection Criteria Activity 6 – Wetland Restoration

The Activity 6 Subcommittee will use the following criteria to rank and select wetland restoration projects to be recommended to the Steering Committee. Submit an application to becky.wozney@anokaswcd.org. The Deadline for applications is June 30, 2022. The Wetlands Subcommittee will review projects and make recommendations to the Lower St. Croix Advisory Committee, which in turn makes a recommendation to the Policy Committee. Final funding decisions are made by the Chisago SWCD. Final funding decisions are expected by September 30, 2022. Construction must be complete by December 31, 2023.

Required:

1. Must be in the priority watershed. Areas of particular concern are direct drainage to St. Croix, Sunrise River corridor, Rock Creek corridor and subwatersheds identified in Figure 5-5 of the LSC CWMP.
 Yes No
2. Not be a wetland banking project for financial gain.
 Yes No
3. Not associated with correcting a wetland violation.
 Yes No
4. Evaluated by a STEPL EPA model or similar. Provide results in application.
 Yes No
5. Grant funds will only be used for construction, not design/engineering.
 Yes No
6. Someone must be willing to maintain project for 10 years.

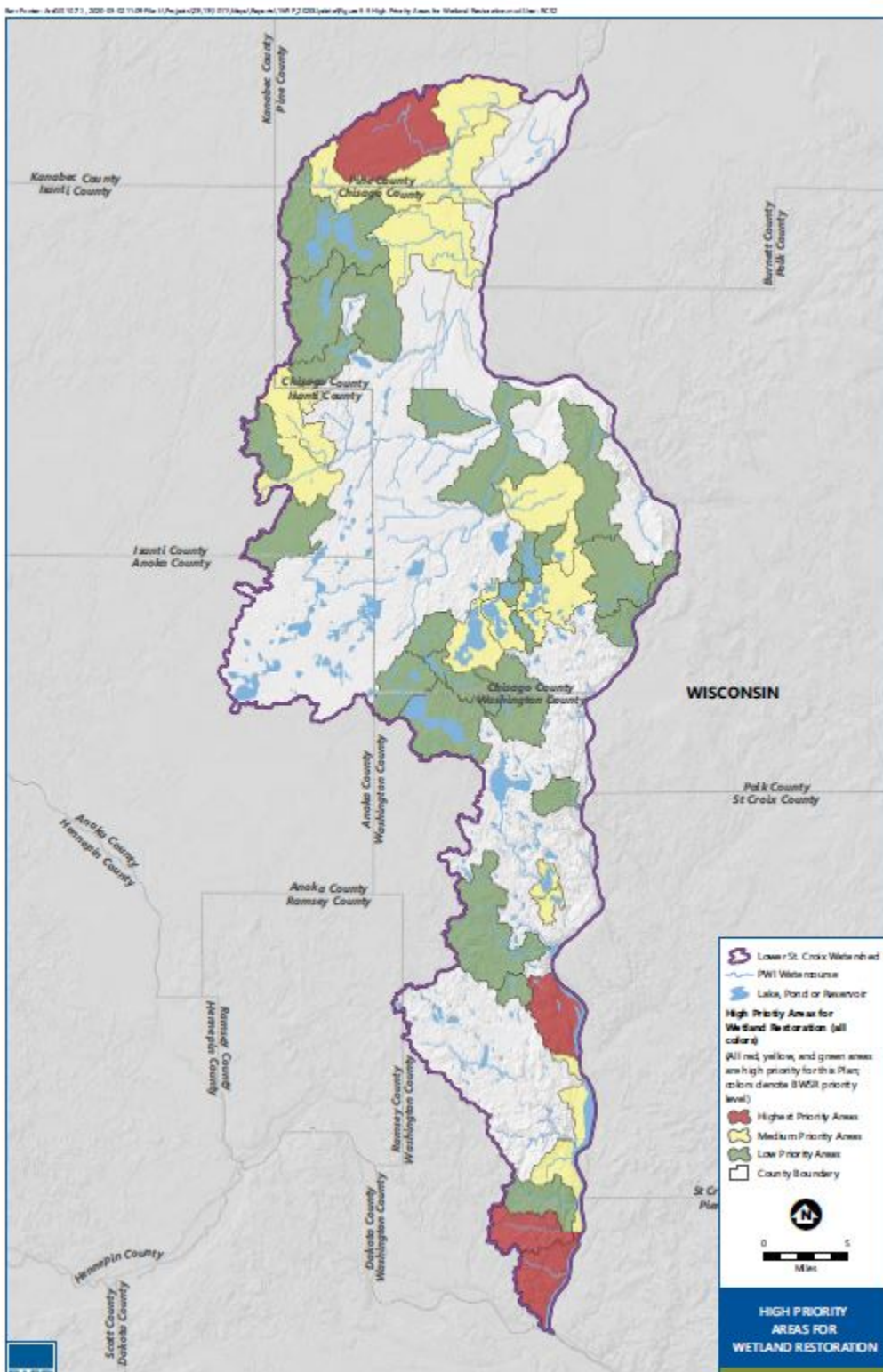
Scored:

7. Vetted in a **prioritization study** (High-10, Medium-7, Low-4 (see Figure 5-5))
8. **Phosphorus reduction.** Applicant must specify method used to estimate pollutant reduction (Over 10 lbs-20 points, 5-10 lbs-10 points, 1-5 lbs-5 points, less than 1 lb- 0 points)
9. ____ out of 10 **Timeliness.** Date of anticipated construction.
10. ____ out of 10 **Site readiness.** Owner signed a project contract. Legal hurdles, such as those associated with public ditches or flowage easements, consent from mortgage company, are not a concern.

11. ____ out of 5 **Finances.** Amount of match and is it secured?
12. ____ out of 5 **Finances.** Will the project only occur if this grant is awarded?
13. ____ out of 5 **Location.** Is there direct benefit to priority receiving waters? Or is there possible other treatment between the project and receiving waters?
14. ____ out of 5 **Cost/Benefit.** Is the project configured to maximize treatment? (for example, cost/benefit of multiple smaller wetlands vs one large)
15. ____ out of 5 **Likelihood of success.** Invasive species, landowner conflicts, someone with appropriate equipment and skills is accepting maintenance, etc.
16. ____ out of 75 **TOTAL**

References: Minnesota Stormwater Manual [Available stormwater models and selecting a model - Minnesota Stormwater Manual \(state.mn.us\)](#)

Figure 5-5



Attachment 5 - Internal Analysis Request for Funding



Request for Funding Activity 7 – Internal Analyses

Activity 7 Description

The 2021 Lower St. Croix 1W1P Watershed Based Implementation Funding grant includes calculating internal loading of phosphorus on two lakes estimated at \$25,000 each. Work is anticipated to be completed by a consultant. This request for funding describes how parties can be considered for the funds.

Qualifying Project Applicants

A lead or sponsoring agency is required for each submitted project. That agency must be a party to the Joint Powers Agreement for the implementation of the Lower St. Croix Comprehensive Watershed Management Plan. The sponsor, if the project is selected for funding, will enter into a subcontract with the Chisago Soil and Water Conservation District (SWCD) for project funding.

Process for Requesting Funding

1. **Call for projects (due Oct 31)** - The Internal Loading Subcommittee will send an initial request for projects to all qualifying entities. Responses must only include the lake and description of work anticipated. All respondents will receive a complete list of responses and any subcommittee feedback so they can decide if they wish to apply. Deadlines, both for the call for projects and application will be provided.
2. **Application (due Dec 15)** - Fill out the application below, along with the Project Request Form attached, and submit to Susanna Wilson Witkowski Susanna.Wilson@chisagocounty.us. The application requires securing a contractor's quote for the work.
3. **Internal Loading Subcommittee review.** The subcommittee will provide a recommendation to the Steering Committee.
4. **Steering Committee review.** The Steering Committee provides a recommendation to the grant fiscal agent, Chisago SWCD.
5. **Sponsors of successful projects will execute a subcontract with Chisago SWCD.** Grant funds expire Dec. 31, 2023.

Required Internal Analyses Elements

The following are required outputs of the internal analyses. The intention is to position projects for state competitive grant implementation funding. These elements are from the 2022 BWSR Clean Water Fund RFP. Please ensure consultant quotes for the work include all these elements.

- a. Lake and watershed information (at a minimum, include morphology and depth, summary of water quality information, and assessment of AIS);

- b. Description of internal load vs external load nutrient reductions;
- c. History of projects completed in the watershed, and their associated nutrient reductions, as well as other in-lake activities if applicable.
- d. Cost benefit analysis of options considered;
- e. Projected effective life of the proposed activities;
- f. Expected water quality outcome;
- g. Plan for monitoring surface water quality to assure the project's total phosphorus goal will be achieved during the project's effective life, and
- h. For activities related to rough fish (example, carp) the feasibility study must also include:
 - a. Methods used to estimate adult and juvenile carp populations;
 - b. Description of the known interconnectedness of waterbodies;
 - c. Identified nursery areas;
 - d. Methods used to track carp movement;
 - e. Proposed actions to limit recruitment and movement; and
 - f. Proposed actions to reduced adult carp populations.

Eligible Waterbodies

Table 5-4. Regionally Significant Lakes for Internal Loading Analyses

Lake ID	Name	Internal Loading Analysis Needed*	County
2002600	Linwood	A	Anoka
2003400	Martin	A	Anoka
30000900	Typo	A	Anoka, Isanti
13006901	East Rush	A	Chisago
13008301/13008302	Goose (North & South)	A	Chisago
13001400	Linn	A	Chisago
13003300	Little	A	Chisago
13003400	Pioneer	A	Chisago
13004400	School	B	Chisago
13002900	Wallmark	A	Chisago
13006902	West Rush	A	Chisago
58011700	Rock	A	Pine
82007600	Barker	A	Washington
82012000	Benz	A	Washington
82004900	Big Carnellian	B	Washington
82005400	Bone	B	Washington
82011000	Downs	A	Washington
82003400	East Boot	B	Washington
82015900	Forest	B	Washington
82005900	Goose	B	Washington
82002100	Long	A	Washington
82004200	Lynch	A	Washington
82014800	Plaisted	A	Washington
82015100	South School Section	A	Washington
62000100	Silver	A	Washington
82013500	Unnamed (Echo)	A	Washington
82007700	Unnamed (Goggins)	A	Washington

* "A" lakes are a higher priority than "B" lakes

Activity 7 – Internal Phosphorus Analyses Project Funding Application

Project Summary

Sponsoring Entity	
Project Name	
Project Location (lake name)	
Lake DNR ID #	
Applicable WBIF Work Plan Activity	Activity 7 – Internal Analyses
Estimated Completion Timeline	

Lake Summary

Mean and max depths	
Recreational uses	
Impairment status and description of degree of impairment:	
Describe any previous internal loading projects:	

1. Waterbody to be analyzed is a Priority A or B lake in the LSC CWMP (Table 5-4, see following pages)? Yes No
2. Waterbody has had a TMDL, WRAPS, or similar study that identified internal loading as an important pollutant source to be addressed? Yes No
3. When would the internal analysis be completed? (grant funds expire 12/31/2023)?
4. Describe plans and any financing to implement internal load treatment based on findings from the internal analyses report.
5. To what extent has watershed external loading of phosphorus been addressed? Measurable outcomes such as pounds of pollutant reduced compared to the needed reductions are appreciated. (If possible, provide an estimated percentage of the watershed loading that could be reasonably be addressed, and has been. And, if a project identification and prioritization study is done, how many of those projects have been installed and could still reasonably be installed?)
6. To what extent is addressing internal loading a critical part of successfully meeting the waterbody's water quality goals? Please include information from any TMDL or similar study.
7. Please attach a consultant's quote for performing the internal loading analysis.

Attachment 6 - Internal Analysis Selection Criteria



Project Selection Criteria Activity 7 – Internal Phosphorus Analyses

The Activity 7 Subcommittee will use the following criteria to rank and select internal phosphorus analyses to be recommended to the Steering Committee.

Required:

1. Waterbody to be analyzed is a Priority A or B lake in the LSC CWMP (Table 5-4)?
 Yes No
2. Waterbody has had a TMDL, WRAPS, or similar study that identified internal loading as an important pollutant source to be addressed?
 Yes No

Scored:

3. When would the internal analysis be completed? (note: grant funds expire 12/31/2023).
4. Describe plans and any financing to implement internal load treatment based on findings from the internal analyses report.
Score: _____
Score from 0-5. Highest scores for projects with secured or likely funding within 2 yrs.
5. To what extent has watershed external loading of phosphorus been addressed? If possible, provide an estimated percentage of the watershed loading that could be reasonably be addressed, and has been. And, if a project identification and prioritization study is done, how many of those projects have been installed and could still reasonably be installed?
Score: _____
Score from 0-10.
10 = 100% of reasonably possible watershed sources or projects addressed.
5 = 50% of all reasonably possible watershed sources addressed.
0 = 0%.
6. To what extent is addressing internal loading a critical part of successfully meeting the waterbody's water quality goals?
Score: _____
Score from 0-5.
Highest scores for waterbodies where TMDLs or other information indicates that addressing internal loading is critical to meeting water quality goals.
7. Other factors in the committee's professional judgement.

Attachment 7 - Targeting Analysis Scoring Matrix [forthcoming]