

**Lower St. Croix Watershed Partnership**

<b>Policy Committee</b>		<p><b>Vision</b> 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><b>Mission</b> 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>
<b>Meeting #12</b>		
<p><b>July 24, 2023</b> 4:00-6:00 PM</p>		
<p><b>Wyoming Area Library</b> 26855 Forest Blvd, Wyoming, MN 55092</p> <p>Optional zoom call-in:  <a href="https://us02web.zoom.us/j/86852941439?pwd=RzRlZmVsMG9GR2VWZkI2RVJlTjI4Zz09">https://us02web.zoom.us/j/86852941439?pwd=RzRlZmVsMG9GR2VWZkI2RVJlTjI4Zz09</a>            Meeting ID: 868 5294 1439            Passcode: 935899</p>		
	<b>Facilitator:</b> Angie Hong	<b>Note taker:</b> Barbara Heitkamp
<b>Invited:</b>	<p>Anoka SWCD: Sharon LeMay            Brown's Creek WD: Klay Eckles            Carnelian Marine St Croix WD: Kristin Tuenge            Chisago County: Dan Dahlberg, Lance Petersen and Mike Mergens            Chisago SWCD: Jim Birkholz            Comfort Lake Forest Lake WD: Jackie Anderson            Isanti County: Kristi LaRowe            Isanti SWCD: Tom Anderson            Middle St. Croix WMO: Mike Runk            Pine County: Steve Hallan            Pine SWCD: Doug Odegard            South Washington WD: Kevin ChapdeLaine            Valley Branch WD: Ed Marchan            Washington County: Fran Miron            Washington SWCD: Diane Blake</p> <p>Copied: Policy Committee alternates; Advisory Committee members</p>	
<b>Meeting packet:</b>	<ul style="list-style-type: none"> <li>• April 24, 2023 Meeting Minutes</li> <li>• Financial Reports - FY21 and FY23 LSC WBIF Program Logs</li> <li>• 2022 Activities Report</li> </ul>	

## Agenda Items

Topic	Purpose	Lead	Time
1. Welcome and introductions	---	Policy Committee	5 min.
2. Approve 7-24-23 agenda	DECIDE	Policy Committee	5 min.
3. Approve 4-24-23 minutes	DECIDE	Policy Committee	5 min.
4. 2022 Activities Report	INFO	Barbara Heitkamp	15 min.
5. Updates on 2023 Lower St. Croix Watershed Plan Implementation <ul style="list-style-type: none"> <li>• WBIF Grant               <ul style="list-style-type: none"> <li>○ Financial Report (FY21 &amp; 23)</li> <li>○ Ag outreach &amp; non-structural ag program</li> <li>○ Shared education program</li> <li>○ Projects in-progress</li> </ul> </li> <li>• CWF Soil Health Grant</li> </ul>	INFO	Craig Mell Jennifer Hahn Barbara Heitkamp Angie Hong	30 min.
6. Program snapshot: Minimal Impact Development Standards (MIDS)	INFO	Jay Michels, EOR Inc. Barbara Heitkamp	40 min.
7. Topics and format for October Policy Committee meeting	DISCUSS	Angie Hong	10 min.
8. Adjourn	DECIDE	Policy Committee	5 min.

Lower St. Croix Watershed Partnership – Policy Committee meeting 4-24-23

**MINUTES**

Meeting was called to order at 4:08pm by Chair Fran Miron.

**Policy Committee members in attendance:**

Chisago County: Dan Dahlberg, Lance Petersen, Mike Mergens

Pine County: Steve Hallan (Virtual)

Washington County: Fran Miron – Board Chair

Anoka SWCD: Sharon LeMay

Chisago SWCD: Jim Birkholz – Vice Chair

Isanti SWCD: Dave Medvecky

Washington SWCD: Robert Rosenquist (Virtual)

Carnelian Marine St Croix WD: Kristin Tuenge - Secretary

Comfort Lake Forest Lake WD: Jackie Anderson

South Washington WD: Kevin ChapdeLaine (Virtual)

Middle St. Croix WMO: Mike Runk

**Absent:**

Brown's Creek WD: Klay Eckles

Isanti County: Kristi LaRowe

Pine SWCD: Doug Odegard

Valley Branch WD: Ed Marchan

**Other people attending:**

Brenda Green (Chisago County at-large alternate), Angie Hong (EMWREP), Jennifer Hahn (LSC), Laura Jester (LSC), Ben Elfelt (Chisago LID), Tiffany Determan (Isanti SWCD), Susanna Wilson Witkowski (Chisago Co), Emily Heinz (CLFLWD), Barb Peichel and Michelle Jordan (BWSR), Talisha Zimmerman (Isanti Co), Maggie Karschnia (UMN Extension and SeaGrant), Mike Isensee (CMSCWD), Tom Dietrich (Washington Co), Craig Mell (Chisago SWCD), Jay Riggs (WCD)

- Approval of agenda
  - Motion Jackie Anderson
  - 2<sup>nd</sup>: Mike Runk
  - Votes: Unanimous
  
- Approve Minutes
  - Motion: Kristin Tuenge
  - 2<sup>nd</sup>: Dan Dahlberg
  - Votes : Unanimous
  
- Updates on Lower St. Croix Watershed Plan Implementation
  - WBIF Grant
    - Financial Report – provided by Craig Mell. All partners on track to spend funds by end of FY 23 – Craig noted Michelle Jordan approved our FY 23 progress

report, triggering the next 40% payment. For the FY 23 – the Partnership is anticipating 70% encumbrance of funds after the next Steering Committee meeting. Craig also noted that the Comfort Lake Forest Lake Sunrise Wetland project is substantially completed.

- Ag Outreach & Non-Structural Ag Program - Jennifer Hahn provided a presentation overviewing Ag Outreach. Jennifer outlined that they had planned and held 3 in-person meetings over the winter to promote programs and information sharing. A large focus was soil management and cover crops. In the Scandia area, presentations and outreach focused on equipment set up. 2 virtual workshops were also held on feed production and small livestock. Both were recorded and embedded on the LSC's youtube page. Jennifer also highlighted that they've established a presence on social media (facebook and intstagram), and presented at a number of partner programs.
  - Jennifer provided a snapshot of plan implementation, indicating that there would be more concrete numbers later on, but roughly there are 6,000 acres planned. Jennifer also indicated that there will be tracking reductions of total suspended solids (TSS), soil loss, phosphorus (TP), and nitrates (TN). These will be deliverables for end of year reporting.
  - Jennifer also detailed that Chisago SWCD was awarded CWF Soil Health grant for \$200,000. The grant award will allow funds from FY '23 WBIF to be reallocated toward other projects, making the money go farther. They are set to encumber 88% of funds, and are anticipating nitrate reductions of 160% and extended lifespan on practices. They also leveraged \$30,000 in match coming primarily from watershed partners.
  - Steve Hallan asked for clarification on cost share arrangements through USDA and how that dovetails into current practices.
    - Jennifer and Chair Miron explained that the federal NRCS has a program called EQIP (Environmental Quality Incentive Program). The program commits federal conservation dollars thru the federal farm program. The program allows for continuous sign up with rankings once per year.
    - Jennifer explained that they looked at the practices that seemed reasonable for the area – used similar approach, but increased the funds dedicated toward applications. Jennifer also highlighted that applicants are able to piggyback the funds – meaning they can look for other opportunities on top of the cost-share.
  - Kristin Tuenged asked for more information on the workshop in Scandia.
    - Jennifer explained that the workshop focused on the economics of different tillage management systems. They brought in an equipment dealer, who farmed and was also involved in conservation – they wanted to bring out specifics – deep rip cost, strip tilling, no tilling, etc. Jennifer explained that the speaker went through a list of different tillage and management

systems and average fuel use; the range of systems they'd be using this year; cost comparisons; and, soil erosion and infiltration rates. The recording of the workshop will be posted once editing has been completed. will be some editing of the video then it'll get posted.

- Jackie Anderson commented that it was nice to see us (LSC) going after other funding, and not just relying on WBIF.
- Shared Education Program - Angie Hong provided an overview of the shared education program. Updates included: the creation of social media pages for LSCP on youtube, facebook, and Instagram to share general contact, updates, and education events; shoreline realtor workshop, with 45 individuals in attendance. Tiffany Determan, Matt Bauman, and a few others focused on what information to provide when people are considering purchasing waterfront property; protect your shore webinar; restore your shore webinar – which will be held on May 20 at Uncommon Moon Brewery; outreach with the lake associations; and, Outreach planned with local officials, notably the St. Croix Workshop on the Water. This will include 2 opportunities on 6.27.23 and 7.25.23 – tentative plan is 3 presentations, focusing on the economic value of clean water, shoreland ordinances, and success stories.
- Other Updates
  - EMWREP – now in Pine, Chisago, and Anoka. We've amplified the reach and utilize already existent tools.
  - Communities starting to promote adopt a drain – girl scout troop in Lindstrom, MN.
  - Grant awarded from SeaGrant – working with home owners and associations – this is a continuation of the work that we began in 2014
- Mike Runk commented on the proposed dates for Workshop on the Water both are 4<sup>th</sup> Tuesdays, which conflict with council meetings, for future reference.
- Projects In-Progress - Angie Hong provide updates on other items being funded thru WBIF:
  - 3 are happening in Carnelian Marine – St. Croix Watershed District, including:
    - Boat launch sediment reduction
    - A bio-retention project
    - The May Township stormwater retrofit
  - 2 additional large projects:
    - Comfort Lake Forest Lake Sunrise Wetland nearly done.
    - South Washington Troutbrook Project – this project is underway.
  - A number of targeted prioritization efforts (stormwater analyses) are underway.
- Program Snapshot: Targeted, Enhanced Street Sweeping

- Mike Isensee and Maggie Karschnia gave a presentation overviewing enhanced street sweeping in the Lower St. Croix. The presentations covered the effectiveness of the practice, the example the Lower St. Croix is setting nation-wide, cost-effectiveness, and the calculator that has been developed supporting street sweeping efforts.
- The presenters also discussed that cost-share funding is being allocated for 2023 – 2025. The 3-year incentive payments that cover a portion of costs (\$100/curb mile/yr for calculated collections ; \$125/curb mile/yr for weighted collections).
- There was a short discussion about assistance programs or partnerships with Counties for townships that might be too small to have their own equipment. This also touched on how credits were able to be applied to municipal MS4 requirements.
- Review and Consider Endorsing Updated Policies for Project Evaluation and Approval
  - Tom Dietrich provided an overview of the Policy and requested the Policy Committee’s acceptance of revisions. The most notable changes from the previous version included:
    - Clarification on funding requests vs. total project cost
    - Consideration of Steering Committee evaluation criteria
    - Clarification on partner responsibilities
    - Guidance on non-structural projects
    - Addition of language exempting contracts.
  - There was a short discussion about whether or not a public hearing would be needed. If local partners want to have a public hearing, they can have them as part of their public meetings. The current request is to “accept” the proposed policy.
  - Motion – Dave Medvick. 2<sup>nd</sup> – Jackie Anderson - To accept policy as proposed using the language provided. Motion approved.
- Summary of Agendas for July and October Policy Committee Meetings
  - MIDs
  - 2022 Annual Report
  - Sunrise River Wetland Restoration
  - 2024 Annual Plan of Work – we’ll only be bringing one, rather than 2 (like last year)
  - JPC v JPE annual discussion (October)
  - CLFL Sunrise River Field Trip – suggested and agreed upon by all.
  - Notes
- The meeting was adjourned at 5:49pm.

# Lower St. Croix Watershed Partners 2022 Activities Report

January 1, 2022 - December 31, 2022

2021 WBIF-Funded Activities (as reported in eLINK (C21-4732))  
and  
Non-WBIF Activities

## Over all 2022 Outcomes\*

WBIF Funding Spent: \$506,691  
Non-WBIF Funds Spent: \$2,319,998

WBIF Total Phosphorus Reduction: 715.5 lb/yr  
Non-WBIF Funded Total Phosphorus Reduction: 945 lb/yr

TOTAL funding spent in 2022 to implement activities in priority areas in the LSC: \$2,826,689  
TOTAL amount of phosphorus reduced in priority waterbodies in the LSC through 2022 implementation: 1,660.5 lb/yr

*For reference, the 10-year total phosphorus reduction goal across all priority lakes and streams is 5,503 lb/yr.*

\*Non-WBIF funding and pollutant removal outcomes may not reflect all work completed in priority areas in 2022. The information presented here incorporates reports from individual LSC Partners. Not every LSC Partner reported information and/or information may not have been complete.

### Activity 1: Basin Ag Outreach Program

#### **WBIF Funded Activities:**

- Description of Work: Agronomy Outreach Specialist, Jennifer Hahn, was hired through University of MN Extension and began work in February 2022.
- Outputs Achieved:
  - Conducted outreach to 122 producers at field days, 14 at the workshop, completed mailings to 351, and emailing 154 producers promoting events, BMPs, and programs available, total of 617 large and small farms reached
  - Developed and held 3 field days, total of 98 attendees
  - Oversaw installation of 335.7 acres of non-structural ag BMPs – see Activity 4 for measurable project outcomes

WBIF Funds: \$93,815

**Non-WBIF Activities:** Staff with most LSC Partners spent time and effort on outreach efforts with agricultural producers including building and maintaining relationships, marketing BMPs and programs, performing site visits, etc. These activities are ingrained within the daily work of staff members across the basin. Local funding (non-WBIF funds) spent on these efforts is not reported.

Non-WBIF Funds: None reported

## Activity 2: Structural Ag BMP Implementation

### **WBIF Funded Activities:**

- 2022 Description of Work: Approved projects include:
  - McQuade Ravine Stabilization (SWWD), completed in 2021
  - Hinze Cattle Exclusion (Pine SWCD), completed in 2021
  - Hinze WASCOD (Pine SWCD), construction not completed in 2022 due to weather conditions; postponed until spring 2023
- 2022 Outputs Achieved:
- 2022 Outcomes Achieved: Implemented one project using WBIF funds: Hinze WASCOD (20 lb/yr phosphorus reduction)

WBIF Funds: \$106,462

Pollutant Removal: 20 lb/yr total phosphorus

### **Non-WBIF Activities:**

- 11 water and sediment control basins and diversions
- 4 stabilized waterways
- Cedar tree revetment along Lawrence Creek

Non-WBIF Funds: \$116,733

Pollutant Removal: 240.5 lb/yr total phosphorus

## Activity 3: Shared Services Educator

### **WBIF Funded Activities:**

- Description of work: Barbara Heitkamp, the shared services educator, has worked closely with Angie Hong (coordinator for the East Metro Water Resource Education Program), Jennifer Hahn (University of Minnesota Extension agronomy outreach specialist), and Lower St. Croix Watershed Partnership partners to provide educational services through community events, workshops, project tours, newsletters, social media, and public engagement.
- Abbreviated outputs achieved by BBH:
  - Started building relationships and trust with local-decision makers, including coordinating a workshop at a local winery that introduced water protection policies and practices (43 attendees)
  - Presented at 5 local lake association meetings and multiple community events to promote lakeshore buffers, utilized newspaper articles, blog posts, videos, and social media campaigns that resulted in upwards of 20 shoreline projects installed in priority areas (Chisago Lakes).
  - Helped the Chisago SWCD enter the Adopt a Drain program and led efforts to get 59 drains adopted over the past six months in Chisago County and helped promote drain adoption across Anoka and Washington county communities
  - Helped cover over 30 community events promoting native plantings, adopt a drain, water conservation, lakeshore buffers, Created a blog (Knickpoints.org) and has written 28 blog posts with over 2000 views and helped generate social media campaigns that with partner contributions has reached over 4.1 million people.
  - Provided outreach support via blog and social media to basinwide agronomist on promoting and executing three field days for production ag farmers (98 attendees) and one small acreage workshop (14 attendees).

- Created ag-centric video series on YouTube that has over 2K views.

WBIF Funds: \$91,036

**Non-WBIF Activities:**

- Progress on MIDS Implementation:
  - Started building relationships and trust with local-decision makers, including coordinating a workshop at a local winery that introduced water protection policies and practices (43 attendees)
  - Collaborated with Wild Rivers Conservancy, Minnesota and Wisconsin DNR, National Park Service, and Wisconsin counties to host a St. Croix River Workshop on the Water (100 attendees)
- Progress on chloride reduction:
  - Organizes a Smart Salting training, co-hosted by Dakota and Washington Counties (70 attendees)
  - Promoted Smart Salting training opportunities in monthly email updates to partners
  - Created a list of the 760+ public and private employees that are Smart Salt Certified in the EMWREP region
- City of East Bethel updated wetland protections in ordinances

Non-WBIF Funds: \$5,236

Activity 4: Non-Structural Ag/Urban Implementation

**WBIF Funded Activities:**

- 2022 Description of Work: All completed projects were cover crops which were installed for the first year in 2022, and all will be installed annually for 3 years.
  - Pine County: Stevens Cover Crop
  - Chisago County: Cramaur Cover Crop and May Cover Crop
  - Washington County: Keene, G. Swanson, and T. Swanson cover crops
  - Isanti County: Three landowners interested in cover crops for 2023, but none spent in 2022.
  - Anoka County: No funds encumbered. May not be able to spend funds. May transfer funds to other partners (within Activity 4) if needed.
- 2022 Outputs Achieved: Non-structural BMP policy completed and approved in 2022. Installed 335.7 acres of non-structural ag BMPs.
- 2022 Outcomes Achieved:
  - Reduced TP by 682.71 lbs (reductions by priority area: Sensitive Groundwater TP Reduction: 389.09lbs, 133.4 ac; Regionally Significant Rivers and Streams: 682.71lbs TP Reduction, 335.7 ac; Regionally Significant Lakes: 140.63 TP Reduction, 66.7 ac)
  - Reduced TSS by 631.8 tons/yr (Regionally Significant Lakes: 130 tons/yr TSS; Regionally Significant Rivers and Streams: 631.8 tons/yr)
  - Reduced erosion by 865.1 tons/yr (Regionally Significant Lakes: 166.7 tons/yr; Regionally Significant Rivers and Streams: 865.1 tons/yr)

WBIF Funds: \$44,000

Pollutant Removal: 682.7 lb/yr total phosphorus

**Non-WBIF Activities:**

- 12 no-till acres
- 246.7 acres of cover crops
- 2.5 acres of prairie converted from row crops
- 396 new or replaced SSTS
- 23 wells sealed
- 12 shoreline restoration projects + 571 feet of bioengineered shoreline
- 19-acre acquisition near Cranberry Lake protecting 2-3 acres of mature forested upland, 16 acres of wetland and over 3,000 feet of undeveloped shoreline
- 100 acres of prairie plantings at parks and private residences
- 7,343 hours of watercraft inspections and decontaminations
- 124 locations of invasive phragmites treated
- 38 designs completed for shorelines, pollinator plantings, woodland management, and prairie restoration

Non-WBIF Funds: \$1,483,026

Pollutant Removal: 472 lb/yr total phosphorus

**Activity 5: Structural Urban BMP Implementation****WBIF Funded Activities:**

- 2022 Description of Work: Two projects approved for funding:
  - Big Marine Boat Launch Stormwater Retrofit (CMSCWD), going out to bid in 2023
  - Trout Brook Project (SWWD), originally indicated needed to begin construction work in fall 2022 due to wildlife requirements and was prioritized for 2021 funding as such, however SWWD now plans to complete all construction activities in 2023 after ski season has ended at Afton Alps resort. Project is out for bid. No construction occurred in 2022.
- 2022 Outputs Achieved: Completed 1 urban BMP
- 2022 Outcomes Achieved: 1.1 lb/yr phosphorus reduction achieved in 2022

WBIF Funds: \$0

Pollutant Removal: 1 lb/year total phosphorus

**Non-WBIF Activities:**

- 2 stormwater capture and reuse projects
- 2 stabilized waterways
- 1 raingarden
- 12 shoreline restoration projects + 571 feet of bioengineered shoreline
- Ravine stabilization project in the Valley Creek watershed

Non-WBIF Funds: \$183,301

Pollutant Removal: 193 lb/yr total phosphorus

## Activity 6: Wetland Restoration Implementation

### **WBIF Funded Activities:**

- 2022 Description of Work: Projects approved for funding:
  - Jones Wetland Restoration (Pine SWCD), completed in 2022
  - Jahnz Wetland Restoration (Pine SWCD), completed in 2022
  - Goose Lake Wetland Restoration (CMSCWD), completed wetland excavation in 2022 and will complete planting in 2023.
- 2022 Outputs Achieved: 3 wetland restorations completed (2 will result in nutrient reductions for priority waterbodies)
- 2022 Outcomes Achieved: 11.8 lb/yr phosphorus reduction for priority waterbodies

WBIF Funds: \$25,394

Pollutant Removal: 11.8 lb/yr total phosphorus

### **Non-WBIF Activities:**

- 39.6 acres restored wetlands
  - Goose Lake Wetland Restoration
  - 37 acres restored Chisago County per wetland banking
- 33 acres wetland bank created

Non-WBIF Funds: \$207,473

Pollutant Removal: 40 lb/yr total phosphorus

## Activity 7: Internal Analyses

### **WBIF Funded Activities:**

- 2022 Description of Work: After releasing a request for proposals and reviewing responses, the A7 subcommittee ultimately decided to approve funding for one internal analysis study – Forest Lake (CLFLWD).
- 2022 Outputs Achieved: CLFLWD completed the Forest Lake Internal Load Analysis in 2022, and the report is available on the LSC website.

WBIF Funds: \$16,500

**Non-WBIF Activities:** None

## Activity 8: Targeting Analyses

### **WBIF Funded Activities:**

- 2022 Description of Work and Outputs Achieved: Funding approved for the following initiatives:
  - Tree Canopy Assessment Protocols for Enhanced Street Sweeping, completed in 2022
  - Prioritization and Targeting Protocols, to be completed in early 2023; the sequential diagnostic monitoring protocols drafted by CLFLWD took longer than anticipated to complete and go through final internal review process. The SDM protocols were presented in early December

2022 and will be incorporated into the larger Prioritization and Targeting Protocols document in combination with portions completed by WCD.

- Rock Lake SWA (Pine County): Pine Co work is done, and Pine SWCD work is in progress (expected to be completed by spring 2023).
- Sunrise River Priority Drainage Areas (PDA): current status: 75-80% complete; goal to be done by end of February 2023
- Northeastern Washington County St. Croix and Spring Streams SWA (CMSCWD): started in the fall. On track to be done by mid-summer 2023.
- Tree Canopy Assessments and Enhanced Street Sweeping Studies:
  - Linwood Twp, Anoka SWCD: 98% completed in 2022
  - Afton, WCD: In progress
  - Lake Elmo, WCD: In progress
  - MSCWMO Cities, WCD: In progress
  - Wyoming, CLFLWD: In progress
  - Marine on St. Croix, CMSCWD/WCD: In progress (work is being done by WCD)
  - Scandia, CMSCWD/WCD: In progress (work is being done by WCD)
  - North Branch, Chisago SWCD: In progress
  - Rush City, Chisago SWCD: In progress

WBIF Funding: \$82,265

**Non-WBIF Activities:**

- 20 Groundwater monitoring wells monitored
- 19 Lakes monitored for water level
- 39 Lake sites sampled for water quality
- 21 new streams monitored for biological parameters
- St. Croix Spring Stream Subwatershed Analysis
- Seven Lake Subwatershed Analysis
- Flood hazard mapping

Non-WBIF Funds: \$149,679

Activity 9: Technical/Engineering

**WBIF Funded Activities:** Partners paid for all project technical/engineering locally, or worked with LSC Agronomy Outreach Specialist for technical assistance. As such, no grant funds were utilized under this activity. Funding was removed from this activity in the most recent grant amendment.

WBIF Funds: \$0

**Non-WBIF Activities:**

- Reviewed dozens of WCA applications for potential impacts to wetlands
- Worked to resolved multiple wetland violations
- Comprehensive Landlocked Basin Study

- Collected water quality data (including PFAS, standard water quality parameters, and sediment coring data) to evaluate water quality and quantity impacts of possible outlets from nine landlocked basins
- Evaluated impact of climate change
- Reviewed the 2016 Channel & Weir Operation & Maintenance Plan
- Continued implementation Channel & Weir Operation & Maintenance plan
- Completed 2 Habitat Management Plans
- Completed 1 Forest Management Plan
- Conducted 40 invasive species focused site visits

Non-WBIF Funds: \$174,550

### Activity 10: Administration/Coordination

#### **WBIF Funded Activities:**

- 2022 Description of Work and Outputs Achieved:
  - Chisago SWCD: Performed fiscal agent duties including execution of partner sub-agreements, payment of invoices, and eLINK financial reporting. Worked with CLFLWD to establish reporting forms and invoicing templates that align with reporting requirements to ensure all activities receiving WBIF grant funds are in alignment with work plan and reporting criteria. Worked with CLFLWD and BWSR staff to complete FY21 WBIF grant amendment and associated work plan revisions.
  - WCD: Performed hiring and payroll administration for Agronomy Outreach Specialist and Shared Services Educator.
  - WCD/EMWREP: Kept the LSC website up to date with meeting information and other updates. Coordinated/facilitated/took minutes for meetings of the Policy Committee, Steering Committee, Advisory Committee, and Planning Team.
  - CLFLWD: Coordinated revisions and refinement of Project Request Packet including cover memo, attachments associated with each work plan activity, and informational attachments such as maps and the project request process flow chart. Worked with Chisago SWCD to update reporting forms and invoicing templates as needed. Worked with Chisago SWCD and BWSR staff to complete FY21 WBIF grant amendment and associated work plan revisions.

WBIF Funds: \$47,219

**Non-WBIF Activities:** None Reported

**FY21 WBIF - Lower St. Croix Watershed Partners Grant - Updated July 2023**

A		B	C	D	E	F	G	H	I
ACTIVITY		WBIF BALANCE	MATCH BALANCE	AMOUNT WBIF's ENCUMBERED (Sub-Agreements)	AMOUNT WBIF's SPENT	AMOUNT WBIF'S UNSPENT	PERCENT WBIF's ENCUMBERED	PERCENT WBIF's SPENT	AMOUNT OF MATCH FUNDS RECEIVED
A1	Basin Ag Outreach Program	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 143,999.74	\$ 56,000.26	100%	72%	\$ -
A2	Structural Ag BMP Implementation	\$ 107,174.00	\$ 55,000.00	\$ 106,462.31	\$ 97,985.31	\$ 9,188.69	99%	91%	\$ 80,685.45
A3	Shared Services Educator	\$ 125,000.00	\$ 4,800.00	\$ 125,000.00	\$ 125,000.00	\$ -	100%	100%	\$ 63,353.00
A4	Non-Structural BMPs	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 80,000.00	\$ 20,000.00	100%	80%	\$ -
A5	Structural Urban BMP Implementation	\$ 360,000.00	\$ 70,000.00	\$ 360,000.00	\$ -	\$ 360,000.00	100%	0%	\$ -
A6	Wetland Restoration Implementation	\$ 105,857.00	\$ -	\$ 105,857.00	\$ 105,843.07	\$ 13.93	100%	100%	\$ -
A7	Internal Analyses	\$ 16,500.00	\$ -	\$ 16,500.00	\$ 16,500.00	\$ -	100%	100%	\$ 15,852.26
A8	Targeting Analyses	\$ 150,000.00	\$ -	\$ 146,413.40	\$ 116,157.71	\$ 33,842.29	98%	77%	\$ 671.61
A9	Technical/Engineering	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -
A10	Administration/Coordination	\$ 100,000.00	\$ -	\$ 104,298.29	\$ 96,371.60	\$ 3,628.40	104%	96%	\$ 712.17
<b>PROJECT BALANCE:</b>		<b>\$ 1,264,531.00</b>	<b>\$ 129,800.00</b>	<b>\$ 1,264,531.00</b>	<b>\$ 781,857.43</b>	<b>\$ 482,673.57</b>	<b>100%</b>	<b>62%</b>	<b>\$ 161,274.49</b>

Grant Agreement BWSR Approved: 3/31/21

Grant Agreement Expires: 12/31/2023

Grant Total: \$1,264,531

Minimum Match Amount: \$126,454

FY23 WBIF - Lower St. Croix Watershed Partners Grant - Updated July 2023								
A	B	C	D	E	F	G	H	I
	WBIF BALANCE	MATCH BALANCE	AMOUNT WBIF's ENCUMBERED (Sub-Agreements)	AMOUNT WBIF's SPENT	PERCENT WBIF's ENCUMBERED	PERCENT WBIF's SPENT	AMOUNT OF MATCH FUNDS RECEIVED	WBIF BALANCE REMAINING
A1 Structural Ag BMP Implementation	\$ 140,000.00	\$ 37,500.00	\$ -		0%	0%		\$ 140,000.00
A2 Structural Urban BMP Implementation	\$ 118,054.00	\$ 37,500.00	\$ 45,000.00		38%	0%		\$ 73,054.00
A3 Non-Structural Ag/Urban BMP Implementa	\$ 122,025.00	\$ -	\$ 122,025.00		100%	0%		\$ -
A4 Wetland Restoration Implementation	\$ 220,000.00	\$ 50,000.00	\$ 220,000.00	\$ 220,000.00	100%	100%	\$ 50,000.00	\$ -
A5 Agronomy Outreach Specialist	\$ 225,000.00	\$ -	\$ 225,000.00		100%	0%		\$ -
A6 Shared Services Educator	\$ 270,500.00	\$ 2,857.90	\$ 227,840.00	\$ 13,248.04	84%	5%		\$ 42,660.00
A7 Technical/Engineering	\$ 40,000.00	\$ -	\$ 10,000.00		25%	0%		\$ 30,000.00
A8 Internal Analyses	\$ 18,000.00	\$ -	\$ -		0%	0%		\$ 18,000.00
A9 Targeting Analyses	\$ 45,000.00	\$ -	\$ 12,000.00		27%	0%		\$ 33,000.00
A10 Administration/Coordination	\$ 80,000.00	\$ -	\$ 54,405.80	\$ 5,594.20	68%	7%		\$ 25,594.20
<b>PROJECT BALANCE:</b>	<b>\$ 1,278,579.00</b>	<b>\$ 127,857.90</b>	<b>\$ 916,270.80</b>	<b>\$ 238,842.24</b>	<b>72%</b>	<b>19%</b>	<b>\$ 50,000.00</b>	<b>\$ 362,308.20</b>

**Minimum Match Amount:** \$ 127,858.00  
**Grant Agreement BWSR Approved:** 11/9/2022  
**Grant Agreement Expires:** 12/31/2025