



Agenda

Vermillion River Watershed Planning Commission

April 12, 2023 – 4:30 p.m., In-person and Teleconference via MS Teams

1. Call to Order
2. Roll Call
3. Audience Comments on Items Not on the Agenda
(please limit audience comments to five minutes)
4. Approval of Agenda Action
5. Approval of Minutes from January 11, 2023, Meeting Action
6. Business Items
 - a. Recommend Approval of Proposed Amendments to the Vermillion River Watershed Joint Powers Organization (VRWJPO) 2023 Budget Action
 - b. Recommend Authorization to Submit 2022 VRWJPO Annual Activity Report and Financial Statement to the Minnesota Board of Water and Soil Resources Action
7. Updates
 - a. Chairperson's Report
 - b. Staff Updates
8. Adjourn Action

Please note, the April 12, 2023, Watershed Planning Commission meeting will take place **in-person** in Conference Room A at the Extension and Conservation Center, 4100 220th Street West, Farmington Minnesota **and via teleconference** on the web-based application, Microsoft Teams.

Microsoft Teams meeting

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Other Information

Next Meeting Date: **May 10, 2023**, at 4:30 p.m.

Please confirm your attendance by contacting Mark Zabel at mark.zabel@co.dakota.mn.us
You will be notified if the meeting is cancelled due to an anticipated lack of quorum.



Minutes

Vermillion River Watershed Planning Commission Meeting

January 11, 2023 – 4:30 p.m.

In-person and Microsoft Teams Videoconference

WPC Members in Attendance

James Kotz Sandra Weber
Josh Borton Andy Riesgraf
Steve Hamrick

Staff in Attendance

Mark Ryan, VRWJPO
Brita Moore-Kutz, VRWJPO
Mark Zabel, VRWJPO
Travis Thiel, VRWJPO

Others in Attendance

Curt Coudron, Dakota County SWCD
Nikki Stewart, Dakota County

1. Call to Order

The meeting was called to order at 4:31 p.m.

2. Election of Officers

Mark Zabel called for nominations for the Chair. Josh Borton nominated James Kotz for Chair. There were no other nominations. James Kotz was elected Chair by acclamation. Chair Kotz called for nominations for Vice-chair. Andrew Riesgraf nominated Josh Borton for Vice-chair. There were no other nominations. Josh Borton was elected Vice-chair by acclamation.

3. Roll Call

All members present except Linda Larson.

4. Audience Comments on Items Not on the Agenda

None.

5. Approval of Agenda

Chair Kotz asked for approval of the agenda.

Motion by Commissioner Borton, second by Commissioner Riesgraf, to approve the agenda as distributed. The agenda was approved by a 5-0 vote.

6. Approval of Minutes from the November 16, 2022 Meeting

Chair Kotz requested any adjustments to the minutes as presented.

Motion by Commissioner Borton, second by Commissioner Riesgraf, to approve the minutes of the September 16, 2022 meeting, as presented. The minutes were approved by a 4-0 vote. Commissioner Weber abstained due to not having been present at the meeting.

7. Business Items

a. Presentation of 2023 VRWJPO Communications Plan

Brita Moore-Kutz described having updated the VRWJPO Communications, Outreach, and Engagement Plan, as recently renamed. Brita described changes made to the Plan with the current update completed with the new year. Brita requested the WPC members review the Plan and provide any additional input. Brita noted that the Plan is a living document and can be adjusted as needed. Mark Zabel requested that members contact staff if they have additional ideas that might be added to the Plan.

b. Recommend Execution of an Agreement with the Minnesota Board of Water and Soil Resources for a Fiscal Year 2023 Clean Water Fund Grant

Travis Thiel commented that staff had applied to Clean Water Fund through BWSR for a grant to fund a project for a fish barrier and rough fish removal in East Lake in the City of Lakeville. BWSR has awarded a grant to the VRWJPO for the project. Staff are requesting the WPC recommend the VRWJPB accept the grant for the VRWJPO to implement the project. Travis briefly described the project as the construction of a fish barrier downstream from the outlet of East Lake. The function of the barrier is to prevent rough fish from moving between East Lake and North Creek to prevent rough fish from migrating between the lake and spawning areas thus preventing continued population of the lake with rough fish. After the barrier is completed, efforts can be taken to control rough fish in the lake to manageable levels through commercial harvest.

Commissioner Borton asked about timing for barrier construction. Travis commented that there are a few steps involved and will involve two consultants working on the project. Carp Solutions will assess the channel conditions for the fish barrier and determine what modifications may be needed and a civil engineering firm would do the channel design/construction work after which the barrier would be constructed. Commissioner Riesgraf asked what engineering firm would be doing the work. Travis indicated that Moore Engineering was contracted for the civil engineering work and staff there are some that we have worked with before. Commissioner Kotz asked about the location of the barrier. Travis indicated that the barrier will be placed about one quarter mile to the south of the outlet from East Lake.

Motion by Commissioner Weber, second by Commissioner Hamrick, to recommend the Vermillion River Watershed Joint Powers Board execute of an agreement with the BWSR in an amount not to exceed \$300,000 for a CWF Grant. The motion was approved by a 5-0 vote.

c. Recommend Execution of a Joint Powers Agreement with the City of Lakeville for the East Lake Rough Fish Barrier and Rough Fish Removals Project

Travis Thiel introduced this item as the implementation of the grant identified in the previous item through a partnership with the City of Lakeville.

Motion by Commissioner Borton, second by Commissioner Riesgraf, to recommend the execution of a Joint Powers Agreement with the City of Lakeville for the East Lake rough fish barrier and rough fish removals project in an amount not to exceed \$337,500. The motion was approved by a 5-0 vote.

d. Recommend to Execute a Joint Powers Agreement with Dakota County Soil and Water Conservation District for Services in 2023

Mark Zabel introduced this as an annual activity approving a Joint Powers Agreement between the VRWJPO and Dakota SWCD for services that are provided by the Dakota County SWCD in support of VRWJPO programs and projects. Mark asked Curt Coudron of the Dakota County SWCD to provide further description. Curt mentioned that the Work Plan and Budget for this agreement were included in the packet. The dollar amount of the agreement is the same as was agreed last year at a not to exceed \$257,000. Curt went through the items identified in the Work Plan giving a brief description of each activity.

Motion by Commissioner Hamrick, second by Commissioner Borton, to recommend authorization to execute a Joint Powers Agreement with Dakota County SWCD for a total not to exceed \$257,000 as presented to the Vermillion River Watershed Joint Powers Board at its meeting on January 26, 2023. The motion was approved by a 5-0 vote.

e. Recommend to Execute a Joint Powers Agreement with Scott Soil and Water Conservation District for Services in 2023

Mark Zabel introduced this as similar to the previous item in that this is an annual agreement between the VRWJPO and Scott SWCD for services that are provided by the Dakota County SWCD in support of VRWJPO programs and projects. Mark briefly described the activities identified in the Scott SWCD Work Plan. The overall not to exceed amount of the agreement is reduced by \$1,000 compared last year to \$42,950. Commissioner Borton asked about CIP allocations and if specific projects have been identified. Mark Zabel commented that a subwatershed assessment had been completed for the Scott County portion of the Vermillion River Watershed which has identified several potential projects, but there currently aren't projects that have been contracted. Mark Ryan noted that if the projects identified are not too large the Scott SWCD could use this money to fund the project. Mark Zabel noted that in the past few years the SWCDs have been encouraged to lean their budgets with the caveat that if a larger project or program need was identified and caused them to exceed their JPA limits, they could apply for an amendment to the JPA and the required funding.

Motion by Commissioner Borton, second by Commissioner Weber, to recommend authorization to execute a Joint Powers Agreement with Scott SWCD for a total not to exceed \$42,950 as presented to the Vermillion River Watershed Joint Powers Board at its meeting on January 26, 2023. The motion was approved by a 5-0 vote.

8. Updates

a. Chairperson's Report

Chair Kotz commented that he was made aware of the Niagara Water proposal in the Elko-New Market area and was curious about what that is about and the status of the proposal. Mark Zabel explained that the City of Elko-New Market (City) had identified an area around the I35/Hwy 2 interchange for future development. The development area is called Park I35 and this area had undergone review through the Alternative Urban Areawide Review (AUAR) process. Within Park I35 there is a proposal for Niagara Water to site a bottling plant. The Niagara Water bottling plant would access the municipal water supply as its water source. The proposal identifies Phase 1 with two lines of bottling that would result in a demand of 155 million gallons of water per year with the possibility of the addition of two more lines of bottling in future resulting in a total demand of 310 million gallons of water per year. The wells for the municipal water supply are finished in the Jordan (Prairie du Chien/ Jordan) aquifer as its source. The proposal has raised a lot of citizen concern. A group of citizens has petitioned for an Environmental Assessment Worksheet (EAW) to be completed for this proposal. The Minnesota Department of Natural Resources (DNR) has been assigned as the Responsible Governmental Unit (RGU) for a decision on the need for an EAW. Currently the DNR has not made a decision and has requested an extension from the City on the time allowed for the decision. The City was set to make a decision on the proposal at their January 12, 2023 meeting. Because there has been no decision on the EAW, it is likely that any action by the City will come sometime after January 12, 2023. If the DNR decides an EAW is warranted the EAW would be completed first, after which there would also be a later action in regard to a request by the City to amend their appropriations permit to increase their appropriations to meet the additional demand. Niagara Water has identified the target market for the bottled water product from this plant would be the greater Twin Cities and surrounding area. Chair Kotz commented that current water use by the City is 135 million gallons per year and the request is for 365 million gallons per year when Niagara Water is planning for 310 million gallons per year. Mark Zabel commented that they are probably planning to add wells. Mark also mentioned that staff have not had a chance to discuss this with the Vermillion River Watershed Joint Powers Board (VRWJPB). The Scott County Board has commented in support of the proposal. Commissioner Riesgraf asked what authority DNR has in regard to allocation. Mark Zabel replied that DNR is the permitting authority for water appropriations in the state. DNR will make a determination as to whether the aquifer has the capacity to meet the requested demand and the decision on the request may include conditions for its approval. Municipal water suppliers in the Seven County Metropolitan Area are required to include a Conservation Plan. Chair Kotz asked what might happen with the environmental review. Mark Zabel noted that the potential impacts of additional pumping of groundwater in this area isn't known and we don't know what effect it might have on the river. The upper reaches of the watershed is the area where there are springs and seeps which are fed from the surficial aquifer that bring groundwater into the river. The surficial aquifer lies above the Prairie du Chien/ Jordan aquifer and the head of the Prairie du Chien/ Jordan aquifer is higher than the river elevation so if the system is leaky there could be upwelling from the lower aquifer that feeds the river. A few years ago, around 2015, there was controversy regarding agricultural appropriations in the watershed and their potential impacts to the river. Commissioner Riesgraf asked if the Scott SWCD or the VRWJPO has any say

about this. Mark Zabel replied that those entities would be allowed to comment but have no regulatory authority in the matter. At this point in the process the DNR has the authority for actions to be taken, whether for the EAW or the appropriations permit. Mark Zabel noted that drinking water supply planning also involves the Metropolitan Council and the Minnesota Department of Health.

b. Staff Updates

Chair Kotz asked if there had been any further development regarding Watershed Planning Commission membership and terms. Mark Zabel responded that there had been no further discussion with the VRWJPB.

Mark Zabel reported that there is a new applicant to become a member of the Watershed Planning Commission. However, since there weren't chairs assigned for either the WPC or VRWJPB and the evaluation team is made up of the two chairs and the administrator, no action can be taken until that group has a chance to review the application. Commissioner Borton asked what efforts are being made in the Scott County portion of the watershed to try to recruit a Scott County member. Brita commented that the Co-administrator works with the news outlets in that area to advertise the position.

Curt Coudron reported that the SWCD is updating its cost share policies. Curt reported that the past year was a good year for projects. There were a number of cover crop projects with some mixed results due to the drought. Currently SWCD are doing planning for the upcoming season.

Travis Thiel reported that he is currently doing a lot of grant reporting work. State grant fund reporting is due which includes Watershed Based Implementation Fund grants, Clean Water Fund grants, Conservation Partners Legacy grants all require reporting for outcomes. We currently have one project underway on North Creek channel restoration project between Cedar Avenue and Highview Avenue. The project is planned to do some channel grading and add rock checks to control stream gradient to keep the channel from downcutting the channel and headcutting upstream.

Mark Ryan is also doing grant reporting work. Mark Ryan also reported that he has applied to an internal Dakota County engineering position and may be leaving service to the VRWJPO.

Mark Zabel reported that with the new year it is time for review of finances and plans and that he will provide an end-of-year report on revenues and expenses at the next meeting.

Staff welcomed Sandra Weber to the Watershed Planning Commission.

9. Adjourn

Motion by Commissioner Riesgraf, second by Commissioner Borton, to adjourn the meeting at 5:25 p.m. The motion passed on an 5-0 vote.

**6a. Recommend Approval of Proposed Amendments to the Vermillion River Watershed
Joint Powers Organization (VRWJPO) 2022 Budget**

Meeting Date: 4/12/23
Item Type: Action
Contact: Mark Zabel
Telephone: 952-891-7011
Prepared by: Mark Zabel



PURPOSE/ACTION REQUESTED

- Recommend approval of proposed amendments to the VRWJPO 2023 Budget

SUMMARY

At its meeting on December 1, 2022, the Vermillion River Watershed Joint Powers Board (VRWJPB) adopted the Final 2023 VRWJPO Budget (Resolution No. VRW 22-27). The budget included expenses totaling \$2,993,980, total revenue of \$3,421,830, and an expected cash reserve of \$427,850.

A budget amendment is being proposed to: 1) adjust for the fund balance from under-spending and transfers in 2022 (see Attachment B); 2) reflect changes to several budget line items and the addition of several line items, including line items reflecting grant funded projects. The amendment would bring the total expenses in 2023 to \$3,750,680 and total revenue to \$3,966,750 with a cash reserve of \$216,070 (see Attachment A).

Staff requests that the Watershed Planning Commission review the proposed amendments and recommend approval of the Draft Revised 2023 VRWJPO Budget to the Vermillion River Watershed Joint Powers Board.

RESOLUTION

6a. Recommend Approval of proposed amendments to the VRWJPO 2023 Budget

WHEREAS, the Vermillion River Watershed Joint Powers Board adopted the Final 2023 VRWJPO Budget on December 1, 2022; and

WHEREAS, the budget included expenses totaling \$2,993,980, total revenue of \$3,421,830, and an expected cash reserve of \$427,850; and

WHEREAS, a budget amendment is being proposed to: 1) adjust for the fund balance from under-spending and transfers in 2022; 2) reflect changes to several budget line items and the addition of several line items, including line items reflecting grant funded projects.

NOW, THEREFORE, BE IT RESOLVED, that the Vermillion River Watershed Planning Committee recommends to the Vermillion River Watershed Joint Powers Board the approval of the amendment to bring the budgeted total expenses in 2023 to \$3,750,680 and total revenue to \$3,966,750 with a cash reserve of \$216,070.

VRWJPO 2023 Budget

<u>Category</u>	<u>Budget Items</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>
EXPENSES					
Administration and Operations 601-5010001-00000000	1 Dakota County VRW Staff	\$180,500	4.6%	\$180,500	5.3%
	2 Scott County VRW Staff	\$15,000	0.4%	\$15,000	0.4%
	3 Other Dakota County Staff Time	\$12,000	0.3%	\$12,000	0.4%
	4 Legal Support	\$25,000	0.6%	\$25,000	0.7%
	5 Miscellaneous Expenses (per diems, mileage, postage, etc.)	\$6,000	0.2%	\$6,000	0.2%
	6 Training, Conferences, and Certifications	\$2,000	0.1%	\$2,000	0.1%
Subtotal Administrative		\$240,500	6.1%	\$240,500	7.0%
Research and Planning 601-5010001-50100130	1 Dakota SWCD Incentive Program Policy Assistance	\$1,600	0.0%	\$1,600	0.0%
	2 Scott County Staff	\$5,000	0.1%	\$2,000	0.1%
	3 VRW Staff	\$35,000	0.9%	\$15,000	0.4%
Subtotal Research and Planning		\$41,600	1.0%	\$18,600	0.5%
Monitoring and Assessment 601-5010001-50100230	1 Vermillion River Monitoring Network in Dakota Co.				
	1a Staff Time for Sample Collection, Equipment Installation, Maintenance	\$39,000	1.0%	\$39,000	1.1%
	1b Data analysis, database management, data reporting, FLUX modeling	\$17,000	0.4%	\$17,000	0.5%
	1c Water Quality Sample Analysis and QA/QC samples	\$19,000	0.5%	\$19,000	0.6%
	1d Equipment and Supplies	\$8,000	0.2%	\$8,000	0.2%
	2 Vermillion River Monitoring Network in Scott Co	\$9,300	0.2%	\$9,800	0.3%
	3 USGS Cost Share for Blaine Ave. Station	\$8,900	0.2%	\$8,900	0.3%
	4 DNR Flow Gaging Assistance	\$9,700	0.2%	\$9,700	0.3%
	5a Biological and Habitat Assessments	\$7,000	0.2%	\$7,000	0.2%
	5b Electrofishing	\$16,000	0.4%	\$16,000	0.5%
	6 Monitoring Programs Review and Evaluation	\$15,000	0.4%	\$15,000	0.4%
7 General GIS support (Dakota SWCD)	\$5,000	0.1%	\$5,000	0.1%	
8 Nitrate Treatment Practice Sampling	\$1,000	0.0%	\$1,000	0.0%	

VRWJPO 2023 Budget

<u>Category</u>	<u>Budget Items</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>
	9 Iron Enhanced Sand Filter Performance Sampling	\$2,000	0.1%	\$2,000	0.1%
Subtotal Monitoring and Data Analysis		\$156,900	4.0%	\$157,400	4.6%
Public Communications and Outreach 601-5010001-50100330	1 Communication and Outreach Staff	\$100,000	2.5%	\$100,000	2.9%
	2 Vermillion River Watch Program	\$6,000	0.2%	\$6,000	0.2%
	3 Vermillion River Stewards	\$0	0.0%	\$0	0.0%
	4 Scott County Outreach Efforts	\$2,000	0.1%	\$2,250	0.1%
	5 Vermillion River Watershed Projects Signage and Map Updates	\$10,000	0.3%	\$10,000	0.3%
	6 Newsletter, Mailings, Website, General Communication Materials	\$10,000	0.3%	\$10,000	0.3%
	7 Landscaping for Clean Water Workshop Program (Dakota SWCD)	\$30,400	0.8%	\$30,400	0.9%
	8 K-12 Classroom Presentations (Dakota SWCD)	\$4,000	0.1%	\$4,000	0.1%
	9 Watershed Tours	\$2,000	0.1%	\$0	0.0%
	10 Local Standards/ Ordinance and Turf/ Salt Workshops	\$3,500	0.1%	\$3,500	0.1%
Subtotal Public Outreach and Communication		\$167,900	4.2%	\$166,150	4.9%
Regulation 601-5010001-50100530	1 Scott SWCD Assistance with Plan Review	\$900	0.0%	\$900	0.0%
	2 Engineering Assistance and Review	\$35,000	0.9%	\$35,000	1.0%
	3 VRW Staff Local Program Assistance	\$20,000	0.5%	\$20,000	0.6%
Subtotal Regulation		\$55,900	1.4%	\$55,900	1.6%
Coordination and Collaboration 601-5010001-50100531	1 Coordination VRW Staff	\$40,000	1.0%	\$32,000	0.9%
	2 Wetland Health Evaluation Program Cost Share	\$0	0.0%	\$0	0.0%
	3 Children's Water Festival Support	\$600	0.0%	\$600	0.0%
	4 Watershed Partners	\$5,000	0.1%	\$5,000	0.1%
	5 Master Water Stewards	\$5,000	0.1%	\$5,000	0.1%
Subtotal Coordination and Collaboration		\$50,600	1.3%	\$42,600	1.2%
Land and Water Treatment					
Capital Improvement	1 Cost Share Programs in Dakota County (SWCD)	\$80,000	2.0%	\$80,000	2.3%

VRWJPO 2023 Budget

<u>Category</u>	<u>Budget Items</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>
Projects	2 Cost Share Programs in Scott County (SWCD)	\$30,750	0.8%	\$31,300	0.9%
601-5020001-50200130	3 Cost-share	\$250,000	6.3%	\$250,000	7.3%
	4 WBIF match	\$15,170	0.4%	\$70,000	2.0%
Subtotal Capital Improvement Projects		\$375,920	9.5%	\$431,300	12.6%
Maintenance	1 Past projects maintenance/ repair	\$70,000	1.8%	\$70,000	2.0%
601-5020001-50200130	2 CIP construction oversight, maintenance/ repair staff costs	\$35,000	0.9%	\$25,000	0.7%
Subtotal Maintenance		\$105,000	2.6%	\$95,000	2.8%
Feasibility/Preliminary Studies	Preliminary Design, Technical Assistance and Marketing for Capital Improvements (Dakota SWCD)	\$40,000	1.0%	\$40,000	1.2%
601-5010001-50100631	2 Preliminary Design, Technical Assistance and Marketing for Capital Improvements	\$180,000	4.5%	\$180,000	5.3%
Subtotal Feasibility/Preliminary Studies		\$220,000	5.5%	\$220,000	6.4%
Irrigation Audit and Cost Share Program	1 Irrigation Audits	\$10,000	0.3%	\$10,000	0.3%
601-5010001-50100431	2 Irrigation Cost-Share	\$10,000	0.3%	\$10,000	0.3%
Subtotal Irrigation Audit and Cost Share		\$20,000	0.5%	\$20,000	0.6%
2020-2023 WBIF Grant (BWSR) North Creek	1 North Creek Stabilization	\$337,500	8.5%	\$337,500	9.9%
601-5010001-50100853	2 VRWJPO cash match	\$50,000	1.3%	\$50,000	1.5%
Subtotal 2020-2023 WBIF Grant North Creek Stabilization		\$387,500	9.8%	\$387,500	11.3%
2020-2023 WBIF Grant (BWSR) Farmington Direct	1 Farmington Direct Drainage Assessment	\$26,700	0.7%	\$0	0.0%
601-5010001-50100854	2 VRWJPO cash match	\$3,330	0.1%	\$0	0.0%
Subtotal 2020-2023 WBIF Grant Hastings/ Farmington Direct Drainage		\$30,030	0.8%	\$0	0.0%
2020-2023 WBIF Grant (BWSR) Hastings Direct	1 Hastings Direct Drainage Assessment	\$26,700	0.7%	\$26,700	0.8%

VRWJPO 2023 Budget

<u>Category</u>		<u>Budget Items</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>
601-5010001-50100855	2	VRWJPO cash match	\$3,330	0.1%	\$3,330	0.1%
Subtotal 2020-2023 WBIF Grant Hastings/ Farmington Direct Drainage			\$30,030	0.8%	\$30,030	0.9%
2020-2023 WBIF Grant (BWSR) Ravenna Basins						
	1	Ravenna Basins Restoration	\$0	0.0%	\$0	0.0%
601-5010001-50100856	2	VRWJPO cash match	\$0	0.0%	\$0	0.0%
Subtotal 2020-2023 WBIF Grant Ravenna Basins Restoration			\$0	0.0%	\$0	0.0%
2022-2025 CPL Grant (DNR) East Lake Habitat						
	1	East Lake Habitat Improvement	\$90,000	2.3%		
601-5010001-50100858	2	VRWJPO in-kind match	\$3,000	0.1%		
Subtotal CWF Competitive Grant Ravenna Trail Ravine Stabilization			\$93,000	2.3%		
2022 CWF Competitive Grant (BWSR) Foxborough						
	1	Foxborough Park TSS Project	\$346,500	8.7%	\$346,500	
601-5010001-50100859	2	VRWJPO cash match	\$30,000	0.8%	\$30,000	
Subtotal CWF Competitive Grant Foxborough Park TSS Project			\$376,500	9.5%	\$376,500	
2022 CWF Competitive Grant (BWSR) Ravenna						
	1	Ravenna Trail Ravine Stabilization	\$495,000	12.5%	\$495,000	
601-5010001-50100860	2	VRWJPO cash match	\$50,000	1.3%	\$50,000	
Subtotal CWF Competitive Grant Ravenna Trail Ravine Stabilization			\$545,000	13.7%	\$545,000	
2022-2023 WBIF Grant (BWSR) Middle Creek						
	1	Middle Creek at Dodd Rd Stream Restoration	\$360,000	9.1%		
601-5010001-50100861	2	VRWJPO in-kind	\$3,000	0.1%		
Subtotal CWF Competitive Grant Foxborough Park TSS Project			\$363,000	9.2%		
2022-2025 WBIF Grant (BWSR) Alimagnet Alum						
	1	Alimagnet Lake Alum Treatment Feasibility Study	\$36,000	0.9%		
601-5010001-50100862	2	VRWJPO cash match	\$9,000	0.2%		

VRWJPO 2023 Budget

<u>Category</u>	<u>Budget Items</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>
Subtotal CWF Competitive Grant Foxborough Park TSS Project		\$45,000	1.1%		
2023 CWF Competitive Grant (BWSR) East Lake	1 East Lake Fish Barrier and Rough Fish Removal	\$300,000	7.6%		
601-5010001-50100863	2 VRWJPO cash match	\$37,500	0.9%		
Subtotal CWF Competitive Grant Foxborough Park TSS Project		\$337,500	8.5%		
CWF WBIF Grant (BWSR)	1 WBF Grant Admin	\$12,000	0.3%	\$17,700	0.5%
601-5010001-50100848					
Subtotal WBF Grant Admin		\$12,000	0.3%	\$17,700	0.5%
Weland Bank	Wetland Bank Restoration Funds Reserve	\$189,800	4.8%	\$189,800	
601-5010001-50100930					
Subtotal Wetland Bank Restoration Funds		\$189,800	4.8%	\$189,800	
Subtotal of Expenditures		\$3,750,680	94.6%	\$2,993,980	87.5%
Cash Reserve		\$216,070	5.4%	\$427,850	12.5%
TOTAL Annual Expenses		\$3,966,750	100.0%	\$3,421,830	100.0%

REVENUE					
	Wetland Bank	\$189,800	4.8%	\$189,800	
	CIP Reserve	\$226,800	5.7%	\$350,000	10.2%
	CIP Reserve Grant Match	\$136,660	3.4%	\$133,330	3.9%
	Fund Balance from Underspending in Previous Year	\$271,810	6.9%	\$405,000	11.8%
	Grant Carryover	\$12,000	0.3%	\$664,350	
	CWF Grant (BWSR) Competitive 2022	\$841,500	21.2%	\$420,750	12.3%
	CWF Grant (BWSR) Competitive 2023	\$300,000	7.6%		
	CWF Grant WBIF (BWSR) 2020-2023	\$487,180	12.3%	\$243,600	7.1%

VRWJPO 2023 Budget

<u>Category</u>	<u>Budget Items</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>	<u>2023 Final Budget Amount</u>	<u>Budget % of Total</u>
	CWF Grant WBIF (BWSR) 2022-2025	\$396,000	10.0%		
	CPL Grant (DNR) 2022-2025	\$90,000	2.3%		
	Fees for Permitting Activities	\$1,000	0.0%	\$1,000	0.0%
	Dakota County Levy	\$964,900	24.3%	\$964,900	28.2%
	Scott County Levy	\$35,100	0.9%	\$35,100	1.0%
	Investment Earnings	\$14,000	0.4%	\$14,000	0.4%
TOTAL Annual Revenue		\$3,966,750	100.0%	\$3,421,830	100.0%



2022 Vermillion River Watershed Joint Powers Organization Treasurer's Report

February 2023 - Vermillion River Watershed Joint Powers Board Meeting

	<u>Budget Amounts</u>	<u>Expenses to Date</u>	<u>Expenses Pending</u>	<u>Account Balance</u>
A. Administration & Operations (217002-0000)	\$ 240,500.00	\$ 162,822.85	\$ -	\$ 77,677.15
B. Research & Planning (217002-0130)	\$ 18,600.00	\$ 21,294.88	\$ -	\$ (2,694.88)
C. Monitoring & Assessment (217002-0230)	\$ 157,400.00	\$ 91,208.42	\$ -	\$ 66,191.58
D. Public Communications & Outreach (217002-0330)	\$ 166,150.00	\$ 161,316.31	\$ -	\$ 4,833.69
E. Irrigation and Audit (217002-0431)	\$ 20,000.00	\$ 40,302.36	\$ -	\$ (20,302.36)
F. Regulation (217002-0530)	\$ 55,900.00	\$ 31,237.85	\$ -	\$ 24,662.15
G. Coordination & Collaboration (217002-0531)	\$ 42,600.00	\$ 18,839.08	\$ -	\$ 23,760.92
H. Feasibility/Preliminary Studies (217002-0631)	\$ 220,000.00	\$ 98,556.59	\$ -	\$ 121,443.41
I. Capital Improvement Projects (217092-0130)	\$ 491,850.00	\$ 128,390.12	\$ -	\$ 363,459.88
J. FY2019 - Watershed Funding Grant (217002-0848)	\$ 17,700.00	\$ 7,508.10	\$ -	\$ 10,191.90
K. CWF Grant - Middle Creek Restoration (217002-0852)	\$ -	\$ 81.06	\$ -	\$ (81.06)
L. WBIF Grant (BWSR) 2020-2023 North Creek Stabilization (217002-0853)	\$ 387,500.00	\$ -	\$ -	\$ 387,500.00
M. WBIF Grant 2020-2023 Farmington Direct Drainage (217002-0854)	\$ 30,030.00	\$ -	\$ -	\$ 30,030.00
N. WBIF Grant (BWSR) 2020-2023 Hastings Direct Drainage (217002-0855)	\$ 30,030.00	\$ -	\$ -	\$ 30,030.00
O. WBIF Grant (BWSR) 2020-2023 Ravenna Basins Restoration (217002-0856)	\$ 85,000.00	\$ 64,005.30	\$ -	\$ 20,994.70
P. WBIF Grant (BWSR) 2020-2023 Rosemount Anti-Icing (217002-0857)	\$ -	\$ -	\$ -	\$ -
Q. CWF Grant - (BWSR) Foxborough TSS (217002-0859)	\$ 203,250.00	\$ 284.61	\$ -	\$ 202,965.39
R. CWF Grant - (BWSR) Ravenna Trail (217002-0860)	\$ 297,500.00	\$ 121.82	\$ -	\$ 297,378.18
S. Wetland Bank (217002-0930)	\$ 117,216.00	\$ 500.00	\$ -	\$ 116,716.00
VRW JPO Revised Budget Expense TOTAL	\$ 2,581,226.00	\$ 826,469.35	\$ -	\$ 1,754,756.65

Budget Funding Sources

Scott County Levy	\$ 32,500.00
Dakota County Levy	\$ 967,500.00
Expected 2019 Carryover (Fund Balance)	\$ 686,000.00
Special Use Permit	\$ 1,000.00
CWF Grant (BWSR)	\$ 420,750.00
2019-2021 CWF Grant 1W1P (BWSR)	\$ -
2020-2023 CWF Grant WBIF (BWSR)	\$ 243,600.00
Met Council Grant	\$ -
CIP Reserve	\$ 246,000.00
CIP Reserve Grant Match	\$ 84,000.00
Investment Earnings	\$ 12,000.00
Total	\$ 2,693,350.00

6c. Recommend Authorization to Submit 2022 VRWJPO Annual Activity Report and Financial Statement to the Board of Water and Soil Resources

Meeting Date: 4/12/2023
Item Type: Regular-Action
Contact: Mark Zabel
Telephone: 952-891-7011
Prepared by: Brita Moore-Kutz



PURPOSE/ACTION REQUESTED

- Recommend Authorization to Submit 2022 VRWJPO Annual Activity Report and Financial Statement to the Board of Water and Soil Resources (BWSR)

SUMMARY

According to Minnesota Rule (M.R. 8410.0150), watershed management organizations must submit an activity report, financial statement, and an audit report to BWSR within 120 days following the end of the watershed management organization's preceding fiscal year. The Draft 2022 Vermillion River Watershed Joint Powers Organization (VRWJPO) Annual Activity Report and Financial Statement is being prepared according to BWSR requirements. The Draft 2022 Vermillion River Watershed Joint Powers Organization (VRWJPO) Annual Activity Report and Financial Statement is currently being completed and compiled by staff and the draft will be provided as a handout at the meeting. The Audit Report is sent to BWSR separately when it is made available to the VRWJPO.

The 2022 Annual Activity Report and Financial Statement includes:

- Listing of VRWJPB members, WPC members, and VRWJPO staff;
- Summary of water quality monitoring data;
- Review of outreach programs, education, and communication;
- Description of capital improvement projects and feasibility studies;
- Overview of the VRWJPO's 2023 Work Plan;
- Assessment of overall annual budget;
- Review of evaluation, regulation, and permit programs; and
- Board actions.

The report must be submitted to the BWSR on or before April 30, 2023. Staff requests the Watershed Planning Commission recommend authorization to submit the 2022 VRWJPO Annual Activity Report and Financial Statement to BWSR on or before the deadline.

EXPLANATION OF FISCAL/FTE IMPACT

No fiscal impact.

RESOLUTION

6c. Recommend Authorization to Submit 2022 VRWJPO Annual Activity Report and Financial Statement to the Board of Water and Soil Resources

WHEREAS, Minnesota Rule 8410.0150 requires watershed management organizations to submit an annual activity report and financial statement to the Minnesota Board of Water and Soil Resources (BWSR) within 120 days following the end of the watershed management organization's fiscal year; and

WHEREAS, the Vermillion River Watershed Joint Powers Organization (VRWJPO) staff has prepared a Draft 2022 Annual Activity Report and Financial Statement in compliance with Minnesota Rule 8410.0150 for review; and

WHEREAS, the Vermillion River Watershed Planning Commission (WPC) has reviewed the draft 2022 Annual Activity Report and Financial Statement and the comments provided by WPC members will be considered and incorporated; and

WHEREAS, the Audit Report will be sent to the BWSR when made available to the VRWJPO.

NOW, THEREFORE, BE IT RESOLVED, that the VRWPC recommends the VRWJPB authorize staff to submit the 2022 Annual Activity Report and Financial Statement to the BWSR on or before April 30, 2023.