

# Rum River Watershed Partnership Board Meeting

September 26, 2024

Meeting: 4:30-5:30

Tour of Practices: 5:30-7:30



**Location: Princeton Public Library** 100 4th Ave S, Princeton, MN 55371, community room.

## Public Viewing Option on Zoom:

<https://us02web.zoom.us/j/83111607145?pwd=NnFDTWlHUzIvSWdWalZUZG45bzB5Zz09>

Phone: 1 312 626 679

Meeting ID: 831 1160 7145

**Coming together** to identify shared goals.

**Planning together** to leverage unique capacity.

**Working together** to achieve results.

## Vision Statement

- Clean, abundant water for consumption, recreation, and habitat
- Collaborative partnership among communities, working together towards a common goal
- Community members and decision makers understand the challenges and opportunities facing the watershed
- Innovative strategies to meet our goals

## Primary representatives:

Aitkin County- Laurie Westerlund

Aitkin SWCD- Bob Janzen

Anoka CD- Colleen Werdien

Benton County-Ed Popp

Benton SWCD- Wade Bastian

Isanti County- Alan Duff

Isanti SWCD- Al Koczur

Kanabec SWCD- Kim Johnson

Mille Lacs SWCD- Jake Janski

Mille Lacs Band of Ojibwe-Kelly Applegate

Morrison SWCD- Dale Scholl

Morrison County- Bobby Kasper

Sherburne County- Andrew Hulse

Sherburne SWCD- Chris Jurek

CCd: member staff representatives, others requested to be on cc list

<b>Topic</b>	<b>Purpose</b>	<b>Lead</b>
<b>1. Call to Order</b>		Chair
<b>2. Approve agenda</b>	DECIDE	Chair
<b>3. Approve June 27, 2024 minutes</b>	DECIDE	Chair
<b>4. Administrative reports/updates</b> <ul style="list-style-type: none"> <li>• Financials</li> <li>• Audit</li> <li>• Progress updates</li> </ul>	INFO	Chair
<b>5. Education/Outreach updates</b>	INFO	Outreach Staff
<b>6. FY23 WBIF grant:</b> <ul style="list-style-type: none"> <li>• 3rd Q 2024 funding requests</li> <li>• Budget revision</li> </ul>	DECIDE	Chair
<b>7. FY25 WBIF grant:</b> <ul style="list-style-type: none"> <li>• work plan revision</li> <li>• authorization to sign grant agreement</li> </ul>	DECIDE	Chair
<b>8. 2025-2026 Education and Outreach Plan</b>	DECIDE	Outreach Staff
<b>9. <a href="#">Updated WBIF Policies</a></b>	DECIDE	Chair
<b>10. Next Meeting Date: December 19th</b>	DECIDE	Chair
<b>11. Adjourn: Tour of practices to follow</b>	DECIDE	Chair

**RRWP Tour Stops:**

1. Wetland Restoration (8845 333rd Ave NW, Princeton, MN 55371)
2. Cover Crops (30063 Palm St NW, Isanti, MN 55040)
3. Conservation Easement (31100 313th Ave NW Cambridge MN)

Disclaimer: These are the nearest listed address and not the exact location because the projects are not located at locations with addresses.

## Rum River Watershed Partnership Board Meeting Minutes

**June 27th, 2024 4:30PM – 6:00PM**

In-Person Meeting  
 MLC Courthouse  
 Lower level, Conference Room D  
 635 2nd St SE, Milaca, MN 56353



**Coming together** to identify shared goals.  
**Planning together** to leverage unique capacity.  
**Working together** to achieve results.

**Note taker:** Molly Clyne, Mille Lacs SWCD

**Voting Members**

**Present:**

Laurie Westerlund – Aitkin County  
 Colleen Werdien – Anoka CD  
 Wade Bastian – Benton SWCD  
 Al Koczur – Isanti SWCD  
 Alan Duff – Isanti County  
 Kim Johnson – Kanabec SWCD  
 Jake Janski – Mille Lacs SWCD  
 Dale Scholl – Morrison SWCD  
 Bobby Kasper – Morrison County

**Alternates Present:**

None

**Partners and Staff**

**Present:**

Jamie Schurbon – Anoka CD  
 Emily Forbord – Benton SWCD (*virtual*)  
 Lydia Godfrey – Isanti SWCD  
 Tiffany Determan – Isanti SWCD  
 Douglas Page – Isanti SWCD  
 Susan Shaw – Mille Lacs SWCD  
 Molly Clyne – Mille Lacs SWC

**Voting Members**

**Absent:**

Bob Janzen – Aitkin SWCD  
 Ed Popp – Benton County  
 Andrew Hulse – Sherburne County  
 Chris Jurek – Sherburne SWCD  
 Kelly Applegate – Mille Lacs Band of Ojibwe

**Others:**

Barb Peichel— BWSR  
 Michelle Jordan— BWSR

1. Meeting called to order by Janski at 4:33 pm. Introductions led by Janski.

2. Approve Agenda

**Motion by Westerlund to approve the agenda;** second by Duff. Affirmative: All. Opposed: None. **The Motion carried.**

3. Approval of March 21<sup>st</sup>, 2024 JPE meeting minutes

**Motion by Werdien to approve the minutes;** second by Johnson. Affirmative: All. Opposed: None. **The Motion carried.**

4. Administrative reports/updates

*Financials:*

Schurbon provided a high-level overview update.

**Motion by Bastian to approve the financial report;** second by Koczur. Affirmative: All. Opposed: None. **The Motion carried.**

*Progress updates:*

Shaw provided an update on the Mille Lacs projects. There is staff turnover happening, which means that project advancement will be slow, but will happen. Janski asked if the turnover will impede the ability to complete it this year, but Shaw noted that the statement of work extends it into 2025 and they will be on track to meet that.

Forbord provided an update on the Benton SWCD projects. She noted that they are hoping to have someone to work on cover crops for this fall, and that they just got a TSA bid for their water and sediment control basin project. Progress is slow but on track for this fall.

5. Education and Outreach Updates

Godfrey presented Type A outreach updates. She said they are on track to finish the education and outreach plan by the end of the year. She also noted that the JPE board will review the FY25-26 work plan for approval on the September JPE meeting. Most of the September meeting will be dedicated to a projects tour in Isanti. Additionally, she noted that there is a Soil Health Field Day on August 5<sup>th</sup> starting at 5:30pm at Braun's Market in Pease.

*Discussion*

For the September meeting and projects tour, Janski asked about meeting length and if it would be kept within the usual 2 hours. Determan asked if the group would be okay with it being an extended 3 hours, which partners seemed fine with, so the group was told to plan for 3 hours starting at 4:30. The meeting place is TBD but will be in Isanti.

Clyne presented Type B outreach updates. She said that she has been working on organizing teams within the Watershed. For example, she is convening a Rum Agriculture Tech Team on the 23<sup>rd</sup> of July to help facilitate connection and encourage working with Rum partners on projects, events, etc. She will also be reconvening the Rum RIM Tech Team for easements on the 16<sup>th</sup> of July. Additionally, she is continuing work on the Tree Planting Pilot funded by LCCMR and continuing to organize forestry roles.

### *Discussion*

Janski asked about how Page's role will connect with Clyne's forestry work. Determan and Page explained that Page will be doing technical work, such as doing the backlog of easement requests and coordinating forest stewardship plans for larger acreage projects and hopefully start working on smaller acreage projects, too.

#### 6. Approve FY23 WBIF 2<sup>nd</sup> Q 2024 Funding Requests and Statement of Work Amendments

Determan presented the amendments. The first dealt with funds for the fiscal agent and watershed coordinator. There is unencumbered money for attorney, audit, and insurance fees that we are not expecting to use this year, so the IPC proposed moving that money to Schurbon and Determan for their staff time.

Additionally, the IPC recommended a project development amendment of an additional \$6k for Isanti projects. This would be staff time to do the technical outreach to secure additional near-shore stormwater reduction BMPs on tier 1 and tier 2 lakes.

Lastly, the IPC recommends funding an amendment to add \$50k of funding and \$12 of match to Isanti's SOW to do the work on tier 1 and tier 2 lakes for near-shore stormwater reduction BMPs.

**Motion by Werdien to approve the amendments;** Bastian seconded. Affirmative: All. Opposed: None. **The Motion carried.**

#### 7. Approve FY25 WBIF Work Plan

The FY25 WBIF Work Plan was presented at the last meeting, and partners' boards were asked to look it over and provide comments if necessary. Determan noted that no comments were received.

**Motion by Duff to approve work plan, authorize staff to submit funding request to BWSR and submit work plan;** second by Westerlund. Affirmative: All. Opposed: None. **The Motion carried.**

#### 8. Data Practices Policy

Schurbon described that the policy shows the public how they can get data from us. We are required by law to have this policy. The State Department of Administration provides

a template which we used for ours; most state agencies have a policy identical to ours. The chance it will ever be used is low, but we must have it on file.

**Motion by Johnson to approve the data practices policy as presented;** second by Koczur. Affirmative: All. Opposed: None. **The Motion carried.**

#### 9. Attorney Services Change

Schurbon described how the partnership's attorney in recent years has been Troy Gilchrist at Kennedy and Graven. Troy is splitting from the firm to form a new firm called Town Law Center. He described that we need to choose to stay with Troy Gilchrist and move to his new firm, or to stay with Kennedy and Graven. Schurbon's recommendation was to stay with Troy Gilchrist as he is an attorney for many watershed organizations and is experienced in it, whereas the others at Kennedy and Graven have some experience but not as much.

**Motion by Bastian to approve staying with Troy Gilchrist at his new firm, Town Law Center;** second by Duff. Affirmative: All. Opposed: None. **The Motion carried.**

#### 10. WBIF Policy revisions

Determan described that as part of the new FY25 WBIF funds, there are some things in existing policy that need to be updated. The goal is to have 1 policy that covers all our WBIF funds so that we do not have to have separate policies for each year of funding.

Determan wanted to give a high-level overview of the policy changes being proposed. By the September meeting, she wants the policy changes ready for the board to approve so they can be used for the FY25 funding.

The first change deals with project approval. The revision would make Tier 3 waters eligible.

The second change deals with text regarding activity budget shifts. The policy aims to help answer the question of, if we wanted to shift money, at what point do we do that? The change states that we would wait for a year of the grant to pass before shifting money. Text regarding activity budget shifts:

Finally, the proposed cost-share policies. There are various rates depending on the project. For example, 75% for wetland restorations, 80% based on the DNR rate for forest stewardship plans. Plans must have a water quality benefit; text describing that is included in the policy, along with some additional required processes that the individual SWCDs will have to work through. Determan noted that the forestry team is trying to come up with some incentive rates for forestry practices, but it is a lengthier process than originally intended.

#### 11. Open forum/member updates

Godfrey noted that the 2<sup>nd</sup> Tuesday of the month every month 8:30-9:30 am is the outreach hour.

Determan said the July IPC probably will be cancelled, but further info will come.

Page was hired as the land protection specialist.

The Kanabec SWCD district manager took the Snake Watershed Coordinator position, so the manager position is open. Currently, there are a few applicants.

#### 12. Next Meeting Date

The September 26<sup>th</sup> short meeting and Isanti tour will be 4:30-7:30pm somewhere in Isanti. Godfrey and/or Determan will be in touch about location specifics and food.

#### 13. Janski called the meeting to adjourn at 5:20pm.



# Financial Report - Rum River Watershed Partnership

9/16/2024



## Bank Account Update

1/1/2024	Starting balance	\$223,486.52
	Debits - regular	\$275,729.98
	Deposits	\$134,360.50
	Interest & Dividends	\$7,908.63
8/30/2024	Ending balance	\$90,025.67

## Funds On-Hand by Type

In bank acct - WBIF 2023 grant		\$75,646.53
In bank acct - Unrestricted (interest earned)		\$14,379.14
In CDs - WBIF 2023 grant		\$207,000.00

## FY23 Watershed Based Implementation Funding (WBIF) Grant

Expires 12/31/2025

Activity	Beginning Grant Funds	Beginning Match	Encumbered Grant Funds	Encumbered Match	Spent Grant Funds	Spent Match Funds	Not Encumbered Grant Funds
Admin	\$101,133.00		\$101,133.00		\$71,658.28	\$0.00	\$0.00
Forest Practices	\$16,000.00	\$3,133.00	\$13,152.00	\$3,139.00	\$6,137.60	\$1,784.40	\$2,848.00
Outreach	\$219,494.00		\$221,219.00		\$67,835.61	\$0.00	-\$1,725.00
Prioritizing Studies	\$66,000.00		\$66,000.00		\$48,372.90	\$0.00	\$0.00
Project Devel	\$119,500.00	\$2,000.00	\$116,225.00	\$2,000.00	\$43,704.26	\$0.00	\$3,275.00
Rural BMPs	\$110,097.00	\$18,000.00	\$242,522.78	\$101,318.00	\$50,960.78	\$43,714.00	-\$132,425.78
Soil Health	\$32,000.00		\$50,000.00		\$18,250.00	\$0.00	-\$18,000.00
Tech/Eng	\$289,721.00	\$14,872.10	\$307,111.27	\$12,872.10	\$43,611.29	\$0.00	-\$17,390.27
Residential & Urban BMPs	\$296,103.00	\$80,000.00	\$132,250.00	\$38,250.00	\$6,847.25	\$2,282.41	\$163,853.00
Groundwater	\$30,000.00	\$12,000.00	\$30,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$1,280,048.00</b>	<b>\$130,005.10</b>	<b>\$1,279,613.05</b>	<b>\$169,579.10</b>	<b>\$357,377.97</b>	<b>\$47,780.81</b>	<b>\$434.95</b>

	Grant		Match	
	Encumbered	Spent	Encumbered	Spent
FY23 WBIF grant	100.0%	27.9%	130.4%	36.8%

## Certificates of Deposit

Bank	Start Date	Term	Rate	Mature Date	Invested amount	End Balance	Interest earned
Popular Bank NY	4/26/2023	6 mo	4.95%	10/25/2023	\$243,000.00	\$248,997.77	\$5,997.77
Total BayCoast	Oct-23	6 mo	5.40%	5/1/2024	\$114,000.00	\$117,069.57	\$3,069.57
Saco & Biddeford	Oct-23	3 mo	5.30%	2/6/2024	\$93,000.00	\$94,303.88	\$1,303.88
Vertex Community Bk Na	2/8/2024	6 mo	5.05%	8/8/2024	\$93,000.00	\$95,819.68	\$2,819.68
Dime Bank Honesdale PA (#988)	5/13/2024	12 mo	5.10%	5/13/2025	\$114,000.00		\$493.79
Safra Ntional Bank of New York	8/12/2024	12 mo	4.25%	8/15/2025	\$93,000.00		





## **MEMO**

**To: RRWP Board**  
**From: Jamie Schurbon**  
**Date: 26 September 2024**  
**Re: Financial Audits**

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Peterson Companies has informed us that while the RRWP did not need an audit of 2023 due to being below spending thresholds, the Partnership has two choices going forward:

1. Immediately (for 2023) begin having their finances audited as part of the Anoka Conservation District (ACD) audit. RRWP audit is embedded in ACD's. Cost \$500-\$1,000/yr.
2. No audit for 2023, but for 2024 have separate RRWP audit. Cost ~3,000/yr.

There was a need to select one of these options between RRWP board meetings. ACD directed option 1. This offers substantial long term cost savings. The RRWP board can direct us otherwise for the future, if you choose.

When the ACD audit report is complete, we can do our best to provide excerpts pertaining to the RRWP. RRWP finances will be embedded within ACD finances, and may not be easily separated into discrete parts applicable to the RRWP.

The ACD reviews and approves payment of RRWP bills, so no approval of audit payment is needed by the RRWP.



Project Summary			On Track	Slow Progress	On Hold/significant setbacks	CANCELLED	Funding Awarded				Costs:Benefits to Water Quality		IPC to use for progress updates
Partner	Activity	Project	Project Deliverables and Description	Timeline	WBIF Funding Award (\$)	WBIF Grant Match Commitment (\$)	Priority Benefitting Waterbody	TP Reduction (lb/yr)	TSS Reduction (ton/yr)	Project Life (yrs)	Progress Status	NOTES	
Aitkin SWCD	Forestry Practices	2023-ASWCD-F-1	3 stewardship plans for ~413 acres	2023-2024	\$3,032.00	\$759.00	P-Mille Lacs Lake	0.00	0.00	10	On Track	3 forest stewardship plans done. 5 more in the works.	
Aitkin SWCD	Planning, Assessment, & Special Studies	2023-ASWCD-PAS-2	Prioritizing Study of Mille Lacs Lake to cover ~80 miles of shoreline. Study will locate erosion, sediment transport, native vegetation levels, classify shoreline alterations, suggest possible BMP's and rank BMP's by cost effectiveness.	2023-2024	\$26,800.00	\$0.00	P-Mille Lacs Lake	0.00	0.00	0	COMPLETED	Drone flight of 80+ miles of shoreland complete. Prioritized 90% of individual parcels.	
Anoka CD	Education/Information	2023-ASWCD-E-1	Type A outreach based on E&O Work Plan. Work plan tasks to be coordinated amongst Isanti SWCD & Anoka CD.	2023-2024	\$36,600.00	\$0.00	N/A	0.00	0.00	0	On Track	On track, with 2 big video projects upcoming	
Benton SWCD	Project Development	2023-BSWCD-PD-1	List of landowners agreeing to implement soil health practices- this may be cover crops or other non-structural soil health projects	2023-2024	\$5,000.00	\$0.00	R-West Branch Rum River	0.00	0.00	0	On Track	\$1,739.11 out of the \$5,000 has been used for project development. There will most likely be some funding returning.	
Benton SWCD	Ag Non-Structural	2023-BSWCD-NS-2	up to 200 acres of cover crops or combination of non-structural practices in Tier 1 Watershed	2023-2024	\$7,500.00	\$0.00	R-West Branch Rum River	0.00	0.00	0	On Track	\$4,750 spent out of the \$7,500. 96 acres of rye and triticale planted. One more landowner will get funding for cover crops fall of 2024.	
Isanti SWCD	Planning, Assessment, & Special Studies	2023-ISWCD-PAS-1	Updated Subwatershed Assessment- previously done in 2014. Will ID projects and rank for funding. The shoreline portion was updated in 2022. This will include all upland areas using protocol established by the Metro Conservation Districts. WinSlamm (urban) and RUSLE2 (ag) to be used.	Fall 2023	\$6,600.00	\$0.00	R-Skogman Lake	0.00	0.00	0	COMPLETED	Complete	
Isanti SWCD	Planning, Assessment, & Special Studies	Rum River, CD 9&17 MDMs	Multipurpose Drainage Management Plans for CD 17 and 9 (completing in conjunction with ditch inspections). ISG will use drone flights and GIS tools to identify and rank BMPs for upland areas. BMPs are to be used in combination with planned ditch improvement by Isanti County. Result is maps with locations, pollutant reductions and cost estimates. ISG Proposal to be included in statement of work.	Winter 2023	\$10,000.00	\$0.00	P-Rum River (Princeton-Cambridge)	0.00	0.00	0	COMPLETED	Early winter completion	
Isanti SWCD	Tech/Engineering	Green Lake, Engineering Cartwright Wetland	Final Wetland restoration design and construction oversight assistance (funding request for construction below)	Summer 2023	\$21,000.00	\$0.00	R-Green Lake	0.00	0.00	0	COMPLETED	Design complete, construction oversight likely winter 2023/2024	
Isanti SWCD	Structural Rural BMPs	Green Lake, Construction Cartwright Wetland	4-Acre Wetland Restoration along CD 23 draining to Green Lake: project ID'd in MDM for CD23	Winter 2023/24	\$50,960.78	\$42,989.00	R-Green Lake	26.00	TBD	10	COMPLETED	SOW Amendment 1/25/2024: from 4 to 1.3 acre and 26 lb/TP to 46 lb TP reduction. Landowner contract signed, winter 2023 construction	
Isanti SWCD	Project Development	Rum River, PD Wetland Restoration	Technical Staff time to focus on getting landowners on the project list for wetland restorations. Staff will focus on MDM areas but will also include communication with landowners on property identified by other existing studies.	2023-2024	\$10,000.00	\$0.00	P-Rum River (Princeton-Cambridge)	0.00	0.00	0	COMPLETED	Wetland site selection process established, investigation and outreach in process. Several wetland restorations in que for future funding (two included as funding request for FY23)	
Isanti SWCD	Project Development	Tier 1 Priority Water, Soil health PD	List of landowners agreeing to implement soil health practices- this may be cover crops or other non-structural soil health projects. Will prioritize communication to Rum River (Princeton-Cambridge & St. Francis), Blue Lake, Green Lake and Stanchfield Lakes as identified in work plan.	2023-2024	\$7,000.00	\$0.00	P-Rum River (Princeton-Cambridge)	0.00	0.00	0	COMPLETED	Communication with Isanti/Anoka farmers resulting in Soil Health Contracts signed. Mailings sent to Anoka (175) & Isanti (136) farmers (Soil Health Field Day).	
Isanti SWCD	Ag Non-Structural	Tier 1 waters, Soil Health	Up to 100 acres of cover crops or combination of other Soil Health practices. Will Prioritize: Rum River (Princeton-Cambridge & St. Francis), Blue Lake, Green Lake and Stanchfield Lakes. All tier 1 waters will be eligible.	2023-2024	\$18,000.00	\$0.00	P-Rum River (Princeton-Cambridge)	0.00	0.00	0	On Track	75 acres with 3 yr contracts; 30 additional acres will go towards partial payment w/in Green Lake Drainage area.	
Isanti SWCD	Structural Urban BMPs	Skogman Lake, Near Shore Stormwater Reduction	120 linear feet of shoreline restoration or 1,200 square feet of stormwater runoff reduction or shoreline restoration. Projects were prioritized in 2023 updated shoreline inventory.	2023-2024	\$10,000.00	\$2,500.00	R-Skogman Lake	0.75	0.15	10	COMPLETED	7 projects completed on Blue Lake	
Isanti SWCD	Structural Urban BMPs	Blue Lake, Near Shore Stormwater Reduction	120 linear feet of shoreline restoration or 1,200 square feet of stormwater runoff reduction or shoreline restoration. Projects were identified in Blue Lake Subwatershed Assessment.	2023-2024	\$10,000.00	\$2,500.00	P-Blue Lake	0.75	0.15	10	On Track	50 linear ft planted, Additional projects underway.	
Isanti SWCD	Tech/Engineering	Blue & Skogman Lake, TA	JAA Designed critical area plantings or shoreline protection projects	2023-2024	\$5,000.00	\$0.00	R-Skogman Lake	0.00	0.00	0	COMPLETED	Staff with appropriate JAA designing projects, one project designed and ready for installation spring 2024.	
Isanti SWCD	Education/Information	Watershed-Wide, Type A Outreach	Type A outreach based on E&O Work Plan	2023-2024	\$40,000.00	\$0.00	N/A	0.00	0.00	0	On Track	Hosting monthly Outreach Office Hours for staff planning.	
Mille Lacs SWCD	Structural Urban BMPs	2023-MLSWCD-UBMP-3	Project will direct stormwater and snow melt runoff to installed infiltration trenches or other structural BMPs for example rain gardens to catch and infiltrate melt water from stock-piled snow as well as stormwater runoff. Estimated pollution reduction of .15 tons per year (307) lbs of sediment per year and .44 lbs of Phosphorus per year.	2023-2024	\$0.00	\$28,951.00	P-Mille Lacs Lake	0.44	0.15	10	On Track	estimated install summer/fall 2024	
Mille Lacs SWCD	Structural Urban BMPs	2023-MLSWCD-UBMP-3	Runoff from surrounding area and township road flows through culvert and down a steep hill, causing a 6 foot gully over 50 feet long. Project will stabilize gully and treat stormwater runoff before it reaches lake, saving 13.6 tons of sediment per year and 13.6 pounds of Phosphorus per year.	2023-2024	\$16,500.00	\$5,500.00	P-Mille Lacs Lake	13.60	13.60	10	On Track	Survey on gully has been completed. TSA to provide sketch of proposed design for landowner to approve. Design must treat all runoff without allowing treatment areas on neighboring property. On track to install fall 2024	
Mille Lacs SWCD	Project Development	2023-MLSWCD-PD-1	This project will leverage existing landowner relationships to meet neighboring property owners who will be willing to convert from mowed turf grass to no-mow shoreline buffers. If successful, this project will establish approximately 400 linear feet of no-mow shoreline buffer on Mille Lacs Lake. We will also meet with new landowners who are interested in working to develop no-mow buffers in additional lakeside neighborhoods.	2023-2024	\$18,000.00	\$0.00	P-Mille Lacs Lake	0.00	0.00	0	On Track	Worked with landowners with existing buffers to contacted neighboring properties about no-mow buffers. Letter mailed to all landowners in target area to invite them to HLHL Expo to talk about what they can do to protect water quality in their neighborhood. One landowner has requested cost share funds for a shoreline restoration along 20 linear feet of shoreline. Created brochure to mail out.	

Project Summary			On Track	Slow Progress	On Hold/significant setbacks	CANCELLED	Funding Awarded				Costs:Benefits to Water Quality		IPC to use for progress updates	
Partner	Activity	Project	Project Deliverables and Description	Timeline	WBIF Funding Award (\$)	WBIF Grant Match Commitment (\$)	Priority Benefitting Waterbody	TP Reduction (lb/yr)	TSS Reduction (ton/yr)	Project Life (yrs)	Progress Status	NOTES		
Mille Lacs SWCD	Education/Information	2023-MLSWCD-EI-4	Type B outreach based on E&O Work Plan	2023-2024	\$142,894.00	\$0.00	N/A	0.00	0.00	0	On Track	This quarter, work focused on advancing both forestry initiatives and broader relationship-building efforts in the Rum River Watershed. Drafting and finalizing cost-share documents for Woodland Stewardship Plans (WSPs) was a key priority, and letters were sent to plan writers to inform them of these opportunities. Meetings were held with the new land protection specialist to		
Mille Lacs SWCD	Assessment, & Special	2023-MLSWCD-PAS-5	Inventory animal operations including but not limited to registered feedlots, and possible land application of manure approx 1000 ft from Bogus Brk or a ditch of trib of the stream that could be contributing to the impariment. Will utilize aerial reivew, owner/producer reiev/survey, develop list of recommended BMPs for each site and rank by cost effectiveness and landowner readiness. Identified in the work plan within the tier 1 priority stream Bogus Brook, Milaca GMZ	2023	\$22,600.00	\$0.00	R-Bogus Brook	0.00	0.00	0	Slow Progress	Desktop inventory of parcels w/feedlot permits, livestock in general, or fields where manure may be spread is complete. Next step is further refining of contacts and outreach via postcard and through community contacts. Working on developing knowledge of BMPs and suitability of such. We have a new MLSWCD Ag person. Project extension request to be presented for consideration.		
Mille Lacs SWCD	Project Development	2023-MLSWCD-PD-1	Project Development to get landowners on the list to implement soil health practices, targeting West Branch and Bogus Brook tier 1 priority waters	2023-2024	\$12,000.00	\$0.00	R-West Branch Rum River	0.00	0.00	0	On Track	Interested cooperators are being identified. Outreach and follow up with interested cooperators is imminent!		
Mille Lacs SWCD	Admin/Coord	2023-MLSWCD-AC-6	Communications: Activities may include meeting facilitation, note taking, and website maintenance.	2023-2024	\$12,717.41	\$0.00	N/A	0.00	0.00	0	On Track	Progress continued on the website, which is now nearly complete and ready for finalization. Additionally, meeting minutes were recorded for both the IPC and JPE meetings to support ongoing project communications and documentation efforts.		
Mille Lacs SWCD	Project Development	2023-MLSWCD-PD-1	Motivate establishment and installation of buffers on private ditches and buffer enhancements on public and private ditches	2023-2024	\$5,000.00	\$0.00	R-Bogus Brook	0.00	0.00	0	Slow Progress	Outreach needs to be done. New hire on-board, fall/winter outreach planned.		
Sherburne SWCD	Project Development	2023-SSWCD-PD-1	Promotional items, list of landowner contacts, list of interested landowners for BMP implementation.	2023-2024	\$3,600.00	\$0.00	P-Rum River (Princeton-Cambridge)	0.00	0.00	0	On Track	Promotional items created and distributed, interested landowners for forestry practices. Several outreach events completed.		
Sherburne SWCD	Ag Non-Structural	2023-SSWCD-NS-2	Will work with Rum River & Blue Lake watershed landowners for cover crops and/or non-structural agriculture practices. We anticipate 70 acres or more of cover crops, coupled with potential other agricultural practices and/or forestry practices.	2023-2024	\$6,500.00	\$0.00	Rum River (Princeton-Cambridge)	0.00	0.00	0	Slow Progress	Worked with a producer to install a 3-species cover crop mix on 49 acres in the Princeton-Cambridge Mgmt Zone. Anticipate another push for soil health in 2025 with several landowners.		
Sherburne SWCD	Admin/Coord	2023-SSWCD-AC-3	Develop and populate an implementation tracking chart with partnership accomplishments. Include an annual assessment of accomplishments and progress towards plan goals.	2023-2024	\$12,717.41	\$0.00	N/A	0.00	0.00	0	On Track	Data for 2023 analyzed and Annual Report created. Refining a GIS tool to use for 2024 reporting.		
Anoka CD	Admin/Coord	Fiscal Agent Agreement	2022-23 calendar year fiscal agent role including: - Track project finances according to BWSR policy. - Prepare annual budget in coordination with Coordinator. - Receive and issue payments. - Develop method for members to submit quarterly reimbursements for staff time and projects. - Establish separate financial tracking of Rum watershed partnership funds. - Compile records for annual audits. - Provide, at a minimum, quarterly accounting of the funds, receipts and disbursements, to be presented to the RRWP Board for its meetings. - Maintain all records related to the fund or funds and retain them in accordance with the record retention policy requirements of the Minnesota State Auditor. - Approve project payments as described in the RRWP Policies. - Develop consistent forms for partners to report project finances. Done in collaboration with Coordinator. - File reporting.	Start - 1/26/2022 or at execution of RRWP FY2023 WBIF grant, whichever is later. End - 12/31/2024 or execution of RRWP FY2025 WBIF grant, whichever is later.	\$29,673.70	\$0.00	N/A	0.00	0.00	0	On Track	On track		
Isanti SWCD	Admin/Coord	Watershed Coordinator Agreement	-develop annual work plan and budget with assistance from IPC - develop consistent forms for partners to request funds for projects, and to report project outcomes. Done in collaboration with Fiscal Agent - Submit WBIF Funding request and work plan to BWSR - develop policies as needed to ensure consistency -Act as point of contact -Maintain records of the partnership (need to develop retention schedule) -Recommend plan amendments to the RRCWMP to the Board -ensure work plan progress -Provide the RRWP Board with project updates on work being completed under the RRCWMP, with assistance from the Planning Team and IPC -Organize meetings of the Policy Committee, IPC and Planning Team and assist the same with fulfilling their duties. This includes: providing advance notice of meetings, preparing/ distributing agendas & related materials, distributing minutes, maintain all records and documents of the above-noted groups. -Prepare and submit grant applications and funding request on behalf of the entity, and serve as point of contact for grant agreements -Track progress towards plan and annual plan goals (process to be developed)	Start - 1/26/2022 or at execution of RRWP FY2023 WBIF grant, whichever is later. End - 12/31/2024 or execution of RRWP FY2025 WBIF grant, whichever is later.	\$29,673.70	\$0.00	N/A	0.00	0.00	0	On Track			
Benton SWCD	Tech/Engineering	2023-BSWCD-3	Conservation planning and design of WASCOD or equivalent.	2023-2024	\$10,000.00	\$0.00	R-West Branch Rum River	0.00	0.00	0	On Track	\$8,100 has been used of the \$10,000 for TSA and staff time. We are asking for another \$1,000 due to WCA issues using more TA time.		
Benton SWCD	Structural Rural BMPs	2023-BSWCD-3	Construction of a WASCOD or equivalent practice that will be treating 118 acres, in the direct drainage to the W. Branch Rum. The drainage area is predominantly ag, with a ~500 ft buffer area of grass. We anticipate the designs to be completed by TSA. The implementation planning committee determined through consensus that this project was a priority in part due to the severity of the erosion, its location in a priority watershed, and the limited number of erosion control projects available.	2023-2024	\$50,000.00	\$12,500.00	R-West Branch Rum River	43.40	12.07	10	On Track	Final plans for 4/4 WASCOD basins are complete. One of the WASCODs will no longer be able to happen due to WCA. Hoping to have completed this November.		
Morrison SWCD	Forestry Practices	2023-MSWCD-1	2 stewardship plans for ~500 acres	2023-2024	\$3,000.00	\$600.00	R-West Branch Rum River	0.00	0.00	10	COMPLETED	two plans complete 1st Q 2024.		

Project Summary			On Track	Slow Progress	On Hold/significant setbacks	CANCELLED	Costs:Benefits to Water Quality			IPC to use for progress updates		
Partner	Activity	Project	Project Deliverables and Description	Timeline	WBIF Funding Award (\$)	WBIF Grant Match Commitment (\$)	Priority Benefitting Waterbody	TP Reduction (lb/yr)	TSS Reduction (ton/yr)	Project Life (yrs)	Progress Status	NOTES
Mille Lacs SWCD	Structural Urban BMPs	2023-MLSWCD-UPMP-3	320 linear feet of shoreline restoration and/or protection projects on Mille Lacs Lake. These projects will include a 20 foot shoreline restoration for a landowner identified during Project Development for a DIY project from previous WBIF request. Additional projects may include establishment of native plant buffers in place of turfgrass and restoration of eroding shoreline that may be identified from Aitkin SWCD drone survey of Mille Lacs shoreline.	2023-2025	\$45,750.00	\$15,250.00	P-Mille Lacs Lake	24.79	25.00	10	On Track	TSA negotiating design options with landowners. Property adjoining gully project was stripped of all vegetation which will likely cause major design changes to the project.
Mille Lacs SWCD	Project Development	2023-MLSWCD-PD-1 AMENDMENT	Project development to connect with landowners willing to install shoreline protection projects on Mille Lacs Lake.	2023-2025	\$14,625.00	\$0.00	P-Mille Lacs Lake	0.00	0.00	0	On Track	Mille Lacs Watershed Group Healthy Land Healthy Lake event provided interested contacts. 3 site visits planned for fall. Landowner who has worked for 4 years on DIY buffer held open house for neighbors to see project. SWCD staff attended open house to answer questions.
Mille Lacs SWCD	Tech/Engineering	2023-MLSWCD-TE-2	Tech/engineering to install 320 linear feet of shoreline protection projects on Mille Lacs Lake.	2023-2025	\$30,000.00	\$0.00	P-Mille Lacs Lake	0.00	0.00	0	On Track	Working on planting plans, working with TSA and landowner on project design and issues caused by vegetation removal on neighboring property.
Mille Lacs SWCD	Ag Non-Structural	2023-MLSWCD-Soil Health	200 acres of soil health practices as approved with set rates per Rum WBIF Project Policies.	2024-2025	\$18,000.00	\$0.00	Rum River (Princeton-Cambridge)	0.00	0.00	0	On Track	MLSWCD position rehired. Back on track to follow up on local interest.
Mille Lacs SWCD	Project Development	2023-MLSWCD-PD-1 AMENDMENT	PD to respond to interest in soil health practices	2024-2025	\$15,000.00	\$0.00	Rum River (Princeton-Cambridge)	0.00	0.00	0	On Track	Role in hosting a partnership soil health outreach field day in ML county.
Aitkin SWCD	Forestry Practices	2023-ASWCD-F-1	5 stewardship plans	2024-2025	\$6,400.00	\$1,600.00	P-Mille Lacs Lake	0.00	0.00	10	On Track	3 forest stewardship plans done. 3 more in the works.
Isanti SWCD	Groundwater-Well Sealing	Well Sealing	Up to 10 wells sealed	2024-2025	\$15,000.00	\$6,000.00	Watershed-Wide (Wells only)	0.00	0.00	25	Slow Progress	1 contract signed.
Isanti SWCD	Project Development	PD Well Sealing	Staff time to administer and promote Well Sealing with a goal of 10 wells sealed	2024-2025	\$10,000.00	\$1,000.00	Watershed-Wide (Wells only)	0.00	0.00	0	On Track	Outreach to Cities of Cambridge, Isanti and Braham. Articles in SWCD Newsletter, local paper, and social media.
Isanti SWCD	Tech/Engineering	Land Protection Assistance	Hire 1 FTE to implement portions of the Rum River Comprehensive Watershed Management Plan (CWMP) and/or Landscape Stewardship Plan (LSP) by connecting with 50 landowners for land protection or enhancement programs including Forest Stewardship planning, conservation easements, wetland restoration/banking, or others. Implementation areas, in priority order, will be (a) parcels in proximity to those identified in the interim prioritization on pages 132-133 of the CWMP and any subsequent prioritization, (b) those with highest RAQ scores in the LSP or subsequent analyses, and (c) any other location in the watershed. Emphasis will be on the Mille Lacs and Isanti County areas. We are targeting a minimum of 5 completed or in-progress conservation easements and 5 enhancement or management plans Forest Stewardship Plans (contracted or completed by FTE). RAQ scoring or similar GIS analysis, Forest Stewardship Plans, and legal work may be completed by a contractor.	2024-2025	\$188,721.00	\$12,872.10	P-Rum River (Princeton-Cambridge)	0.00	0.00	0	On Track	LPS Started June 24th. Outreach completed to 250+ in priority watersheds; 6 conservation easements in progress and 15 landowners on the list for moving forwards.
Benton Co	Structural Rural BMPs	2023-BSWCD-3	This request is for additional funds for a previously-approved project (Schafer WASCOD). We will be increasing the size or number of BMPs such that TP reduction is >2x the original project. Previous project description: Construction of a WASCOD or equivalent practice that will be treating 118 acres, in the direct drainage to the W. Branch Rum. The drainage area is predominantly ag, with a ~500 ft buffer area of grass. We anticipate the designs to be completed by TSA. The implementation planning committee determined through consensus that this project was a priority in part due to the severity of the erosion, its location in a priority watershed, and the limited number of erosion control projects available.	2023-2024	\$25,000.00	\$6,250.00	R-West Branch Rum River	125.40	13.40	10	Slow Progress	Final plans for 4/5 WASCOD basins are complete. One remaining WASCOD will have plans completed shortly. Hoping to have completed this fall.
Mille Lacs SWCD	Groundwater-Well Sealing	Well Sealing	Up to 10 wells sealed	2024-2025	\$15,000.00	\$6,000.00	Watershed-Wide (Wells only)	0.00	0.00	25	On Track	Contracts made to seal 3 wells. In progress.
Mille Lacs SWCD	Project Development	PD Well Sealing	Staff time to administer and promote Well Sealing with a goal of 10 wells sealed	2024-2025	\$10,000.00	\$1,000.00	Watershed-Wide (Wells only)	0.00	0.00	0	On Track	working on outreach
Anoka CD	Admin/Coord	Rum Watershed, Fiscal Agent	THIS IS AN AMENDMENT to the existing agreement for Fiscal Agent services. The deliverables are unchanged. \$8,639.78 will be unencumbered from	Ongoing. Ends Dec 31, 2024.	\$2,639.78	\$0.00	N/A	0.00	0.00	0	On Track	
Isanti SWCD	Admin/Coord	Rum Watershed, Coordinator	This is an AMENDMENT to the existing encumbered funding for audit/insurance/attorney. Reducing funds by \$8,639.78. Reallocating those funds to Fiscal Agent and Watershed Coordinator.	Ongoing. Ends Dec 31, 2024.	\$6,000.00	\$0.00	N/A	0.00	0.00	0	On Track	
Isanti SWCD	Structural Urban BMPs	Tier 1 and 2 Lakes, Near Shore Stormwater Reduction	3 Projects with designs and contracts ready to go and additional project development in progress for additional projects. There is a significant amount of interest. Projects are identified or prioritized within a subwatershed assessment. Projects will include shoreline/hillside restorations, bioretention basins and or projects to capture and treat stormwater runoff and prevent erosion. Annual TP reduction is estimated at 6.1 lbs	2024-2025	\$50,000.00	\$12,500.00	P-Blue Lake	6.10	0.50	10	On Track	Projects are currently being prioritized by Watershed Specialist.
Isanti SWCD	Project Development	Tier 1 and Tier 2 Lakes, Near Shore Stormwater Reduction PD	Completed projects under the Tier 1 and 2 Lakes, Near Shore Stormwater Reduction Project.	2024-2025	\$6,000.00	\$0.00	P-Blue Lake	0.00	0.00	0	On Track	
0	0	0	0	0	\$0.00	\$0.00	0	0.00	0.00	0	On Track	

Project Progress Legend				
COMPLETED	On Track	Slow Progress	On Hold/significant setbacks	CANCELLED



# MEMO

Rum River Watershed Partnership Joint Powers Entity Board



**Agenda Item 6:** FY23 WBIF Grant: 3rd Quarter 2024 Funding requests and work plan revision.

**Meeting Date:** September 26, 2024

**Prepared by:** Tiffany Determan

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## PURPOSE/ACTION REQUESTED

Approve 3rd Quarter project funding requests and Amended Statement of Works (SOWs) as provided and approve the associated FY23 Watershed Based Implementation Fund grant work plan revision.

### Summary

This agenda item includes five amended SOWs as described below (also see the Statement of Work Packet). The IPC recommends funding the requests.

If the funding requests are approved by the JPE board, a budget revision will be required. A summary of the Work Plan revision and budget changes are included in this memo (see back).

### Amended Statements:

Morrison SWCD: This SOW amendment adds \$720 to the existing Statement of Work to develop 1 forest stewardship plan for 60 acres in the West Branch Rum River Drainage area. The required and agreed upon match is 20% or \$180.

Benton SWCD: This SOW amendment adds \$1,000 of technical staff time to design and oversee construction of previously funded Water and sediment control basins.

Aitkin SWCD: This SOW amendment adds \$10,000 of technical/engineering funds to for staff to design shoreland protection projects identified in the Mille Lacs Lake prioritization project (previously funded with WBIF).

Isanti SWCD: This SOW amendment does three things: 1) adds \$1,725 to the Education/information SOW for JPE tour expenses; 2) adds \$116,562 to the Rural BMPs activity for the construction of two wetland restorations. The proposed project match exceeds 25%; 3) shifts \$30,000 from the Technical/Engineering Land Protection Assistance line and moves it to the technical/engineering Olsen and Smith Wetland line for engineering for the two wetlands.

Mille Lacs SWCD: This SOW amendment extends the expiration date of the work from 12/31/2023 to 12/31/2025 and extends the area of service to identify bacteria sources from 1,000 feet to 4,000 feet from the river.

The project ranking sheet is included with this agenda item for more information on the new project funding requests.

**FY23 WBIF BWSR Elink Work Plan Revision**

1. FINANCIAL SHIFT: The Partnership has had minor financial shifts amongst activities within the \$50,000 allowed without a work plan revision. Additionally, we have had more Structural Rural BMPs projects and less Urban BMPs, necessitating a shift of >\$100,000 between these two activities. We do not have urban BMPs that will be ready for construction during the grant term, but to have excellent rural BMP projects that can be finished in that time frame.
2. PROPOSED ACTIVITY CHANGES: Change the activity type for “Rural BMPs” from Agricultural Practices to Special Projects. Reasoning is that this activity description includes wetland restorations but that is not an available practice type for the agricultural practices activity. Most of our accomplished and planned work has been wetland restorations.

Proposed Budget Revision FY23 WBIF	ORIGINAL Grant Budget	Revised Budget	Budget Shifts
Admin/Coord	\$101,133.00	\$101,133.00	\$0.00
Education/Information	\$219,494.00	\$221,219.00	+\$1,725
Ag Non-Structural	\$32,000.00	\$50,000.00	+\$18,000
Planning, Assessment, & Special Studies	\$66,000.00	\$66,000.00	\$0.00
Tech/Engineering	\$289,721.00	\$307,111.27	+\$17,390.27
Project Development	\$119,500.00	\$116,225.00	-\$3,275.00
Residential and Urban BMPs	\$296,103.00	\$132,684.95	-\$163,418.05
Structural Rural BMPs (Special Projects)	\$110,097.00	\$242,522.78	+\$132,425.78
Forestry Practices	\$16,000.00	\$13,152.00	-\$2,848.00
Groundwater (Well Sealing)	\$30,000.00	\$30,000.00	\$0.00
	\$1,280,048.00	\$1,280,048.00	

		Project Summary				Funding Request				
Total Points	Funding Recommended Based on Score?	Project Lead	CWMP Implementation Plan Activity #	WBIF Grant Activity Type	Project Deliverables and Description	WBIF Funding Request (\$)	WBIF Grant Match Commitment (\$)	% Match Proposed	Cost:Benefit (\$/lb TP)	IPC Funding Recommendation
41	Yes	Benton SWCD		Tech/Engineering	Conservation planning and design of WASCOB or equivalent.	\$10,000.00		0.00%	N/A	\$10,000.00
53	Yes	Isanti SWCD	SWP .6, .7 .11,.13, .19, .25, .29,.38,.42 etc	Tech/Engineering	Hire 1 FTE to implement portions of the Rum River Comprehensive Watershed Management Plan (CWMP) and/or Landscape Stewardship Plan (LSP) by connecting with 50 landowners for land protection or enhancement programs including Forest Stewardship planning, conservation easements, wetland restoration/banking, or others. Implementation areas, in priority order, will be (a) parcels in proximity to those identified in the interim prioritization on pages 132-133 of the CWMP and any subsequent prioritization, (b) those with highest RAQ scores in the LSP or subsequent analyses, and (c) any other location in the watershed. Emphasis will be on the Mille Lacs and Isanti County areas. We are targeting a minimum of 5 completed or in-progress conservation easements and 5 enhancement or management plans Forest Stewardship Plans (contracted or completed by FTE). RAQ scoring or similar GIS analysis, Forest Stewardship Plans, and legal work may be completed by a contractor.	\$188,721.00	\$12,872.10	6.82%	N/A	\$218,721.00
46.5	Yes	Morrison SWCD	SWP.13	Forestry Practices	1 Stewardship Plan for 60 Acres	\$720.00	\$180.00	25.00%	N/A	\$720.00
61	Yes	Isanti SWCD	SWR.2; SWP.1; SWQ.1	Tech/Engineering	Final wetland restoration design and construction oversight assistance (funding request for construction below) for 2.3 acres of wetland restoration along CD23 draining to Green Lake	\$30,000.00	\$0.00	0.00%	<\$500/lb TP	\$30,000.00
61	Yes	Isanti SWCD	SWR.2; SWP.1; SWQ.1	Structural Rural BMPs	Total 2.3 '-Acres of Wetland Restorations along CD 23 draining to Green Lake: project ID'd in MDM for CD23 and directly adjacent to Green Lake	\$116,562.00	\$38,854.00	33.33%	<\$500/lb TP	\$116,562.00
64	Yes	Mille Lacs SWCD		Planning, Assessment, & Special Studies	Inventory animal operations including but not limited to registered feedlots, and possible land application of manure approx <del>4000</del> <u>4,000 ft</u> from Bogus Brk or a ditch of trib of the stream that could be contributing to the impairment. Will utilize aerial reiew, owner/producer reveiw/survey, develop list of recommended BMPs for each site and rank by cost effectiveness and landowner readiness. Identified in the work plan within the tier 1 priority stream Bogus Brook, Milaca GMZ <u>Amended timeline is needed due to departure of key staff and re-hiring the position. Amended scope of work is needed due to lack of feedlots within close proximity to the waterway.</u>	\$30,000.00	\$0.00	0.00%	N/A	Time Extension
40	Yes	Isanti SWCD		Education/Information	2024 JPE Tour including special meeting location, bus, and food.	\$1,725.00	\$0.00	0.00%	N/A	\$1,725.00
58	Yes	Aitkin SWCD	SWP.10	Tech/Engineering	Planning and Technical Assistance for 6 lake shore projects on Mille Lacs Lake prioritized by the Mille Lacs Lake Prioritizing Study	\$10,000.00	\$0.00	0.00 %	N/A	\$10,000.00
41	Yes	Benton SWCD		Tech/Engineering	Conservation planning and design of WASCOB or equivalent. <u>An amendment is needed for additional tech/engineering, some of which has already occurred on the WASCOB or equivalent project beginning 6/26/2023 and anticipated to go through 11/30/2024.</u>	\$1,000.00	\$0.00	0.00%	N/A	\$1,000.00



# MEMO

## Rum River Watershed Partnership Joint Powers Entity Board



**Agenda Item 7:**            **FY25 WBIF grant: work plan revision and authorization to sign grant agreement**

**Meeting Date:**        **September 26, 2024**

**Prepared by:**         **Tiffany Determan**

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### PURPOSE/ACTION REQUESTED

Approve work plan revision and authorize chair to sign the FY25 WBIF Board of Water and Soil Resources grant agreement.

### Summary

During the work plan development process a mistake was made in the work plan activity descriptions for both Urban Stormwater and Streambank and Shoreline Protection Best Management Practices. The text entered identifies tier 1 and 2 waters as eligible for cost share. The intention was to open eligibility to all priority waters (Tiers 1-3). This language is consistent language in the other activities in the work plan.

We are requesting that the board authorize staff to make the change as follows for both activities:

<input type="checkbox"/> Streambank or Shoreland Protection	\$90,000.00	\$22,500.00	3 BMPs or 30 lbs. TP	Funding will be targeted to <u>priority Tier-1 and Tier-2</u> waters listed on page 80, 100 and 143 of the CWMP and will be prioritized using the criteria described on page 66 of the CWMP.  Description: provide cost share for implementing structural best practices (including but not limited to shoreline buffers and bank stabilizations). BWSR approved standards will be followed for all practices installed. Practices will meet NRCS or other approved standards.
<input type="checkbox"/> Urban Stormwater Practices	\$70,000.00	\$17,500.00	8 BMPs 8 lbs. TP	Funding will be targeted to <u>priority Tier-1 and Tier-2</u> waters listed on page 80 and 100 of the CWMP and will be prioritized using the criteria described on page 66 of the CWMP.  Description: provide cost share for implementing structural urban/residential best practices (include but not limited to: rain gardens, vegetated swales, infiltration basins). Practices will meet NRCS or other approved standards.

Once the work plan is updated, the grant agreement will need to be signed (see grant agreement enclosed).



**2025 STATE OF MINNESOTA  
BOARD OF WATER and SOIL RESOURCES  
WATERSHED BASED IMPLEMENTATION FUNDING  
GRANT AGREEMENT**

<b>Vendor:</b>	0000204493
<b>PO#:</b>	3000017698

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and **Rum River Watershed Partnership**, 635 2nd Street St, Milaca MN 56353 (Grantee).

**Fiscal Agent:** Anoka CD

Grant ID	Grant Title	Awarded Amt
<b>C25-0171</b>	<b>FY25 RRWP WBIF</b>	<b>\$1,331,559.00</b>

**Total Grant Awarded:** \$1,331,559.00

**Recitals**

1. The Laws of Minnesota 2023, Chapter 40, Article 2, Section 6(a) appropriated funds to the Board for the FY 2024 and 2025 Clean Water Fund Watershed Based Implementation Funding Program.
2. The Board adopted the Watershed Based Implementation Funding FY24-25 Policy and authorized the allocation of funds for the FY 2024 and 2025 Clean Water Fund Watershed Based Implementation Funding Program through Board Order #23-55.
3. The Grantee has submitted a BWSR-approved work plan for this program.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the Board.
5. As a condition of the grant, Grantee agrees to minimize administration costs.

**Authorized Representative**

The State’s Authorized Representative is Marcey Westrick, Central Region Manager, BWSR, 520 Lafayette Road North, Saint Paul, MN 55155, (651) 284-4153, or her successor, and has the responsibility to monitor the Grantee’s performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee’s Authorized Representative is:

**TITLE** watershed Coordinator  
**ADDRESS** 110 Buchanan St. N  
**CITY** Cambridge, MN 55008  
**TELEPHONE NUMBER** 763-689-3271

If the Grantee’s Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Board.

**Grant Agreement**

1. **Terms of the Grant Agreement.**
  - 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd. 5. **The Board will notify the Grantee when this Grant Agreement has been executed. The Grantee must not begin work under this Grant Agreement until it is executed.**
  - 1.2. **Expiration date:** December 31, 2027 or until all obligations have been satisfactorily fulfilled, whichever comes first.
  - 1.3. **Survival of Terms:** The following clauses survive the expiration date or cancellation of this Grant Agreement: 7. Liability; 8. State Audits; 9. Government Data Practices; 12. Governing Law, Jurisdiction, and Venue; 14. Data Disclosure; and 19. Intellectual Property Rights.

2. **Grantee's Duties.**

The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat. § 16B.97, Subd. 4(a)(1). The Grantee is responsible for the specific duties for the Program as follows:

- 2.1. **Implementation:** The Grantee will implement their Board approved work plan. The work plan will be implemented according to the Watershed Based Implementation Funding FY24-25 Policy.
- 2.2. **Reporting:** All data and information provided in a Grantee's report shall be considered public.
  - 2.2.1. The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of Program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board.
  - 2.2.2. All individual grants over \$500,000 require a reporting expenditure by June 30 of each year.
  - 2.2.3. Final Progress Report: The Grantee will submit a final progress report to the Board by February 1, 2028, or within 30 days of fully expending funds, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board.
- 2.3. **Match:** The Grantee will ensure any local match requirement will be provided as stated in Grantee's approved work plan.

3. **Time.**

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. **Terms of Payment.**

- 4.1. Funds will be distributed in three installments per grant: 1) The first payment of 50% will be distributed after the execution of the Grant Agreement. 2) The second payment of 40% will be distributed after the first payment of 50% has been expended and reporting requirements have been met. 3) The third payment of 10% will be distributed after the grant has been fully expended and reporting requirements are met.
- 4.2. Grantees may be required to submit documentation of expenditures reported.
- 4.3. All costs must be incurred within the grant period. All incurred costs should be calculated or determined before the final report is completed or returning funds.
- 4.4. Unspent grant funds must be returned within 30 days of the expiration date of the Grant Agreement.
- 4.5. Once final reporting has been completed funds may not be re-requested as funds may not be available.
- 4.6. The obligation of the State under this Grant Agreement will not exceed the amount listed above.
- 4.7. This Grant Agreement includes advance payment. Advance payments allow the grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.

5. **Conditions of Payment.**

All services provided by the Grantee under this Grant Agreement must be performed to the Board's satisfaction, as set forth in this Grant Agreement. Compliance will be determined at the sole discretion of the Board's Authorized Representative and in accordance with all applicable federal, State, and local laws, policies, Watershed Based Implementation Funding FY24-25 Policy, ordinances, rules, and regulations. The Grantee will not receive payment, may be required to repay grant funds, or may have future payments withheld if work is found by the Board to be unsatisfactory or performed in violation of federal, State, or local law. Costs charged to the grant must be direct and necessary to produce the outcomes funded by the grant. Charges to the grant must be itemized and documented.

6. **Assignment, Amendments, Work Plan Revisions, and Waiver.**

- 6.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the Board and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.
- 6.2. **Amendments and Work Plan Revisions.** Any amendments to this Grant Agreement must be in writing and will not be effective until approved and executed by the same parties who approved and executed the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original Grant Agreement or any amendments thereto. All work plan revisions must be documented. The Board reserves the right to require a work plan revision or grant agreement amendment for changes in the scope of the grant.
  - 6.2.1. Board approval is required of work plan revisions on grants less than \$50,000 if the cumulative budget adjustment is greater than \$5,000; on grants \$50,000 to \$500,000 if the cumulative budget adjustment is greater than 10% of the total grant amount; on grants greater than \$500,000 if the cumulative budget adjustment is greater than \$50,000.

6.2.2. An amendment to the Grant Agreement is required on grants less than \$50,000 if the cumulative budget adjustment is equal to or greater than \$20,000; on grants \$50,000 to \$500,000 if the cumulative budget adjustment is equal to or greater than 40% of the total grant amount; on grants greater than \$500,000 if the cumulative budget adjustment is equal to or greater than \$200,000.

6.2.3. Revisions that do not meet the thresholds identified in 6.2.1. or 6.2.2. are permitted without prior approval from the Board provided that such revision is documented and that the total obligation of the Board for all compensation and reimbursements to the Grantee shall not exceed the total grant award amount.

6.3. **Waiver.** If the Board fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

**7. Liability.**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

**8. State Audits.**

Under Minn. Stat. § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the Board and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

8.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.

**9. Government Data Practices.**

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Grant Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

**10. Workers' Compensation.**

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

**11. Publicity and Endorsement.**

11.1. **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the Board as the sponsoring agency. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the Program, publications, or services provided resulting from this Grant Agreement.

11.2. **Endorsement.** The Grantee must not claim that the State endorses its products or services.

**12. Governing Law, Jurisdiction, and Venue.**

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Grant Agreement, or its breach, must be in the appropriate State or federal court with competent jurisdiction in Ramsey County, Minnesota.

**13. Termination.**

13.1. The Board may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

13.2. The Board may immediately terminate this Grant Agreement if the Board finds that there has been a failure to comply with the provisions of this Grant Agreement, that reasonable progress has not been made or that the purposes for which the

funds were granted have not been or will not be fulfilled. The Board may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

13.3. The Commissioner of Administration may immediately and unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

**14. Data Disclosure.**

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and State tax agencies and State personnel involved in the payment of State obligations. These identification numbers may be used in the enforcement of federal and State tax laws which could result in action requiring the Grantee to file State tax returns and pay delinquent State tax liabilities, if any.

**15. Prevailing Wage.**

It is the responsibility of the Grantee or contractor to pay prevailing wage for projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§ 177.41 through 177.44. All laborers and mechanics employed by grant recipients and subcontractors funded in whole or in part with these State funds shall be paid wages at a rate not less than those prevailing on projects of a character similar in the locality. Bid requests must state the project is subject to prevailing wage.

**16. Municipal Contracting Law.**

Per Minn. Stat. § 471.345, grantees that are municipalities as defined in Subd. 1 of this statute must follow the Uniform Municipal Contracting Law. Supporting documentation of the bidding process utilized to contract services must be included in the Grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.

**17. Constitutional Compliance.**

It is the responsibility of the Grantee to comply with requirements of the Minnesota Constitution regarding the use of Clean Water Funds to supplement traditional sources of funding.

**18. Signage.**

It is the responsibility of the Grantee to comply with requirements for project signage as provided in Minnesota Laws 2010, Chapter 361, Article 3, Section 5(b) for Clean Water Fund projects.

**19. Intellectual Property Rights.**

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this grant. Works means all inventions, improvements, discoveries, (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Work includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United State Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

*IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.*

**Approved:**

**Rum River Watershed Partnership**

**Board of Water and Soil Resources**

**By:** \_\_\_\_\_

**By:** \_\_\_\_\_

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(signature)*

**Title:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# MEMO

Rum River Watershed Partnership Joint Powers Entity Board



**Agenda Item 8:** 2025-2026 Education and Outreach Plan

**Meeting Date:** September 26, 2024

**Prepared by:** Tiffany Determan

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## **PURPOSE/ACTION REQUESTED**

Approve the 2025-2026 Education and Outreach Plan

### **Summary**

The 2025-2026 Education and Outreach Plan is enclosed. This plan was developed by Outreach Staff and modified with input during the Education and Outreach Office Hours and IPC. The activities found in the document will be implemented by Isanti and Mille Lacs staff and are eligible (as identified in the document) for WBIF funding. The actions not eligible for WBIF funding have the alternate source of funding identified.



RUM RIVER WATERSHED PARTNERSHIP DRAFT OUTREACH PLAN for 2025-2026

This outreach plan was formed based on the input from Rum River Watershed Partners at the Outreach Office Hours as well as priorities and public input included in the Rum River Comprehensive Watershed Management Plan.	
The 2025 & 2026 outreach plan is developed to stay within Rum River Comprehensive Watershed Management plan budget.	
<p><b>AWARENESS &amp; BEHAVIORAL CHANGE (Type A) OUTREACH:</b> Strategies to support raising awareness and behavioral change. Lead ISWCD- shared existing Outreach staff - Primary roles include but not limited to: developing creative, engaging programming and materials that can be distributed to all local staff involved with engagement; creating a catalog of stories sharing personal narratives about projects implemented across the watershed, promoting and hosting informational workshops, seminars, and other activities for the public to encourage behavioral change that accomplishes the plan goals, compile annual reports to assess progress. (pg. 69)</p>	"Type A" Outreach Role Examples: Hosting and attending events, creating videos, targeted mailings, creating flyers and write-ups, etc.
<p><b>COMMUNITY ORGANIZING &amp; BUY-IN (Type B) OUTREACH:</b> Strategies to support community organizing and community buy-in. Lead MLSWCD. Coordination approach will foster community co-creation and implementation of solutions. Primary roles include but not limited to: Implement the Rum River Watershed Landscape Stewardship Plan, build relationships to implement forestry actions, collaborate with planning partnership to identify priorities for each year, work with identified stakeholders to reach others in their networks, refine communications language, and identify practices they are interested in. Focus on working with and building community networks and groups. (pg. 70)</p>	"Type B" Outreach Role Examples: Meeting with stakeholder groups, identifying and working with stakeholders to reach others in their network, fostering communication between partners or stakeholders across the watershed in a way that will inform the partnership if we have buy-in around plan priorities.
<p><b>PROJECT INSTALLATION (Type C) OUTREACH:</b> Existing staff to provide technical outreach leading to the development of water quality programs and implementation of projects addressed in this work plan. Focus on individuals who have completed or are interested in projects. (pg. 74)</p>	"Type C" Outreach Role Examples: Work with shoreline property owners to encourage shoreline restorations, help farmers with ag BMPs, targeted outreach to prevent wetland violations, etc.

#	Progress Notes	Project Type	Activity/Topic	Target Behavior	Priority	Item Details		Type A or B Outreach	General vs. Targeted	Audience	Cost Items	Effort	How/examples	Measurable	Notes	Org. Assignment	Comp. Plan Goal	Funding Source
						Outreach Type	Year to Complete											
1		Structural Rural BMPs																
2			Build Wetland Restoration Interest	Wetland Restoration	Medium	Material promo	2025	A	General	Rural Landowners	Staff time, materials, advertising costs	Medium	Write newspaper article about wetland restorations. Promote or assist in presentations about wetland restorations.	# of created materials, # of distributions, # of people reached	Promote wetland restorations and available cost-share	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBIF
3			Promote Buffers on Ditches	Ditch Buffers	Low	Written Content	2025	A	General	Rural Landowners	Staff Time	Small	Gather information on ditch buffers, create a write-up about ditch buffer importance & funding availability that partners can share in newsletters.	# of people distributed to, # of website hits	Make article and resources available on OneDrive.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBIF
4		Non-Structural Rural																
5			Well Screening Clinic	Ground Water Protection	High	Workshop	2025	A	General	Rural Landowners	Staff time, Materials, advertising costs, water testing cost	High	Host event for landowners to get their well water screened.	# of attendees, # of wells tested	Include information about cost-share for well sealing at the clinic.	Isanti SWCD	GWKD.3	WBIF
6			Soil Health Field Day Promotion	Soil Health	High	Workshop	2025/2026	A	Targeted	Farmers	Staff time, materials, speaker and host payments, advertising costs	Medium	Assist partners with planning and promotion of field days.	# of attendees	Pomote soil health field days partners are doing watershed wide through mailings, social media, and sharing with stakeholders. Assist with planning as desired.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBIF
7			Testimonials Program	Multiple	High	Material Information	2025/2026	A	Targeted	Landowners	Staff time	High	Gather testimonials through interviews (phone or video), share through videos or written stories, have project reviews.	# of testimonials, # of distributions	Secure testimonials from past project implementors and use these in multiple aspects of project promotion. May include testimonial videos, written statements, and/or an online "program reviews" on program sign-up websites. Program reviews would be similar to the 4-star rankings and comments that online shoppers can leave for products.	Isanti SWCD	O1.1, GWQ-4	WBIF
8			Farmer Led Group	Soil Health	High	Workshop	2025/2026	A	Targeted	Farmers	Staff Time, Consulting Videographer	Medium	Assist replicating Isanti SWCD farmer led group elsewhere in the watershed by sharing successes and assiting local staff with planning.	# of groups, # of meetings, # of policy changes	Work with Type B Outreach to create Farmer Led Group throughout watershed.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBIF
9			Rum River Watershed Farmers Targetted Communication	Soil Health	Medium	Building Capacity	2025/2026	A	General	Rural Landowners, Farmers	Staff Time	Medium	Build email list for the watershed, send out timely farmer newsletter, continue social media page.	# of posts, # of contacts, engagement statistics	Social media page to share program info, ag news, farmer stories, etc. Create email list to directly send ag highlights.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBIF
10			Promote Conservation Easements and RIM	Multiple	Medium	Material promo	2025/2026	A	Targeted	Landowners along Rum River	Staff Time, advertising costs	Medium	Targeted mailing, social media posts, newsletter/ newspaper articles. Potential workshop.	# of mailings, # of distributions	Promote Rum River Re-invest in Minnesota program. Provide items partners can use in their communications. Coordinate with Land Protection Specialist.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBIF
11			River Stewardship Promotion	Water Quality	Low	Material Information	2026	A	General	Landowners along Rum River	Staff Time	Small	Create brochure about river stewardship or similar materials.	# of distributions	Create handouts, social media graphics, or newspaper articles. Include information about RIM and restoring eroding riverbanks.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBIF
12			Funding Flyer and Graphic	Soil Health	Low	Material promo	2025	A	General	Rural Landowners, Farmers	Staff Time	Small	Create materials and templates partners can use to promote available ag funding.	# of distributions	Create postcard that can be adapted for ag funding and general handout that can be used at events.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBIF
13			Smart irrigation promotion	Ground Water Protection	Low	Material promo	2026	A	General	Farmers	Staff time	Small	Promote smart irrigation systems through social media, newsletter articles, or handouts for both agriculture and lawn irrigation. Include promotion RCPP irrigation program.	# of posts, # of distributions	Include information about cost-share for smart irrigation.	Isanti SWCD	GWQ-4	WBIF
14			Forming authentic relationships with stakeholders involved in soil health who may be relied upon to assist the RRWP, bolster our efforts, or share with their networks.	Multiple	High	Partnership Building	2025/2026	B	Targeted	Agricultural Tech Team, Mille Lacs farmers, local co-ops	Staff Time	High	Meet with existing stakeholder groups comprised of members who fit the target audience. Where no stakeholder group exists, bring individual stakeholders together. Present the Rum plan goals and proposed strategies to address the issue. Determine who the goals matters to. Find out if the strategies proposed in the plan are adequate or if they have alternate strategies. Find out what actions they can take help achieve the goal. Examples: Round Tables, personalized communication, surveys, joint initiatives	Identify particular individuals from target groups who support the need for RRWP plan goals and know people who they can get together with, share this idea, and communicate the feedback they receive back to the Outreach Coordinator and outreach sub-committee. This feedback can inform next steps for planning and can be a source of testimonials for type A outreach. Additionally, # stakeholder roundables, # collaborations	Ag Tech Team, LFT for internal groups, but also external stakeholders like townships, boards, nurseries, plan writers/priv foresters. Conversations to include ways to improve cost-share programs.	Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	WBIF

#	Progress Notes	Project Type	Activity/Topic	Target Behavior	Priority	Outreach Type	Year to Complete	Type A or B Outreach	General vs. Targeted	Audience	Cost Items	Effort	How/examples	Measurable	Notes	Org. Assignment	Comp. Plan Goal	Funding Source
15		Urban BMPs																
16			Boat wake education	Water Quality	High	Material Information	2025	A	Targeted	Shoreline Owners, General Public	Staff time, Materials	High	Could include hosting a speaker or promoting a webinar about wake boats impact on lake health, sharing information in newsletters, newspapers, or social media.	# of attendees, # of distributions	Includes information for wake boats and large wakes created by boats. Create awareness about the impact of wake boats on lake health that includes research data. Create and share existing materials about wake impacts on lake health. Target to recreational lakes.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
17			Testimonials Program	Multiple	High	Material Information	2025/2026	A	Targeted	Shoreline Owners	Staff Time	High	Gather testimonials through interviews (phone or video), share through videos or stories, have project reviews.	# of testimonials, # of distributions	Secure testimonials from past project implementors and use these in multiple aspects of project promotion. May include testimonial videos, written statements, and/or an online "program reviews" on program sign-up websites. Program reviews would be similar to the 4-star rankings and comments that online shoppers can leave for products.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
18			DIY Webinar Series	Shoreland BMPs	High	Workshop	2026	A	Targeted	Shoreline Owners	Staff time, speaker fees, advertising costs	Medium	Host webinars along the theme of helping landowners implementing voluntary conservation work. Topics could include installing shoreline buffers, invasive species removal, rain gardens, pollinator plantings or others.	# of attendees	Topics can include DIY shoreline plantings, DIY raingardens, alternative lawns, and more.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
19			Smart Salting Promotion	Water Quality	Medium	Material promo	2025/2026	A	General	Contractors, Cities, Genera	Staff Time, advertising costs	Medium	Share MPCA's smart salting workshops with private contractors and cities. Share smart salt practices through newsletter articles, social media, etc.	# of smart salt certified people in RRW, # of distributions	Build list of private contractors operating in RRW and list of cities that have received certification. Gather or create educational materials for the general public.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
20			Promote Existing Videos	Shoreland BMPs	Medium	Video	2025/2026	A	General	Homeowners	Staff Time	Small	Post videos to social media, include in newsletters, show to targeted landowners	# of views	Promote existing videos, primarily those by the ACD, in newsletters, social media, or to targeted landowners	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
21			Adopt-a-Drain Promotion and Enrollment	Water Quality	Medium	Volunteer Recruit/Coord	2025/2026	A	Targeted	General Public	Staff Time, Enrollment Costs	Medium	Promote through social media, at events, and target volunteer groups or youth groups. First enroll the watershed.	# of drains adopted, pounds of debris collected, # of participants	Identify drains going to priority waters, with emphasis on those with no or little treatment before discharge. Promote Adopt-A-Drain. Provide training as needed. Coordinate permissions with cities. Must first enroll Isanti County area.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
22			Realtor Workshop Promotion Collaboration	Shoreland BMPs	Medium	Workshop	2025	A	Targeted	Realtors	Staff Time	Small	Collaborate with Lower St. Croix Watershed to promote realtor workshops	# of attendees	Promote, and assist in planning as needed, a continuing education workshop for realtors hosted by the Lower St. Croix Watershed. Topics can include wetland and shoreland laws, setting appropriate new owner expectations for shorelines, and encouraging shoreline stewardship.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
23			Create and Gather Existing Handouts of Alternate Landscaping	Multiple	Low	Material Information	2026	A	General	Homeowners	Staff Time	Small	Pull together existing handouts; identify and create needed materials	# of distributions	Have materials with information on native no-mow, low-mow, native plants, etc.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
24			Shoreline BMPs benefits and beauty article	Shoreland BMPs	Low	Written content	2026	A	General	General Public	Staff Time	Small	Written article about shoreline buffers that partners can include in newsletters or newspapers.	# of distributions	Written article about shoreline buffers or raingardens that partners can include in newsletters or newspapers. Highlight benefits and funding and show beauty over time.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
25			Forming authentic relationships with stakeholders involved in urban bmps who may be relied upon to assist the RRWP, bolster our efforts, or share with their networks.	Multiple	High	Partnership Building	2025/2026	B	Targeted	Lake groups and associations	Staff Time	High	Meet with existing stakeholder groups comprised of members who fit the target audience. Where no stakeholder group exists, bring individual stakeholders together. Present the Rum plan goals and proposed strategies to address the issue. Determine who the goals matters to. Find out if the strategies proposed in the plan are adequate or if they have alternate strategies. Find out what actions they can take help achieve the goal. Examples: Round Tables, personalized communication, surveys, joint initiatives	# stakeholder roundables, # collaborations	Identify particular individuals from target groups who support the need for RRWP plan goals and know people who they can get together with, share this idea, and communicate the feedback they receive back to the Outreach Coordinator and outreach sub-committee. This feedback can inform next steps for planning and project implementation, and can be a source of testimonials for type A outreach.	Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	WBI
26	Forestry Practices	Forestry Practices																
27			Promote BWSR LCCMR Tree Planting Grant	Private Forest Management	High	Material Promo	2025/2026	A	General	Forested Landowners	Staff Time	Small	Promote through social media, newsletters, website; provide details to partners	# of distributions	Promote the BWSR LCCMR tree planting grant to provide more forestry funding.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI for partner sharing and general promotion; LCCMR for LCCMR only actions
28			Coordinate service provider roles to increase forest land protection and stewardship	Coordinate	High	Partnership Building	2025/2026	B	General	Local Forestry Technical Team (LFT <sup>2</sup> )	Staff Time	High	Reconvene, support and sustain the LFT. Service providers and partners will work together to achieve LSP goals. Clarify partner roles in serving private landowners. Determine what needs partners have. Coordinate resources for implementation. Support accomplishment reporting. Provide recommendations to local and state agencies and programs. Maintain the Google Drive for enhanced resource sharing.	Can all LFT2 members name their role? # of stakeholders/providers needed to implement goals who are also represented at LFT2 meetings. # needs identified by partners. # LFT meetings held, # service providers participating, # landowner referrals, # FSPs impelmented	Identify particular individuals from the LFT2 who support the need for forestry practices and know people who they can get together with, share this idea, and communicate the feedback they receive back to the LFT2 and outreach sub-committee. This feedback can inform next steps.	Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	WBI
29			Forming authentic relationships with forestry stakeholders who may be relied upon to assist the RRWP, bolster our efforts, or share with their networks.	Multiple	High	Partnership Building	2025/2026	B	Targeted	Plan writers, nurseries, other private servicers, and non-local DNR, BWSR, SWCDs, consulting foresters, loggers/vendors, landowners	Staff Time	High	Meet with existing stakeholder groups comprised of members who fit the target audience. Where no stakeholder group exists, bring individual stakeholders together. Present the Rum plan goals and proposed strategies to address the issue. Determine who the goals matters to. Find out if the strategies proposed in the plan are adequate or if they have alternate strategies. Find out what actions they can take help achieve the goal. Examples: Round Tables, personalized communication, surveys, joint initiatives	# stakeholder roundables, # collaborations	Identify particular individuals from target groups who support the need for RRWP plan goals and know people who they can get together with, share this idea, and communicate the feedback they receive back to the Outreach Coordinator and outreach sub-committee. This feedback can inform next steps for planning and project implementation, and can be a source of testimonials for type A outreach. Groups may include Ag Tech Team, LFT for internal groups, but also external stakeholders like townships, boards, nurseries, plan writers/priv foresters.	Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	WBI
30			Workshops on forestry best practices and water quality practices	Coordinate, Organize	High	Partnership Building and Information	2025/2026	B	Targeted	women in forestry, loggers/timber harvesting, hunting associations with forest habitat	Staff time, materials, speakers	High	Women in Forestry workshop, logging/timber harvesting for landowners workshop	# of attendees		Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	WBI
31			Coordinate the LCCMR/BWSR Tree Planting Pilot Project	Coordinate	High	Multiple	2025/2026	B	General	Landowners, LFT, agency partners, participating districts	Staff time, materials, speakers	High	Follow the LCCMR Work Plan and report progress to RRWP partners.	# Acres planted, # FSPs written, # acres enrolled in protection		Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	LCCMR
32	Rum River Watershed	Rum River Watershed Organization Awareness																
33			Share Partnership Successes Through Video, Writings, Social Media	Spread Awareness	High	Material Information	2025/2026	A	General	General Public, RRWP Board and members	Staff Time, advertising costs	High	Videos, social media, writings, graphics	# of videos/articles/posts, # of people talked to	Compile and record stories about projects implemented across the watershed. Check in with partners to gather stories they have created.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
34			Two Annual Outreach Reports	Reporting	High	Report	2025/2026	A	General	General Public, RRWP Board and members	Staff Time	Medium	Publish report once a year	# of distributions	Report of actions completed that year including measurable outcomes. Work with implementation tracker on annual report.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
35			Create Public Facing Resources Page	Spread Awareness	High	Material Information	2025	A	General	General Public, RRWP Board and members	Staff Time, webiste upgrade	Medium	Create an easily accessible online page on the RRWP website that has educational resources.	# of website hits	create an easily accessible page that can be used for the public to download materials. Should be simple to use and built into existing	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
36			Event for Elected Officials	Policy Changes	High	Workshop	2025	A	Targeted	Elected Officials	Staff time, speaker fees, advertising costs, venue	High	Host an event to engage with policy makers	# of attendees	Host workshop, open house, or similar, targeting elected officials at a desirable and central location. Collaborate with partners to comes up with goals and topics.	Isanti SWCD	O1.1, Table 4.4, pg. 77, GWKD.4	WBI
37			Regular Communications to Partners	Coordinate	High	Partnership Building	2025/2026	A	Targeted	IPC	Staff Time	Medium	Provide regular email updates to partnership staff.	# of communications sent	Should have designated contact for each LGU to share outreach updates and created materials. Continue monthly Outreach Office Hours and email updates to share goal progress and increase collaboration.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
38			Promote Existing Grants and Opportunities	Spread Awareness	Medium	Material promo	2025/2026	A	General	General Public	Staff Time	Small	Promote by sharing information with partners, sharing items on website/ social media	# of distributions, public participation (event attendees, grant funds used, etc.)	Promote partner's existing programs, efforts, and events throughout the watershed that align with watershed goals. Goal to share other watershed successes and provide small supplemental outreach.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
39			Project Signs	Spread Awareness	Medium	Material promo	2025	A	General	General Public	Staff Time	Small	Create a design for project signs funded by the RRWP. Assist in ordering signs and getting quotes.	# of signs distributed	Get partner feedback on sign designs. Include funding logo.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI
40			Tour of Projects for JPE Board	Spread Awareness	Medium	Partnership Building/ Workshops	2026	A	Targeted	JPE Board	Staff Time, materials	High	Give JPE board a tour of projects completed using Rum River Watershed funding	# of attendees	Consult partners to determine tour stops. Host in new area of watershed.	Isanti SWCD	O1.1, Table 4.4, pg. 77	WBI

#	Progress Notes	Project Type	Activity/Topic	Target Behavior	Priority	Outreach Type	Year to Complete	Type A or B Outreach	General vs. Targeted	Audience	Cost Items	Effort	How/examples	Measurable	Notes	Org. Assignment	Comp. Plan Goal	Funding Source
41			Coordinate RRWP outreach team roles to achieve watershed wide goals.	Coordinate	High	Partnership Building	2025/2026	A/B	General	Outreach sub-committee: LGU staff and partners	Staff Time	High	Convene RRWP Outreach sub-committee (OSC) at regular intervals (tbd) to collaborate on priorities and set achievable goals for the year. Build relationships with appropriate LGU staff members in each county in the watershed and support them in enhancing engagement within their own areas. As a group, refine communications language and identify practices with buy-in that leads to water and natural resources improvement. Evaluation of progress toward goals by all the OSC member should be done mid year. Evaluation should include evidence of feedback received from stakeholders and how that feedback is informing the next steps and future strategies. If progress is lacking then restructuring of strategies should occur.	<b>Members of the OSC see how their (type A, B,C) work integrates increase the buy-in for implementation. # of RRWP stakeholders needed to implement goals who are also represented at OSC meetings. Evaluation should be ongoing and should identify what is working as well as what is not working as hoped. Evaluation of progress mid-year done with agreement by all OSC members. If re-strategizing was needed as agreement reached on how to do this.</b>	Convene, support and sustain the RRWP Outreach Subcommittee (OSC): RRWP LGU staff and partners will work together to clarify roles and achieve watershed wide outreach goals.	Isanti SWCD/ Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	WBIF
42		Relationship Building																
43			Rum River Watershed Partnership Facebook Page and Newsletter	Multiple	Medium	Community Organizing	2025/2026	B	Targeted	General Public and external organizations	Staff Time	Low/Medium	Create a content calendar that includes posts on water quality bmps, tips, upcoming events, success stories, and watershed news. Engage community members by responding to comments, encouraging the sharing of local water quality concerns, and creating interactive posts on water topics. Feature local ambassadors, SWCD partners, or landowners who are taking proactive steps toward water protection.	# followers, post engagement, views/likes/comments, posts	To be monitored and prepared within civic standard guidelines	Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	WBIF
44			Watershed ambassadors program	Spread Awareness	Low	Community Organizing	2025/2026	B	Targeted	Existing stakeholders from partner organizations	Staff time, materials	Medium	The Watershed Ambassadors will act as representatives within their communities, helping to communicate the RRWP's goals and priorities while also gathering feedback and suggestions from residents. This program builds strong community ties and encourages co-creation of watershed protection efforts, ensuring that practices reflect local knowledge and needs.	# people involved, # within their networks, feedback gathered		Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	WBIF
45			Establish a volunteer network	Multiple	Low	Community Organizing	2025/2026	B	General	General Public	Staff Time, Materials, Speakers	Medium	Volunteer database with contact info, skills, and interests. Volunteer orientation to educate new volunteers about RRWP's goals, and roles they can play. Recognition and rewards.	# volunteer hours, retention rates, projects assisted on		Mille Lacs SWCD	O1.1, Table 4.4, pg. 77	WBIF

# MEMO

Rum River Watershed Partnership Joint Powers Entity Board



**Agenda Item 9:** Updated WBIF Policies

**Meeting Date:** September 26, 2024

**Prepared by:** Tiffany Determan

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## PURPOSE/ACTION REQUESTED

Approve updated WBIF Project Policies

### Summary

Staff have updated the WBIF Project policies.

The WBIF policy changes were reviewed at the June 27<sup>th</sup> meeting and are tracked in the policy document found here: [WBIF Project Policies](#).

The policies are used by our members to communicate specific policies associated with the Rum River Watershed Partnership Watershed Based Implementation Funds. The policies guide project/program selection and eligibility, navigate the contracting process, and to communicate practices specific cost share rates and policies.

The IPC is recommending the updated policies for approval.

Once approved, we will update the document and share on the website.