

# Meeting Notes

Implementation Planning Committee



Project Name: Mississippi River St. Cloud Comp Plan Implementation  
Date: Wednesday, June 18<sup>th</sup>, 2025  
Time: 1:00pm - 2:30pm  
Location: Virtual via Microsoft Teams  
Invitees: Implementation Planning Committee (primary and alternates), BWSR staff  
Attendees: Emily Forbord, Alicia O'Hare, Stephanie Hatzenbihler, Dan Cibulka, Miranda Wagner, Siena Storm, Joe Norman, Matt Danzl, Becky Schlorf, Francine Larson, Roxanne Achman, Zach Guttormson

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## DISCUSSION TOPICS

### General Updates

10 MINUTES

- Timeline update
- BWSR Work Plan update
- New – Parking Lot!

**Action Needed:** *No action required, information and discussion only*

Timeline is fluid, given that a new contract has not been developed yet by our attorneys.

**Noteworthy items from Committee Discussion:** BWSR Work Plan has been submitted and approved, and Stearns CD has executed the agreement with BWSR.

New Parking Lot section is meant to hold items for future discussion, we can add to this during IPC meetings and bring topics out when needed.

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### MRSCWE Subcontract and Statement of Work Agreements

20 MINUTES

- Updates from discussions with local attorneys

**Action Needed:** *Discussion item*

**Noteworthy items from Committee Discussion:** The attorneys will require more time to develop a draft contract agreement for the entity and Member. Question – we have an agreement with BWSR executed, can we include a clause that allows us to backdate our work so that we can begin using WBIF? This is a question for the attorneys.

Group agreed to send a note to cancel the June 26<sup>th</sup> meeting, place a tentative meeting for August 7<sup>th</sup>, but notify the board that if we get a contract sooner we may call a special meeting in July.

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## MRSCWE Activity Proposals

15 MINUTES

- Review proposals from MRSCWE members (if any)
- Link to document [here](#)

**Action Needed:** *Vote upon and recommend proposed projects/programs to JPB*

The group reviewed a funding shift for Sherburne SWCD and proposed programs for Benton SWCD, and voted unanimously to approve.

**Noteworthy items from Committee**

**Discussion:**

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## MRSCWE CRP Incentive Funds

20 MINUTES

- Discuss CRP State Incentive Grant Program
- Determine if MRSCWE wants to accept full available funds, partial funding, or no funding for this program.

**Action Needed:** *Determine if an application should be submitted for CRP State Incentive shared funds*

Group decided to move forward with requesting the CRP incentive grant funds. Dan will submit the request form. Dan and Miranda to create a draft policy, Stephanie to provide a template, Eric Mattson to assist.

**Noteworthy items from Committee**

**Discussion:**

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## Presentations for JPB

20 MINUTES

- Identify useful topics and presenters for JPB to hear in future meetings
  - BWSR assurance measures presentation?
  - Round-Robin of partner projects?
  - Watershed technical studies (GRAPS, Upper Elk fecal bacteria pilot, etc.)?
  - Core conservation topics (erosion / sediment transfer, internal nutrient dynamics, common forestry practices, eutrophication, traditional vs conservation-based agricultural practices, etc.)

**Action Needed:** *Discussion of preferences for informational topics in future meetings*

Discussed potential items to include as information to the board.

**Noteworthy items from Committee**

**Discussion:**

Stephanie – Education and Outreach Committee plans and updates (and inputs!). Outline of a process for delisting a waterbody. Round-robin or one Member sharing updates on projects. Clean water council (what it is, how it works, how it impacts funding, Legacy amendment end date). Jen Kader would be a good presenter for the CWC.

## MEETING NOTES

Siena – overview of the cost of equipment for establishing cover crops or other practices.

Alicia – maybe more of a parking lot discussion, but have a policy discussion workshop with board about internal loading policy, what is the process of identifying if a lake is a candidate for this, etc.

Dan will include these ideas in the Parking Lot, IPC will select topics for upcoming JPE meetings to be placed on the schedule when there is extra time (prioritize “must haves” over this).

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### Next Steps

5 MINUTES

- Identify follow-up assignments

**Action Needed:**      **No action required, informational only**

### **Noteworthy items from Committee Discussion:**

Several individuals to begin work on CRP incentive policy. Group to wait for updates from attorneys on contract language, Dan to call a special meeting or bring contracts to August 7<sup>th</sup> board meeting depending on date of completion for contracts.

# Meeting Notes

Implementation Planning Committee



## Tentative Schedule of Activities *(updated 6-11-2025)*

MRSCWE Schedule of Activities		
Month - Year	Joint Powers Board (1st Thursday of month, 11am - 1pm)	Implementation Planning Committee (Third Wednesday of month, 1pm-3pm)
May-25	<ol style="list-style-type: none"> <li>1. Approve Policies and Procedures document</li> <li>2. Updates on bank account and insurance</li> <li>3. Updates on bylaws</li> <li>4. Draft contracts</li> </ol>	<ol style="list-style-type: none"> <li>1. CRP Incentive funds discussion</li> <li>2. Deed restriction options list</li> <li>3. Sub-contracts update</li> <li>3. Review submitted projects / programs proposals</li> </ol>
Jun-25	<ol style="list-style-type: none"> <li>1. Approve updated bylaws</li> <li>2. Approve MCIT insurance</li> <li>3. Determine deed restriction policy or no policy</li> </ol>	<ol style="list-style-type: none"> <li>1. Update on contracts</li> <li>2. Review additional submitted projects / programs proposals if needed</li> <li>3. CRP incentive grant</li> <li>4. Discuss updates/ presentations for JPB</li> </ol>
Jul-25	<i>Likely no meeting?</i>	<ol style="list-style-type: none"> <li>1. Review additional submitted projects / programs proposals if needed</li> <li>2. Review/discuss encumbrance forms</li> <li>3. Discuss development of CRP incentive grant policy?</li> <li>4. Review attorney RFP?</li> </ol>
Aug-25	<ol style="list-style-type: none"> <li>1. Consider proposals attorney representation?</li> <li>2. Consider records retention policy?</li> <li>3. Approve project/program proposal recommendations by IPC.</li> <li>4. Sign sub-contract agreements with LGUs</li> <li>5. BWSR updates?</li> </ol>	<ol style="list-style-type: none"> <li>1. Review additional submitted projects / programs proposals if needed</li> <li>2. Review/discuss CRP incentive grant policy?</li> <li>3. Review attorney proposals?</li> </ol>

## *Parking Lot*

*The Parking Lot tracks that come up during meetings which will be discussed at a later date.*

Reduction calculators discussion – which tools to use, how to use them.

If and when to address miscalculations in the CWMP Implementation Tables.

Implementation Tracking (what to track, review/discuss proposed tracking approach).

Future Board Meeting Informational Topics:

- Education and Outreach Committee plans and updates (and inputs!).
- Outline of a process for delisting a waterbody.
- Round-robin or one Member sharing updates on projects.
- Clean water council information.
- Overview of the cost of equipment for establishing cover crops or other practices.
- Discussion or workshop with board about internal loading, lake candidacy, etc.