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AGENDA

Date: 12 November 2024 **Attachment 2**
Time: 3:00 PM
Location: 2522 Marshall Street NE, Minneapolis, MN 55418

Agenda (D) — Signifies Decision Item

- 1) Welcome, Introduction of Commissioners and Roll Call
- 2) Approval of Agenda **(D)** Attachment 2
- 3) Approval of Minutes **(D)** Attachment 3
- 4) Consent Agenda **(D)** Attachment 4
- 5) Reports from Staff..... Attachment 5
 - a. Ongoing Planning Updates
 - b. MWMO Monitoring, Assessment, and Research Program: Overview and Updates
- 6) General Business..... Attachment 6
 - a. 2024-027: MS4Front Data Management and GIS Mapping **(D)** Attachment 6.1
 - b. 2024-028: Spark-Y Grant Application **(D)**..... Attachment 6.2
 - i. Spark-Y EPA Grant Partnership Agreement Attachment 6.2.1
 - ii. NOFO Partnership Agreement Requirements Attachment 6.2.2
 - c. 2024-029: FY 2025 Levy Certification **(D)** Attachment 6.3
- 7) Board Updates and Announcements
- 8) Open Public Input (Non-Agenda Items)..... Sign-in Sheet
- 9) Adjourn **(D)**



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**MISSISSIPPI
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MEETING MINUTES

Date: 10 September 2024

Attachment 3

Time: 3:00 PM

Location: 2522 Marshall Street NE, Minneapolis, MN 55418

Attendance

Commissioners: Connie Buesgens, Columbia Heights and Hilltop; Tom Tillberry, Fridley; Jeff Dains, Lauderdale; LaTrisha Vetaw, Minneapolis (via Teams); Randy Stille, St. Anthony Village; and Michael Lukes, St. Paul.

Staff and Guests: Emmy Baskerville, Akadia Johnson, Kevin Reich, Emily Resseger, and Nancy Stowe, MWMO; Glenda Meixell, Anoka Conservation District; John Bilotta, U of M Extension; and Amy Juntunen, JASS.

The meeting was called to order at 3:03 p.m. by Chair Stille.

Approval of Agenda

Motion by Tillberry, second by Dains to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes

Motion by Dains, second by Buesgens to approve the minutes of the July 9, 2024 regular meeting minutes as presented. Motion carried unanimously.

Consent Agenda

None.

Reports from Staff

Staff are in process of working with Stantec to apply for grants for the **Universal Plating Site**. Along with Hennepin County, MWMO will apply for an EPA grant. However, there are no EPA grants sufficient to cover the entire cost of site remediation. MWMO will also apply for four local grants to make up the difference. The total grant application amount across all four grants is \$2.1 million. The EPA grant maximum is \$500,000. The estimated cost for cleanup is between \$1.5-\$2 million.

General Business

2024-023: UACC Planning Grant

The Ukrainian American Community Center has submitted an application for an MWMO Planning Grant. Planning grants are awarded once per year for up to \$20,000. The site is close to the Mississippi River and has two acres of untreated parking lot next to a busy trail system adjacent to B.F. Nelson Park. This grant application is to fund completion of a stormwater management plan for the site and to add habitat. Currently, there is only a very small green space next to the building, while most of the site is parking lot. There are two storm drains in the parking lot with one catch basin to receive runoff that requires regular cleaning to keep it unclogged. A second catch basin may exist in the green space area. Staff and CAC recommend approval of this grant application not-to-exceed \$20,000 as a Stewardship Funds grant for development of a stormwater management and habitat plan for the site. Motion by Dains, second by Tillberry to approve Resolution 2024-023 approving a 2024 Planning Grant for the Ukrainian American Community Center as presented. Motion carried unanimously.

2024-024: Minnesota Stormwater Research Council Funding

Resseger and Bilotta presented a request to continue funding the Minnesota Stormwater Research Council in the amount of \$25,000. MWMO has been supporting the Council since its inception in 2016, both financially and through staff contributions. The Council undertakes research projects and works to discover information gaps and identify priorities for stormwater management. The annual report was provided to the Board. Motion by Lukes, second by Dains to approve Resolution 2024-024 approving \$25,000 funding to the Minnesota Stormwater Research Council. Motion carried unanimously.

2024-025: SART Performance Assessment

In 2016, MWMO, City of St. Anthony, City of Minneapolis and Hennepin County collaborated to install an underground stormwater treatment system to treat a 600-acre watershed. Stormwater is diverted to a primary swirl chamber to remove particulate matter and large debris along with a secondary system to remove soluble pollutants in two separate chambers, one with a sand filtration bed and one with other filter media, with each of the secondary chambers receiving about 50% of the water from the main swirl chamber. This allows for research on the effectiveness of different types of filter media. While the system is still performing well, it has not been performing at expected levels. Performance monitoring has revealed challenges with the secondary system including the sand filter getting clogged faster than anticipated, too much water in the filter cartridge area, and potential backflow issues. There is also low dissolved oxygen throughout the system and critters entering the system. Staff are requesting \$28,500 for professional engineering services to conduct a performance assessment to determine why performance is lower than expected and what retrofit options could improve performance. This is a performance study and does not include funding any improvements or media replacements. While the City of St. Anthony has assumed financial responsibility, MWMO retains maintenance responsibilities. The City will eventually assume maintenance responsibility for the swirl chamber and MWMO will keep control and responsibility for the secondary chambers. The main swirl chamber has been cleaned out in 2017, 2020 and 2023. Motion by Dains, second by Buesgens to approve Resolution 2024-025 approving funding not-to-exceed \$28,500 to complete a performance study of the St. Anthony Regional Treatment system. Motion carried unanimously.

2024-026: FY2025 Draft Levy

This resolution sets the annual limit for the 2025 levy. The actual levy will be set in November and could be lower than the limit approved today, but cannot be higher. The 2024 levy increase was 6.2% and the proposed 2025 levy increase is 5.7%. The budget includes a 1.5% contingency and is based on MWMO's operating budget, comprehensive plan, strategic plan and capital improvement projects. Staff is recommending a maximum levy of \$7,830,000. A proforma will be available in November. Motion by Dains, second by Tillberry to approve Resolution 2024-026 approving the MWMO maximum levy amount for FY25 at \$7,830,000. Motion carried unanimously.

Board Updates and Announcements

Lukes noted that there will be an amendment on the November ballot to renew the Land and Natural Resources Trust, funded by the Minnesota Lottery, to extend funding to 2050 and increase funding from 3.5% to 7% of lottery profits. If the amendment portion of the ballot is not completed it will count as a vote against the amendment.

The Board retreat is scheduled for October 17, 2024, 2:00-5:00 p.m. at the Moore Lake Community Building in Fridley.

The next meeting is scheduled for November 12, 2024.

Open Public Input

None.

Adjourn

There being no further business the meeting was adjourned at 4:09 p.m.



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Request for Board Action

Attachment 5

Agenda Item: Staff Updates

Presenter: Various

Meeting Date: 12 November 2024 **Flexibility:** Yes No

Estimated Time: Consent Agenda 10 Min. 15 Min. 30 Min. 45 Min. 1 Hour

Action Request: Information/Review Motion to approve Budget Change Other

Board Action: Approved Denied Tabled Accepted Report Other

Date of Action: 12 November 2024

Background

Kevin Reich

- Ongoing Planning Updates

Emily Resseger

- MWMO Monitoring, Assessment, and Research Program: Overview and Updates



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Request for Board Action

Attachment 6.1

Agenda Item: MS4Front Data Management and GIS Mapping Tool Proposal

Presenter: E. Baskerville Doeckel

Meeting Date: 12 November 2024

Flexibility: Yes No

Estimated Time: Consent Agenda 10 Min. 15 Min. 30 Min. 45 Min. 1 Hour

Action Request: Information/Review Motion to approve Budget Change Other

Board Action: Approved Denied Tabled Accepted Report Other

Date of Action: 12 November 2024

Background (Attach Supporting Documents as needed)

Since its inception, the MWMO has established a range of programs to meet organization goals, including programs to implement projects and distribute grants for projects, watershed assessment projects and our watershed planning efforts. The MWMO has been involved in the implementation of approximately 300+ projects throughout the watershed. These projects range in size from smaller community grant projects to larger capital improvement and district systems projects, and also include outreach projects and their associated feasibility assessments and planning efforts. Considering the accumulation of historic and ongoing projects, as well as projections of future project implementation and long-term tracking to ensure ongoing maintenance and performance, the need for a project and data management tool has become apparent. This tool would aid the MWMO in efficient and consistent tracking of all of our projects across all departments.

Proposed Software Tool

Staff have been exploring options for project data management and have identified a software program that would best support MWMO’s programs. This data management software, MS4Front,

includes a geographic mapping component that will allow us to input, edit, store, and manage our project data all within one tool. The software will allow us to run reports, complete advance searches on our project database, create custom summary reports for all of our projects, and allow us to collect data in the field and upload it automatically to our project database. The tool will have a map viewer that will house our project and watershed data and will be easily accessible to all staff. This software service is also used by many other watershed management organizations and watershed districts, both in the metro area and greater Minnesota, to help staff manage their projects and mapping needs.

MWMO staff is recommending a not-to-exceed amount of \$29,880, which includes \$23,880 as a one-time fee for the initial software setup and configuration, existing data migration, testing, and final configuration, and an annual fee of \$6,000 as a subscription that includes annual software hosting, management, training, and technical support. The MS4Front software service is proposed to be implemented during the first half of 2025.

Mississippi Watershed Management Organization

RESOLUTION 2024-027

A RESOLUTION APPROVING THE PROPOSAL FOR THE SCOPE OF WORK TO IMPLEMENT THE MS4FRONT DATA MANAGEMENT SOFTWARE TOOL

WHEREAS, the MWMO strives to protect and improve water quality and habitat within its jurisdiction through planning and implementation of stormwater best management practices and restoration of ecosystem functionality;

WHEREAS, the MWMO, through its history as an organization, has completed an estimated 300+ projects and collected data throughout the watershed;

WHEREAS, the MWMO has identified the need for a more sophisticated geographic data and program management tool to help collect, track, organize, and summarize years of project and environmental data;

WHEREAS, staff have identified a software program that will allow us to collectively collect, track, organize and summarize this data;

WHEREAS, the MWMO has available funds in the General Administrative Fund to cover the cost of the proposed work, and

WHEREAS, Staff recommend the Board of Commissioners approve funding for the implementation of the MS4Front software solution

NOW THEREFORE BE IT RESOLVED, the MWMO Board of Commissioners approves the proposal for \$29,880 for the development and implementation of the MS4Front software and annual software subscription fee and authorizes MWMO staff to take all necessary administrative actions to implement the resolution.

Adopted this the 12th day of November, 2024.

Review for the Board: _____

Randy Stille, Chair

Review for Administration: _____

Kevin Reich, Executive Director



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Request for Board Action

Attachment 6.2

Agenda Item: Spark-Y Grant Application

Presenter: Kevin Reich

Meeting Date: 12 November 2024 **Flexibility:** Yes No

Estimated Time: Consent Agenda 10 Min. 15 Min. 30 Min. 45 Min. 1 Hour

Action Request: Information/Review Motion to approve Budget Change Other

Board Action: Approved Denied Tabled Accepted Report Other

Date of Action: 12 November 2024

Background

Spark-Y is applying for an EPA Community Change Grant in collaboration with the Mississippi Watershed Management Organization. If awarded, this grant could infuse over 10 Million dollars into North and Northeast Minneapolis for green infrastructure projects supported by workforce development participants in Spark-Y's apprenticeship program.

Examples of the green infrastructure work include an update to the urban farm and greenhouse at Edison High School (EHS), installation of irrigation infrastructure to increase the use of the water captured under the football field, in-classroom touchpoints with 1–2 EHS classes per semester, and a wind & water learning station. The grant would provide for a greenhouse, outdoor learning garden, a community garden, and educational and neighborhood outreach capacity to start the creation of a comprehensive and age appropriate Green Campus at the Nellie Stone Elementary. Green Stormwater Infrastructure opportunities in this key Northern Green Zone location would address identified flooding issues and potential water reuse.

Mississippi Watershed Management Organization

RESOLUTION 2023-028

A RESOLUTION APPROVING SUPPORT FOR SPARK-Y'S APPLICATION FOR AN EPA COMMUNITY CHANGE GRANT IN PARTNERSHIP WITH THE MISSISSIPPI WATERSHED MANAGEMENT ORGANIZATION

WHEREAS, MWMO funds and supports efforts that fund green stormwater infrastructure, connections to the Mississippi River, environmental education and relevant community outreach;

WHEREAS, MWMO primarily works in partnership to achieve its goals, especially with mission-aligned public and non-profit entities;

WHEREAS, A well-established working relationship between the non-profit Sparky-Y and MWMO has delivered successful projects that have had a strong emphasis on developing a "Green Workforce" whereby Spark-Y has established formal working relationships with MWMO's member jurisdictions of the City of Minneapolis and Minneapolis Park and Recreation;

WHEREAS, the U.S. Environmental Protection Agency grant would provide resources that would significantly accelerate high-priority work in the Green Zones and River Connection locations and could fund design work, BMPs and environmental educational materials;

WHEREAS, MWMO is not obligated to any specific funding commitment, and its role would be the listed governmental partner and to provide guidance and technical assistance as needed

NOW THEREFORE BE IT RESOLVED, the MWMO Board of Commissioners supports Spark-Y's application for an EPA Community Change Grant and formally signs on as the official Government Partner, and authorizes MWMO staff to take all necessary administrative actions to implement the resolution.

Adopted this the 12th day of November, 2024.

Review for the Board:

Randy Stille, Chair

Review for Administration: _____

Kevin Reich, Executive Director

Partnership Agreement

Between:

Spark-Y Youth Action Labs (Lead Applicant)

and

Mississippi Watershed Management Organization (Statutory Partner)

Date: 10/23/24

1. Parties

This legally binding Partnership Agreement is made between Spark Youth (DBA: Spark-Y Youth Action Labs), a Minnesota non-profit corporation (referred to as "Lead Applicant"), and the Mississippi Watershed Management Organization (MWMO), a local government entity (referred to as "Statutory Partner"). Both entities are collectively referred to as the "Parties."

2. Purpose

The purpose of this Partnership Agreement is to establish a formal, legally binding commitment between the Lead Applicant and the Statutory Partner for their collaboration on the EPA Community Change Grant program. This document outlines the responsibilities, compliance requirements, dispute resolution processes, and procedures for replacing the Statutory Partner to ensure the effective execution of the grant-funded activities.

3. Roles and Responsibilities

A. Lead Applicant (Spark-Y: Youth Action Labs):

- **Primary Responsibilities:** The Lead Applicant shall serve as the primary point of contact with the EPA and will be responsible for the overall management, performance, oversight, and reporting related to the grant.
- **Financial Accountability:** The Lead Applicant will receive and manage federal funds from the EPA and ensure proper expenditure. It will bear full liability for any unallowable costs that arise.
- **Subawards and Collaborating Entities:** The Lead Applicant will issue subawards to Collaborating Entities as needed, ensuring compliance with federal regulations, including 2 CFR 200.331 and EPA's Subaward Policy.
- **Compliance and Risk Management:** The Lead Applicant will handle all legal and compliance matters, as well as manage risks associated with the project. This includes

adherence to grant terms, federal requirements, and oversight protocols to mitigate any risks.

- **Replacement of Statutory Partner:** The Lead Applicant has the authority to replace the Statutory Partner if necessary due to performance or other issues. Replacement will follow procedures compliant with 2 CFR 200.308(c)(6) and requires prior approval by an authorized EPA official. Any replacement must involve an entity with comparable expertise, experience, knowledge, and qualifications to ensure the grant's objectives are met.

B. Statutory Partner (Mississippi Watershed Management Organization):

- **Expertise and Contributions:** The Statutory Partner will provide expertise in water quality management and natural resource conservation, directly supporting the EPA grant activities.
- **Project Participation:** The Statutory Partner will actively participate in planning, project execution, and community engagement. This includes contributing resources, data, and technical guidance on water-related pollution reduction and climate resilience strategies.
- **Compliance Support:** MWMO will assist the Lead Applicant in meeting the statutory and regulatory requirements of the grant, particularly those related to environmental regulations and local government protocols.

4. Dispute Resolution

Any disputes arising from this Partnership Agreement will be resolved in accordance with the laws applicable to this Agreement, governed by the State of Minnesota. EPA is not a party to this Agreement and will not participate in dispute resolution between the Parties.

5. Procedures for Replacement of Statutory Partner

If it becomes necessary to replace the Statutory Partner, the Lead Applicant will identify a replacement that possesses similar expertise, experience, and qualifications. Any replacement requires prior approval from an authorized EPA official to ensure compliance with grant requirements.

6. Subaward Compliance

The Parties agree that, if the proposed application is selected for funding, they will enter into a subaward agreement compliant with federal regulations at 2 CFR 200.331 and EPA's Subaward

Policy. The subaward will include terms and conditions required by the EPA and address the roles, responsibilities, and compliance requirements outlined in this Agreement.

7. Terms and Termination

- **Agreement Duration:** This Agreement will remain in effect for the duration of the grant project or until terminated in accordance with this section.
- **Termination:** Either Party may terminate this Agreement by providing 30 days written notice to the other Party, provided that such termination does not conflict with EPA grant requirements or impede project completion.

8. Signatures

By signing below, both Parties agree to the terms outlined in this legally binding Partnership Agreement.

Zachary Robinson
Executive Director
Spark-Y: Youth Action Labs

Date

Kevin Reich
Executive Director
Mississippi Watershed Management Organization

Date

Randy Stille
Board Chair
Mississippi Watershed Management Organization

Date

Appendix B. Partnership Agreement between the Lead Applicant and Statutory Partner

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To be eligible for funding, the Lead Applicant must include in the application a copy of a written and signed Partnership Agreement with the Statutory Partner that is legally binding. At a minimum, the Partnership Agreement must specify the following:

- Who will be the Lead Applicant and the Statutory Partner.
- The Lead Applicant is responsible for the overall management, performance, oversight, and reporting responsibilities under the grant, and for making subawards to Collaborating Entities.
- The Lead Applicant will be responsible for the receipt of federal funds from EPA and the proper expenditure of these funds and will bear liability for unallowable costs.
- The roles and responsibilities of the Lead and Statutory Partner for project activities and how disputes between them will be handled and resolved. Please note that EPA is not a party to the Partnership Agreement, and any disputes between the parties must be resolved under the law applicable to the Partnership Agreement.
- The Lead Applicant is responsible for compliance and legal issues, and managing risks associated with the project. It must also describe the procedures for replacing a Statutory Partner with another Statutory Partner, and for ensuring the replacement has the comparable expertise, experience, knowledge, and qualifications of the replaced Statutory Partner to ensure successful grant completion within 3 years. Replacement may be necessary for various reasons including performance issues. Note that replacement requires prior approval by an authorized EPA official pursuant to 2 CFR 200.308(c)6).
- The Lead Applicant and Statutory Partner's agreement, if the proposed application is selected for award, to enter a subaward that complies with the subaward requirements in the grant regulations at 2 CFR 200.331 and in EPA's Subaward Policy and related guidance and that contains terms and conditions including those above.



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Request for Board Action

Attachment 6.3

Agenda Item: FY 2025 Levy Certification

Presenter: Kevin Reich

Meeting Date: 12 November 2024

Flexibility: Yes No

Estimated Time: Consent Agenda 10 Min. 15 Min. 30 Min. 45 Min. 1 Hour

Action Request: Information/Review Motion to approve Budget Change Other

Board Action: Approved Denied Tabled Accepted Report Other

Date of Action: 12 November 2024

Background (Attach Supporting Documents as needed)

The proposed levy is based on our comprehensive plan and its current update, strategic plan and our members’ Capital Improvement Projects (CIPs), and our forecast budget for 2025. We are currently verifying the CIPs slated for 2023–2027 and are reviewing our current-year expenditures to look for ways to reallocate prior-year unspent funds. We will bring a final levy to the November board meeting. At this time, staff is recommending the levy not to exceed \$7,830,000. This represents a 5.7 percent increase.

2025 Final Levy

11/12/2024

Levy Limit set at September MWMO Board Meeting

Final Levy set at the November MWMO Board

Approval of the levy does not constitute approval of individual projects. Funds will be encumbered to a project only after an agreement between the MWMO and the Lead Agency describing the specific scope of work is completed.

2025 Final Levy

Projects Fund	\$ 5,487,150
General Fund	\$ 2,132,300
Capital Asset Replacement Fund	\$ 100,000
Subtotal Budget	\$ 7,719,450
Contingency 1.5% (Uncollected Levy)	\$ 110,550
Total Budget	\$ 7,830,000

Mississippi Watershed Management Organization

RESOLUTION 2024-029

A RESOLUTION APPROVING THE MWMO LEVY AMOUNT FOR FY 2025 AT \$7,830,000

WHEREAS, The MWMO has developed a comprehensive Watershed Management Plan that identifies capital projects, monitoring, watershed assessments and outreach initiatives to implement; and

WHEREAS, The MWMO is required by statute to submit a final levy amount to county auditors by late December of each year; and

WHEREAS, The MWMO staff have met with its members to determine probable projects for 2023–2027; and

WHEREAS, Approval of the final levy and draft budget does not constitute approval of individual projects or initiatives by the board. Funds will be committed to a project only after an agreement between the MWMO and the Lead Agency describing the specific scope of work is completed; and

WHEREAS, Staff recommend the Board of Commissioners adopt a levy amount of \$7,830,000 for MWMO fiscal year 2025.

NOW THEREFORE BE IT RESOLVED, the MWMO Board of Commissioners moves to set the MWMO levy amount for FY 2025 at \$7,830,000 and authorizes MWMO staff to take all necessary administrative actions to implement the resolution.

Adopted this the 12th day of November, 2024.

Review for the Board: _____

Randy Stille, Chair

Review for Administration: _____

Kevin Reich, Executive Director