



BOARD MEETING AGENDA – NOVEMBER 20, 2025

Agendas and Minutes are posted on www.bdswd.com. Underscored times will be honored as closely as possible.

9:00 AM

Verification of Quorum & Call to Order

Pledge of Allegiance

Consider Agenda Additions & Approve Agenda

Declarations of Conflict of Interest

Public Comment

Consent Agenda Approve: Minutes of October 16, 2025; Claims of November 20, 2025 (includes JCWMP Pay Requests, Deposits, and Journal Entries); Treasurer's Report and Budget; State Grants Received/Expended

PERMIT APPLICATIONS

- 25-046 R. Anderson, NW1/4 Section 28, Donnelly Twp, Stevens County
Administrative Compliance Order & Motion to File Claim in District Court
- 25-104 L. Wiertzema, W1/2 Section 14, East Campbell Twp, Wilkin County
- 25-106 L. Pederson, NW1/4 Section 12, Leonardsville Twp, Traverse County
- 25-109 Eldorado Township, Stevens County

103E DRAINAGE SYSTEMS REPORTS

Reschedule the public hearing on the Minn. Stat. 103E.261 Preliminary Survey Report for the proposed Improvement of Wilkin County Ditch #25 - we need a proposal from H2Oviewers, need DNR report, no notices sent/published

- GCD #3 Update, Pay Application
- GCD #21 Update, Pay Application
- TCD #48 Petition for Partial Abandonment

103D WATERSHED PROJECTS

- Doran Creek Update
- Redpath Update, Pay Application
- 640th Ave Road Raise Update, Pay Application
- Ash Lake DRAFT DNR Management Plan
- Soil Loss Buffer Update

FDRWG Updated Tech Paper: Culvert-Sizing Approaches in the Red River Basin of Minnesota

GENERAL ADMINISTRATION

- Policy Updates Leave, Data Practices, Open Meeting Law, Board Manager Orientation Program
- Board Manager Term Expiration: Grant (Kapphahn), Otter Tail (Brutlag), Traverse (Wold)
- Order the 12/18/25 Public Hearing on the Budgets for the 2026 General Fund and Construction Fund Levies, LTWQIP District, and Assessments for the Ditch System
- Funds and Projects; Review All Fund Balances
- Approve CliftonLarsonAllen Audit Documents
- Confirm MW Reservations: December 3 - 5
- Approve MW Delegates
- Discussion of MW Resolutions
- Managers RRWMB, RRRRA, RRBC, FDRWG, MAWD, Drainage Work Group & Committee Reports, Letters & Minutes

**BOIS DE SIOUX WATERSHED DISTRICT
BOARD MEETING MINUTES
OCTOBER 16, 2025**

CALL TO ORDER The meeting was called to order by President Vavra at 8:00 a.m. Present in the District Office: Linda Vavra, Jason Beyer, Doug Dahlen, Scott Gillespie, John Kapphahn, and Allen Wold. Absent: Ben Brutlag, Steven Deal, John Kapphahn, Steven Schmidt. Also present: Administrator Jamie Beyer, District Engineer James Guler (arrived later), District Engineer Technician Troy Fridgen, and District Attorney Lukas Croaker. Remotely: Engineer Chad Engels.

AGENDA Upon motion by Dahlen, seconded by Beyer and carried unanimously, the Regular and Consent Agendas was approved with the addition of the following amendment to the Minutes of August 21, 2025:

Upon motion by Gillespie, seconded by Brutlag and carried unanimously, the following changes were approved: the Regular Agenda was approved with the addition of TCD #27

- Consent agenda addition: MOU BdSWD for RRB Riparian Habitat Program (Doran Creek)
- Regular agenda additions: TCD #27 & WCD #Sub-1 Form 704 Easement for CM Agreement and License Agreement

CONSENT AGENDA Upon motion by Wold, seconded by Dahlen and carried unanimously, the Consent Agenda was approved as presented.

PUBLIC COMMENT No public comment was received.

PETITION HEARING Dahlen motioned, seconded by Gillespie, to open the public hearing on the petition requesting authority to use Traverse County Ditch #37 use Traverse County Ditch #37 as an outlet for the following parcel in Eldorado Township, Stevens County: Bernard Van Zomeran Irrevocable Trust, Parcel #06-0074-000, W1/2SW1/4 of Section 21, 80 acres. Because District Engineer James Guler was not yet present at the meeting, a vote on the motion was delayed.

**VAN ZOMEREN
TCD #37**

REDPATH PHASE 3 FUNDING Administrator Jamie Beyer notified the board that DNR staff declined to fund Redpath Flood Impoundment with the \$9,000,000 that allocated in 2025 to the Flood Hazard Mitigation Program. DNR staff stated that there were not enough funds in the program. Following the announcement, DNR staff indicated FHM funding policy changes: there is a new funding ranking system (scoring to rank competing project phases) that is separate from project ranking (scoring to rank competing projects); DNR staff recommend engineering of much smaller phases, so that full phases can be funded – for eg, seven \$2,000,000 phases rather than one \$14,000,000 phase (the change to increased phases will require separated phased engineering, permitting, bid packaging, project management, construction, and closeout; smaller phases bid separately increases the possibility of multiple contractors on-site at the same time, etc., significantly increasing construction costs because of restricted quantities and repeated mobilization); local matching funds are only recognized if they are spent after the date of the grant agreement; project funds spent outside of an FHM grant agreement will not be recognized as “leveraged” funds;. Beyer recounted that, in response to an inquiry last fall ahead of a decision for Redpath Flood Impoundment Phase 2B Change Order No. 2 in the amount of \$2,195,084.80 DNR staff wrote in a September 24, 2024 email that any eligible expenditures spent prior to the effective date of a new FHM grant appropriation would count as local match. DNR staff stated by telephone on Wednesday, October 15th that they would honor this arrangement, though it is contingent upon: 1) the District not drawing down the full current grant agreement reimbursement amount and 2) approval of an extension to the term of the current grant agreement, as it is set to expire December 31, 2025. The policy change to exclude recognition of expenditures between project phases will result in a requirement that phase development be covered locally, instead of project cost’s split 50/50 as has been the historical practice up until sometime after September 24, 2024. Beyer relayed that DNR staff stated that they 100% support the Redpath Flood Impoundment and are committed to its completion, and that it will be constructed. Board managers discussed the need to advocate for funds to continue construction of the facility. Engineer Chad Engels suggested that the Board could consider a request to the Red River Watershed Management Board for some level of gap financing, to keep construction going. Red River Watershed Management Board Executive Director Rob Sip stated that the DNR

Commissioner was scheduled to attend next week's meeting, but has since elected to participate virtually. Sip stated that RRWMB had set aside \$2,000,000 as backup for a Roseau River project that was funded; so it may be possible that the RRWMB Board would consider a request. There current remaining construction is estimated to cost \$24 million. Staff were directed to put together possible funding scenarios in light of the lack of FHM funding. Beyer stated that DNR staff intend to request \$40 - \$45 Million for the FHM Program during the 2026 legislative session.

**GCD #21
EASEMENTS**

Mrs. Victoria Touhey requested information on the current and prior GCD #21 drainage system easements.

**PETITION HEARING
B. VAN ZOMEREN
TCD #37**

Gillespie called for a vote on his motion. All aye. District Engineer James Guler presented the location of the project in relation to the legal drainage system. Parcels on either side of the project have successfully petitioned into the Traverse County Ditch #37 assessment district. Board managers considered two calculations for an entrance fee – one based solely on historic costs and cost per acre (outlet fee of \$10,341.06), and one that includes consideration for the relatively small proposed benefit (\$5,423.28). Attorney Lukas Croaker read the order, which included the following: benefits of \$25,920, and an outlet fee of \$5,423.28 – to be paid prior to any work being done under the permit. Upon motion by Dahlen, seconded by Beyer and carried unanimously, the Order was approved. Upon motion by Beyer, seconded by Gillespie and carried unanimously, the hearing was closed.

**GCD #21
IMPROVEMENT**

Engineering staff James Guler and Troy Fridgen provided an update on GCD #21 Improvement construction. An excess of clay materials was produced as the contractor created a bench to get an excavator into a portion of the construction site; Fridgen is in the process of transporting a portion of the material to stabilize a low water crossing frequently washed-out on JD #14. Traverse SWCD staff will seed the areas disturbed. Upon motion by Beyer, seconded by Gillespie and carried unanimously, Pay Application No. 3 in the amount of \$956,249.37 was approved.

**WCD #25
IMPROVEMENT
PRELIM. HEARING**

The Preliminary Survey and Engineer's Report was filed and transmitted to the required DNR contacts. Upon motion by Wold, seconded by Beyer and carried unanimously, the MN Stat. 103E.261 Preliminary Hearing is ordered for November 20, 2025.

**640TH AVE
ROAD RAISE**

Engineer Troy Fridgen stated that the contractor will return to the site next week, with the goal of completing the channel and culvert work; depending on weather conditions, roadwork may be delayed to 2025.

GCD #3 REPAIR

District Engineer James Guler stated that construction of GCD #3 may reach substantial completion by the November board meeting.

DORAN CREEK

Administrator Jamie Beyer stated that DNR staff have acknowledged that the additional public waters permit information they requested was received September 25, 2025, but that DNR staff have not reviewed the information yet. Easements and permit applications for the installation of five culverts has been received from two Phase 1 landowners, but the projects are being considered by DNR staff for possible Public Waters permitting.

ASH LAKE

DNR staff have requested comments for an updated Ash Lake management plan. Upon motion by Beyer, seconded by Dahlen and carried unanimously, staff are authorized to provide comments.

**SOIL LOSS /
BUFFER UPDATE**

Engineer Troy Fridgen has confirmed buffer compliance for Grant County parcels on JD #12 earlier reported non-compliant by Grant SWCD staff. Beyer stated that there are two parcels reported by Traverse SWCD that will need inspection this fall. She stated that the BWSR Buffer Committee and Board are considering a series of procedures that they will require compliance with by local govern units in order to maintain a local government unit's enforcement jurisdiction election. It is anticipated that, if approved, the text will be part of a future formal rulemaking effort. Administrator Jamie Beyer stated that BWSR's proposed procedures provide another layer of confusion, and further obscure the statutory requirements of 103F.48 and local government's rules and ordinances. In her experience, Beyer finds that landowners and local government unit staff are unaware of the content of Minnesota Statue 103F.48 and the District's local rules and ordinances, including their options and rights granted under the statute, rules, and ordinances; in this current effort, BWSR is substituting a filtered version of 103F.48, absent many of the statutory options and rights, and is attempting to replace statute with their redacted version of the statute in order to apply a subjective measure of a local government unit's own level of enforcement. One outcome of the proposed procedures reinforces the false perception that SWCD staff are the only source of compliance determinations, and that SWCD internal policies can

restrict the rights and options granted to landowners under 103F.48 and local rules and ordinances. For example, there is significant confusion between the differences of 50' public water buffers and 16.5' buffers with drainage authorities. Administrator Jamie Beyer stated as some examples, District landowners have reported determinations by SWCD staff for the District's 16.5' buffers that: parcels are "non-compliant" if the landowner installs an alternative practice before installing a 16.5' buffer; landowners are able to use BWSR approved alternative practices restricted to use for 50' buffers for compliance on 16.5' buffers; there are no alternative practices for 16.5' buffers; that the only alternative practices available to landowners are those approved by SWCD staff/boards; that alternative practices must be installed on an entire field (regardless of field acreage and regardless of the length of drainage system/required buffer). In general, 103F.48 and local government rules and ordinances provide flexibility and options for landowners, but these statutory rights are being restricted and/or misconstrued during compliance determinations – and the current version of BWSR's of Buffer Procedures promote a formal process that proliferates this misinformation and compliance determination overreach. Additionally, compliance rates are exceedingly high – so high, the categories for compliance reporting have been split by BWSR staff into: 94 – 98%, 99 – 99.9% and 100%; BWSR states on its website, "As of the end 2024, approximately 99% of parcels adjacent to Minnesota waters are compliant with the Buffer Law." Board Manager Allen Wold relayed that BWSR staff director Mr. Dave Weirens asked in last week's Drainage Workgroup Meeting to be put on the record that the buffers were never intended to improve water quality.

MW CONFERENCE Board managers were notified of the Minnesota Watersheds conference to be held in Nisswa from December 3 – 5, 2025.

SIGNATORIES Upon motion by Gillespie, seconded by Dahlen and carried unanimously, officers of the board can serve as signatories on the District's financial instruments in coordination with the Administrator.

MPCA / MCEA PETITION Red River Watershed Management Board Executive Director Rob Sip stated that his organization will be submitting a letter in opposition to MCEA's request to require a new level of permitting for improved and new drainage systems. Administrator Jamie Beyer stated that permits aren't for the one-time event for construction – permits are for construction and future operation, and usually have an expiration date at which a permit must be renewed and the applicant must, at that time, agree to meet updated permit conditions. Attorney Lukas Croaker encouraged other members of the Drainage Work Group to provide their comments now, rather than waiting to see if a rulemaking process is initiated.

The meeting was adjourned.

Linda Vavra, President

Date: _____, 2025

Jamie Beyer, Administrator

Date: _____, 2025

TREASURER'S REPORT

SEPTEMBER 2025

BANK ACCOUNT BALANCES FROM BANK STATEMENTS

Bank - Checking, No Interest	\$ 1,227,547.00
JCD #11 Surety	\$ 60,035.11
GCD #21 Surety	\$ 60,134.88
WCD #25 Improvement Surety	\$ 60,027.37
Bank - Checking, Interest	\$ 380,712.47
Bank - Checking, No Interest	9,314.33
Bank - Money Market, Interest	\$ 5,198,261.31
Bank - CD's, Interest	\$ -
Bank - CD's, Interest	\$ 1,500,000.00
END OF MONTH AMOUNT IN BANK ACCOUNTS:	<u>\$ 8,496,032.47</u>

ACCOUNTING FUND BALANCES FROM QUICKBOOKS

	Beginning Balance from Quickbooks 12/31/2024	2025 Revenue 9/30/2025	2025 Expenses 9/30/2025	Current Fund Balance 9/30/2025
Payroll Liabilities	0.00	0.00	(6,853.27)	(6,853.27)
General Fund(*)	467,075.29	111,120.47	(330,964.64)	247,231.12
Ditch Fund				
Total BdSWD #3	56,893.81	0.00	0.00	56,893.81
Total BdSWD #5	12,019.84	22.22	(12,038.15)	3.91
Total GCD #3	(45,417.75)	11,086.24	(159,623.32)	(193,954.83)
Total GCD #5	7,888.27	0.00	0.00	7,888.27
Total GCD #6	1,878.31	574.82	0.00	2,453.13
Total GCD #8	25,123.82	0.00	(650.00)	24,473.82
Total GCD #9	40,557.86	8,599.92	(33,157.50)	16,000.28
Total GCD #11	(440.95)	397.51	0.00	(43.44)
Total GCD #15	4,512.15	0.00	0.00	4,512.15
Total GCD #21	(188,626.94)	6,756.59	(1,467,314.57)	(1,649,184.92)
Total GCD #22	8,043.80	2,646.44	0.00	10,690.24
Total GCD #29	21,739.36	2,683.46	(16,177.22)	8,245.60
Total GCD #32	7,732.90	0.00	0.00	7,732.90
Total GCD #33	(5,238.37)	1,966.88	(3,341.00)	(6,612.49)
Total GC CONS JD #2	84,441.73	0.00	(32,761.53)	51,680.20
Total JCD #2	116,356.20	0.00	(2,107.50)	114,248.70
Total JCD #3	9,214.89	4,896.99	(10,680.00)	3,431.88
Total JCD #4	2.28	0.00	0.00	2.28
Total JCD #6	146,725.06	0.00	0.00	146,725.06
Total JCD #7	22,855.92	2,977.16	(28,959.16)	(3,126.08)
Total JCD #11	104,124.81	65.11	(88,445.36)	15,744.56
Total JCD #12	(81,437.77)	42,622.37	(94,791.85)	(133,607.25)
Total JCD #14	63,225.31	884.76	(14,488.09)	49,621.98
Total TCD #1E	19,920.25	3,038.69	(1,494.98)	21,463.96
Total TCD #1W	23,298.48	2,033.04	(1,494.98)	23,836.54
Total TCD #2	39,310.56	33.68	(934.90)	38,409.34
Total TCD #4	45,663.57	269.11	(5,232.24)	40,700.44
Total TCD #7	20,494.37	5,210.04	(1,849.52)	23,854.89
Total TCD #8	20,789.75	8,845.41	(5,489.15)	24,146.01
Total TCD #9	9,469.53	4,426.46	0.00	13,895.99
Total TCD #10	19,304.39	120.56	0.00	19,424.95
Total TCD #11	46,136.07	179.24	(250.00)	46,065.31
Total TCD #13	12,908.78	375.32	0.00	13,284.10
Total TCD #15	(2,937.79)	3,944.68	(5,209.73)	(4,202.84)
Total TCD #16	5,340.33	2,515.45	(3,790.48)	4,065.30
Total TCD #17	(35,071.25)	4,293.41	(1,165.13)	(31,942.97)
Total TCD #18	3,927.12	14,733.13	(5,108.44)	13,551.81
Total TCD #19	(9,283.36)	1,930.58	(1,471.44)	(8,824.22)
Total TCD #20	1,301.25	1,504.05	(1,835.48)	969.82
Total TCD #22	(860.50)	3,100.36	(1,015.13)	1,224.73
Total TCD #23	(54,706.19)	15,341.89	(3,001.91)	(42,366.21)
Total TCD #24	5,601.33	4,970.81	(21,829.74)	(11,257.60)
Total TCD #26	13,941.03	2,768.08	0.00	16,709.11
Total TCD #27	(21,673.22)	51,473.84	(124,412.89)	(94,612.27)

If nothing else
was done this year....

56,893.81
(18.31)
(186,041.07)
7,888.27
2,878.31
24,473.82
21,900.36
159.05
4,512.15
(1,647,441.51)
13,043.80
10,562.14
7,732.90
(6,612.49)
51,680.20
114,248.70
6,534.89
2.28
146,725.06
(803.24)
15,679.45
(126,229.62)
48,737.22
23,425.27
24,803.50
38,375.66
40,431.33
23,044.85
21,800.60
16,269.53
19,304.39
45,886.07
13,708.78
(8,147.52)
5,549.85
(27,986.38)
2,818.68
(7,354.80)
2,465.77
3,124.37
(47,458.10)
(9,728.41)
18,711.03
(95,086.11)

Total TCD #28	(3,781.48)	3,509.40	0.00	(272.08)	2,918.52
Total TCD #29	(504.98)	923.19	(1,068.75)	(650.54)	(73.73)
Total TCD #30	18,912.45	4,097.99	(5,507.74)	17,502.70	20,404.71
Total TCD #31	20,550.50	2,521.30	0.00	23,071.80	25,350.50
Total TCD #32	5,321.69	1,679.48	0.00	7,001.17	8,321.69
Total TCD #33	16,458.31	2,901.74	(6,400.00)	12,960.05	15,058.31
Total TCD #35	17,878.83	216.11	(532.62)	17,562.32	17,346.21
Total TCD #36	(13,358.84)	9,901.02	0.00	(3,457.82)	891.16
Total TCD #37	(284,364.05)	24,312.67	0.00	(260,051.38)	(243,984.05)
Total TCD #38	13,297.99	1,634.59	0.00	14,932.58	15,797.99
Total TCD #39	4,872.02	1,351.87	(849.11)	5,374.78	7,122.91
Total TCD #40	19,640.41	6,640.90	(2,448.31)	23,833.00	28,392.10
Total TCD #41	(10,323.84)	9,580.49	(4,042.19)	(4,785.54)	1,633.97
Total TCD #42	13,884.69	3,837.19	(876.38)	16,845.50	19,808.31
Total TCD #43	12,266.21	1,484.67	0.00	13,750.88	15,066.21
Total TCD #44	5,451.96	3,679.43	(350.00)	8,781.39	10,801.96
Total TCD #46	18,959.38	1,500.23	(21,000.15)	(540.54)	59.23
Total TCD #48	(2,357.66)	1,525.31	(1,082.07)	(1,914.42)	(39.73)
Total TCD #50	3,818.28	0.00	0.00	3,818.28	3,818.28
Total TCD #51	16,435.64	6,812.59	(2,726.37)	20,521.86	19,509.27
Total TCD #52	30,096.54	38,743.21	(70,094.43)	(1,254.68)	(19,997.89)
Total TCD #53	56,824.19	148.27	(155.00)	56,817.46	56,669.19
Total TCD #55	8,674.88	1,090.34	0.00	9,765.22	10,174.88
Total WCD #Sub-1	167,822.47	0.00	(60,330.14)	107,492.33	107,492.33
Total WCD #8	127,063.36	0.00	(155.00)	126,908.36	126,908.36
Total WCD #9	299,017.38	11,176.75	(2,971.72)	307,222.41	296,045.66
Total WCD #18	18,321.08	189.29	(200.00)	18,310.37	23,121.08
Total WCD #20	60,473.80	689.66	(155.00)	61,008.46	60,318.80
Total WCD #25	44,809.91	60,382.03	(54,479.64)	50,712.30	(9,669.73)
Total WCD #35	(4,851.22)	3,636.46	0.00	(1,214.76)	2,148.78
Total WCD #39	20,242.01	2,320.53	(19,685.24)	2,877.30	3,856.77
Total Ditch Fund - Other	0.00	0.00	(16,514.85)	(16,514.85)	(16,514.85)
Total Ditch Fund	1,276,600.95	423,775.01	(2,421,746.10)	(721,370.14)	
Construction Fund	7,389,159.46	5,980,914.19	(4,423,323.00)	8,946,750.65	
RRWMB Fund	0.00	630,007.19	(630,007.19)	0.00	
TOTAL Funds	9,132,835.70	7,145,816.86	(7,812,894.20)	8,465,758.36	

RECONCILE BANK STATEMENTS TO QUICKBOOKS

Bank Statement Total From Top:	8,496,032.47
Enter Quickbooks Bank Account Balance Total Assets:	8,465,758.36
+ Enter Uncleared Transactions BMO:	601.29
+ Enter Uncleared Transactions Star Bank:	29,672.82
+ Enter Star Bank checks written 09/26/25 - 09/30/25	0.00
- Enter Star Bank Deposits received 09/26/25 - 09/30/25	0.00
Quickbooks Total:	8,496,032.47
Enter Quickbooks Total from Fund Balances Income/Expense Report:	8,472,611.63
Enter Quickbooks Total from Balance Sheet Current Liabilities:	(6,853.27)
Total:	8,465,758.36
Enter Quickbooks Total Assets from Bank Balances Report:	8,465,758.36

STATE OF MINNESOTA
Before the
BOIS DE SIOUX WATERSHED DISTRICT

In the Matter of:

**Violation of Sections 5(2)(C), 5(2)(D), and
5(2)(F) of the District's Rules**

**AMENDED ADMINISTRATIVE
COMPLIANCE ORDER**

THIS AMENDED ADMINISTRATIVE COMPLIANCE ORDER (this “Amended Order”) is issued requiring compliance with Bois de Sioux Watershed District Rules for the removal of drainage obstructions on property Mr. Ronald Anderson owns or manages in the Northwest Quarter of Section 28, Township 126, Range 43, in Stevens County, Minnesota (the “Property”). The Property is under the jurisdiction of the Bois de Sioux Watershed District (the “District”) using its Minn. Stat. Chapter 103D powers. Manager Gillespie moved, seconded by Manager Brutlag, on the 17th day of July, 2025, to approve this Amended Order:

FINDINGS OF FACT:

1. The District is the permitting authority for surface and subsurface drainage, including diking, within the jurisdictional boundaries of the Bois de Sioux Watershed District pursuant to Minn. Stat. §§ 103D.341 – Rules and 103D.345 – Permits.
2. Mr. Anderson owns the Property, which is within the jurisdictional boundaries of the Bois de Sioux Watershed District in Stevens County, Minnesota.
3. This Amended Order supplements the previous findings, conclusions, and order in the original Administrative Compliance Order dated April 17, 2025, attached as **Exhibit A**.
4. At its June 20, 2025, meeting, the Managers discussed options for Mr. Anderson to remedy the violations of the Rules. The options were to: (1) remove the referenced work and restore the Property to preexisting conditions; or (2) apply for an after-the-fact permit so District staff and consultants could work with Mr. Anderson and the upstream landowners to develop a suitable project that complies with the Rules and District standards.
5. The tenant who farms the Property, Mr. Ron Staples, requested that the Managers table the item to the July 17, 2025, meeting to allow Mr. Staples to work with Mr. Anderson to remedy the outstanding compliance issues. District staff also stated that action should be tabled as Mr. Anderson submitted a permit application for the unpermitted work which was under administrative review and within the ten (10) day landowner notice period. Upon motion by Manager Gillespie, seconded by Manager Beyer and carried unanimously, the Managers agreed to table action on the matter to its July 17, 2025, meeting based on the foregoing reasons.
6. At the July 17, 2025, meeting, the District's attorney discussed the outstanding compliance issues: (1) unpermitted installation of subsurface drainage tile; (2) unpermitted culvert

work; and (3) unpermitted dike which is obstructing the flow of water from the upstream property.

7. District staff and its engineer determined that the installation of subsurface drainage tile was done under a 2021 District permit – issue resolved. District staff and its engineer questioned the sizing of the culvert installed; a twenty-four inch (24”) culvert is needed to manage the hydraulic capacity – District staff will confirm. Finally, the District engineer’s survey revealed an approximately eight inch (8”) berm or dike that was built up along a newly installed fence line without a District permit. This berm is obstructing the flow of water from the upstream landowner and needs to be removed.
8. The Managers agreed to the issuance of this Amended Order to outline the outstanding issues and provide remedies and a timeline for Mr. Anderson to resolve them by installing the appropriately sized culvert and excavation of the eight inch (8”) berm.

ORDER:

1. Mr. Anderson must excavate the berm located on the Property and restore it to its previous condition – grade elevation 1095.10 (approximately 8”) – on or before November 15, 2025. The plan and profile are attached as **Exhibit B**.
2. Mr. Anderson must replace the eighteen inch (18”) CSP with the appropriately sized twenty-four inch (24”) diameter culvert on or before November 15, 2025, as referenced in the District’s After-the-Fact Permit #25-046, attached as **Exhibit C**.
3. Failure to comply with the above requirements will be considered a violation of this Amended Order. A violation of this Amended Order is a misdemeanor pursuant to Minn. Stat. § 103D.545.
4. If the work contemplated herein is not completed on or before November 15, 2025, the District will pursue enforcement of this Amended Order by the Stevens County District Court pursuant to Minn. Stat. § 103D.551. Specifically, the District will request that the berm be removed and the Property restored to its previous elevation of 1095.10 and the culvert replaced by a licensed contractor; and the cost of the work, including engineering, legal, and administrative costs associated therewith, be assessed against the Property.

[Remainder of page intentionally left blank.]

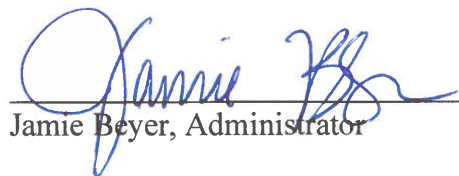
After discussion, the President called the question. The question was on the adoption of the foregoing Findings of Fact and Order, and there were 6 yeas, 0 nays, 3 absent, and 0 abstentions as follows:

	Yea	Nay	Absent	Abstain
Vavra	☒	☐	☐	☐
Schmidt	☒	☐	☐	☐
Wold	☐	☐	☒	☐
Gillespie	☒	☐	☐	☐
Kapphahn	☐	☐	☒	☐
Beyer	☐	☐	☒	☐
S. Deal	☒	☐	☐	☐
Dahlen	☒	☐	☐	☐
Brutlag	☒	☐	☐	☐

Upon vote, the President declared the motion passed and the Amended Order adopted.


 Linda Vavra, President

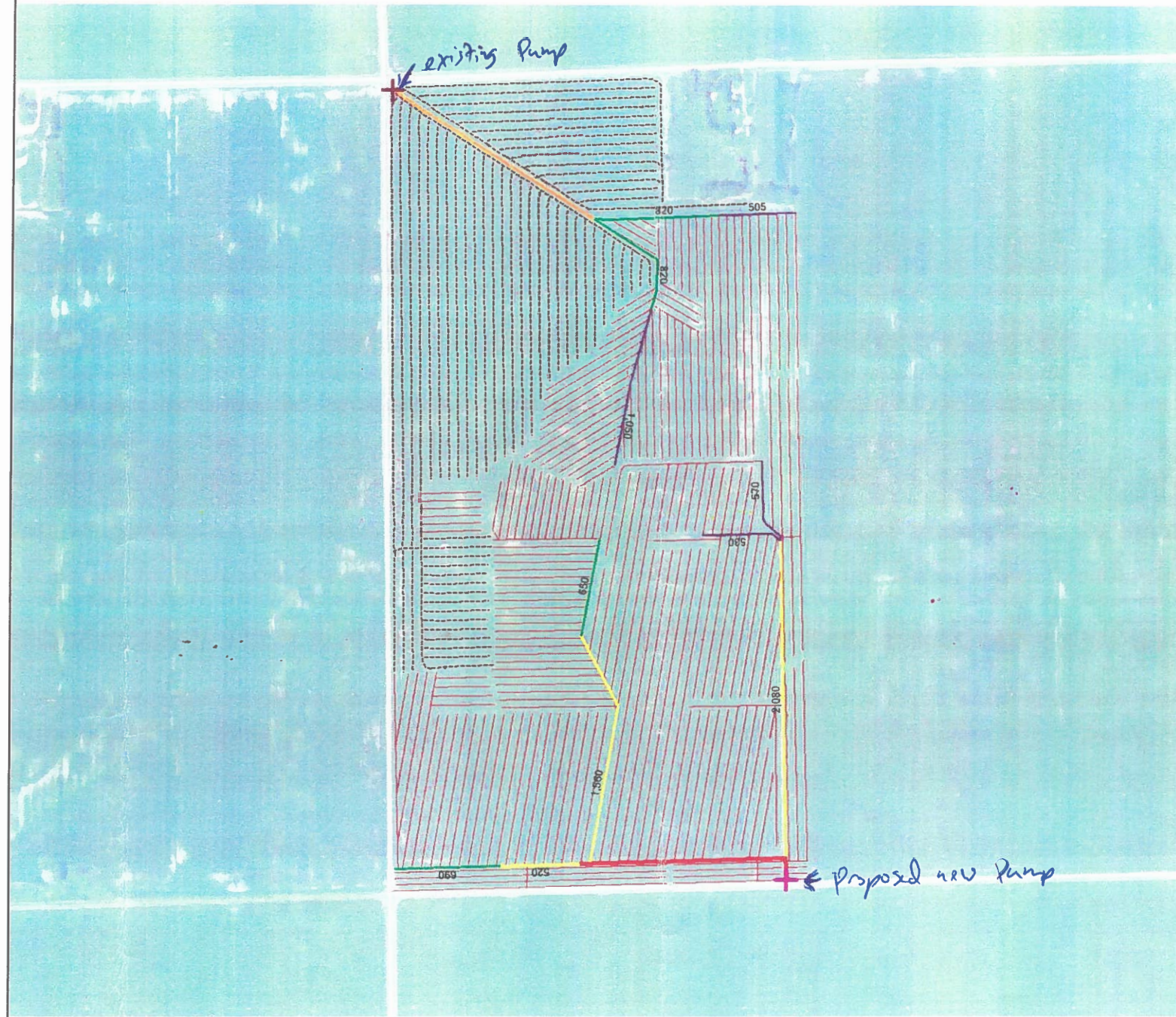
Date: Aug. 21, 2025


 Jamie Beyer, Administrator

Date: Aug. 21, 2025

Luke Wiertzema
 Luke Wiertzema
 Campbell 14 WH-307 Ac

RECEIVED OCT 14 2025



- | | | |
|---------------------------------|---------------------------|-----------------------------------|
| 04 inch Pipe - 50ft - 58071 ft | 10 inch DW Pipe - 1560 ft | Campbell 14 Installed Tile-Elling |
| 04 inch Pipe - 60ft - 103560 ft | 10 inch Pipe - 4160 ft | + Lift Station-Existing |
| 06 inch Pipe - 2655 ft | 15 inch DW Pipe - 1485 ft | |
| 08 inch Pipe - 2981 ft | + Lift Station-Proposed | |



GK Technology
 For Agriculture

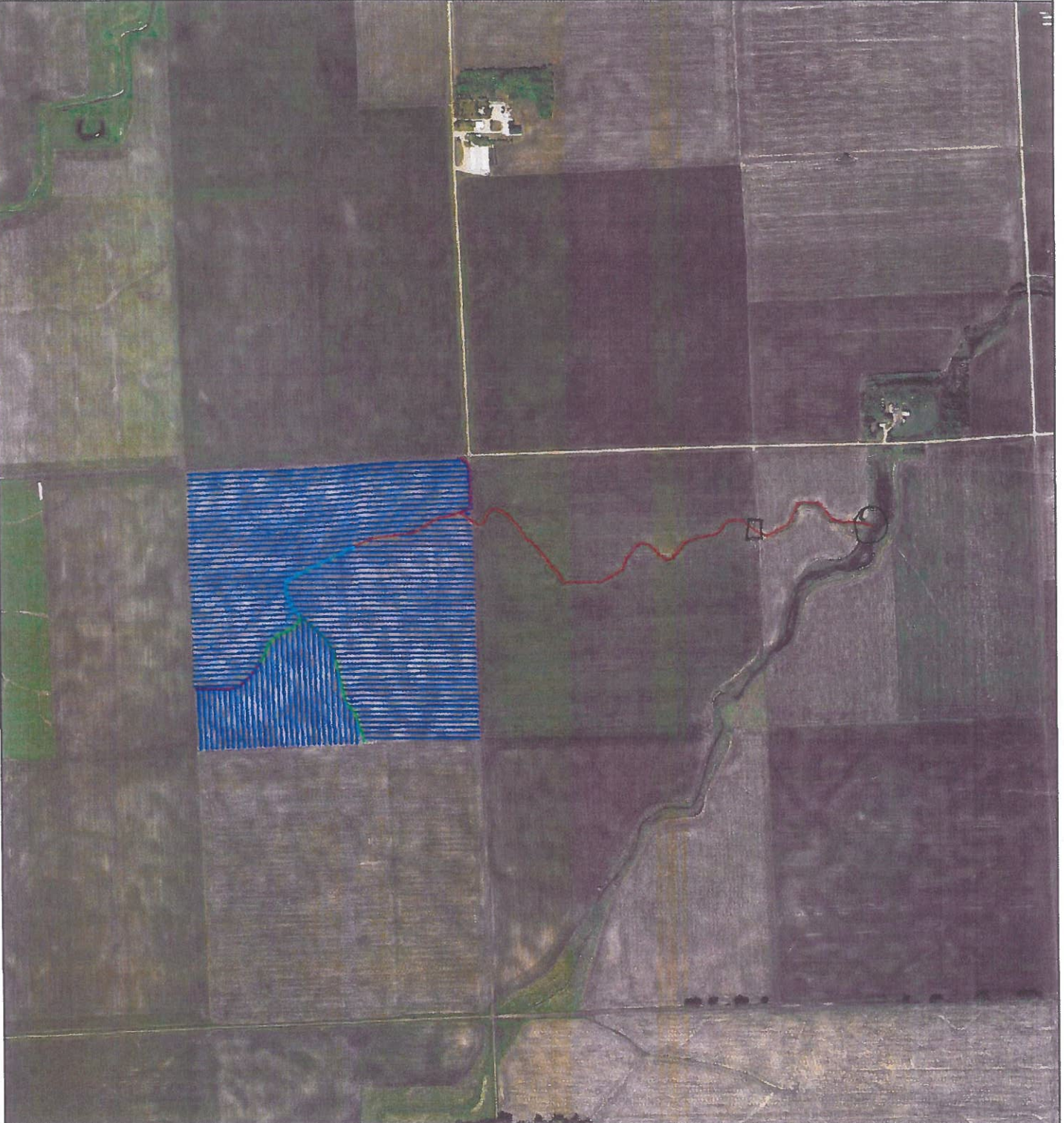
Nessman Water
Brent Pederson
Leonardsville 12 NW

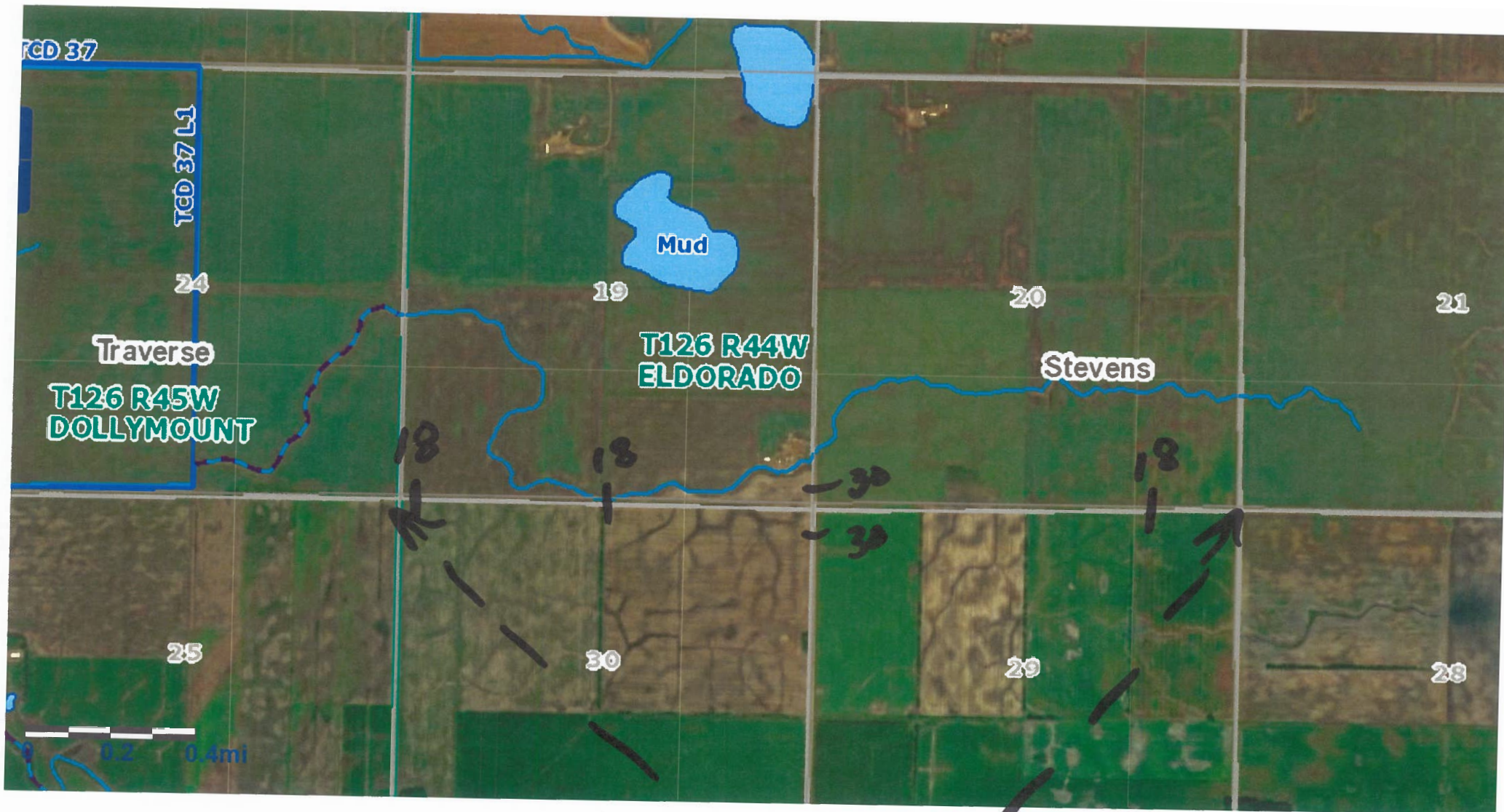
Natural
O-option 1 outlet

option 2 Pump
outlet

25-106 Lyle Pederson

04 inch Pipe
06 inch Pipe
08 inch Pipe
10 inch Pipe
12 inch Pipe
15 inch Pipe





Road Route

RECEIVED NOV / 3 2025

STATE OF MINNESOTA
Before the
BOIS DE SIOUX WATERSHED DISTRICT
Sitting as the Drainage Authority for
Traverse County Ditch #48

In the Matter of:
the Partial Abandonment of *Traverse*
County Ditch #48

PETITION FOR PARTIAL
ABANDONMENT OF DRAINAGE
SYSTEM

Pursuant to Minn. Stat. § 103E.806, PONDERA HUTTERIAN BRETHREN (the "Petitioner"), respectfully requests that the Board of Managers of the Bois de Sioux Watershed District (the "Board") partially abandoned a portion of *Traverse County Ditch #48*. For its Petition, the undersigned Petitioner states and alleges the following:

1. The Petitioner is the owner of the following described real property currently within *Traverse County Ditch #48*:

Property Description:	Property Owner (print):	Parcel #:
W Lake Valley 14 SW	Pondera Hutterian Brethren INC	06-0238000

2. The Petitioner respectfully requests that the following portion of *Traverse County Ditch #48* be abandoned: the portion of Traverse County Ditch #48 that traverses the parcel described above (the "Abandoned Portion").
3. The Abandoned Portion does not serve a substantial useful purpose as part of the drainage system to any property remaining in the system and is not of a substantial public benefit and utility. [Note: It is helpful if this Petition describes the circumstances that would support a decision of the Board to grant this Petition to abandon the Abandoned Portion.
4. The Petitioner acknowledges that if the Board orders the partial abandonment, a repair petition may not be accepted for the Abandoned Portion and the responsibility of the drainage authority for that part of the drainage system ends.
5. The Petitioner also acknowledges that the above referenced order does not release the Abandoned Portion from a drainage lien filed on account of the drainage system before the date of the order. In addition, the order does not release the Abandoned Portion from any assessment or a drainage lien filed on or after the date of the order for costs incurred on account of the drainage system before the date of the order.
6. This Petition may be signed in counterparts if there are multiple petitioners.

Respectfully submitted this 6th day of November, 2025.

Date: 11/6, 2025

Thomas S. Hofer
Petitioner's Signature

PARCEL #06-0238000

TCD #48

HIGHWAY 27
TO WHEATON →

← TO BROWNS VALLEY

Image © 2025 Airbus

Imagery Date: 5/16/2024 -45°48'24.36" N 96°32'36.09" W elev 992 ft eye alt 10028 ft



Minnesota Wetland Conservation Act

NOTICE OF DECISION

Date this Notice was sent:	10/20/2025
Local Government Unit:	Wilkin SWCD
County:	Wilkin
Applicant and (if applicable) Applicant's Representative:	Bois de Sioux Watershed District Moore Engineering
Project Name/Number:	Doran Creek Stream Rehabilitation Project
Type of Decision (check all that apply): Note: Boundary/type, sequencing, replacement plan, and bank plan decisions require an associated notice of application prior to the decision being made.	☐ Boundary/Type ☐ Sequencing (submitted separately from a replacement plan) ☐ Replacement Plan ☐ Bank Plan ☐ Exemption Identify which exemption by Rule or Statute Citation: ☒ No-Loss Identify which provision by Rule or Statute Citation: 8420.0415 Item D
Decision: Note: All replacement plan approvals are conditional upon confirmation from BWSR of withdrawal of specified credits and/or financial assurance received for project-specific replacement.	☐ Denied ☐ Approved. Valid for ☐ 5 yrs (default); ☐ Other. Specify: ☒ Approved with Conditions List Conditions: Applicant follows MN Rule 8420.0410 Valid for ☒ 5 yrs (default); ☐ Other. Specify:
LGU Representative Name & Signature:	Patrick Brejcha 

Decision Timeline

An LGU must approve or deny a request within 60 days of receiving a complete application per MINN. STAT. § 15.99.

Date Complete Application Received:	5/8/2025
Date of Decision:	10/20/2025
If applicable, date of <i>written extension</i> to 60-day decision timeline & number of days extended: Reason for Extension (check one):	July 8 th , 2025, 60 days ☐ Other process or decision required to occur before WCA decision. Describe: ☒ Additional information and/or revision to application submitted. ☐ Applicant request. ☐ Other. Describe:

Date & number of days extended for any additional written extensions agreed to by the applicant:	September 5 th , 2025, 45 days
--	---

Decision Summary

Technical Evaluation Panel Recommendation (check one):	☐ No recommendation ☒ Approval or approval with conditions (attach recommendation) ☐ Denial (attach recommendation)
LGU Findings (check all that apply):	☒ Findings attached ☐ Findings: ☐ Other attachments. Specify:
For Replacement Plan Decisions Only:	Total wetland impacts requiring replacement (acres): Type of wetland replacement (check all that apply): ☐ Project-Specific. Number of Credits: ☐ Banking. Number of Credits by Bank Account #:

Notice Distribution

Notice Recipients (check all that apply):	☒ SWCD TEP Member (if different from LGU): Eric Stroh ☒ BWSR TEP Member: Steve Hofstad ☒ DNR Representative: Ryan Bjerke ☒ Watershed District or WMO (if applicable): Jamie Beyer ☐ bank.administrator.bwsr@state.mn.us (Bank Plan Decisions Only) ☒ Applicant: Bois de Sioux Watershed District ☒ Applicant's Representative (if applicable): Moore Engineering ☐ Members of the Public Requesting Notices (if applicable): ☐ Others:
---	--

Appeal Process

Appeal Process (check one):	☐ Local Appeal Process (if established). Specify How to Appeal: [insert] ☒ Board of Water & Soil Resources (see instructions below)
If there is no established Local Appeal Process indicated above, an appeal of this decision may be made to BWSR per the instructions to the right. Note: Decisions are not final until the 30-day appeal window ends.	Mail or email written request to appeal sent to BWSR within 30 days of date this notice was sent. Include copy of this notice, name and contact information of appellant(s) and their representative(s) (if applicable), a statement clarifying intent to appeal, and supporting information as to why the decision is in error. Mail check payable to MN Board of Water & Soil Resources for \$500. Send to: Appeals & Regulatory Compliance Coordinator Minnesota Board of Water & Soil Resources 520 Lafayette Road North St. Paul, MN 55155 travis.germundson@state.mn.us.



Wilkin SWCD additions to Doran Creek Wetland Conservation Act (WCA) Notice of Decision (NOD)

10/20/2025

Type of Decision: No-Loss, MN Rule 8420.0415, Item D

Decision: Approved with Conditions

Conditions: Applicant is reminded of MN Rule 8420.0410, as it pertains to its active application with Minnesota DNR permitting. Below is 8420.0410:

8420.0410 NO-LOSS AND EXEMPTION CONDITIONS.

A person conducting an activity in a wetland under no-loss in part 8420.0415 or an exemption in part 8420.0420 must ensure that:

- A. appropriate erosion control measures are taken to prevent sedimentation of the wetland or of any receiving waters;
- B. the activity does not block fish activity in a watercourse, except when done purposely to prevent movement of undesirable fish species in accordance with a recommendation from the commissioner; and
- C. the activity is conducted in compliance with all other applicable federal, state, and local requirements, including best management practices according to the documents referenced in part 8420.0112, items L, M, and N, and water resource protection requirements established under Minnesota Statutes, chapter 103H.

Decision Summary:

After TEP discussion both on-site and off-site, the Wilkin County TEP recommended to approve the application for No-Loss under 8420.0415, Item D. The TEP also requested to notate 8420.0410 in the conditions.

LGU Findings:

Find attached letter of support from the Minnesota DNR for a No-Loss Decision

Patrick Brejcha
Field Technician/Wilkin WCA LGU Contact
Wilkin SWCD
218-643-2933
patrick.brejcha@wilkin.mnswcd.org



Fergus Falls Area Fisheries
1509 1st Avenue North
Fergus Falls, MN 56537

October 16, 2025

Patrick Brejcha
Wetland Conservation Act Administrator
Wilkin County SWCD
300 S. 5th St.
Breckenridge, MN 56520

Hi Patrick,

I'm writing on behalf of the Bois de Sioux Watershed District's "Doran Creek channel restoration project" Wetland Conservation Act application.

Pursuant to Minnesota Rule 8420.0415D, Fisheries has reviewed the project. We find that any impacts created by the project will be mitigated by the improvements to fish and wildlife habitat.

If the TEP would like any additional information aiding a "no net loss" determination, please direct those to MNDNR Fisheries staff as follows: Nicholas Kludt (nicholas.kludt@state.mn.us), or Luke Schalekamp (luke.schalekamp@state.mn.us).

Sincerely,

Luke
Schalekamp

Digitally signed by Luke
Schalekamp
Date: 2025.10.17
09:27:47 -05'00'

Luke Schalekamp
Fergus Falls Area Supervisor

CC: Nicholas Kludt, Red River Fisheries Specialist

Equal Opportunity Employer



Bois de Sioux
Watershed District

704 Highway 75 South | Wheaton, MN 56296

Phone | 320.563.4185

Fax | 320.563.4987

www.bdswd.com

bdswd@runestone.net

November 10, 2025

Sarah Srommen, DNR Commissioner

Matthew Bauman, Flood Hazard Mitigation Grant Assistance Program Manager

Dear DNR Partners:

This letter represents a request for a modification of Grant Agreement Contract #236843/PO #3-240673 to change the definition of "completion date" from December 31, 2025, to October 23, 2027. This can be achieved per the terms of Section 7.16 of the grant agreement.

This change is supported by references found in the Grant Agreement:

Section 2.12: If the Project is not started on or before the date that is 5 years from the effective date of this Agreement [October 23, 2023] or all of the Program Grant has not been disbursed as of the date that is 4 years [October 23, 2027] from the date on which the Project is started, or such later dates to which the Public Entity and the State Entity may agree in writing, then the State Entity's obligation to fund the Program Grant shall terminate.

Section 7.25: Attachment IV provided the schedule below to complete the Project. The schedule was dependent upon additional FHM funding, which was not received and did not state the timing of expense reimbursement.

- Complete → Development
 - Complete → Phase 1
 - 2023 Construction → Phase 2A
 - 2024-2025 Construction → Phase 2B
 - 2025-2026 Construction → Phase 3* and 4*
- * Requires \$14 Million MN FHM grant funding in 2024.

Enclosed is an amendment that could be used to enact this change. Thank you for your help in this matter. Please let us know your thoughts, or if we can proceed to signature of documents.

Sincerely,

A handwritten signature in black ink, appearing to read "Jamie Beyer", with a stylized flourish at the end.

Jamie Beyer
Administrator

CC: Linda Vavra, Bois de Sioux Watershed District President
Lukas Croaker, District Attorney
Rob Sip, Red River Watershed Management Board Attorney

AMENDMENT NO. 1
General Obligation Bond Proceeds
Grant Agreement – Construction Grant for the Redpath Impoundment
Project Under the Flood Hazard Mitigation Grant Assistance Program

THIS AMENDMENT is entered into this _____ day of _____, 2025 (the “Effective Date”), by and between the Bois de Sioux Watershed District, a legally established local unit of government under Minnesota Stat. § 103D (the “Public Entity”), and the Minnesota Department of Natural Resources (the “State Entity”).

RECITALS

WHEREAS, the State Entity created and is operating a Flood Hazard Mitigation Grant Assistance Program (the “State Program”) under the authority granted by Minn. Stat. § 103F.161 and all rules related to such legislation (the “State Program Enabling Legislation”);

WHEREAS, the Public Entity received a grant from the State Program in an amount of \$4,400,000 (the “Program Grant”), the proceeds must be used by the Public Entity to perform those functions and activities imposed by the State Entity under the State Program and, if applicable, delineated in that certain grant application (the “Grant Application”) that the Public Entity submitted to the State Entity;

WHEREAS, under the provisions contained in the State Program Enabling Legislation, the Public Entity has the authority to perform those functions and activities required of it under the State Program and, if applicable, delineated in the Grant;

WHEREAS, on October 23, 2023, the Public Entity and the State Entity executed the GRANT AGREEMENT – CONSTRUCTION GRANT FOR THE REDPATH IMPOUNDMENT PROJECT UNDER THE FLOOD HAZARD MITIGATION GRANT ASSISTANCE PROGRAM (the “Agreement”) relating to the granting and disbursement of the proceeds of the Program Grant to the Public Entity and the operation of the Real Property and, if applicable, Facility;

WHEREAS, under the terms of the Agreement, funds must be used on or before a certain date; however, clarity is needed regarding that date, as different timelines are provided in the Agreement; and

WHEREAS, the parties desire to enter into this Amendment to reflect necessary changes to the Agreement, specifically, amending the “completion date” of this phase of the Project where applicable funds are being used.

NOW THEREFORE, in consideration of the terms and conditions set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

AMENDMENT

- 1. Purpose.** Section 1.01 defines the terms of the Agreement including the “completion date.” The “completion date” means December 31, 2025, the date of projected completion of the Project or Phase.” This is relevant because the Public Entity is required to use grant proceeds on or before that date. The Public Entity is waiting for its contractor to submit a payment

application for the current phase of the Project; therefore, the Public Entity has not yet used those funds. Rather than reimburse the State Entity, the Public Entity desires to amend the Agreement to modify the “completion date” from December 31, 2025, to October 23, 2027. This is supported by other sections of the Agreement.

a. Section 2.12 of the Agreement provides:

*If the Project is not started on or before the date that is 5 years from the effective date of this Agreement or **all of the Program Grant has not been disbursed as of the date that is 4 years from the date on which the Project is started, or such later dates to which the Public Entity and the State Entity may agree in writing**, then the State Entity’s obligation to fund the Program Grant shall terminate.*

(Emphasis added).

b. Section 7.25 of the Agreement states that “Attachment IV correctly and accurately delineates the projected schedule for the completion of the Project.” Attachment IV provides the following schedule to complete the Project:

- i. Complete → Development
- ii. Complete → Phase 1
- iii. 2023 Construction → Phase 2A
- iv. 2024-2025 Construction → Phase 2B
- v. 2025-2026 Construction → Phase 3* and 4*
- vi. *Requires \$14 Million MN FHM grant funding in 2024.

c. The above Project completion schedule states nothing about the grant funds being used on or before December 31, 2025. Again, the only reference to this date is in the definition of “completion date.”

2. **Amendment.** The definition of “completion date” under Section 1.01 of the Agreement is hereby amended and reenacted to read as follows:

a. “Completion Date” – means October 23, 2027, the date of projected completion of the Project or Phase.

3. **Effect.** All other terms of the Agreement will remain in full force and effect, except as specifically modified by this Amendment to the Agreement.

4. **Counterparts.** This Amendment may be signed in counterparts, meaning that this Amendment to the Agreement is valid if signed by both parties even if the signatures appear on separate copies of the same amendment rather than on a single document.

IN WITNESS WHEREOF, the parties signed this Amendment on the dates written below.

(Remainder of page intentionally left blank.)

PUBLIC ENTITY:

BOIS DE SIOUX WATERSHED DISTRICT

Date: _____, 2025

Linda Vavra, President

Attest:

Date: _____, 2025

Jamie Beyer, Administrator

[Signatures continue on the following page.]

STATE ENTITY:

**MINNESOTA DEPARTMENT OF NATURAL
RESOURCES**

Date: _____, 2025

Katie Smith, Director
Division of Ecological and Water Resources



Bois de Sioux
Watershed District

704 Highway 75 South | Wheaton, MN 56296

Phone | 320.563.4185

Fax | 320.563.4987

www.bdswd.com

bdswd@runestone.net

November 5, 2025

Todd Call

Wildlife Lake Specialist | Division of Fish and Wildlife

Minnesota Department of Natural Resources

23070 N. Lakeshore Drive

Glenwood, MN 56334

Dear Mr. Call:

Thank you for the presentation on October 23, 2025 describing the draft Ash Lake Management Plan DOW #26029400 dated September 2025 and your solicitation for comment.

District staff recognize Ash Lake as an intermediary component of a much larger, intermittently managed system. US Fish and Wildlife own and manage properties (and water control structures) upstream and downstream of Ash Lake. This larger system utilizes Grant County Consolidated Judicial Ditch #2 and Judicial Ditch #12, managed by Bois de Sioux Watershed District, to convey flow. Private landowners manage a portion of the outlet channel.

We appreciate the 2025 Management Plan's prioritization of maintenance downstream of the Ash Lake outlet; obstructions are a substantial issue in this area and contribute to road overtopping and diminished water quality. Maintenance of a clear outlet channel is pivotal to successful management of upstream waterbodies, including Ash Lake.

Comment #1, General Lake Information: Please add a simple graphic/table/callout in the Ash Lake maps to summarize the facility's elevations – for eg, to include sill elevation of 1069.15'; normal pool elevation of 1072.0; emergency spillway elevation of 1073.5'; OHWL of 1074.; facility culverts; etc.

Comment #2, General Lake Information: Please include a broader map, with labels of more upstream and downstream features, the approx. location of US Fish and Wildlife properties and control structures/culverts/etc, the direction of flow upstream, downstream, and to Judicial Ditch #12.

Comment #3, Action 1: It is our understanding that the 2011 Management Plan authorized seasonal drawdowns, and that this activity will no longer be authorized under the 2025 Management Plan. The only drawdown proposed under the 2025 Management Plan is a temporary drawdown in response to clarity, vegetation, and fish population characteristics that, as proposed, are more stringent than those employed in the 2011 Management Plan.

We encourage the DNR to add authorization for drawdowns for a wider range of events – for eg, in response to high Ash Lake elevations result from a Fish and Wildlife’s upstream drawdown, to repair or replace Ash Lake control structures/spillway, or from increased precipitation.

On Page 2, the 2025 Management Plan infers a connection between high water elevations and poor water; on Page 3, a connection between low water elevations and degrade water quality are connected. *Maintenance and improvement of water quality is a result of lake elevation control.*

In addition to obvious water quality benefits, intentional drawdowns have the potential to provide much needed storage ahead spring runoff events; this is a joint objective under the 1998 Red River Management Board and DNR Mediation Agreement. Preventing adjacent lands from being flooded is an important priority of the Watershed District, and will preserve water quality in Ash Lake.

We strongly encourage the DNR to add an action that would allow DNR staff to conduct a drawdown during flood events, and in to repair/replace flood mitigation infrastructure.

The ability to conduct a drawdown in response to highwater conditions (occurring naturally or as a result of an upstream drawdown) is important to prevent damage to both Ash Lake facility and downstream infrastructure, and to prevent degradation of Ash Lake water quality.

Comment #4, Action 3: In our October 23, 2025 meeting, we discussed how upstream U.S. Fish and Wildlife drawdowns increase lake elevations in Ash Lake, and obstructions in the outlet channel increase lake elevations in Ash Lake.

Please include in the 2025 Manage Plan details on the frequency of lake elevation monitoring. Please include details on what specific Ash Lake conditions/elevations would trigger an investigation of downstream and upstream conditions, and under what conditions maintenance and removal of obstructions would be initiated.

Comment #5, Action 3: Please include coordination/participation in an annual meeting between staff for the MN DNR, US Fish and Wildlife, Bois de Sioux Watershed District to discuss conditions, needs and opportunities for drawdown coordination and/or joint maintenance, repair, and improvements. Please include an acknowledgement that this meeting should consider the need to include an invitation to applicable road authorities, railroad authorities, and private landowners.

Comment #6, Action 3: Please include specific downstream elevation(s) that clearly define the ability to start a drawdown, stop a drawdown, and prohibit a drawdown. Or specific areas to monitor downstream during pumping release. The capacity of a downstream culvert to reach 75%-filled was one suggestion of an indicator that has been described and

used in the past. We feel this will be helpful to ensure consistency with the release rates in the future.

We appreciate the comment from DNR staff on October 23, 2025, that Ash and Mud Lakes are unmanageable in their present conditions, that existing control structures and the downstream outlet channel needs maintenance and repair. The Bois de Sioux Watershed District frequently coordinates these types of activities in other parts of the watershed, and may consider participation in these efforts, if those efforts can reduce flood hazards and increase water quality. If DNR staff can identify specific opportunities to partner, please contact our office.

We believe that the Management Plan serves as an important tool to communicate, internally and externally, the conditions under which specific actions will be taken – especially given the complicated set of public and private authorities upstream and downstream of Ash Lake. This document provides an opportunity to remind stakeholders that area conditions need to be closely monitored. We appreciate the opportunity to increase the management plan's clarity and effectiveness for its use over the next decade.

Sincerely,

A handwritten signature in black ink, appearing to read "Jamie Beyer", with a stylized, flowing script.

Jamie Beyer
Administrator

From: DeBeer, Laura (BWSR) <Laura.DeBeer@state.mn.us>
Sent: Wednesday, October 29, 2025 8:14 AM
To: Andy; arlyn.gehrke@co.rock.mn.us; Becky Buchholz; benskorczewski; brady.cardwell@stevensswcd.org; Brayden Anderson; Brede, Nicole - FPAC-NRCS, MN; brendan.reiss@mndistrict.org; brockboerboom; Johnson, Bruce - FPAC-NRCS, MN; carrie.schultz; Craig Christensen; Colby Schroeder; daniel.bartosh; districtmanager; Nathan Schuck; dustin.hieserich; ellie.faber@kandiyohiswcd.org; Gronfeld, Sara - FPAC-NRCS, MN; Gulbrandson, Brent - FPAC-NRCS, MN; Hailey Olson; Holly Hatlewick; holly.martinswcd; Jacob VanRyswyk; jacob.monnnens@lacquiparleswcd.org; Jerod.lennox@mn.nacdnet.net; jesse.martinswcd; John Lembcke; Johnson, Margaret - FPAC-NRCS, MN; Judd, Brooke - FPAC-NRCS, MN; Mary Beth Botz; mason.stew421@gmail.com; Matt Solemsaas; Michael Pitzl; miranda_t@redwoodcounty-mn.gov; nick_b; nicole.schwebach; Noah Steffen; Noah Swart; Rhyen Schicker; Ryan Reishus; 'Tim Amundson'; Tom Sletta; Aaron Beyer; Alex Schultz; Austin Hilbrands; oleson; Bill Kleindl; christopher.balfany; daniel.bartosh; Darren Wilke; david.green; dhauschild; Eric Hartman; Greg Lillemon; Jamie Beyer; Jared Roiland; Jean Christoffels; jessica.hill; johnbiren; Josh Macziewski; kody.foosum@co.swift.mn.us; Kyle Krier; mkoster; michelle.overholser@ymrwd.com; nick_b@redwoodcounty-mn.gov; pam.flitter; scott.collins@swiftmn.us; shane.bruns@renvillecountymn.gov
Cc: Goodrich, Douglas (BWSR); Olson, Luke K (BWSR); Sackett Eberhart, Jill (BWSR); Shea, John (BWSR); Waller, Pete H (BWSR); Weinerman, Jason (BWSR); Hildebrand, Chad (BWSR); Dahl, Ethan (He/Him/His) (BWSR)
Subject: FYI: Buffer Law - Draft BWSR Procedure Update Revisions: Open Public Comment Period Notice

Good morning,

I wanted to ensure you are informed if you have not already been notified regarding the ***DRAFT BWSR Procedure Update Revisions*** that are currently out for public review and comment.

State Register Notice: Proposed Revisions to Buffer Program Procedures

The Minnesota Board of Water and Soil Resources (BWSR) is **seeking public comments on proposed revisions to its Buffer Program Procedures**. The public notice begins on **Page 427** of the State Register publication.

The bundled draft Program Procedures document is also posted on the BWSR web website, [Buffer Program Update | MN Board of Water, Soil Resources](#) or the direct link at: [buffer_procedures_full_draft_0.pdf](#).

The current procedures were adopted in 2017, to support the implementation of the Riparian Protection and Water Quality Practices Statute (Minn. Stat. § 103F.48), commonly referred to as the [Buffer Law](#). These procedures establish a consistent framework for implementation by soil and water conservation districts, as well as counties and watershed districts that have assumed jurisdiction.

Following legislative amendments to the statute in 2024, BWSR has revised the procedures to ensure alignment with current law. Concurrently, BWSR has incorporated updates and refinements informed by

program implementation experience. The revised procedures have been reorganized into a series of renumbered chapters and updated for clarity and improved cross-referencing.

Two new procedures have been added as part of this revision:

- **Procedure No. 8:** *Implementation of Jurisdictional Responsibilities*
- **Procedure No. 10:** *Revoking Jurisdiction of a County or Watershed District*

BWSR welcomes comments on the entirety of the revised draft Buffer Program Procedures. The public is encouraged to review and provide feedback on all of the procedures, as updates and clarifications have been made throughout the entire document.

Public Comment Period:

The public comment period began on **October 27, 2025**, and will close at **4:30 PM on December 10, 2025**. All comments received during this period will be reviewed and considered for potential revisions.

Comments may be submitted to BWSR via the two methods below:

- **Online at** Procedures.BWSR@state.mn.us
- U.S. Mail to the following address:

Board of Water and Soil Resources
c/o Travis Germundson
520 Lafayette Road North
St. Paul, MN 55155

Please forward this to any other interested party within your organization. If you have any questions, please feel free to reach out.

Thank you,

Laura DeBeer | Buffer and Soil Loss Specialist

Minnesota Board of Water and Soil Resources (BWSR)
607 W Main Street, #103
Marshall, MN 56258
Cell: (507) 591-3495

Application of Three Culvert-Sizing Approaches in the Red River Basin of Minnesota

(Supplement to FDRWG/TSAC Technical Paper 15)

October 2025

Co-Authors: E. Jones, N. Kludt, D. Money, H. Van Offelen (A. Graham, B. Bethke eds.)

Introduction

The 1998 Red River Basin Mediation Agreement (MA) identified culvert sizing as one of seventeen “Flood Damage Reduction (FDR) Strategies” that can be applied in combination with each other within the Red River Basin of Minnesota (RRB). The MA defines this strategy as “graduated sizing of culverts within a ditch system to provide a degree of control” [i.e., of flood waters]. Culvert sizing, as a flood damage reduction strategy, has subsequently been assessed and determined to be a viable strategy when strategically applied in small watershed areas (TSAC 2007, BTSAC 2014).

In September 2024 the Flood Damage Reduction Work Group (FDRWG) asked its Technical and Scientific Advisory Committee (TSAC) to review technical guidance applicable to culvert sizing decisions in the Red River Basin. This was driven by differences between the regional FDR approach to culvert sizing and the Minnesota Department of Natural Resources’ (DNR) interpretation of a “geomorphic approach” to culvert design explored in Zytkevich and Murtada 2013 (and previously described in Gubernick et al. 2003). That paper had a goal “to understand, quantify, and document proposed practices to reduce flood flow confinement impacts on our landscape”. Flood flow confinement was defined as “a constriction of a river’s floodplain that impedes the natural conveyance of water and sediment down the valley.”

The purpose of this paper is to compare the FDR-based approaches to geomorphic-based approaches to culvert sizing and clarify where and how they apply to culvert replacements in the RRB. This paper identifies similarities and differences in the two approaches in the context of watercourse type and related regulatory considerations under Minnesota state law. It also compares these to the traditional design approach driven by roadway function and durability. The paper then provides a generalized flow chart that can help local, state, and federal governments, as well as non-governmental practitioners, select the appropriate approach when installing new culverts or modifying or replacing existing culverts on watercourses of different types, in drainage areas of varying sizes. This paper is a supplement to the FDRWG’s Technical Paper 15 (TSAC 2007).

Review of Existing Approaches to Culvert Sizing

In preparing this paper, the TSAC reviewed three basic approaches to road crossing design of culverts and bridges. These are:

1. The traditional, road-centric approach used by road authorities and their engineers.
2. The FDR approach to culvert sizing (FDR-CS) highlighted in the MA and subsequent technical papers from the RRB (TSAC 2007, BTSAC 2014).
3. A geomorphic sizing approach (GS) that emphasizes natural fluvial processes (Zytkovicz and Murtada 2013).

The typical design and hydrologic effects of these three approaches differ as indicated below and in Figures 1 and 2.

Traditional Road Culvert Crossing Design

The traditional approach to sizing culverts and bridges at road crossings considers the hydrology and hydraulics of road structures independently. In this approach, the flow rates (hydrology) expected at a road crossing are estimated using one or more hydrologic methods. Hydraulics at the road crossing are then modeled, and the bridge or culvert is designed to pass that flow while considering design criteria such as a maximum head loss (change in water level/stage) and/or maximum flow velocity. Most designers complete a validation process for their modeling work by using high water marks from historical flood events and adjusting the hydrology so that the hydraulics closely match what has happened at the structure location. The other two approaches described below conduct similar hydrologic and hydraulic modeling but use different design criteria to meet their objectives.

In general, the traditional road-structure design approach is used on a site-by-site basis to prevent road overtopping and does not consider the effects that the bridge or culvert will have on downstream flow rates or flood stage. Both bridges and culverts are designed to pass the peak discharge with little or no consideration of the volume of water held back by the road. As a practical matter, there is always some expected stage increase above a road crossing; however, if the stage increase does not result in a significant increase in upstream storage, the reduction in flows downstream will be negligible.

Even when multiple structures are replaced along a watercourse using the traditional design approach, they are often addressed on a site-by-site basis, with little consideration given to the impact of the upstream or downstream structure on tailwater or hydrology.

In general, traditional culvert sizing is intended to protect road system integrity by passing large flood flow events.

Flood Damage Reduction Approach

This approach is established in Technical Paper 15 (TSAC 2007) and the subsequent BTSAC 2017. Specifically, TSAC 2007 states:

Culvert sizing is the design of conduits through road embankments to help manage runoff timing and peak flows within a drainage network. Culvert sizing provides short-term temporary storage within channels and on adjacent lands upstream from road crossings. It is most applicable for small drainage areas (up to approximately 30 square miles).

Technical Paper 15 demonstrates that this strategy can help reduce flood damages by systematically storing and metering runoff at road crossings, thereby reducing downstream flood peaks. This is of prime importance in some areas of the RRB with very low-gradient streams and ditches and a history of frequent widespread, damaging floods. Technical Paper 15 develops guiding principles for applying the FDR-CS strategy in the RRB based on hydraulic modeling of two hypothetical watersheds.

When Technical Paper 15 was published, the RRB already had well-established networks of both roads and drainage ditches. The FDR-CS approach was intended to focus on artificial drainage systems. The paper notes challenges associated with applying the FDR-CS strategy retroactively in existing infrastructure systems. The paper recognized that incremental application would be likely in many cases, as local repair and replacement projects on roads and drainage ditches would lead to piecemeal replacements of culverts rather than comprehensive implementation from upstream to downstream within a watershed. It also recognized that the best opportunity for a more comprehensive approach could be taken when a public drainage system or portions of one were being improved under the provisions of Minnesota Statutes (MS) 103E, which governs the construction, maintenance, and operation of public drainage systems in the state.

In 2014, the [Red River] Basin Technical and Scientific Advisory Committee (BTSAC) with representatives from both North Dakota and Minnesota was convened to further the work completed in 2007. BTSAC 2014 presents recommendations for the management of existing and future surface drainage networks for flood damage reduction benefits in the RRB. A cooperative product of the Red River Watershed Management Board (Minnesota) and the Red River Joint Water Resource District (North Dakota), the “Uniform Surface Drainage Design Guidance” included in the BTSAC Paper was intended to provide “adequate and equitable” agricultural drainage for landowners. The value of floodplain connectivity upstream of road embankments is noted, as this is often necessary to provide

the desired flow detention via temporary floodplain storage. Effects of the FDR-CS approach on natural resources were not discussed.

In general, FDR-CS is intended to provide temporary water detention at road crossings to reduce peak flows at the outlet of the drainage system. Guiding principles for culvert sizing were developed and presented in Technical Paper 15. Generally, they include not exceeding current safety standards for risk of highways and developed properties, maintaining equitable drainage benefits throughout the system, avoiding crop damage when detaining water on cropland, and planning for transitioning a sub-watershed to FDR-CS over time.

Geomorphic Approach

In 2013, K. Zytovicz and S. Murtada published a paper titled “Reducing Localized Impacts to River Systems Through Proper Geomorphic Sizing of On-Channel and Floodplain Openings at Road/River Intersections.” The paper, written by DNR staff, provides a basis for a “geomorphic approach,” described on the DNR website¹. This approach, hereafter abbreviated GS, is not required for crossings that fall under DNR regulation. However, the DNR incentivized GS in 2023-2024 through a grant program, which covered 25% of the costs of bridge and culvert replacements with the GS design.

The GS approach focuses on road crossings of natural rivers (even if altered). The GS paper emphasizes the importance of maintaining channel-floodplain relationships at and through the river-road intersection to avoid disrupting sediment transport and deposition, which work in combination with other factors to maintain the stable form and function of river systems.

The GS paper focuses on the local effects of over-wide channel dimensions at a given road/river intersection. Over-wide crossings result from designs to accommodate both channel and floodplain flow capacity. The paper recommends designing an on-channel opening that matches the upstream bank-full width of the channel, with flows exceeding bank-full stage conveyed through culverts placed at or slightly below floodplain/bank-full elevation. This approach enables high water accessing the floodplain to be conveyed from the upstream side to the downstream side of the roadway while maintaining a degree of floodplain continuity. Key assumptions of this recommendation are minimal channel incision, adequate connectivity between channel and floodplain for events exceeding bank-full stage, and roadway conditions conducive to the recommended design.

In general, GS is intended to reduce the disruption of natural stream functions at road crossings, including more natural conditions for fish passage and sediment conveyance.

¹ <https://www.dnr.state.mn.us/eco/streamhab/geomorphology/index.html>, accessed May 2025

Comparison of Approaches on Hydrology and Flood Damages

Traditional, GS, and FDR-CS crossings use different culvert sizing and arrangement relative to the channel and floodplain (Figure 1). This affects the downstream hydrograph of high-flow events and the pattern of inundation on adjacent land (Figure 2). The GS and traditional methods may yield similar conveyance rates despite passing flood flows through the roadway differently². The FDR-CS design approach yields very different conveyance rates and inundation patterns. This is due to the smaller culverts used and intentional flood water detention provided at each road crossing when using this method. Further information contrasting the three approaches is presented in Table 1 at the end of this paper.

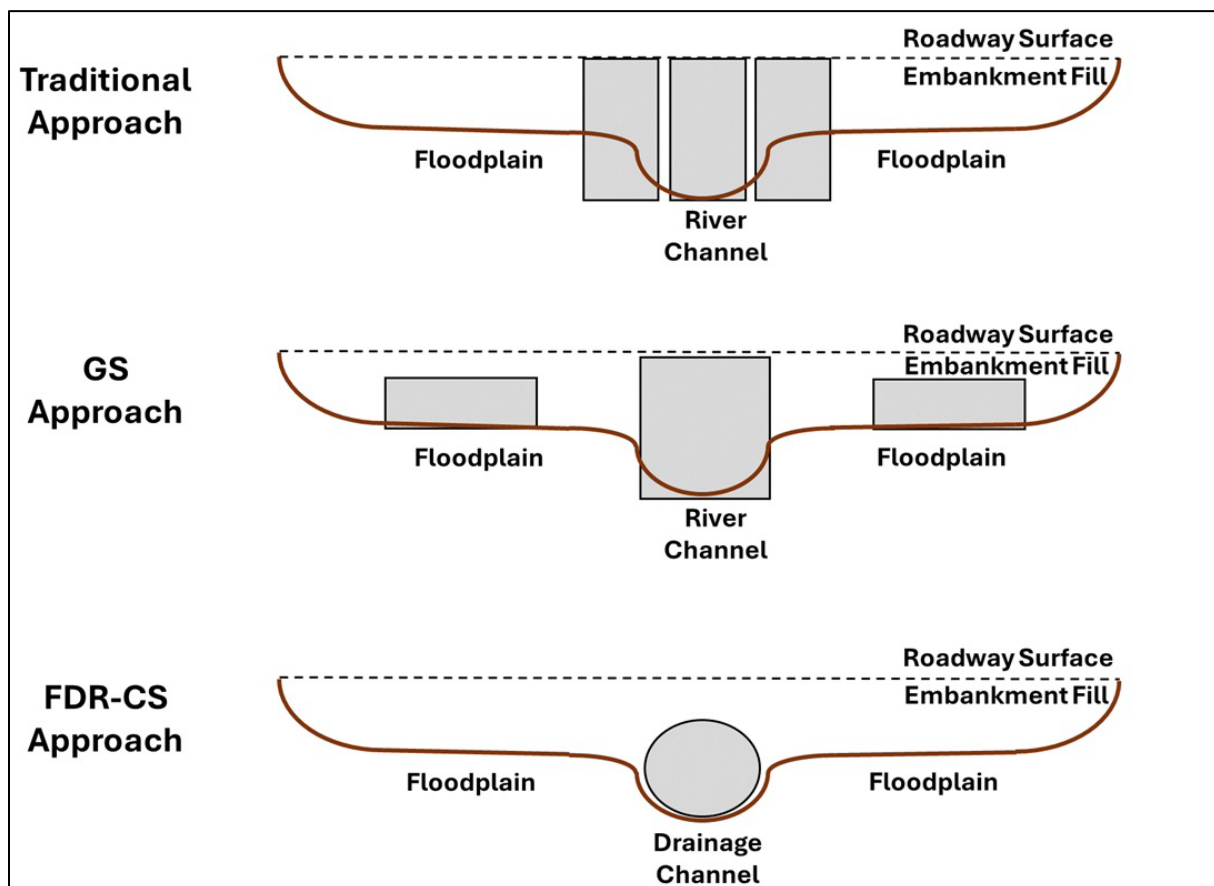


Figure 1: Conceptual comparison of culvert opening cross-sectional area and distribution in a river valley, resulting from traditional, geomorphic sizing (GS), and flood damage reduction culvert sizing (FDR-CS) road crossing approaches as applied in a small drainage basin. While traditional and GS cross-sectional areas are the same, the GS distribution

² Actual discharge may vary from design values due to local site conditions, including tailwater, floodplain width, and approach-channel geometry, which can create backwater or flow inefficiencies.

maintains stream channel dimensions and promotes natural sediment transport dynamics. FDR-CS designs are intended to detain water upstream of the road grade, whereas traditional and GS designs intend to pass flood flows at an equivalent rate.

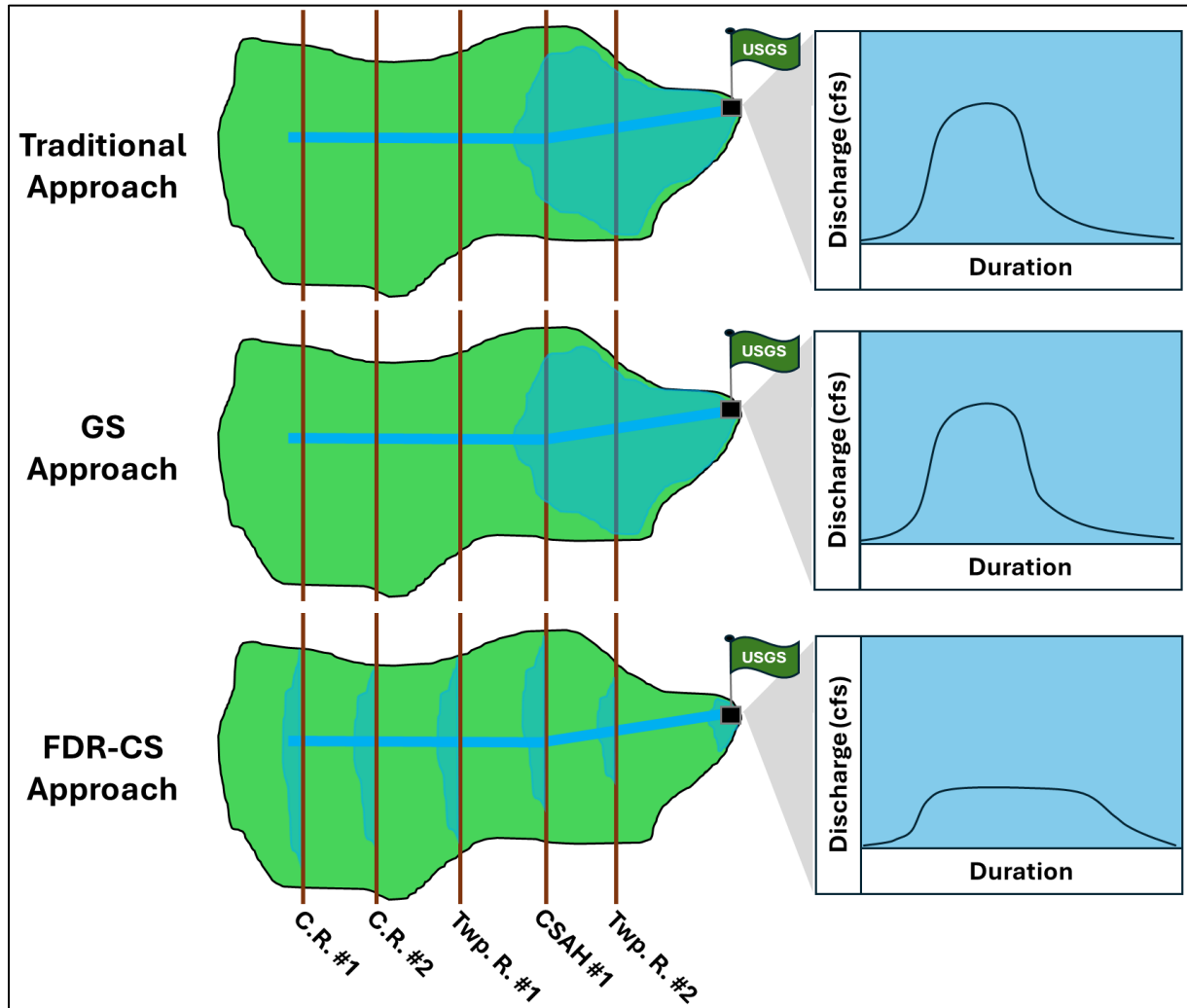


Figure 2: Conceptual comparison of inundation distribution plan views (left) and hydrographs as gauged near confluence (right), resulting from traditional, geomorphic sizing (GS), and flood damage reduction culvert sizing (FDR-CS) road crossing approaches as applied in a small drainage basin. FDR-CS designs are intended to detain water upstream of the road grade, whereas traditional and GS designs intend to pass flood flows at an equivalent rate. In these depictions of hypothetical watersheds (green), the water is flowing from left to right, with the impact to a theoretical United States Geological Survey stream gauging station measured flow shown at the “downstream” end of the watershed.

Application Considerations

Applicability of the three design approaches depends on location and site conditions. To better understand the overlap and differences, it is helpful to review them in the context of watercourse types as defined in Minnesota Statutes (MS) 103G.005:

- "Natural watercourse" means a natural channel that has definable beds and banks capable of conducting confined runoff from adjacent land.
- "Altered natural watercourse" means a former natural watercourse that has been affected by artificial changes to straighten, deepen, narrow, or widen the original channel.
- "Artificial watercourse" means a watercourse artificially constructed by human beings where a natural watercourse was not previously located.

In addition to watercourse type, the size of the watershed drainage area needs to be considered. The combination of watercourse type and drainage area determines design applicability at a given location:

- Traditional sizing: Used throughout Minnesota on all three types of watercourses, and readily applied at a full range of drainage areas.
- FDR-CS: TSAC 2007 clearly states application is "...to help manage runoff timing and peak flows within a *drainage network*" (emphasis added). Drainage networks may include artificial and altered natural watercourses. The paper suggests the approach "...is most applicable for small drainage areas (up to 30 square miles)". The analysis and recommendations of BTSAC 3 2014 were also intended to apply to agricultural drainage systems, including drainage ditches and altered natural watercourses used for that purpose.
- GS: Frequently described using terms like "stream" and "river", as opposed to "ditch" or "drainage system." Based on these terms, it is intended for natural and altered natural watercourses. The paper does not discuss drainage area limitations and can be readily applied to a full range of drainage areas.

Given this information, the three approaches only overlap in altered natural watercourses with a drainage area of under 30 square miles. Each would recommend different designs in these areas depending on your objective.

Permitting Considerations

Road crossing designs typically require a permit for installation from the state and/or local governments. Early coordination with the permitting authorities is encouraged to ensure a

permissible design is considered early in the design process. Permitting authorities depend on which statutes or ordinances the crossing is regulated by, and may include:

- The watershed district (for culverts regulated MS 103D or MS 103E)
- The county (for culverts regulated by MS 103E or floodplain ordinances)
- The DNR (for public waters work subject to MS 103G or floodplain ordinances)
- The city (for floodplain ordinances)

While multiple levels of permitting may be required depending on location (state, county, watershed district), Minnesota's public waters work permit requirements should be understood, as these have implications for design applicability. When considering which culvert method to use (traditional, GS or FDR-CS approaches), it is important to distinguish what, if any, permits are needed and what rules, permits, or laws apply. In some locations, two or more permits may be required. The project proposer is responsible for all applicable permits. There are two types of permits typically associated with culvert design and replacement in the RRB, as described below.

Public Waters Work Permitting (MS 103G)

Minnesota public water rules apply to legally defined public watercourses (MS 103G.005, subpart 15), which are generally inclusive of natural watercourses and altered natural watercourses, with a total drainage area greater than two square miles. Any action that alters the "course, current, or cross section" of a public water is subject to DNR permitting, with the exception of watercourses that are not officially designated trout streams and have a total drainage area of five square miles or less at its mouth.

Permit review for construction or reconstruction of culverts include review of hydrologic modeling to showing the impacts of the structure(s) on the 100-year flood elevation and calculated velocities through the structures for both 2-year and 10-year peak flow events. The plans must confirm the crossing will comply with the general standards in Minnesota Rules (MR) 6115.0230 and the requirements of MR 6115.0231, subpart 2. Requirements include: A new crossing shall not encroach upon a community-designated floodway. An increase of swell head of one-half of one foot for the regional flood shall be allowed if a floodway has not been designated or an ordinance is not in place. For replacement structures stage increases up to the existing swellhead shall be allowed. A structure is required to "provide for game fish movement, unless the structure is intended to impede rough fish movement, or the stream has negligible fisheries value." From a public water permitting perspective, this is typically interpreted as velocities through the structure of less-than or equal-to 2.5 feet-per-second of mean water column velocity at bank-full discharge, or velocity equivalent to upstream in-channel velocity at bank-full discharge.

Also, the structure's final design will not obstruct reasonable public navigation. For culverts three feet of clearance above the ordinary high water level (top of the bank for streams and/or rivers) ordinarily satisfies navigation requirements. For work in public waters, FDR-CS projects are much less likely to meet DNR permitting requirements because they involve temporarily storing water in undersized structures, which can result in swellhead and fish-movement effects that are not permissible.

An important special case are small drainages with natural or other stream courses that may or may not be considered legal public waters under MS 103G.005, subdivision 15; these are typically first-order streams that join a natural watercourse. If the drainage area of the stream (excluding legally designated trout streams listed in MR 6262, subpart 4) is less than 5 square miles, no permit is required to construct a culvert on public waters within that basin (MR 6115.0230, subpart 4), thus making it eligible for strategic sizing.

Note: drainage area is measured from the mouth (outlet) of the drainage basin (MR 6115.0230, subpart 4A), not upstream from the culvert under consideration.

Artificial watercourses (MS 103G.005, subdivision 5) are generally not public waters, as defined in (MS 103G.005, subdivision 15). These are more commonly subject to Minnesota drainage law (MS 103E) and/or local watershed district rules, as many of these are legal drainage systems (MS 103E.005, subdivision 12). Under this regulatory framework, FDR-CS projects may be enacted following the Minnesota Public Drainage Manual and local processes. However, due to the history of watercourse classification in Minnesota, public waters may be contained within a legal drainage system. Early coordination with a DNR Area Hydrologist can identify whether the culvert in question is in public waters or not.

Watershed and drainage law permitting (MS 103D and MS 103E)

MS 103D, otherwise known as the Watershed Law, provides that watershed districts must adopt rules to implement their regulatory powers. Most watershed districts in the RRB have adopted rules that require permits for any installation or alteration of culverts. This normally includes culverts at any location, whether a natural channel, legal ditch, road ditch, or private ditch within the boundary of the watershed district. Many watershed districts in the RRB are currently using the FDR-CS approach when considering permit applications involving culverts. However, all three culvert design approaches could potentially be issued permits.

Statute 103E, otherwise known as the Ditch Law, governs the design, construction, operation and maintenance of legal ditches. These include county ditches, watershed ditches, judicial ditches, and state ditches. When first constructed or during an Improvement preceding, ditches must have an approved design stating the depth, width,

slope, and cross-section of the ditch. They are required to be designed by a registered engineer and approved at a public hearing, and they must have an adequate outlet. In addition, certain environmental considerations must be met. Repair proceedings under MS 103E are usually designed by a registered engineer but do not require a public hearing, determination of outlet adequacy, or environmental considerations. Many ditches on the landscape were originally designed and constructed with a design capacity for a 1-, 2-, or up to 5-year event. Newer ditch systems may be constructed with up to a 10-year design capacity. All three culvert design approaches could potentially be used for legal ditches.

Natural Resource Enhancement Benefits

Although the GS and FDR-CS approaches have divergent goals and technical recommendations, both can deliver aquatic natural resource benefits. This is especially true in the RRB, considering the current land uses and extensive watercourse alterations. There are, however, practical limitations or aspects that must be considered on a site-by-site basis.

GS crossings attempt to maintain natural river pattern and sediment transport dynamics as roads cross rivers and associated floodplains. GS crossings are fish passable during most flow conditions. Riverine processes, particularly sediment transport, are less impacted when this approach is applied.

FDR-CS crossings may also provide natural resource benefits. The altered hydrology of watersheds throughout the RRB creates higher peak flows and more runoff than historically occurred (Kelly et al. 2017). These hydrologic conditions contribute to watercourse instability and increased channel erosion. The FDR-CS approach can reduce peak flows, creating more natural hydrologic conditions downstream and reducing hydraulic forces that tend to destabilize downstream watercourses.

FDR-CS crossings may create fish passage impacts, but these are likely to be negligible if the method is applied appropriately. FDR-CS culverts tend to have water velocities that exceed fish passage tolerances during flood flow detention; however, when applied to artificial watercourses with small drainage areas, the upstream channel is typically dry and not designed to be habitable by fish. The temporary loss of passage is therefore a moot point due to negligible fish habitat value.

Engineering and Cost Considerations

Physical site characteristics influence the applicability of each approach. In the appropriate context, however, each of these approaches can provide beneficial functions.

Traditional culvert costs are a relative standard against which the GS and FDR-CS costs can be considered. When comparing traditional and FDR-CS options, FDR-CS designs will generally be less expensive because the culverts are smaller. When comparing traditional and GS options, GS will typically be more expensive. GS and FDR-CS approaches are unlikely to be compared as options, given the differing intents and applications. Various grant programs may be available for different designs over time, and their availability may influence design choice.

As drainage system infrastructure ages, it can be replaced with smaller, more affordable FDR-CS designs (TSAC 2007 “incremental approach”), assuming appropriate location. The risks associated with an ongoing replacement program can be mitigated by using a more comprehensive “sub-watershed approach” where multiple culverts are replaced all at once. This may require a larger one-time investment in FDR-CS crossings, albeit with reduced cost at each site due to reduced culvert size.

Many areas of the RRB landscape, where the land is extremely flat, present implementation challenges for GS-designed crossings. The height difference between the top of the low-flow culvert and the road is often not large enough to install floodplain culverts.

Decision Flowchart for Practitioners

The decision tree in Figure 3 is intended to help those planning culvert installations, alterations, or replacements work through a series of questions to determine the applicability of the three approaches discussed in this paper. An alternative view of the process is presented in a stepwise diagram in Figure 4.

For projects on state highways, consultation with the Minnesota Department of Transportation (MnDOT) is advised.

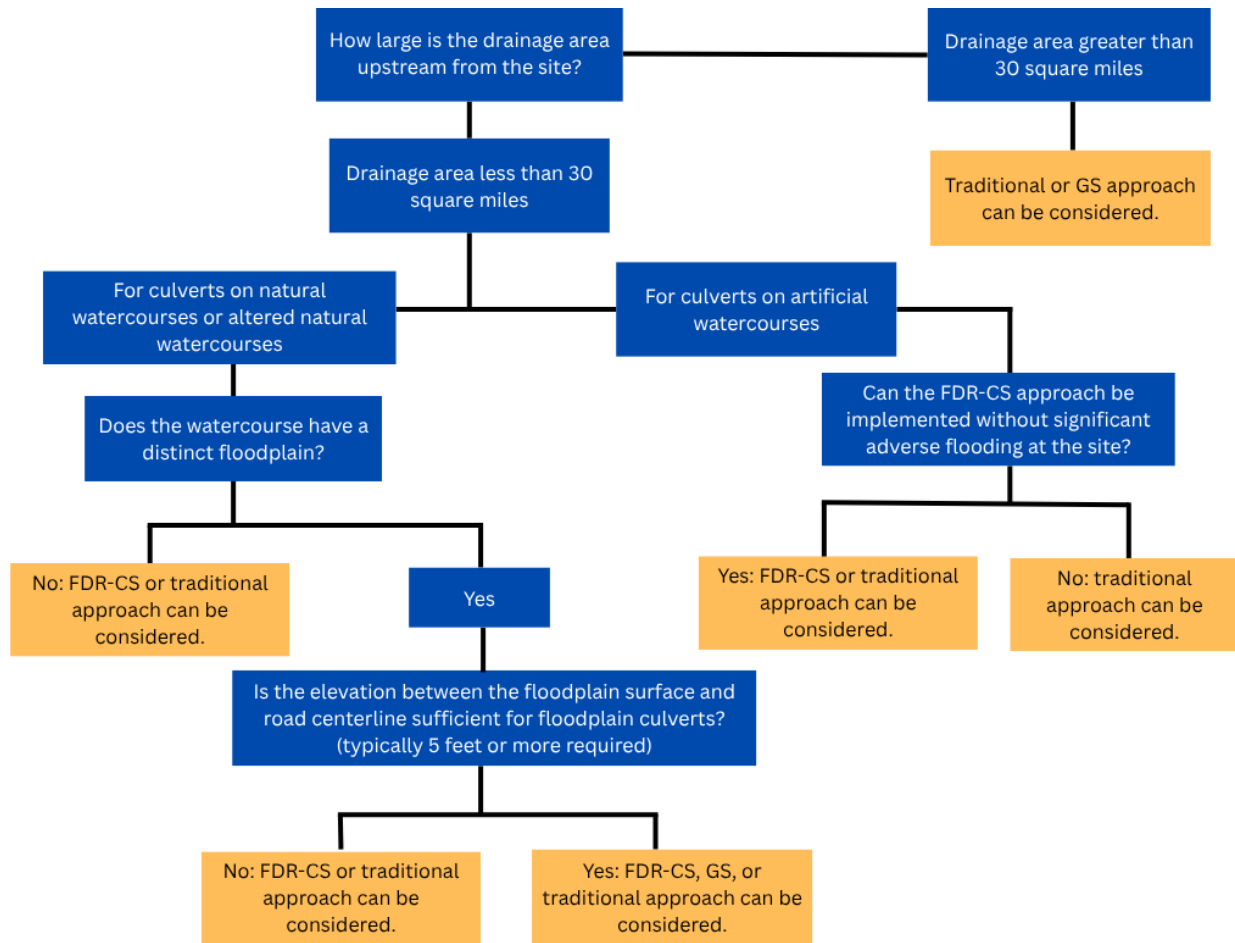


Figure 3: Decision tree for RRB entities installing culverts, with consideration criteria for flood damage reduction culvert sizing (FDR-CS), geomorphic sizing (GS), and the traditional approach. MnDOT projects are excluded from this process.

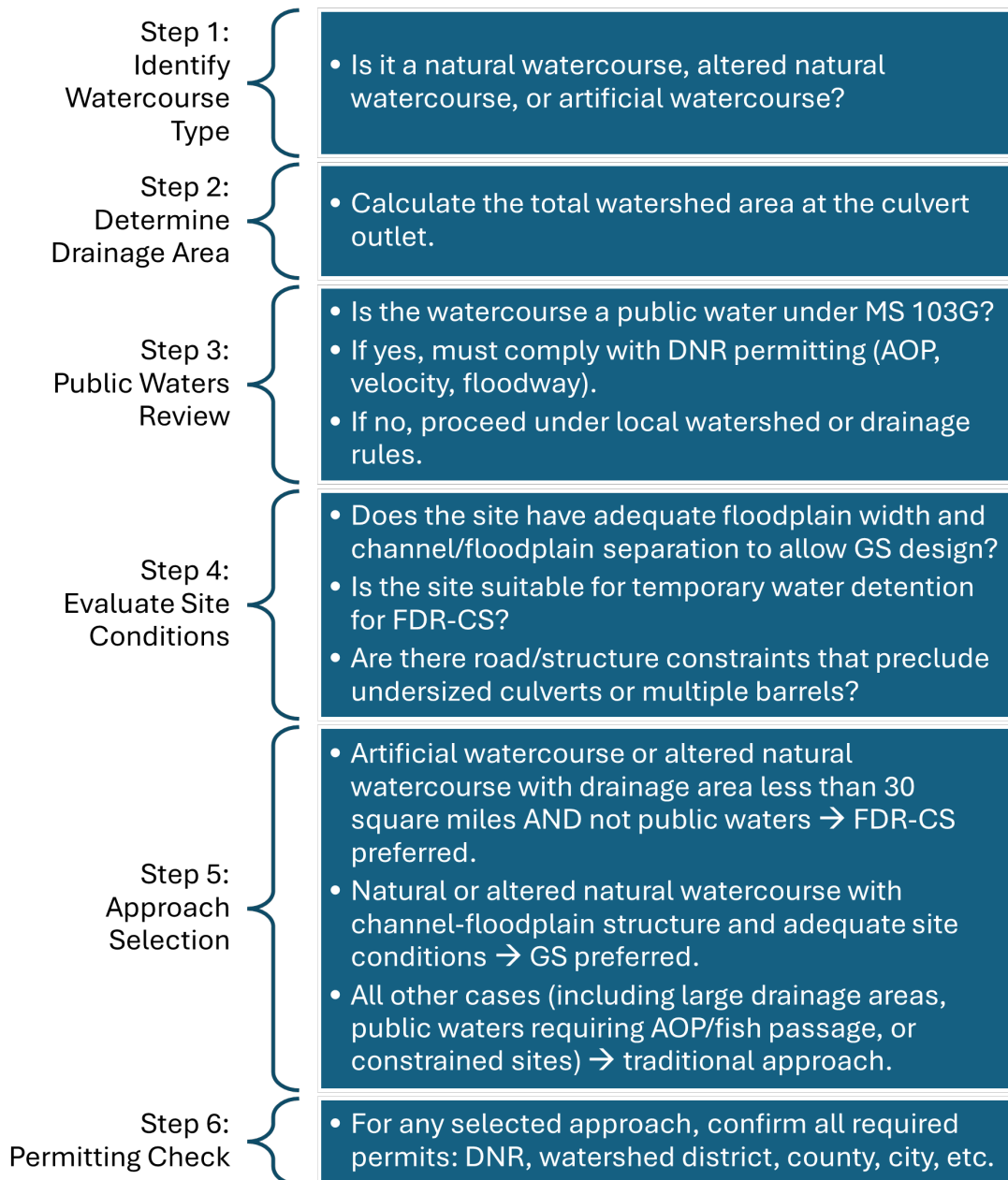


Figure 4: Stepwise conceptualization of entities installing culverts, with consideration criteria for flood damage reduction culvert sizing (FDR-CS), geomorphic sizing (GS), and the traditional approach. MnDOT projects are excluded from this process.

References

BTSAC (Basin Technical and Scientific Advisory Committee). 2014. Briefing Paper No. 3: Water Management Options for Surface Drainage. Available from Red River Watershed Management Board.

Gubernick, B., K. Clarkin, and M. J. Furniss. 2003. Design and construction of aquatic organism passage at road-stream crossings: site assessment and geomorphic considerations in a stream simulation culvert design. US Davis: Road Ecology Center.

Kelly, Sara A., Z. Takbiri, P. Belmont, and E. Foufoula-Georgiou. 2017. Human amplified changes in precipitation–runoff patterns in large river basins of the Midwestern United States. *Hydrology and Earth System Sciences* 21.

TSAC (Technical and Scientific Advisory Committee). 2007. Culvert Sizing for Flood Damage Reduction. Phase 1 – Preliminary Guidelines. Available from Red River Basin Flood Damage Reduction Work Group.

Zytkovicz, Kevin and S. Murtada. 2013. Reducing Localized Impacts to River Systems through Proper Geomorphic Sizing of On-Channel and Floodplain Openings at Road/River Intersections. Available from Minnesota Department of Natural Resources.

Table 1. Summary comparison of papers reviewed in developing this supplement.

	Purpose and Key Features of the Approach	Appropriate Watercourse Setting	Recommendations of Paper Cited
TSAC 15	Provide guidelines to enable application of the culvert sizing strategy to retain floodwater in small catchments at the upper end of RRB watersheds. By retaining water upstream, this will reduce damaging peak flows downstream. Many small effects at upstream ends of branching drainage networks can add up to large downstream benefit. To achieve this, culverts will be smaller than “traditional” design. Equity among landowners must be considered. Ancillary benefits of reduced erosion, sediment deposition, water quality problems.	Small drainage areas (<30 sq. mi.) in rural areas. Artificial drainage systems. Not regulated as “Public Waters”. Not high priority for naturalistic stream functions or lateral & longitudinal connectivity for aquatic organisms. Opportunity to apply the CS strategy consistently from upstream to downstream within the small drainage areas.	Apply equity principle with respect to land where water is temporarily retained during floods. Best application will be in “middle” and “late” areas of the RRB (cf. TP11). Two-stage channel design may be beneficial at culvert inlet. Apply analysis and or include design/construction features to control risks of road overtopping and/or flooding of rural buildings. Strategy will tend to reduce cost of culvert installations/replacements; and reduce costs of ditch maintenance downstream. Strategy will be more effective where it can be applied comprehensively within a small drainage area, instead of incrementally in that area. If incremental, best sequencing is starting with most upstream culverts and working downstream over time.

	Purpose and Key Features of the Approach	Appropriate Watercourse Setting	Recommendations of Paper Cited
BTSAC 3 (including Appendix C)	Manage the existing, surface drainage system to increase or maintain drainage benefits, reduce flood flows, and decrease downstream flood damages. Determine strategies for future surface drainage Improvements/ modifications to maintain or improve drainage benefits, reduce flood flows, and decrease downstream flood damages. During the crop growing season: Remove water from intensively farmed land quickly following frequently occurring summer rainstorm events (up to the 10-year recurrence frequency). During spring snowmelt: Retard the flow of water to minimize flood peaks downstream. Also minimize potential damage to roads. Prevent overflow onto lands in ways likely to cause erosion of cultivated soil. Guidance is intended for use in areas with cropland. For runoff events greater than the 10-year, on intensively farmed land, distribute crop damages as equitably	The current system of man-made artificial ditches and altered natural waterways in the Red River Basin that convey water from the land surface for the purposes of agricultural production. Model results are presented for watersheds of 1, 8 and 28 square miles.	Carefully balance channel and culvert capacities within a drainage system to accomplish the purposes stated at left. Generally try to limit flooding of crops from 10-year storm events to 24 hours or less when practicable. Equally distribute flood storage responsibility (on farmland) from upstream to downstream so that downstream landowners are not unfairly impacted by upstream drainage. View channel size as a means of providing adequate flow capacity. View culvert size as a means of restricting (high) flow to closely match channel capacity. Check for potential of road overtopping at each road/ditch intersection. Consider road raises or other measures to avoid road overtopping. Paper acknowledges BTSAC did not address environmental, social or economic considerations. It advises consideration of these factors in

	Purpose and Key Features of the Approach	Appropriate Watercourse Setting	Recommendations of Paper Cited
	as possible throughout the drainage system. Store water on agricultural land to reduce downstream flooding.		implementing site-specific or system-wide changes in surface drainage design.
Zytkovicz, and Murtada 2013	Take advantage of floodplain storage to reduce flood peaks downstream. Reduce detrimental effects on channel/floodplain connectivity for aquatic organisms. Promote stable balance among water conveyance, sediment conveyance, and geomorphic structure of the stream channel and floodplain. Enable natural meandering of stream channel over time. Reduce or eliminate flood-flow confinement (FFC) at the stream/road intersection.	Has a distinct channel-and-floodplain structure. Has a meandering pattern within a broader valley setting. Site has sufficient vertical and horizontal spacing to enable installation of secondary culverts with invert at floodplain elevation, as well as primary culvert within stream channel.	Where a channel-and-floodplain structure is present, separate the crossing into a channel element and a separate floodplain element, with multiple culverts to accommodate them. Set channel culvert invert below the bedload sediment entrainment depth. Set floodplain culvert inverts at floodplain elevation. Allocate as much capacity as feasible to the floodplain crossings (bridge or culverts), to minimize FFC. Recognize that different valley types may lead to different design criteria. Space floodplain crossings (culverts) evenly across the entire floodplain.



FORMALLY ADOPTED: __ / __ / __

NEW BOARD MANAGER ORIENTATION PROGRAM

I. DOCUMENTS W/DISCUSSION

- District Bylaws, Rules, Policy & Personnel Handbooks (inc. Education Policy)
- Bois de Sioux & Mustinka Joint Comprehensive Watershed Management Plan
- Past District Board Minutes
- Current District Permit
- Most Recent District Organizational & Committee Resolution
- Most Recent District Annual Report & Audit
- Map of Legal Drainage Ditches in the District
- RRWMB Mediation Agreement
- Tour of www.bdswd.com website
- Expenditures: League of Minnesota Cities Handout
- Open Meeting Law: League of Minnesota Cities Handout
- MN Watersheds Handbook: <https://www.mnwatersheds.com/handbook-links>

II. COMMON ACRONYMS

A. RRWMB = Red River Water Management Board. Executive Director Rob Sip. The Bois de Sioux and Mustinka River Watersheds are part of the Red River Basin. In 1976, the Minnesota legislature created the Lower Red River Watershed Management Board (now renamed and known as the Red River Water Management Board RRWMB), an organization tasked with addressing basin-wide flooding. Prior to the formation of the Red River Water Management Board, flood control projects focused on a local scale. The RRWMB actively promotes a basin-wide perspective for water management.

Even after the formation of the RRWMB, however, state permitting for flood control projects continued to present insurmountable barriers. As stated on page 1 of the December 9, 1998, Mediation Agreement fulfilled the Minnesota legislature's mandate to "resolve gridlock over state permitting of flood damage reduction projects in the Red River Basin." Stakeholders who signed the Mediation Agreement included representatives for MN Department of Natural Resources, Minnesota Board of Water and Soil Resources, Red River Watershed Management Board, National Audubon Society, Minnesota Center for Environmental Advocacy, US Army Corps of Engineers, US Fish and Wildlife, and Minnesota Pollution Control Agency.

Bois de Sioux and Mustinka River Watershed staff work within the guidelines and goals of the Mediation Agreement when developing projects. Flood damage reduction strategies included in the Mediation Agreement include: wet dams, dry dams, on-stream storage, off-stream storage, flood storage wetlands, wetland restoration, river corridor restoration, setback levees, riparian buffer strips, dredging and channelization, storage easement, retirement of land, land use, best management practices, gating ditches, culvert sizing, and drainage.

The RRWMB Board sets the amount collected for the Construction Fund in the Bois de Sioux and Mustinka River Watersheds (annually, in July). This amount will be effective for taxes collected the following year (due to each county by May, October, and November). One half of the funds collected are disbursed to RRWMB and the remaining funds stay at the Bois de Sioux Watershed District.

Linda Vavra is seated as a representative of BdSWD on this board; Jerome Deal served for decades. Their monthly board meetings are the third Tuesday of the month.

B. MW = Minnesota Watershed (formerly MAWD, Minnesota Association of Watershed Districts). Executive Director Jan Voit.

\$7,500 per year membership fee; lobby on behalf of watersheds

C. IWI = International Water Institute. Executive Director Chuck Fritz.

Conducts research projects and computer modeling for individual projects and basin-wide projects and state-wide projects. They receive funding from RRWMB and organizations directly.

D. FDRWG = Flood Damage Reduction (FDR) Workgroup. Coordinated by Bethany Bedke, DNR

Group composed of watershed reps, DNR, MPCA, BWSR, etc. setup to provide comments on large FDR projects for the RRWMB

III. GENERAL INFORMATION

A. Calendar

We meet the third Thursday of each month.

8 AM start from April to September

9 AM start from October to March

Agenda Items Include:

January	Approval of Professional Rates (engineering, legal, etc.) Probable Advisory Committee Meeting Approval of End of Year Transfers New IRS Mileage Rate Approval of 103E Ditch Project and 103D Watershed Project Priorities
February	Approval of Drainage System Inspection Plan
May	Approval of Annual Report & Audit Riverwatch Student Presentation Form A for General & Construction Levies Collected
June	Officer Elections Organizational Resolution Committee Appointments Oath of Office Approval of Tort Limits
July	RRWMB Sets Construction Fund Levy Schedule Budget & Levy Hearings Approve Legislative Priority Resolutions
August	Annual Policy Reviews (for eg, Conflict of Interest, Data Practices, etc.) Budget & Levy Hearings
October	Consider Farmland Lease Expirations & Bid Timelines

	Consider Audit Contracts
	Reservations for MAWD Conference
November	Designate MAWD Annual Meeting Delegates
December	Set Internal Interest Rate
	Certify Final Levy & Ditch Assessments
	Consider Staff Salary Increases
	Designate 3-Year Term RRWMB Delegate

B. Facilities

District Office – 704 Hwy 75, Wheaton – bdswd@runestone.net – 320/563-4185
 North Ottawa Impoundment & Gazebo
 Redpath Impoundment (partially constructed) Land purchased and Shed
 Moonshine Land
 Lake Samantha Drawdown Control Structure

C. Property and Liability Insurance

Through League of Minnesota Cities Insurance Trust (LMCIT)

D. Pay Schedule

Board Managers Turn-in Timesheets Quarterly; Paid Quarterly. \$125 per diem. Reimbursement of meals, mileage, and lodging when at events, conference, and training.

Board Staff Turn-in Timesheets Bi-Monthly; Paid the 15th and 30/31st. Reimbursement of meals, mileage, and lodging when at events, conference, and training.



October 7, 2025

Statement of Work - Audit Services - Special Purpose Framework

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated September 15, 2022, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and Bois de Sioux Watershed District ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended December 31, 2025.

Douglas P. Host is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the cash basis financial statements of the governmental activities and each major fund, which collectively comprise the basic financial statements of Bois de Sioux Watershed District, and the related notes to the financial statements as of and for the year ended December 31, 2025.

We will also evaluate and report on the presentation of the following supplementary information accompanying the financial statements in relation to the financial statements as a whole:

Combining statement of cash receipts, disbursements and changes in the cash fund balance- ditch special revenue fund

Combining statement of cash receipts and disbursements- ditch special revenue fund

Budgetary comparison schedules

The following supplementary information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditors' report will not provide an opinion or any assurance on that information:

Schedule of accounts receivable

Schedule of accounts payable

Schedule of principal district officials

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the supplementary information.

Audit objectives

The objectives of our audit are to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions about whether your basic financial statements are fairly presented, in all material respects, in conformity with the cash basis of accounting (a special purpose framework), which is a basis of accounting other than accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion.

We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely

to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

As part of our audit, we will also perform the procedures and provide the report required by the Minnesota Legal Compliance Audit Guide for Political Subdivisions.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of the entity and its environment, including the system of internal control, relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of internal controls.
- Lack of adequate segregation of duties.
- Improper revenue recognition.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and Government Auditing Standards. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, Government Auditing Standards do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred

that are required to be communicated under *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements in accordance with the cash basis of accounting. Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design, implementation, and maintenance of effective internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

Management is responsible for including all informative disclosures that are appropriate for the cash basis of accounting. Those disclosures will include (a) a description of the cash basis of accounting, including a summary of significant accounting policies, and how the of cash basis of accounting differs from U.S. GAAP; (b) informative disclosures similar to those required by U.S. GAAP; and (c) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of the supplementary information in accordance with the cash basis of accounting. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's operations, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and limitations related to nonattest services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services.

Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' reports thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of CLA and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulatory bodies pursuant to authority given to it by law or regulation. If requested, access to such audit documentation will be provided under the supervision of CLA's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to those regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Fees

Our professional fee is \$18,900.00 (\$18,000 for the financial statement audit and \$900 for the technology and support fee). This fee estimate assumes a single audit is not required. If a single audit is required, the additional procedures will be billed at our standard hourly rates less a 15% discount. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the

activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

Sincerely,

CliftonLarsonAllen LLP

Response:

This SOW correctly sets forth the understanding of Bois de Sioux Watershed District.

CLA

CliftonLarsonAllen LLP

Douglas P. Host

Douglas P. Host, Principal

SIGNED 10/9/2025, 10:55:14 AM CDT

Client

Bois de Sioux Watershed District

SIGN:

Jamie Beyer, Administrator

DATE:

Bois de Sioux Watershed District

SIGN:

Linda Vavra, Board President

DATE:



MEMORANDUM

DATE: October 29, 2025
TO: Watershed District and Watershed Management Organization Administrators
FROM: Jan Voit, Executive Director
CC: Minnesota Watersheds Board of Directors
Angie Obremski, Accountant
RE: 2026 Annual Membership Dues

As a non-profit organization that serves local governments, both rural and urban, that focus on water management on watershed boundaries, Minnesota Watersheds is a membership-driven organization. We greatly appreciate your membership in our organization.

Member services include regular communication regarding Minnesota Watersheds activities, as well as education and training opportunities at workshops, our legislative event, our summer tour, and our annual conference and trade show. We also provide lobbying services and worked with the Lockridge Grindal Nauen lobbying firm in 2025 on our legislative priorities – state agency permitting efficiency and chloride management.

Please find attached a 2026 membership dues invoice and a spreadsheet that shows the amount due from each watershed district or watershed management organization in 2026. **The dues formula remains the same as in 2025.** Our bylaws state that the dues payable date is January 31 each year.

2026 MEMBERSHIP DUES

Dues Calculation = Estimated Market Value (EMV) x 0.00048 x 0.005, not to exceed cap

103D rural member	Cap = \$5,000
103D rural member with additional tax revenue options	Cap = \$7,500
103B metro WD member (EMV ≤ \$10B)	Cap = \$7,500
103B metro WD member (EMV ≥ \$10B)	Cap = \$12,500

Minnesota Watersheds
c/o Obremski Ltd.
1005 Mainstreet
Hopkins, MN 55343

PLEASE SEND PAYMENT DIRECTLY TO OUR ACCOUNTANT.

We cannot be successful without our members. We are grateful for your support. If you have questions or concerns, please don't hesitate to contact me. I can be reached at 507-822-0921 or jvoit@mnwatersheds.com.

We are stronger TOGETHER!

Enclosures:

- Dues invoice
- Member Services
- 2026 dues spreadsheet
- BWSR memo dated August 7, 2025 re: 2025 Estimated Market Values

PRESIDENT

Brad Kramer (Region 2)
Shell Rock River WD
brad@provenioconsulting.com
507-369-6050 | Term 2025

VICE PRESIDENT

Peter Fjestad (Region 1)
Buffalo Red River WD
pfjestad@prtcl.com
218-731-4630 | Term 2025

SECRETARY

Wanda Holker (Region 2)
Upper Minnesota WD
ewholker@fedtel.net
320-760-6093 | Term 2027

TREASURER

Don Pereira (Region 3)
Valley Branch WD
dpereira@vbwbd.org
651-968-9788 | Term 2027

DIRECTORS

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lvavra@fedtel.net
320-760-1774 | Term 2026

Gene Tiedemann (Region 1)

Red Lake WD

gtiedemann@rrv.net

218-289-3511 | Term 2027

Jeff Gertgen (Region 2)

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jlgaisson@gmail.com

608-370-3934 | Term 2026

Tom Duevel (Region 3)

Riley-Purgatory-Bluff Creek WD

tduevel@rpbwcd.org

612-770-9095 | Term 2025

Shaun Kennedy

Bassett Creek WMC

shaun.kennedy1066@gmail.com

651-260-0916 | Term 2026

Jan Voit

Executive Director

jvoit@mnwatersheds.com

507-822-0921





INVOICE

Minnesota Watersheds

1005 Mainstreet
Hopkins, MN 55343
507-822-0921
jvoit@mnwatersheds.com

Invoice No : 100
Date : 10/29/2025

Name
Bois de Sioux Watershed District

2026	Minnesota Watersheds	Dues	Line Total
Amount due			\$ 7,500.00

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Subtotal	\$ 7,500.00
TOTAL	\$ 7,500.00

Make all checks payable to Minnesota Watersheds.

THANK YOU FOR YOUR BUSINESS!

Member Services



**MINNESOTA
WATERSHEDS**
Connecting People. Protecting Water.

What is Minnesota Watersheds?

Minnesota Watersheds is a 501c(4) non-profit and membership based organization serving local governments that manage water on watershed boundaries rather than political boundaries. Members benefit from having an organization that **supports and advocates for leaders in watershed management** and works diligently to maximize the availability of tools and resources to **establish excellence and innovation** in member organizations.

Fortify the infrastructure to ensure reliable delivery of services



We maintain regular communication with our members to ensure they are informed of the latest watershed news including trainings they may find useful, changes to legislation that may impact them, and information to help them stay in compliance with governmental regulations and laws. **Strategic Plan efforts:** continued commitment to communication through newsletters and distributing meeting information, maintaining an up-to-date website, and consistently engaging committees.

Serve as a liaison to collaborate with statewide agencies and associations



We continue to maximize relationships with state agencies and associations as the best way to advance initiatives, especially with the legislature. **Strategic Plan efforts:** met regularly with Board of Water and Soil Resources and Minnesota Association of Watershed Administrators leadership and attended meetings with member and non-member organizations.

Ensure strong legislative policies are in place for watershed management



Members drive the organization's legislative policies. Our lobbyists work to influence political decisions on our behalf. **Strategic Plan efforts:** moved the resolutions process earlier in the year, combined the Resolutions and Legislative Committees, instituted an Annual Meeting on Resolutions and Petitions, and voted to have legislative priorities set by the membership.

Enhance the skills of watershed district and watershed management organization boards



Every year, we provide members with opportunities to learn from other members and industry experts at our events. Training topics include watershed planning, permitting, flood control, education and outreach programs, innovative technologies, public relations, data collection and analysis, aquatic invasive species, drainage, governance, and leadership. **Strategic Plan efforts:** updated our watershed handbook and worked with BWSR on training modules.

Build a watershed community that supports one another



The Board of Directors appreciates your watershed's support through attendance at the Legislative Day at the Capitol, Summer Tour, Annual Meeting on Resolutions and Petitions, and Annual Conference. We value the opportunity to work with board members and staff at these events. We welcome your involvement in the Board of Directors and on our committees. This is **YOUR** organization. We look forward to serving you in the coming year. **Strategic Plan efforts:** share member services information and increase interaction with member organizations.

Individual commitment to a group effort: That is what makes a team work, a company work, a society work, a civilization work.

– Vince Lombardi

Member Services



Our Members

Region I		
Bois de Sioux	Buffalo-Red River	Cormorant Lakes
Joe River	Middle-Snake-Tamarac Rivers	Pelican River
Red Lake	Roseau River	Sand Hill River
Two Rivers	Warroad	Wild Rice

Region II		
Buffalo Creek	Cedar River	Clearwater River
Crooked Creek	High Island Creek	Kanaranzi-Little Rock
Lac qui Parle-Yellow Bank	Middle Fork Crow River	North Fork Crow River
Okabena-Ocheda	Shell Rock River	Turtle Creek
Upper Minnesota River	Yellow Medicine River	

Region III		
Bassett Creek WMC	Brown's Creek	Capitol Region
Carnelian Marine St. Croix	Comfort Lake-Forest Lake	Coon Creek
Minnehaha Creek	Mississippi WMO	Nine Mile Creek
Prior Lake Spring Lake	Ramsey-Washington Metro	Rice Creek
Riley-Purgatory-Bluff Creek	South Washington	Vadnais Lake Area WMO
Valley Branch		

Minnesota Watersheds offers opportunities to increase watershed management skills, build relationships, and develop partnerships with like-minded groups and organizations.

2026 Minnesota Watersheds Membership Dues

WATERSHED DISTRICT	2025 Estimated Market Values (EMV)	.048% EMV	x 0.005	2026 Dues
LOWER MINNESOTA RIVER	16,061,888,000	7,709,706	38,549	12,500
RILEY-PURGATORY-BLUFF CREEK	20,961,753,200	10,061,642	50,308	12,500
SOUTH WASHINGTON	20,880,712,400	10,022,742	50,114	12,500
RAMSEY-WASHINGTON METRO	24,143,824,200	11,589,036	57,945	12,500
COON CREEK	24,877,630,700	11,941,263	59,706	12,500
NINE MILE CREEK	28,235,998,300	13,553,279	67,766	12,500
CAPITOL REGION	31,010,839,200	14,885,203	74,426	12,500
RICE CREEK	35,434,319,000	17,008,473	85,042	12,500
MINNEHAHA CREEK	77,225,555,200	37,068,266	185,341	12,500
CARNELIAN MARINE ST. CROIX	2,544,030,600	1,221,135	6,106	6,106
BROWN'S CREEK	2,967,567,700	1,424,432	7,122	7,122
COMFORT LAKE - FOREST LAKE	3,251,635,300	1,560,785	7,804	7,500
PRIOR LAKE - SPRING LAKE	6,642,685,600	3,188,489	15,942	7,500
VALLEY BRANCH	8,321,568,400	3,994,353	19,972	7,500
JOE RIVER	333,564,100	160,111	801	801
ROSEAU RIVER	1,250,969,200	600,465	3,002	3,002
THE TWO RIVERS	2,475,953,400	1,188,458	5,942	5,942
MIDDLE SNAKE TAMARAC RIVERS	4,495,218,700	2,157,705	10,789	7,500
WILD RICE	6,538,730,500	3,138,591	15,693	7,500
BOIS DE SIOUX	6,683,675,000	3,208,164	16,041	7,500
RED LAKE	13,334,452,900	6,400,537	32,003	7,500
SAUK RIVER	13,355,639,800	6,410,707	32,054	7,500
BEAR VALLEY	334,306,000	160,467	802	802
CROOKED CREEK	559,166,500	268,400	1,342	1,342
BELLE CREEK	609,221,100	292,426	1,462	1,462
WARROAD	631,538,600	303,139	1,516	1,516
STOCKTON-ROLLINGSTONE WS	757,468,600	363,585	1,818	1,818
CORMORANT LAKES	1,087,354,000	521,930	2,610	2,610
OKABENA-OCHEDEA	1,520,098,300	729,647	3,648	3,648
SAND HILL RIVER	1,851,704,100	888,818	4,444	4,444
TURTLE CREEK	1,875,262,300	900,126	4,501	4,501
HIGH ISLAND	2,125,438,400	1,020,210	5,101	5,000
UPPER MINNESOTA RIVER	2,020,958,600	970,060	4,850	4,850
NORTH FORK CROW RIVER	2,301,056,800	1,104,507	5,523	5,000
MIDDLE FORK CROW RIVER	2,849,195,900	1,367,614	6,838	5,000
CLEARWATER RIVER	2,830,662,200	1,358,718	6,794	5,000
KANARANZI-LITTLE ROCK	2,812,149,700	1,349,832	6,749	5,000
SHELL ROCK RIVER	3,123,972,600	1,499,507	7,498	5,000
PELICAN RIVER	3,695,799,300	1,773,984	8,870	5,000
BUFFALO CREEK	3,977,020,800	1,908,970	9,545	5,000
HERON LAKE	3,939,955,000	1,891,178	9,456	5,000
YELLOW MEDICINE RIVER	4,188,483,100	2,010,472	10,052	5,000
LAC QUI PARLE-YELLOW BANK	4,572,446,200	2,194,774	10,974	5,000
CEDAR RIVER	4,934,026,100	2,368,333	11,842	5,000
BUFFALO-RED RIVER	13,544,347,300	6,501,287	32,506	5,000
Watershed Management Organizations (WMOs)				
Bassett Creek WMC	14,409,438,000	6,916,530	34,583	7,500
Mississippi WMO	34,094,634,023	16,365,424	81,827	7,500
Vadnais Lakes Area WMO	5,568,461,800	2,672,862	13,364	7,500
New MWO members - 1st year \$500	0	0	0	0
TOTALS	471,242,376,723	226,196,341	1,130,982	309,966

Notes:

Dues Calculation = Estimated Market Values x 0.00048 x 0.005, not to exceed cap

For Greater MN; x 0.00096 x 0.005, not to exceed cap

103B metro WD member (EMV≥\$10B): Cap = \$12,500
103B metro WD member (EMV≤\$10B): Cap = \$7,500
103D rural member with additional tax revenue options: Cap = \$7,500
103D rural member: Cap = \$5,000
WMO dues remain unchanged from the 2025 rate: 1st year \$500, 2nd year \$3,750, 3rd year \$7,500

Source of 2025 WD Estimated Market Values

Source of 2025 WMO Estimated Market Values - same values used for 2021 dues calculation

For more information, contact Jan Voit at 507-822-0921 or jvoit@mnwatersheds.com



Memo

Date: August 7th, 2025

To: Watershed District Administrators and Managers

From: Justin Hanson, Assistant Director for Regional Operations

Cc: Jan Voit, Minnesota Watersheds
Rob Sip, Red River Watershed Management Board
BWSR: John Jaschke, Andrea Fish, Dave Weirens, Amie Wunderlich, Regional Operations Staff

RE: 2025 Estimated Taxable Market Values for Watershed Districts

Please find attached a table containing the recently released total estimate market values for 2025 from the Minnesota Department of Revenue.

Session law changes enacted during the 2023 regular session effected the calculation of and increased the annual maximum general fund tax levy for a watershed district ([Minn. Stat. § 103D.905, Subd. 3](#)). To calculate the annual maximum general fund tax levy for a particular watershed district:

- Multiply the estimated market value listed in the enclosed table for the watershed district by 0.096 percent (0.00096)
- Compare that calculated value to the maximum general fund levy limit of \$500,000
- Use whichever value is less

Please contact me at justin.hanson@state.mn.us with any questions.

Attachment: Taxes Payable 2025 Estimated & Taxable Market Values for Watershed Districts in Minnesota

	A	B	C	D
1	2025 ESTIMATED & TAXABLE MARKET VALUES			
2	FOR WATERSHEDS IN MINNESOTA			
3				
4	Watershed Code	Watershed Name	Total EMV	
5	001	Bear Valley Watershed District	334,306,000	
6	002	Cedar River Watershed District	4,934,026,100	
7	003	Belle Creek Watershed District	609,221,100	
8	005	Buffalo Creek Watershed District	3,977,020,800	
9	007	Buffalo-Red River Watershed District	13,544,347,300	
10	008	North Fork Crow River Watershed District	2,301,056,800	
11	009	Clearwater River Watershed District	2,830,662,200	
12	010	Carnelian-Marine-St. Croix Watershed District	2,544,030,600	
13	013	Coon Creek Watershed District	24,877,630,700	
14	014	South Washington Watershed District	20,880,712,400	
15	015	Cormorant Lakes Watershed District	1,087,354,000	
16	016	Crooked Creek Watershed District	559,166,500	
17	018	High Island Watershed District	2,125,438,400	
18	020	Joe River Watershed District	333,564,100	
19	021	Kanaranzi-Little Rock Watershed District	2,812,149,700	
20	022	Lac qui Parle-Yellow Bank Watershed District	4,572,446,200	
21	024	Heron Lake Watershed District	3,939,955,000	
22	026	Middle-Snake-Tamarac Rivers Watershed District	4,495,218,700	
23	028	Okabena-Ocheda Watershed District	1,520,098,300	
24	030	Pelican River Watershed District	3,695,799,300	
25	031	Bois De Sioux Watershed District	6,683,675,000	
26	032	Prior Lake-Spring Lake Watershed District	6,642,685,600	
27	034	Ramsey-Washington Metropolitan Watershed District	24,143,824,200	
28	036	Red Lake Watershed District	13,334,452,900	
29	038	Rice Creek Watershed District	35,434,319,000	
30	040	Roseau River Watershed District	1,250,969,200	
31	042	Sand Hill Watershed District	1,851,704,100	
32	043	Sauk River Watershed District	13,355,639,800	
33	044	Stockton-Rollingstone-Minnesota City Watershed District	757,468,600	
34	048	Turtle Creek Watershed District	1,875,262,300	
35	050	The Two Rivers Watershed District	2,475,953,400	
36	052	Upper Minnesota River Watershed District	2,020,958,600	
37	054	Valley Branch Watershed District	8,321,568,400	
38	056	Warroad Watershed District	631,538,600	
39	058	Nine Mile Creek Watershed District	28,235,998,300	
40	060	Lower Minnesota River Watershed District	16,061,888,000	
41	062	Minnehaha Creek Watershed District	77,225,555,200	
42	064	Riley-Purgatory-Bluff Creek Watershed District	20,961,753,200	
43	066	Wild Rice Watershed District	6,538,730,500	
44	068	Yellow Medicine River Watershed District	4,188,483,100	
45	069	Browns Creek Watershed District	2,967,567,700	
46	070	Capitol Region Watershed District	31,010,839,200	
47	071	Comfort Lake-Forest Lake Watershed District	3,251,635,300	

	A	B	C	D
1	2025 ESTIMATED & TAXABLE MARKET VALUES FOR WATERSHEDS IN MINNESOTA			
2				
3				
4	Watershed Code	Watershed Name	Total EMV	
48	073	Shell Rock River Watershed District	3,123,972,600	
49	074	Middle Fork-Crow River Watershed District	2,849,195,900	
50			417,169,842,900	

Wednesday

REGISTER FOR
A WORKSHOP

- 1 DRAINAGE WORKSHOP
- 2 WATERSHED MANAGEMENT WORKSHOP
- 3 STAFF DEVELOPMENT WORKSHOP
- 4 STAFF TECHNICAL WORKSHOP

OPTION
ONE

DRAINAGE WORKSHOP

9 am - 4 pm NORWAY CENTER

8 - 9 am REGISTRATION AND CONTINENTAL BREAKFAST

9 - 9:05 am WELCOME AND AGENDA OVERVIEW

9:05 - 10:30 am **Current 103E Drainage Project Process**

Jacob Rischmiller, ISG — This session will feature a panel discussion with engineers, state agencies (BWSR and DNR), and drainage authority staff on the current 103E drainage process. The discussion will address pre-petition activities, early coordination with engineers, staff, and agencies, understanding how the design criteria is being set by the engineer, and much more.

15-MINUTE BREAK

10:45 - 11:45 am **Drainage System Rights of Way Challenges**

Chris Otterness, Houston Engineering, Inc. and John Kolb, Rinke Noonan Law Firm — The extent of the drainage authority's right to enter and disturb property along its systems can be a mystery to both laypersons and practitioners alike. This presentation will attempt to demystify drainage system right of way including the extent of existing right of way, allowable uses of this right of way, and how to obtain more right of way.

11:45 am LUNCH (PROVIDED) AND NETWORKING

12:45 - 1:15 pm **Pinch Points in Drainage Projects**

Jacob Rischmiller, ISG — This session will illustrate the uncertainty in the process of addressing DNR comments/permit requirements (from historical perspective) and threatened and endangered species. It will cover how awareness may influence the design criteria being set for the project.

1:15 - 1:45 pm **Interface Between Watershed Plans and Drainage Systems**

Julie Blackburn, ISG — Public drainage systems are often overlooked areas in watershed-based implementation efforts. This talk will explore how these systems can be strategically engaged to support watershed goals such as improving water quality and reducing runoff.

1:45 - 2:15 pm **How to Navigate the 103E Repair Process**

James Guler, Moore Engineering, Inc. — This session will walk through the typical process of a repair of a 103E ditch system, including common consideration and decisions that fall to ditch authorities. From identifying the need for repair, to communicating with affected parties, to determining how to proceed if the repair goes beyond routine maintenance.

2:30 - 3:30 pm **Road and Railroad Crossings – Costs and Authorities**

Hannah Schacherl Jansen, Rinke Noonan Law Firm — This session will provide an overview of the statutory framework governing the responsibilities, processes, and cost allocations associated with road and railroad crossings under Minnesota Statutes Chapters 103E and 103D. The presentation will address the legal standards for determining and apportioning construction, maintenance, and improvement costs. The session will also address recent case law, common disputes, and best practices for interagency cooperation and documentation.

15-MINUTE BREAK

3:30 - 4 pm **Update on Case Law Impacting Drainage Authorities**

John Kolb and Hannah Schacherl Jansen, Rinke Noonan Law Firm — This session will provide a case law update focusing on cases released in the last several years that impact drainage authorities, their staff, and their consultants and guide public drainage projects, repairs, and proceedings.

4 pm WRAP UP



**MINNESOTA
WATERSHEDS**
Connecting People. Protecting Water.

**Minnesota Watersheds
2025 Annual Conference
December 3 - 5
Grand View Lodge, Nisswa, Minnesota**

Member Meeting Materials

Enclosed are the following items:

1. Notice of Annual Meeting
2. Delegate Appointment Form
3. 2025 Delegate/Alternate Checklist
4. Annual Business Meeting Agenda
5. 2024 Annual Business Meeting Minutes
6. Proposed Fiscal Year 25 Financial Report and Proposed Fiscal Year 26 Budget
7. Proposed Strategic Plan Revisions
8. Proposed Legislative Platform Updates
9. Proposed Bylaws Changes
10. Proposed Resolutions

Please note that the Delegate Appointment Forms are **REQUIRED**. Delegates appointed for the special meeting of the membership or the Annual Meeting on Resolutions and Petitions and the Annual Business Meeting are considered appointed. Email confirmation of those appointed delegates is required. A new delegate form is required if there new delegates.

Please submit your Delegate Appointment Forms or email confirmation to Jan Voit at jvoit@mnwatersheds.com at your earliest convenience.

This packet has been distributed to administrators and managers via email. No paper copies of this packet will be sent via the U.S. Postal Service.

We are looking forward to seeing you at this year's conference!

PLEASE BRING THIS INFORMATION PACKET WITH YOU TO THE CONFERENCE.

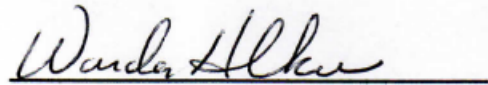
EXTRA COPIES WILL NOT BE AVAILABLE ON SITE. THANK YOU!!

Minnesota Watersheds 2025 Annual Business Meeting Notice

NOTICE IS HEREBY GIVEN that the 2025 Annual Business Meeting of Minnesota Watersheds will be held at the Grand View Lodge, Nisswa, Minnesota beginning at 8:00 a.m. on Friday, December 5, 2025 for the following purposes:

1. To receive and accept the reports of the President, Secretary, and Treasurer regarding the business of the association of the past year;
2. To receive the report of the auditor;
3. To consider and act upon the Fiscal Year 26 budget;
4. To consider and act upon proposed Strategic Plan revisions;
5. To consider and act upon proposed Bylaws changes;
6. To consider and act upon proposed Legislative Platform updates;
7. To consider and act upon proposed Resolutions;
8. To elect three directors, one from each region, for terms ending in 2028; and
9. To consider and act upon any other business that may properly come before the membership.

Sincerely,



Wanda Holker
Secretary

Minnesota Watersheds 2025 Delegate Appointment Form

The _____ hereby certifies that it is

name of watershed organization

a watershed district or watershed management organization duly established and in good standing pursuant to Minnesota Statutes 103B or 103D and is a member of Minnesota Watersheds for the year 2025.

The _____ hereby further certifies

name of watershed organization

the following individuals have been appointed as delegates, or as an alternate delegate, all of whom are managers in good standing with their respective watershed district or watershed management organization.

Delegate #1: _____

Delegate #2: _____

Alternate: _____

Authorized by:

Signature

Date

Title

** Please return this form to jvoit@mnwatersheds.com at your earliest convenience. **

REGION 1	Delegate 1	Delegate 2	Alternate
Bois de Sioux Watershed District	Linda Vavra	Allen Wold	
Buffalo-Red River Watershed District	Peter Fjestad	Cathy Affield	Bill Davis
Cormorant Lakes Watershed District	None		
Joe River Watershed District	None		
Middle-Snake-Tamarac Rivers	Bill Petersen	Lein Schiller	Keith Szczepanski
Pelican River Watershed District	Laurie Olson	Rick Michaelson	Orrin Okeson
Red Lake Watershed District	LeRoy Ose	Gene Tiedemann	Allan Page
Roseau River Watershed District	Jim Johnson	LaVerne Voll	
Sand Hill River Watershed District	Don Andringa		
Two Rivers Watershed District	Jerry Olsonawski	Daryl Klegstad	
Warroad River Watershed District	None		
Wild Rice Watershed District	Duane Erickson	Mike Christensen	Curt Johannsen
REGION 2	Delegate 1	Delegate 2	Alternate
Buffalo Creek Watershed District	None		
Cedar River Watershed District	None		
Clearwater River Watershed District	None		
Crooked Creek Watershed District	None		
High Island Creek Watershed District	None		
Kanaranzi-Little Rock Watershed District	None		
Lac Qui Parle-Yellow Bank Watershed District	Andrew Weber		
Middle Fork Crow River Watershed District	Ruth Schaefer	Jeff Gertgen	
North Fork Crow River Watershed District	Bob Brauchler	Jim Barchenger	Jim Weller
Okabena Ocheda Watershed District	Casey Ingenthron	Tom Ahlberg	
Shell Rock River Watershed District	Mike Lee	Brad Kramer	
Turtle Creek Watershed District	None		
Upper Minnesota River Watershed District	Wanda Holker	Jon Bork	Travis Sandberg
Yellow Medicine River Watershed District	Tim Buysse	Randy Kamrath	Bill Briggs
REGION 3	Delegate 1	Delegate 2	Alternate
Bassett Creek WMC	Shaun Kennedy	Joan Hauer	Paula Pentel
Brown's Creek Watershed District	Celia Wirth	Kayton Eckles	Chuck LeRoux
Capitol Region Watershed District	Hawona Sullivan Janzen	Shawn Mazanec	Joe Collins
Carnelian Marine St. Croix Watershed District	Paul Richert	Nick Bancks	Pat Gleason
Comfort Lake - Forest Lake Watershed District	Jackie Anderson	Steve Schmaltz	
Coon Creek Watershed District	Jim Hafner	Jason Lund	Dwight McCullough
Minnehaha Creek Watershed District	Bill Olson	Steve Sando	Sherry White
Mississippi WMO	None		
Nine Mile Creek Watershed District	Chris-Ann Lauria	Brian Kirk	
Prior Lake Spring Lake Watershed District	Beverly Burnett	Bruce Loney	Frank Boyles
Ramsey Washington Metro Watershed District	Val Eisele	Benjamin Karp	Mark Gernes
Rice Creek Watershed District	Mike Bradley	Marcie Weinandt	
Riley Purgatory Bluff Creek Watershed District	Jill Crafton	Tom Duevel	Bonnie Nelson
South Washington Watershed District	Mike Madigan	Emily Stephens	
Vadnais Lake Area WMO	None		
Valley Branch Watershed District	Don Pereira	Ed Marchan	John Brach



Minnesota Watersheds
2025 Annual Conference
Grand View Lodge, Nisswa, MN

Annual Business Meeting
AGENDA
Friday, December 5, 2025 | 8 a.m.

GENERAL BUSINESS

- 8:00 a.m. Call to Order and Confirm Quorum
- 8:01 a.m. Approval of Agenda (Action)
- 8:02 a.m. Approval of 2024 Annual Business Meeting Minutes (Action) – Brad Kramer
- 8:05 a.m. Treasurer’s Reports – Brad Kramer
 - 2025 Year End Financial Report (Action)
 - 2025 Review of Financial Procedure Report (Action)
 - FY 25-26 Proposed Budget (Action)

REPORTS

- 8:30 a.m. President’s Report – Brad Kramer
- 8:40 a.m. Caucus Election Results Report – Brad Kramer
- 8:45 a.m. Executive Director’s Report – Jan Voit
- 9:00 a.m. Board of Water and Soil Resources Report – Assistant Director Justin Hanson

ACTION ITEMS

- 9:15 a.m. **STRATEGIC PLAN** (Action) – Brad Kramer
- 9:30 a.m. **BYLAWS HEARING** (Action) – Brad Kramer
- 9:45 a.m. **LEGISLATIVE PLATFORM** (Action) – Brad Kramer
- 10:00 a.m. **RESOLUTIONS HEARING** (Action) – Brad Kramer

Note: There will be two microphones in the room – One to use if you are “FOR” an amendment and one if you are “AGAINST” an amendment. If you wish to testify on a resolution, please proceed to the appropriate microphone and limit your comments to two minutes. Any resolutions considered at the annual business meeting must be recommended by the board of directors and require a two-thirds majority vote of the delegates present to be adopted.

- **Resolution 4** – Seeking Revision to Minnesota Statute 471.617 to Include Watershed Districts and Watershed Management Organizations
- **Resolution 5** – Improving Mitigation Under the Minnesota Endangered Species Act
- **Resolution 6** – Supporting a Legislative Amendment to Clarify the Deadline for Watershed Districts to Certify Levies

10:30 a.m. **2026 LEGISLATIVE PRIORITIES**

11:00 a.m. **ADJOURNMENT**

Minnesota Watersheds
Annual Business Meeting
December 6, 2024



1. CALL TO ORDER

The 2024 Minnesota Watersheds Annual Business Meeting was convened at 9:07 a.m. by President Linda Vavra, Bois de Sioux Watershed District (BdSWD). Having 51 delegates registered when the business meeting opened, a quorum was present. The list of delegates can be found at the end of these minutes.

2. GENERAL BUSINESS

Agenda

David Ziegler, Riley Purgatory Bluff Creek Watershed District (RPBCWD) moved to approve the agenda. Sherry White, Minnehaha Creek Watershed District (MCWD) seconded the motion. The motion passed by voice vote.

Secretary's Report

President Vavra presented the minutes of the 2023 Annual Business Meeting. David Ziegler, RPBCWD, moved to approve the Secretary's Report. Jill Crafton, RPBCWD seconded the motion. The motion passed by voice vote.

Treasurer's Report

President Vavra presented the following reports:

- 2024 Year End Financial Report and Statement of Financial Position. David Ziegler, RPBCWD, moved to approve the 2024 Year End Financial Report. Jackie Anderson, Comfort Lake Forest Lake Watershed District (CLFLWD), seconded the motion. The motion passed by voice vote.
- Independent Accountant's Report on Applying Agreed upon Financial Procedures. The report dated November 22, 2024, was prepared by Redpath and Company, Ltd. David Ziegler, RPBCWD, moved to accept the Report on Applying Agreed upon Financial Procedures. Bill Petersen, Middle Snake Tamarac Rivers Watershed District (MSTRWD), seconded the motion. The motion passed by voice vote.
- 2025 Proposed Budget. Jeff Gertgen, Middle Fork Crow River Watershed District (MFCRWD), moved to approve the 2025 Proposed Budget. Jackie Anderson, CLFLWD, seconded the motion. The motion passed by voice vote.

3. REPORTS

President Vavra, Executive Director Voit, and Board of Water and Soil Resources Assistant Director Hanson gave reports.

4. STRATEGIC PLAN UPDATES

President Vavra reported on the proposed updates to the Strategic Plan as provided in the annual business meeting packet. David Ziegler, RPBCWD, moved to approve the Strategic Plan updates. Jeff Gertgen, MFCRWD, seconded the motion. The motion passed by voice vote.

5. LEGISLATIVE PLATFORM CHANGES

President Vavra reported on the proposed changes to the Legislative Platform as provided in the annual business meeting packet. Jackie Anderson, CLFLWD, moved to approve the Legislative Platform changes. Ruth Schaefer, MFCRWD, seconded the motion. The motion passed by voice vote.

6. BYLAWS HEARING

Mike Bradley, Rice Creek Watershed District (RCWD) moved to open the Bylaws Hearing. David Ziegler, RPBCWD, seconded the motion. The motion passed by voice vote.

President Vavra reported on the proposed changes to the Bylaws as provided in the annual business meeting packet. Mike Bradley, RCWD moved to approve the proposed changes to the Bylaws. David Ziegler, RPBCWD, seconded the motion, which passed by voice vote.

Jackie Anderson, CLFLWD, moved to close the Bylaws Hearing. Bill Petersen, MSTRWD, seconded the motion, which passed by voice vote.

7. RESOLUTIONS HEARING

David Ziegler, RPBCWD, moved to open the Resolutions Hearing. The motion was seconded by Bill Olson, Minnehaha Creek Watershed District, which passed by voice vote. Don Pereira, Valley Branch Watershed District, presided over the Resolutions Hearing.

Resolution 2024-01 Resolution to Develop Regulatory Approaches to Reducing Chloride Contamination

Michael Welch, Smith Partners presented the resolution on behalf of Nine Mile Creek WD. David Ziegler, RPBCWD, moved to adopt Resolution 2024-01. Celia Wirth, Brown's Creek WD (BCWD) seconded the motion.

The vote on the motion to adopt Resolution 2024-01 was passed by voice vote.

- **Adopted Resolution 2024-1: NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds supports development, adoption, and implementation of regulatory approaches to reducing chloride contamination in waters of the state.

Resolution 2024-02 Resolution Allowing Alternative Notice of Watershed District Proceedings by Publication on the District's Website

Terry Jeffery, RPBCWD, presented the resolution. David Ziegler, RPBCWD, moved to adopt Resolution 2024-02. Celia Wirth, BCWD, seconded the motion.

The vote on the motion to adopt Resolution 2024-02 was passed by voice vote.

- **Adopted Resolution 2024-02: NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds supports amending Watershed Law to provide for publication on a watershed district's website as an alternative to publication in a legal newspaper.

Resolution 2024-03 Resolution Providing for Watershed Management Organization Representation on Wetland Technical Evaluation Panels

Terry Jeffery, RPBCWD presented the resolution. Jackie Anderson, CLFLWD moved to adopt Resolution 2024-03. David Ziegler, RPBCWD, seconded the motion.

The vote on the motion to adopt Resolution 2024-03 was passed by voice vote.

- **Adopted Resolution 2024-03: NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds supports amendment of Minnesota Statutes 103G.2242, subdivision 2 to include a watershed management organization representative on TEPs that are convened in cases where the organization is not the WCA LGU.

Resolution 2024-04 Resolution Seeking the Ability to Allow Resale of Acquisition Buyout Property

Tara Jensen, Wild Rice WD presented the resolution. David Ziegler, RPBCWD, moved to adopt Resolution 2024-04. James Johnson, Roseau River WD seconded the motion.

The vote on the motion to Adopt Resolution 2024-04 was passed by voice vote.

- **Adopted Resolution 2024-04: NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds seeks federal legislation to allow the conveyance by an LGU of flood acquisition buyout real

estate to a public entity or to a qualified conservation organization, or alternatively a resale to a private taxpayer, subject to the FEMA Model Deed Restrictions as stated in Exhibit A.

Resolution 2024-05 Resolution Seeking the DNR to Establish a “Comprehensive Guideline for Calcareous Fen Management”

Mori Maher, MSTRWD presented the resolution. LeRoy Ose, Red Lake WD (RLWD), moved to adopt Resolution 2024-05. Linda Vavra, BdSWD, seconded the motion.

The motion to adopt Resolution 2024-05 was passed by voice vote.

- **Adopted Resolution 2024-05: NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds supports DNR establishing a “Comprehensive Guideline for Calcareous Fen Management” as a tool for project proposers to analyze a project’s feasibility or cost effectiveness.

Resolution 2024-06 Resolution Seeking Clarification of the Statutory and Rule Language Regarding the Alteration of Calcareous Fens

Mori Maher, MSTRWD presented the resolution. Jill Crafton, RPBCWD moved to table Resolution 2024-06. Mike Lee, Shell Rock River WD, seconded the motion. The motion to table the resolution passed by a show of hands.

Resolution 2024-07 Resolution Seeking the DNR to Adopt a Program to Incentivize Calcareous Fen Management on Private Lands

Mori Maher, MSTRWD presented the resolution. Chris Jasken, Pelican River WD (PRWD), moved to adopt Resolution 2024-07. Marcie Weinandt, RCWD, seconded the motion.

The motion to adopt Resolution 2024-07 was passed by a show of hands.

- **Adopted Resolution 2024-07: NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds supports the Minnesota Department of Natural Resources adopting a program through which a fee is paid to landowners to incentivize them to manage the quantity and quality of the Calcareous Fens on private lands, which program is made similar to the USDA Conservation Reserve Program or similar to a perpetual easement through the Board of Water and Soil Resources Reinvest in Minnesota.

Resolution 2024-08 Resolution Seeking Removal of the Water Resource Enforcement Officer

Mori Maher, MSTRWD presented the resolution. Jeff Gertgen, MFCRWD moved to table Resolution 2024-08. Paul Richert, Carnelian Marine St. Croix WD, seconded the motion. The motion passed by a show of hands.

Resolution 2024-09 Resolution Seeking Identification of Calcareous Fens on All State Wetlands by December 31, 2030

Mori Maher, MSTRWD presented the resolution. LeRoy Ose, RLWD, moved to adopt Resolution 2024-09. Linda Vavra, BdSWD, seconded the motion. The motion failed by a show of hands.

Resolution 2024-10 Resolution Seeking a Formal Process to Distribute a Complete List of Calcareous Fens Annually

Mori Maher, MSTRWD presented the resolution. Chris Jasken, PRWD, moved to adopt Resolution 2024-10. Jackie Anderson, CLFLWD, seconded the motion.

The motion to adopt Resolution 2024-10 was passed by a show of hands.

- **Adopted Resolution 2024-10: NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds supports the Board of Water and Soil Resources establishing a formal process to distribute on an annual basis an accurate and complete list identifying Calcareous Fens to all watershed districts, watershed management organizations, and soil and water conservation districts.

Resolution 2024-11 Resolution Seeking Regular Reevaluation of the Designated Species List

Mori Maher, MSTRWD presented the resolution. Shaun Kennedy, Bassett Creek Watershed Management Commission, moved to table Resolution 2024-11. David Ziegler, RPBCWD, seconded the motion. The motion passed by show of hands.

Resolution 2024-12 Resolution Seeking the Development of a Calcareous Fen Work Group

Mori Maher, MSTRWD presented the resolution. Jackie Anderson, CLFLWD, moved to adopt Resolution 2024-12. Jeff Gertgen, MFCRWD, seconded the motion.

The motion to adopt Resolution 2024-12 was passed by a show of hands.

- **Adopted Resolution 2024-12: NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds supports the relevant state agencies, together with relevant stakeholders (including watershed districts), convene a work group to develop by consensus clear, objective and measurable criteria for determining the presence and quality of Calcareous Fen, which criteria shall thereafter be used by all state and local units of government.

Resolution 2024-13 Resolution Requesting Minnesota Watersheds Support to Request New Legislation to Set Permit Review Time Limits upon the Department of Natural Resources

Andy Henschel, Shell Rock River WD presented the resolution. Ruth Schaefer, MFCRWD, moved to adopt Resolution 2024-13. Linda Vavra, BdSWD, seconded the motion.

The motion to adopt Resolution 2024-13 was passed unanimously by a show of hands.

- **Adopted Resolution 2024-13: NOW, THEREFORE, BE IT RESOLVED** that Minnesota Watersheds supports amending Minnesota Statutes to implement a 60-day permit review limit following a negative declaration on an EAW.

8. ADJOURNMENT

President Vavra thanked the members for their participation in the business meeting and the annual conference. Bill Olson, MCWD, moved to adjourn the meeting at 11:47 a.m. David Ziegler, RPBCWD, seconded the motion, which carried unanimously.

Wanda Holker
Secretary

Watershed Organization	Region	Delegate #1	Delegate #2	Alternate
Bois de Sioux	Region I	Allen Wold	Linda Vavra	
Buffalo Red River	Region I	Cathy Affield	Curt Stubstad	<i>Peter Fjestad</i>
Cormorant Lakes	Region 1			
The Two Rivers	Region 1	Roger Anderson		
Warroad	Region 1			
Wild Rice	Region 1	Duane Erickson	Curt Johannsen	<i>Greg Holmvik</i>
Joe River	Region 1			
Middle Snake Tamarac Rivers	Region 1			
Pelican River	Region I	Chris Jasken	Laurie Olson	<i>Charles Jusken</i>
Red Lake	Region 1	LeRoy Ose	Gene Tiedemann	<i>Grant Nelson</i>
Roseau River	Region 1	Jim Johnson	Carter Diesen	
Sand Hill River	Region 1			
Watershed Organization		Delegate #1	Delegate #2	Alternate
Buffalo Creek	Region 2			
Cedar River	Region 2			
Clearwater River	Region 2			
Crooked Creek	Region 2			
Heron Lake	Region 2			
High Island	Region 2			
Kanaranzi Little Rock	Region 2			
Middle Fork Crow River	Region 2	Ruth Schaefer	Jeff Gerten	

North Fork Crow River	Region 2	Bob Brauchler	Jim Barchenger	
Okabena Ocheda	Region 2	Casey Ingethron	Tom Ahlberg	
Shell Rock River	Region 2	Brad Kramer	Mike Lee	
Turtle Creek	Region 2			
Upper Minnesota River	Region 2	Gene Meyer	Jon Bork	<i>Wanda Holker</i>
Yellow Medicine River	Region 2	Bill Briggs	Tim Buysse	<i>Randy Kamrath</i>
Lac qui Parle Yellow Bank	Region 2	Andrew Weber	Jon Olson	<i>Mike Knutson</i>
Watershed Organization		Delegate #1	Delegate #2	Alternate
Bassett Creek WMC	Region 3	Joan Hauer	Shaun Kennedy	<i>Catherine Cesnik</i>
Brown's Creek	Region 3	Celia Wirth		
Capitol Region	Region 3	Hawona Sullivan Janzen	Shawn Mazanec	<i>Joe Collins</i>
Carnelian Marine St. Croix	Region 3	Paul Richert	Kristin Tuenge	<i>Mike White</i>
Comfort Lake Forest Lake	Region 3	Jackie Anderson	Stephen Schmaltz	<i>Dave Bakke</i>
Coon Creek	Region 3			
Minnehaha Creek	Region 3	Bill Olson	Sherry Davis-White	
Mississippi WMO	Region 3			
Nine Mile Creek	Region 3	Robert Cutshall	Larry Olson	<i>Peggy Kvam</i>
Prior Lake Spring Lake	Region 3	Ben Burnett	Bruce Loney	
Ramsey Washington Metro	Region 3	Val Eisele	Mark Gernes	<i>Benjamin Karp</i>
Rice Creek	Region 3	Mike Bradley	Marcie Weinandt	<i>John Waller</i>

Riley Purgatory Bluff Creek	Region 3	Jill Crafton	David Ziegler	<i>Tom Duevel</i>
South Washington	Region 3	Mike Madigan		
Vadnais Lake Area WMO	Region 3			
Valley Branch	Region 3	Don Pereira	John Brach	<i>Rick Gelbmann</i>

DRAFT



Memorandum

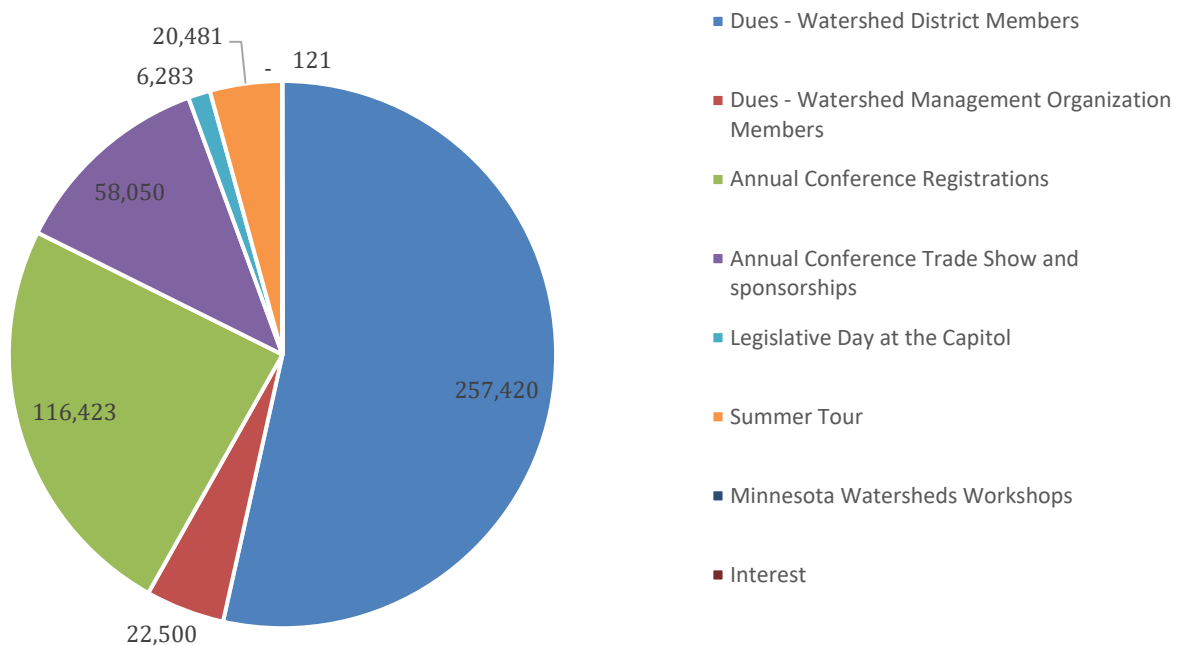
DATE: October 31, 2025
TO: Minnesota Watersheds Members
FROM: Finance Committee Co-chairs Don Pereira, Valley Branch WD and Tera Guetter, Pelican River WD
RE: **Draft FY25 Financial Statement, Review of Financial Procedure Report, and Proposed FY26 Budget**

It is important to note that most of Minnesota Watersheds revenue is generated through payment of dues.

INCOME FY25 ACTUAL

- The FY25 dues were based on the dues structure adopted by the membership at the 2022 annual business meeting. We had reduced income from losing the membership of the Heron Lake WD.
- The income for the Legislative event and Annual Conference increased. The income from the Summer Tour remained steady.

FY25 Actual Revenues



EXPENSES FY25 ACTUAL

Administrative and Program Management

- Administrative and Communications Support – Contract: funds paid to the Executive Director.
- Event and Communication Management – Contract: funds paid to the Program Manager for managing Minnesota Watersheds events.
- Newsletter formatting, Website, social media, etc. – Contract: funds paid to the Program Manager for these tasks.

Government Relations

- Lobbying – Contracted Services: funds paid to lobbyists Ray Bohn and Lockridge Grindal Nauen.

Professional Services

- Legal Fees - General: funds paid for general legal services.
- Legal Fees – Drainage Work Group: funds paid to represent members at the DWG. The cost is shared 50/50 with the Red River Watershed Management Board (RRWMB).

- Legal Fees – Attorney General Water Task Force: funds paid for legal counsel to testify at a task force meeting on behalf of Minnesota Watersheds and the RRWMB. The cost is shared 50/50 with the RRWMB.
- Legal Fees – M.S. Chapter 103D modernization: funds paid for legal counsel to assist with statutory language changes and testifying at the legislature. This has been completed.
- Legal Fees – Amicus Brief JD 39: funds paid to draft and submit a brief to the Minnesota Supreme Court regarding Red Lake JD 39. This has been completed.
- Legal Fees – Legislative Process Changes: funds paid to assist with language changes to the Bylaws and Manual of Policy and Procedures (MOPP) for updating the resolutions and legislative priorities processes.
- Drainage Work Group – Contract: costs for Myron Jesme to represent Minnesota Watersheds at DWG meetings and subcommittee meetings.
- Accounting and Audit Fees: funds paid to Obremski Ltd. for monthly accounting and bookkeeping services and to Redpath Ltd. for the agreed upon procedures report.
- Insurance: funds paid for insurance coverage for errors and omissions insurance for the Minnesota Watersheds Board of Directors, and for general coverage for office, records, and office equipment.

Office Expenses

- Rent: funds paid to Capitol Region WD for storage and office rent.
- Mileage and General Office Expenses: for directors and contractors, as well as office supplies.

Board and Committee Meetings

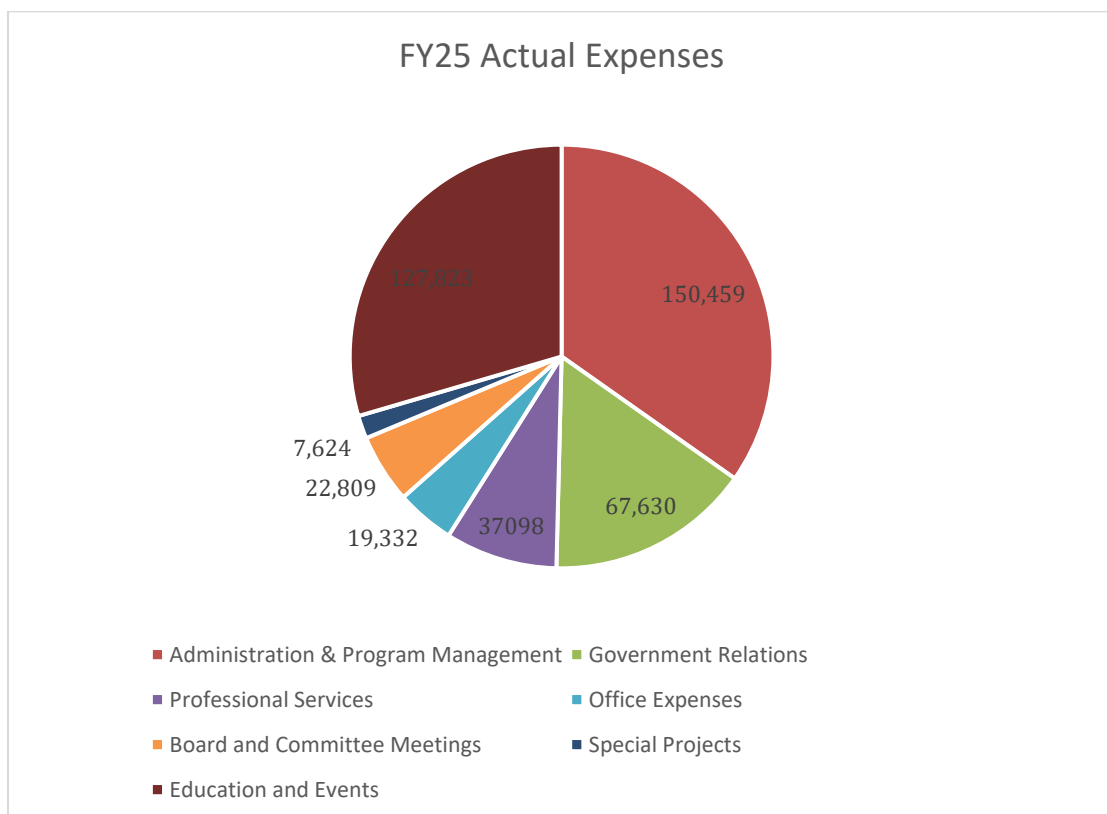
- Per Diems and Expenses - Directors: funds paid to directors for serving on the Board of Directors and Minnesota Watersheds Committees.

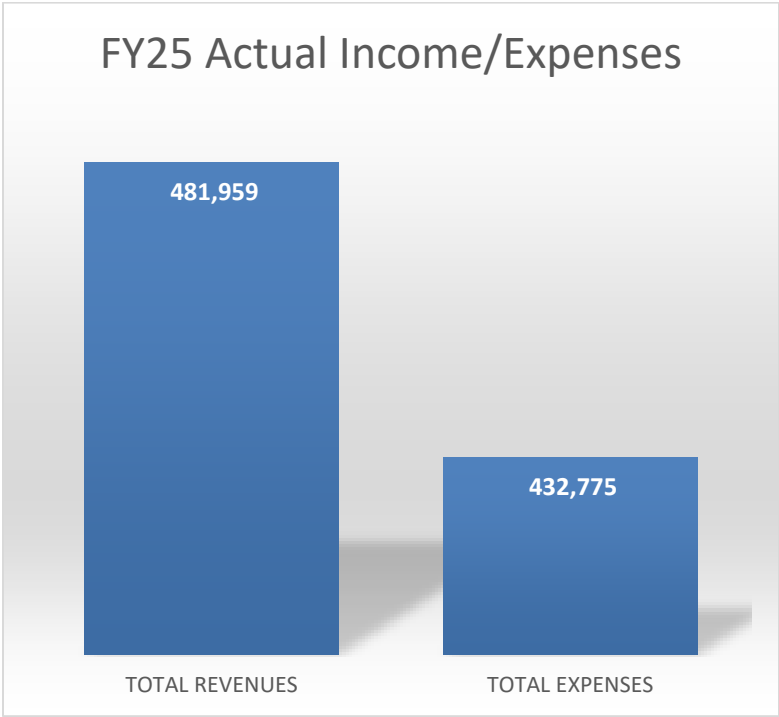
Special Projects

- Funds paid to Houston Engineering, Inc. to participate in the Wetland Conservation Act rulemaking.

Education and Events

- The actual costs incurred for implementing the Legislative Briefing and Day at the Capitol, Summer Tour, and Annual Conference.



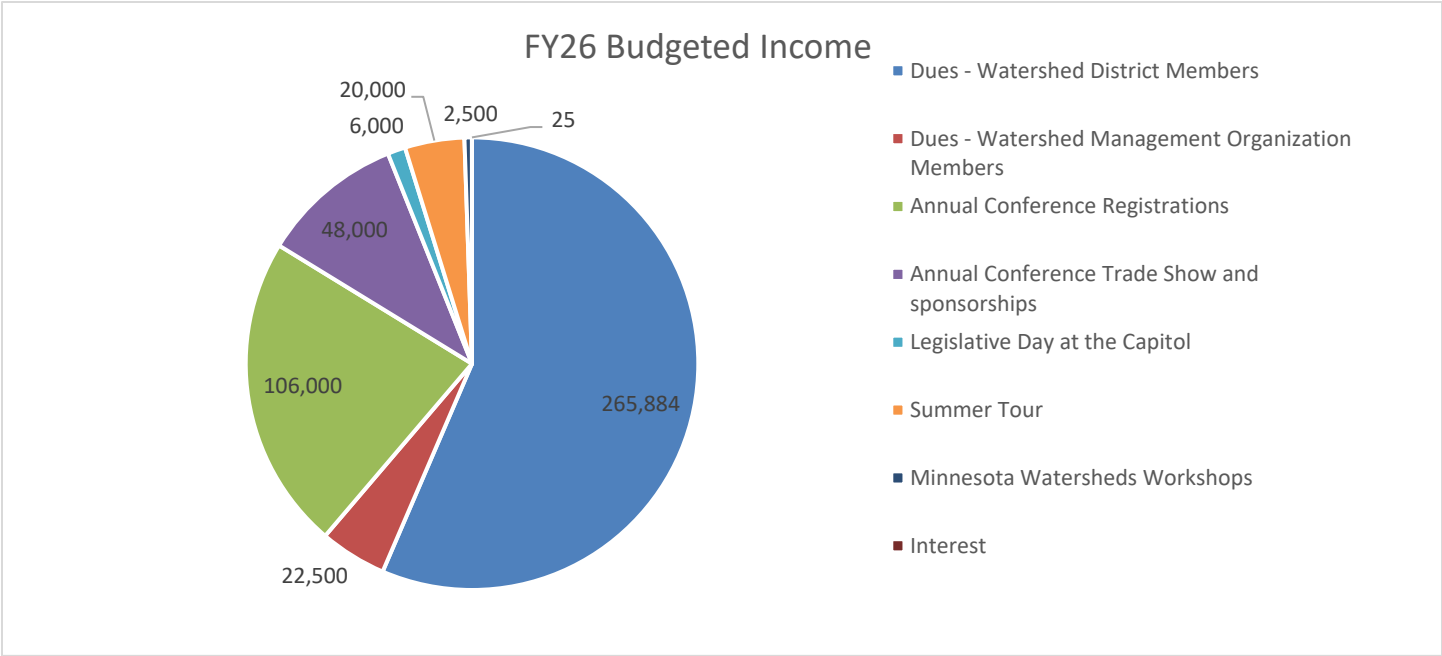


2025 REVIEW OF FINANCIAL PROCEDURE REPORT

The report from Redpath Ltd. for the agreed upon procedures has not been submitted. It will be distributed to members as soon as it is available.

INCOME PROPOSED FY26 BUDGET

- The estimated dues for FY26 are based upon payment in full by current members with the dues structure that was approved by the membership in 2022.
- The estimated income for the annual conference in FY25 is anticipated to be less than in FY24 based upon estimated fewer registrations, sponsorships, and exhibitors.
- The estimated costs for the Legislative Day at the Capitol and Summer Tour are based on actual costs for FY25.



EXPENSES PROPOSED FY26 BUDGET

Administrative and Communications Support

- Administrative and Communications Support: projected expense for the Executive Director.
- Event and Communication Management: projected expense for Program Manager for managing Minnesota Watersheds events (Legislative Briefing and Day at the Capitol; Summer Tour; and Annual Conference).
- Newsletter formatting, website, social media, etc. - Contract: projected expense for Program Manager.
- Communication Platform: The following excerpt from the Minnesota Watersheds Strategic Plan addresses the communication platform: Work with Minnesota Association of Watershed Administrators (MAWA) to launch and house a platform for data sharing and networking. The amount is for an annual commitment of up to \$10,000 for a communication platform that could be used by not only MAWA members, but also Minnesota Watersheds members, the board of directors, our committees, executive director, and program coordinator.

Government Relations

- Lobbyist Contract: for the Lockridge Grindal Nauen lobbying team.

Professional Services

- Legal Fees - General: funds paid for general legal services.
- Legal Fees – Drainage Work Group: funds paid to represent members at the DWG. The cost is shared 50/50 with the Red River Watershed Management Board (RRWMB).
- Drainage Work Group – Contract: costs for Myron Jesme to represent Minnesota Watersheds at DWG meetings and subcommittee meetings.
- Accounting and auditing funds paid to Obremski Ltd. for monthly accounting and bookkeeping services and to Redpath Ltd. for the agreed upon procedures report.
- Insurance coverage for errors and omissions insurance for the Minnesota Watersheds Board of Directors, and for general coverage for office, records, and office equipment.

Office Expenses

- Rent: funds paid to Capitol Region WD for storage and office rent.
- Mileage and General Office Expenses: for directors and contractors, as well as office supplies.

Board and Committee Meetings

- Per Diems and Expenses - Directors: Funds paid to directors for serving on the Board of Directors and Minnesota Watersheds Committees.

Special projects

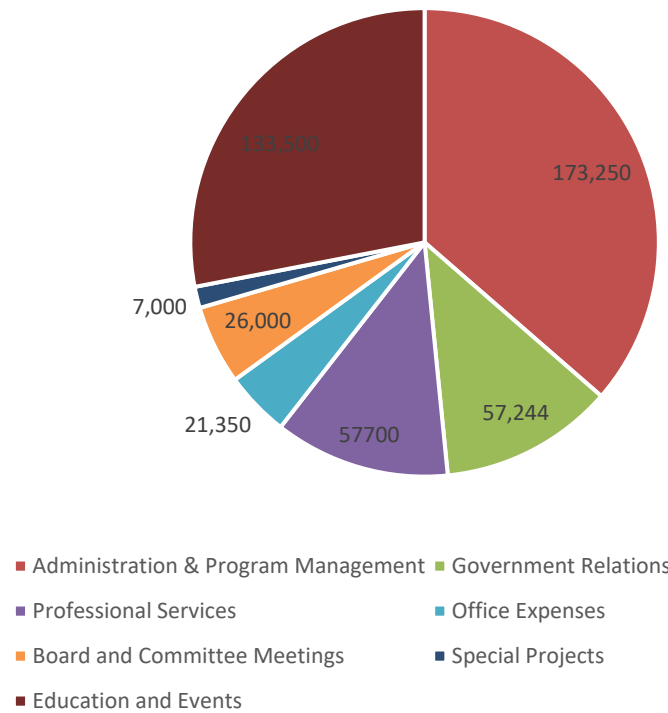
- Funds for anticipated costs for continued work in the Wetland Conservation Act rulemaking.

Education and Events

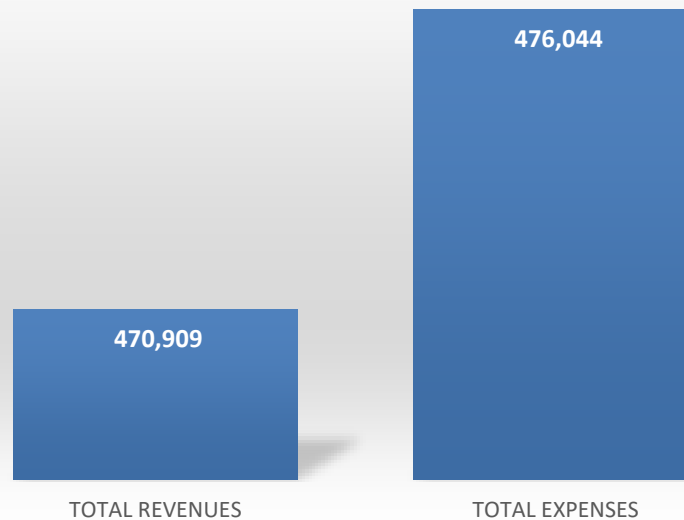
- Estimated costs for implementing the Annual Conference, Legislative Briefing and Day at the Capitol, Summer Tour, credit card processing fees, and special workshops.

Even with a projected budget deficit of approximately \$5,000, the committee did not recommend increasing dues.

FY26 Budgeted Expenses



FY26 Budgeted Income/Expenses



Questions regarding the FY25 proposed budget and/or the FY24 financial information should be directed to Don Pereira, Treasurer (dpereira@vbwd.org or 651-968-9788), Tera Guetter (Tera.Guetter@arvig.net or 218-846-0436), or Jan Voit (jvoit@mnwatersheds.com or 507-822-0921).

Minnesota Watersheds			Prepared	
DRAFT FY25 Financial Report and Proposed FY26 Budget			10/08/25	
October 1, 2025 through September 30, 2026				
	FY2026**	FY2025*	FY2025*	FY2024*
			Oct'24-Sep'25	Oct'23-Sep'24
INCOME	BUDGET	BUDGET	FY 2025 ACTUAL	FY 2024 ACTUAL
Dues - Watershed District Members	265,884	262,421	257,420	255,986
Dues - Watershed Management Organization Members	22,500	22,500	22,500	22,500
Annual Conference Registrations	106,000	91,000	116,423	120,885
Annual Conference Trade Show and sponsorships	48,000	42,300	58,050	13,000
Legislative Day at the Capitol	6,000	5,500	6,283	5,339
Summer Tour	20,000	20,000	20,481	28,250
Minnesota Watersheds Workshops	2,500	2,500	-	-
MAWA Fall Meeting	-	-	565	-
Other Income	-	-	116	-
Interest	25	25	121	563
TOTAL REVENUES	470,909	446,246	481,959	446,523
EXPENSES				
Administration & Program Management				
Administrative and Communications Support - Contract	113,750	105,000	101,675	95,532
Event and Communication Management - Contract	45,000	45,000	44,550	43,200
Newsletters, Website, Social Media, etc. - Contract	4,500	4,500	4,234	3,354
Communication Platform	10,000	-	-	-
Government Relations				
Lobbying - Contracted Services - Ray Bohn, MGA	-	11,250	11,250	45,000
Lobbying - Contracted Services - Lockridge Grindal Nauen	56,244	56,244	56,250	22,500
Lobbyist Expenses	1,000	1,000	130	450
Professional Services				
Legal Fees				
General (ongoing)	25,000	25,000	6,997	5,327
Drainage Work Group (ongoing)	7,500	7,500	3,161	8,115
Attorney General Water Task Force (ongoing)	2,500	-	182	-
M.S. Chapter 103D Modernization (completed)	-	-	1,264	28,161
Amicus Brief JD 39 (completed)	-	-	734	7,005
Legislative Process Changes (completed)	-	-	7,499	-
Drainage Work Group - Myron Jesme contract	5,000	5,000	1,229	2,217
Accounting and Audit Fees	16,000	14,400	14,400	13,100
Insurance	1,700	1,700	1,632	734
Office Expenses				
Rent	2,400	2,400	2,400	2,400
Mileage and General Office Expenses	15,000	15,000	13,673	13,810
Dues, Other Organizations	-	-	525	-
Other Special Items-Registration Fees/Sponsorships	3,700	3,700	1,889	1,700
Memorials	250	250	-	-
Board and Committee Meetings				
Per Diems and Expenses - Directors	25,000	25,000	22,809	19,915
Board and Committee Meeting Expenses	1,000	1,000	-	-
Special Projects				
Other Special Items	7,000	5,000	1,031	44
Engineering Review of WCA Rules	-	-	6,593	-
Education and Events				
Annual Conference	97,000	75,000	96,920	74,778
Legislative Day at the Capitol	6,000	5,500	5,486	5,778
Special Meeting of the Membership	-	-	2,692	-
Summer Tour	20,000	20,000	15,538	22,840
Special Workshops	2,500	3,700	-	-
MAWA Fall Meeting	-	-	350	-
Credit Card Processing Fees	8,000	4,100	10,298	1,534
TOTAL EXPENSES	476,044	437,244	435,390	417,494
REVENUES OVER (LESS THAN) EXPENSES	(5,135)	9,002	46,569	29,029
STATEMENT OF NET POSITION				
Assets, Cash and Equivalents, actual			347,150	293,210
Dues receivable			-	-
Deposits received - deferred, prepaid expenses			-	1,347
Liabilities, accounts payable, taxes payable			(25,819)	(20,571)
ENDING NET ASSETS			321,331	273,986
*These are final numbers. **Approved by Finance Committee on 10/8/2025.				



Memorandum

DATE: October 31, 2025
TO: Minnesota Watersheds Members
FROM: Committee Co-Chairs Don Pereira, Valley Branch WD and Andy Henschel, Shell Rock River WD
RE: **Proposed Strategic Plan Updates**

In December of 2022, the Minnesota Watersheds membership adopted the 10-Year Strategic Plan. Over the course of the last three years, many of the strategies and tactics have begun and some have been completed. With those accomplishments in mind, the Strategic Plan Committee met in August to review the plan.

Proposed revisions:

- Many of the proposed changes throughout the plan are minor wordsmithing to reflect plan accomplishments.
- In Goal 1, revisions to the committee section were made to reflect the committee makeup and processes described in the Manual of Policy and Procedures.
- Clarifying language was added in Goal 4 to describe the changes in the resolutions and legislative processes adopted by the membership in March of 2025.
- It was noted that the communication platform is included in the plan and will take time and resources to determine the best option.
- The executive director's work with the lobbying team was added to the board of directors' work plan.
- Follow-up will be done with Minnesota Watershed representatives on the Board of Water and Soil Resources board for more consistent reporting.
- The executive director's work plan covers a two-year period and is based on working 1,750 hours per year. The Annual Meeting on Resolutions and Petitions will be added as a task.

It should also be noted that the Resolutions and Legislative Committee recommended changing the name of the committee to the Legislative Committee at their meeting on October 7.

Questions regarding the Strategic Plan and/or the proposed revisions should be directed to Don Pereira (dpereira@vbwd.org), Andy Henschel (andy.henschel@co.freeborn.mn.us), or Jan Voit (jvoit@mnwatersheds.org).



**MINNESOTA
WATERSHEDS**
Connecting People. Protecting Water.

10-YEAR STRATEGIC PLAN

2023 - 2032

Updated: December ~~65, 2024~~2025

Abstract

This document defines Minnesota Watersheds' mission and vision for the future and identifies goals, objectives, strategies, and tactics.

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MINNESOTA WATERSHEDS

STRATEGIC PLAN GOALS AND OBJECTIVES

MISSION: To support and advocate for leaders in watershed management.

VISION: To establish excellence and innovation in all watershed-based organizations.

GOALS AND OBJECTIVES:



Fortify the infrastructure of Minnesota Watersheds to ensure reliable delivery of services.

- Ensure Minnesota Watersheds governance and management are aligned with the Strategic Plan.
- Develop concentrated communication efforts.
- Empower Minnesota Watersheds to accomplish its goals and objectives.
- Invest in technological resources to accommodate access to information.
- Better utilize member and executive committees for healthy and sustainable Minnesota Watersheds' operations.



Build a watershed community that supports one another.

- Enhance member engagement through inclusiveness.
- Grow membership.
- Expand participation at Minnesota Watersheds' events.
- Increase member involvement on committees and the Minnesota Watersheds Board of Directors to assure member needs are met.



Serve as a liaison to collaborate with statewide agencies and associations.

- Increase collaborative efforts between the Board of Water and Soil Resources and Minnesota Watersheds.
- Increase partnership activities with statewide entities.



Ensure strong legislative policies are in place for watershed management.

- Streamline the resolutions and legislative platform processes.
- Articulate clearly defined legislative policies so members and Minnesota Watersheds' representatives can accurately state our positions.
- Focus and prioritize lobbying efforts.
- Increase member engagement in the legislative process.



Enhance the skills of watershed district and watershed management organization boards.

- Provide guidance and direction for efficient and effective member board operations.

Introduction

This document is intended to be a **long-range, 10-year Strategic Plan**. Each year the Strategic Plan Committee will make recommendations to the Minnesota Watersheds Board of Directors on the organization's top priorities. The Annual Work Plan for the Minnesota Watersheds Board of Directors will be developed based on the goals, objectives, strategies, and tactics described in this plan, as well as the day-to-day operations described in the Manual of Policy and Procedures. The Tactics Timetable will be developed based upon priorities determined by the Strategic Plan Committee and recommended to the Minnesota Watersheds Board of Directors as follows: two-year work plan for the Executive Director based on Strategic Plan Committee priorities and work accomplished. This process will be done to better ensure accomplishing the goals and setting expectations for member watershed districts, watershed management organizations, the Minnesota Watersheds Board of Directors, and the Executive Director.

Definitions

Members – dues paying Watershed districts and Watershed management organizations

Non-members – Watershed districts and Watershed management organizations that have chosen not to pay dues

Strategic Plan

Mission

To support and advocate for leaders in watershed management.

Vision

To establish excellence and innovation in all watershed-based organizations.

Values

Collaborate: work with partners to enhance members' watershed management skills and initiatives.

Efficient: provide services to maximize effective science-based principles for watershed management.

Support: promote and assist members' efforts in watershed management.

Member-driven: seek and consider input to ensure the organization's decisions reflect members' voices.

Transparent: communicate information about the performance, financial position, and governance of the organization in an open and honest manner.

Goals, Objectives, Strategies, and Tactics

Goal 1: Fortify the infrastructure of Minnesota Watersheds to ensure reliable delivery of services.

Objectives, Strategies, and Tactics to Achieve Goal 1

1. Ensure Minnesota Watersheds' governance and management are aligned with the Strategic Plan.
 - Focus the organization's efforts on defined goals, strategies, objectives, and tactics.
 - i. Confirm, each month, that Board of Directors' actions reflect the Strategic Plan.
 - ii. If new issues arise that require significant resources, seek member support before pursuing.
 - iii. Do not adopt major policies or expenditures without staff review and recommendations that consider pros and cons, alternatives, costs, and member perspectives.

2. Develop concentrated communication efforts.
 - Communication plan.
 - i. Maintain the adopted communication plan that brings structure and consistency to all Minnesota Watersheds' communication efforts.
 - Newsletters.
 - i. Adhere to a consistent process for newsletter development and distribution, as well as a process for posting newsletters on the website.
 - ii. Ensure newsletters are distributed to members and non-members.
 - Minnesota Watersheds Board of Directors agendas and meeting packets.
 - i. Distribute agendas and meeting packets directly to each member organization ahead of each meeting, send agendas to non-members and partners, and post agendas on the website.
3. Empower Minnesota Watersheds to accomplish its goals and objectives.
 - Sufficient staffing.
 - i. Invest in sufficient staff to complete identified strategies and tactics.
 - Suitable policies.
 - i. Set policies that ensure adequate funding for staffing and technological resources.
 - ii. Develop an annual work plan for the Minnesota Watersheds Board of Directors.
4. Invest in technological resources to accommodate access to information.
 - Robust website.
 - i. Maintain an up-to-date website that is a resource for boards and administrators.
 - Efficient internal communication tool.
 - i. Work with Minnesota Association of Watershed Administrators to launch and house a platform for data sharing and networking.
 - ii. Transition electronic files to the cloud for reliable backup and document sharing among staff.
5. Better utilize member and executive committees for healthy and sustainable Minnesota Watersheds' operations.
 - Member committees.
 - i. Maintain ~~four~~ member committees: Awards, Bylaws-Manual of Policy and Procedures, Events/Education, Finance, Legislative, and ResolutionsStrategic Plan.
 - ii. Support committee leadership of one ~~manager-board member~~ and one administrator who serve as co-chairs. Continue to pPopulate the Bylaws-Manual of Policy and Procedures, Events-Education, and Finance committees Committees with one manager-board member and one administrator from each region. Populate the Awards committee with one manager and two administrators from each region. Populate the Legislative Committee with three board members and two administrators from each region, as well as three at-large members based on legislative priorities.
 - iii. Review committee scopes of work annually.
 - Executive committees.
 - i. Retain three executive committees: Governance, Personnel, and Finance.
 - ii. Governance Committee: Members include the Minnesota Watersheds President, Vice President, Secretary, and except for the Personnel Committee, the Executive Director.
 1. ~~This-The executive~~ committees will handle day-to-day issues and make recommendations to the board of directors. Member committees will

~~meet annually to review and make recommendations to the board of directors regarding~~ When reviews or revisions to the Bylaws, Manual of Policy and Procedures, and/or the Strategic Plan are warranted, the appropriate member committee will meet to perform the assigned work.

- iii. Personnel Committee: Members include the Minnesota Watersheds President, Vice President, Secretary, and Treasurer.
- iv. Finance Committee: Members include the President, Vice President, Secretary, Treasurer, and Executive Director.
 1. The Executive Finance Committee will prepare a budget, with the assistance of the member finance committee and the accountant and make the annual recommendation to the board of directors regarding dues. ~~Form a member~~ The member finance committee, as defined above, will meet and make recommendations to the board of directors when major projects are warranted, such as proposing a new dues structure.
- v. Review committee scopes of work annually.

Goal 2: Build a watershed community that supports one another.

Objectives, Strategies, and Tactics to Achieve Goal 2

1. Enhance member engagement through ~~inclusivity~~ inclusiveness.
 - Retain Minnesota Watersheds the name of the organization to accurately represent membership.
2. Grow and sustain membership.
 - Develop and share membership benefits information.
 - Meet individually with members to understand their needs, address concerns, and strengthen the partnership with Minnesota Watersheds.
 - Meet individually with non-members to address concerns and increase the number of watershed districts and watershed management organizations as Minnesota Watersheds members.
 - i. Continue discussions with the ~~five~~ six non-member watershed districts and 15 non-member watershed management organizations on the benefits of membership.
 - ii. Use the Minnesota Watersheds Board of Directors and/or Administrators to advocate for Minnesota Watersheds around the state.
3. Expand participation at Minnesota Watersheds events.
 - Increase the number of members that attend Minnesota Watersheds events.
 - i. ~~Be inclusive of~~ Include members and non-members ~~for~~ in Minnesota Watersheds events and meetings.
 - ii. Hold regional caucuses in conjunction with all Minnesota Watersheds events.
 - iii. Increase the current average attendance of members at Minnesota Watersheds events.
4. Increase member involvement on committees and the Minnesota Watersheds Board of Directors to assure member needs are met.
 - Promote the importance of member involvement in the Minnesota Watersheds Board of Directors and on the committees to provide direction and guidance for the organization.
 - i. Ensure members have opportunities to voice concerns and provide input at board and committee meetings.

- ii. Advocate for Minnesota Watersheds activities through newsletters, email correspondence, and the website.

Goal 3: Serve as a liaison to collaborate with statewide agencies and associations.

Objectives, Strategies, and Tactics to Achieve Goal 3

1. Increase collaborative efforts between ~~the Board of Water and Soil Resources~~ state agencies and Minnesota Watersheds.
 - Work with the Board of Water and Soil Resources, Minnesota Department of Natural Resources, and Minnesota Pollution Control Agency leadership to address member concerns.
 - i. Strengthen the working relationship with ~~the Board of Water and Soil Resources~~ state agencies by identifying points of contention, developing a plan to address issues, and improve opportunities for reducing concerns.
2. Increase partnership activities with statewide entities.
 - Identify opportunities to work with the Minnesota Association of Watershed Administrators, Minnesota Association of Soil and Water Conservation Districts, the Association of Minnesota Counties, the League of Minnesota Cities, Local Government Water Roundtable, Drainage Work Group, Clean Water Council, Red River Watershed Management Board, Department of Natural Resources, Minnesota Pollution Control Agency, and others as deemed appropriate to promote watershed management.
 - i. Ensure Minnesota Watersheds staff attend Board of Water and Soil Resources, Clean Water Council, and Drainage Work Group meetings and provide updates for members.
 - ii. Strengthen the partnership with the Minnesota Association of Watershed Administrators through the Executive Director's attendance at Minnesota Association of Watershed Administrators meetings and collaboration on education opportunities at Minnesota Watersheds events.
 - iii. Increase opportunities to partner and track collaboration with Minnesota Association of Soil and Water Conservation Districts, League of Minnesota Cities, Local Government Water Roundtable, and Association of Minnesota Counties.
 - iv. Advocate for the appointment of effective watershed district board members with the Board of Water and Soil Resources and the Association of Minnesota Counties.

Goal 4: Ensure strong legislative policies are in place for watershed management.

Objectives, Strategies, and Tactics to Achieve Goal 4

1. Modernize Streamline the resolutions and legislative priorities processes.
 - ~~Evaluate the current resolutions and legislative priorities process.~~ Identify methods to achieve concurrence on resolutions and legislative priorities.
 - i. ~~Identify alternative methods to achieve concurrence on resolutions, adopt a revised process, or reaffirm that the current process works for the membership~~ Engage the Legislative Committee in the review and recommendation of resolutions and legislative priorities.
 - ii. ~~Identify alternative methods to achieve concurrence on the legislative priorities, adopt a revised process, or reaffirm that the current process works for the membership~~ Hold an Annual Meeting on Resolutions and Petitions and adopt resolutions.
 - iii. Members will discuss and adopt legislative priorities at the annual business meeting.

2. Articulate clearly defined legislative policies so members and Minnesota Watersheds representatives can accurately state our positions and priorities.
 - Maintain a comprehensive legislative platform of clearly defined policies.
 - i. Work with the Minnesota Association of Watershed Administrators Legislative Platform Committee and the Legislative Committee, ~~and the Resolutions Committee~~ to annually review the Legislative Platform that includes policies and priorities that can remain on the books indefinitely or until members approve changes to those positions, including a process to handle emerging issues at the legislature.
 - ii. ~~Draft~~ Annually review expectations for support and advocacy ~~for with~~ Minnesota Watersheds representatives that serve on the Board of Water and Soil Resources Board, Clean Water Council, and the Local Government Water Roundtable.
3. Focus and prioritize lobbying efforts.
 - Identify legislative issues impacting the most members.
 - i. Support legislation that promotes watershed management.
 - ii. Fend off legislation that limits member abilities to protect and restore water resources.
 - iii. Ensure the Minnesota Watersheds ~~lobbyist(s)~~ lobbying team ~~have has~~ clear direction on Minnesota Watersheds legislative priorities.
 - iv. Manage member expectations regarding the Minnesota Watersheds legislative program.
 - v. Serve as a legislative point of contact for members to answer questions and provide direction.
 - vi. Maintain the adopted Legislative Coordination and Communication Plan that describes how Minnesota Watersheds and the Red River Watershed Management Board coordinate and communicate before, during, and after the Minnesota legislative sessions.
4. Increase member engagement in the resolutions and legislative processes.
 - Encourage member ~~involvement on the Resolutions and Legislative Committees~~ input on resolutions and legislative priorities.
 - ~~i. Solicit more direct input from members when setting legislative priorities by surveying members or provide another avenue for members to get feedback to the committee before they make a recommendation to the board.~~
 - i. Promote committee membership to ensure members' voices are reflected in the resolutions, the legislative platform, and the legislative priorities.
 - ii. Solicit more direct input from members through a 10-day comment period on resolutions. Comments will be considered by the Legislative Committee when developing recommendations on resolutions. ~~when setting legislative priorities by surveying members or provide another avenue for members to get feedback to the committee before they make a recommendation to the board.~~
 - ~~ii-iii.~~ iii. Members will discuss and adopt legislative priorities at the annual business meeting.
 - ~~iii-iv.~~ iv. Encourage members to develop personal relationships with legislators.
 - Increase communication with members about legislative activity.
 - i. Provide timely and useful reminders to members about how and when engagement with legislators is needed.
 - ii. Present members with information that describes how they can assist the Minnesota Watersheds lobbying team during and outside of the legislative session.

- iii. Host an annual event for members to learn about Minnesota Watersheds' legislative platform and priorities and to receive guidance on how to discuss and interact with legislators on issues.
- iv. Urge members to personally contact and invite legislators to attend their local events as well as Minnesota Watersheds events.
- v. Set up appointments with members and legislators.

Goal 5: Enhance the skills of watershed district and watershed management organization boards.

Objectives, Strategies, and Tactics to Achieve Goal 5

1. Provide guidance and direction for efficient and effective member watershed district and watershed management organizations board operations.
 - Offer comprehensive training for watershed district and watershed management organizations boards.
 - i. Provide training sessions at all Minnesota Watersheds events.
 - ii. Increase opportunities for the sharing of knowledge between members at Minnesota Watersheds events.
 - iii. Maintain an up-to-date watershed handbook by reviewing the handbook annually and revising it as warranted.
 - iv. Work collaboratively with the Board of Water and Soil Resources to provide regional training.
 - v. Utilize the expertise, knowledge, and experience of Minnesota Watersheds staff and the Minnesota Association of Watershed Administrators in the development of education and training for watershed district and watershed management organization boards.

Supporting Resources

In addition to the Strategic Plan, Minnesota Watersheds has developed supporting resources for its governance and management. The Bylaws and Manual of Policy and Procedures will be reviewed annually and updated as necessary. The Minnesota Watersheds Board of Directors can update all documents except the bylaws which require adoption by the membership. For the most up-to-date versions of these documents, visit [Minnesota Watersheds \(mnwatersheds.com\)](http://mnwatersheds.com).

Bylaws

Bylaws are the written rules for conduct of the organization. The Bylaws can be found [here](#).

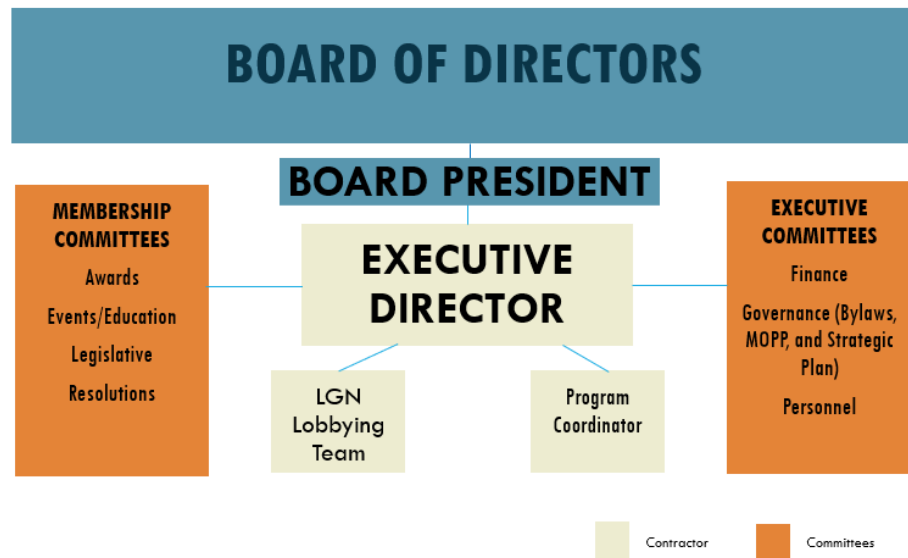
Manual of Policy and Procedures

The Manual of Policy and Procedures is designed to regulate all major decisions, actions, and principles of Minnesota Watersheds. The Manual of Policy and Procedures can be found [here](#).

Organizational Chart

An organizational chart shows the chain of command within an organization and can be found below.

ORGANIZATION CHART



Board of Directors Annual Work Plan

The Board of Directors Annual Work Plan was developed based on the goals, objectives, strategies, and tactics identified in the Strategic Plan, as well as the day-to-day operations described in the Manual of Policy and Procedures.



Minnesota Watersheds Board of Directors 2025-2026 Work Plan

Purpose	The Minnesota Watersheds Board of Directors will work with the Executive Director to ensure the Bylaws, Manual of Policies and Procedures (MOPP), and Strategic Plan of the organization are kept up to date and adequately guide the organization.
Tasks	Goal 1. Fortify the infrastructure to ensure reliable delivery of services • Work together to ensure daily operations align with the Bylaws, MOPP, and Strategic Plan • Review the Communication Plan annually • Provide funding for website maintenance • Provide funding for a platform for data sharing • Support the committee framework as described in the Strategic Plan • Read weekly communication • Review recommendations from committees Goal 2. Build a watershed community that supports one another • When requested, meet individually with non-members to address concerns with the goal of increasing membership • Provide for and participate in the Legislative meeting, Summer Tour, and Annual Conference Goal 3. Serve as a liaison to collaborate with statewide agencies and associations • Support the work of the executive director to strengthen the working relationship with the <u>Board of Water and Soil Resources</u> <u>state agencies</u> and the Minnesota Association of Watershed Administrators • Support the executive director's attendance at Board of Water and Soil Resources, Clean Water Council, and Drainage Work Group meetings • Support opportunities to partner with the Local Government Water Roundtable, Red River Watershed Management Board, and other entities Goal 4. Ensure strong legislative policies are in place for watershed management • Ensure the legislative platform is provided to all member organizations • Support the executive director's work with representatives on the Board of Water and Soil Resources and Clean Water Council • Provide for lobbying services <u>and support the executive director's work with the lobbying team</u> Goal 5. Enhance the skills of watershed district and watershed management organization boards • Provide for watershed handbook maintenance • Provide funding for training opportunities at Minnesota Watersheds events
Meeting Logistics	The Minnesota Watersheds Board of Directors will meet in person at the Legislative event, Summer Tour, and Annual Conference. They will meet as needed throughout the remainder of the year.

Minnesota Watersheds Representatives Expectations for Support and Advocacy

Goal 4 of the Minnesota Watersheds Strategic Plan is to ensure strong legislative policies are in place for watershed management. Objective 2 under this goal is to articulate clearly defined legislative policies so members and Minnesota Watersheds representatives can accurately state our positions.

At the 2023 Annual Business Meeting, the membership adopted a comprehensive platform of clearly defined policies that was developed in partnership with the Minnesota Association of Watershed Administrators and the Resolutions Committee. Tactic 2 under this objective is to draft expectations for support and advocacy for Minnesota Watersheds representatives that serve on the Board of Water and Soil Resources (BWSR) Board, Clean Water Council (CWC), and Local Government Water Roundtable (LGWRT).

Review of the BWSR and CWC websites indicates that each entity is supported by several committees. These committees meet at least annually. However, there is little or no interaction between the watershed representatives on these committees and the Minnesota Watersheds Executive Director.

To improve communication, watershed representatives on the BWSR Board, CWC, and LGWRT are asked to inform the Minnesota Watersheds Executive Director in advance of each committee and monthly board meeting. If necessary, the representative(s) and Minnesota Watersheds Executive Director will meet to discuss agenda items to ensure our position(s) on a topic or topics is accurately presented. The watershed representative will take meeting notes and follow up with the Minnesota Watersheds Executive Director after each meeting. Updates will be provided to the Minnesota Watersheds Board of Directors when requested.

BWSR Committees	Watershed Representative
Administrative Advisory	
	Joe Collins
	Jill Crafton
	LeRoy Ose
Audit and Oversight	
	Joe Collins
Buffers, Soils, and Drainage	
	LeRoy Ose
Dispute Resolution	
	Joe Collins
Grants Program and Policy	
	Jill Crafton
	LeRoy Ose
RIM Reserve	
	LeRoy Ose
Water Management and Strategic Plan	
	Joe Collins
Wetland Conservation	
	Jill Crafton
Drainage Work Group	
	None

Clean Water Council Committees	Watershed Representative
Budget and Outcomes	
	None
Policy	
	Marcie Weinandt
Steering	
	None

Tactics Timetable

The Tactics Timetable¹ was developed based upon priorities determined by the Strategic Plan Committee and recommended to the Minnesota Watersheds Board of Directors as follows: two-year work plan for the Executive Director² based on work accomplished. This is done to better ensure accomplishing the goals and setting expectations for member watershed districts, watershed management organizations, the Minnesota Watersheds Board of Directors, and the Executive Director.

Goal 1. Fortify the infrastructure to ensure reliable delivery of services	Start Date	Completed	Process	2025 Hours	2026 Hours
Tactics					
<i>Governance and Management</i>					
Confirm, each month, that Board of Directors actions reflect the Strategic Plan (#8 priority)	1/1/2023		Staff review	5	5
Staff review and recommendations for major policies or expenditures	1/1/2023		Staff review	12	12
<i>Communication</i>					
Maintain a communication plan (#3 priority)	3/7/2023	5/22/2023	Staff development Board approval	8	8
Adhere to a consistent process for newsletter development and distribution	1/1/2023		Staff development	75	75
Distribute meeting packets directly to members	1/1/2023		Board approval	2	2
Post agendas on website	1/1/2023		Board approval	2	2
<i>Technological Resources</i>					
Maintain website	1/1/2023		Board approval Staff development	15	15
Work with Minnesota Association of Watershed Administrators to launch a platform for data sharing (#6 priority)	2/15/2023		Board approval Staff development	20	20
<i>Committees</i>					
Events-Education	1/1/2023		Co-chairs and staff	15	15
Resolutions	4/12/2023		Co-chairs and staff	19	19
Awards	8/1/2023		Co-chairs and staff	1	1
Legislative	6/7/2023		Co-chairs and staff	9	9
Finance	8/5/2023		Co-chairs and staff	6	6
Governance (Bylaws-MOPP and Strategic Plan)	1/1/2023		Co-chairs and staff	19	19
Personnel			Executive Committee	0	0

¹ Hours in the Tactics Timetable are ESTIMATED.

² In addition to the information contained in the Tactics Timetable, the Executive Director also carries out the daily operations of Minnesota Watersheds as shown in the table on page 13. The Tactics Timetable and Daily Operations tables together form the two-year Work Plan for the Executive Director. All hours are ESTIMATED and based on an average time commitment of 1,750 hours per year.

Goal 2. Build a watershed community that supports one another	Start Date	Completed	Process	2025 Hours	2026 Hours
Tactics					
<i>Enhance member engagement through inclusivity</i>					
Retain Minnesota Watersheds as the name of the organization (#7 priority)	1/1/2023	3/14/2023	Membership approval	0	0
<i>Grow membership (#5 priority)</i>					
Develop and share membership services information	2/2/2023		Staff development	2	2
Meet individually with non-members to address concerns and increase membership	12/23/2022		Staff development Partnership with MW BOD & MAWA	10	10
<i>Expand participation at Minnesota Watersheds events</i>					
Legislative Meeting	1/4/2023		Staff and committee	25	25
Summer Tour	2/2/2023		Staff and committee	60	60
Annual Meeting on Resolutions and Petitions	3/21/2025		Staff and committee	0	60
Annual Conference	4/12/2023		Staff and committee	120	120
Goal 3. Serve as a liaison to collaborate with statewide agencies and associations	Start Date	Completed	Process	2025 Hours	2026 Hours
Tactics					
<i>Increase collaborative efforts between Board of Water and Soil Resources and Minnesota Watersheds (#4 priority)</i>					
Strengthen the working relationship with BWSR by identifying points of contention, developing a plan to address, and reduce concerns	1/1/2023		Staff development	50	50
<i>Identify Opportunities to Partner to Promote Watershed Management</i>					
Attend Board of Water and Soil Resources, Clean Water Council, and Drainage Work Group meetings and provide updates (#10 priority)	1/1/2023		Staff attendance	200	200
Strengthen partnership with Minnesota Association of Watershed Administrators through the Executive Director's attendance at Minnesota Association of Watershed Administrators meetings and collaboration on education opportunities at Minnesota Watersheds' events	1/1/2023		Staff attendance	60	60
Increase opportunities to partner and track collaboration with Minnesota Association of Soil and Water Conservation Districts, League of Minnesota Cities, Local Government Water Roundtable, Association of Minnesota Counties, and Red River Watershed Management Board	1/1/2023		Staff development	65	55

Goal 4. Ensure strong legislative policies are in place for watershed management	Start Date	Completed	Process	2025 Hours	2026 Hours
Tactics					
<i>Develop Comprehensive Platform of Policies</i>					
Maintain a comprehensive legislative platform (#1 priority)	3/9/2023	12/1/2023	Staff development Partnership with MW BOD & MAWA	5	5
Draft expectations for representatives on BWSR board, CWC, LGWRT			Staff development Partnership with MW BOD & MAWA	25	25
<i>Identify Legislative Issue Impacting Members (#2 priority)</i>					
Support legislation that promotes watershed management	1/1/2023		Staff time	40	40
Fend off legislation that limits abilities to protect and restore water resources	1/1/2023		Staff time	40	40
Ensure lobbyist(s) have clear direction on legislative priorities	1/1/2023		Staff time	75	55
Align workload with the resources set aside for lobbying and manage member expectations			Staff time	20	10
<i>Evaluate Current Resolutions and Legislative Platform Process (#2 priority)</i>					
Identify alternative methods, adopt revised process, or reaffirm current process			Staff development Partnership with MW BOD & MAWA	5	5
Goal 5. Enhance the skills of watershed district and watershed management organization boards	Start Date	Completed	Process	2025 Hours	2026 Hours
Tactics					
<i>Offer comprehensive training for watershed district and watershed management organization boards</i>					
Maintain an up-to-date watershed handbook by reviewing it annually and revising it as warranted (#9 priority)	1/1/2023	10/2/2023	Staff development Partnership with MW BOD & MAWA	65	45
Work with BWSR on regional training				25	25
Utilize the expertise of staff and Minnesota Association of Watershed Administrators in the development of education and training for watershed officials (#11 priority)	3/7/2023		Staff development in partnership with MAWA	10	10
				2025 Hours	2026 Hours
				1110	1110
Administration	1/1/2023			259	259
General Communication	1/1/2023			300	300
MW Board Meetings	1/13/2023			68	68
Meetings with Program Manager	1/3/2023			13	13
TOTAL HOURS				1750	1750



Memorandum

DATE: October 31, 2025
TO: Minnesota Watersheds Members
FROM: Brad Kramer, Minnesota Watersheds President
RE: **Proposed Bylaws Changes**

The Bylaws-Manual of Policy and Procedures (MOPP) Committee met on October 13 to discuss proposed Bylaws changes. The proposed changes were also discussed at the Minnesota Watersheds Board of Directors (Board) meeting on October 27. The proposed changes are shown in track changes throughout the document.

There are a few wordsmithing changes throughout the document. The following language was inadvertently omitted from Article 3.3 in the draft document presented to the members and so was not adopted at the special meeting in March.

- Members may participate and vote in such meetings by telephone or other electronic means approved by the Board in the Manual of Policy and Procedures and determination of quorum and voting shall be as provided in sections 3.4 and 3.5.
- The Resolutions and Legislative Committee recommended changing the name of the committee to the Legislative Committee. This change was made throughout the document.

Questions regarding these proposed changes should be directed to Brad Kramer at brad@provenioconsulting.com or Jan Voit jvoit@mnwatersheds.com.

BYLAWS

MINNESOTA ASSOCIATION OF WATERSHED DISTRICTS, INC.

Doing business as Minnesota Watersheds

St. Paul, Minnesota

ARTICLE I.

Offices and Corporate Seal

- 1.1 Official Name. The official name of the corporation is the Minnesota Association of Watershed Districts, Inc., which conducts business under the registered assumed name of, and is hereinafter referred to as, Minnesota Watersheds.
- 1.2 Purpose. The purpose of Minnesota Watersheds is to provide educational opportunities, access to information resources, interface with other agencies, facilitate tours, meetings, and lobby on behalf of members. Additionally, Minnesota Watersheds will facilitate the exchange of information to help members better comply with governmental regulations and laws while offering an informed interface with the community or communities being served. Minnesota Watersheds will work to secure the capacity of its members to implement their statutory powers and purposes.
- 1.3 Organized. The corporation is organized as a 501(c)(4) organization. Notwithstanding any provision of the Articles of Incorporation or Bylaws which may be interpreted to the contrary, Minnesota Watersheds shall not authorize or undertake any actions which jeopardize its status as a 501(c)(4) organization.
- 1.4 Office. The registered office of the corporation shall be designated by the Board of Directors.
- 1.5 Corporate Seal. The corporation shall have no corporate seal.
- 1.6 Manual of Policy and Procedures. The Board of Directors has established a management document identified as the Manual of Policy and Procedures to support the orderly and timely details of regular operation. It may be revised at any time by a majority vote of the Board of Directors.

ARTICLE II.

Membership

- 2.1 Membership. Each dues-paying watershed district or watershed management organization duly established and in good standing pursuant to Minnesota Statutes, Chapter 103B or 103D, shall be entitled to membership in this corporation.
- 2.2 Delegates. Alternates. When a watershed district or watershed management organization becomes a member of this corporation, it shall designate from among its board members two delegates to represent it in this corporation. In addition, each member may designate alternate delegates to represent such member in the absence of any originally designated delegate. Thereafter, each member shall annually designate its delegates and alternate delegates so long as it remains a member in good standing of this corporation.

- 2.3 Termination of Membership. Any member that has failed to pay its dues is not in good standing and shall be stricken from the membership roll.
- 2.4 Resignation of Member. Any member may withdraw from this corporation effective immediately by notifying the secretary in writing. Regardless of the date of termination, there shall be no refund of the annual dues paid by the member.

ARTICLE III.

Meetings of Membership

- 3.1 Annual Business Meeting. An annual meeting of this corporation shall be held to transact such business as shall properly come before them. Notice of the time and place of such annual meeting shall be mailed, either physically or electronically, by the secretary to all members at least thirty (30) days in advance thereof.
- 3.2 Annual Meeting on Resolutions and Petitions. An annual meeting of members of the corporation shall be held for the purpose of considering resolutions and petitions as set forth in Article IX. Notice of the time and place of such meeting shall be mailed, either physically or electronically, by the secretary with the assistance of the executive director to all members at least thirty (30) days in advance thereof. Delegates may participate and vote in such meetings by telephone or other electronic means approved by the Board in the Manual of Policy and Procedures, and determination of quorum and voting shall be as provided in sections 3.4 and 3.5.
- 3.3 Special Meeting. Special meetings of the members of the corporation shall be called by the president upon request of a majority of directors of the Board of Directors or upon the written request of one-third of the members of the corporation in good standing. This request shall be in writing addressed to the president or the secretary of the corporation. Within thirty days of receipt of said request, the Board of Directors shall mail (either physically or electronically) notice of said special meeting to all members. This notice shall state the objective of the meeting and the subjects to be considered. Members may participate and vote in such meetings by telephone or other electronic means approved by the Board in the Manual of Policy and Procedures and determination of quorum and voting shall be as provided in sections 3.4 and 3.5.
- 3.4 Quorum for Meetings.
- a. Annual Business Meeting. Each dues-paying watershed district or watershed management organization may appoint up to two delegates. A quorum consists of the majority of the delegates registered at the annual conference and in attendance irrespective of whether some have departed. Once a quorum has been established there shall be no further question as to the quorum.
 - b. Annual Meeting on Resolutions and Petitions, Special Meetings. A quorum for the Annual Meeting on Resolutions and Petitions or Special Meetings consists of at least one delegate from each of fifty percent plus one of the member watershed organizations and must include at least one delegate from each of the three regions described in Article IV.
- 3.5 Voting. Any action taken by the members shall be by majority vote of the delegates present unless otherwise specifically provided by these Bylaws. Each member shall be entitled to one (1) vote for each delegate present.

ARTICLE IV.

Board of Directors

- 4.1 General Powers. The business activities of the corporation shall be directed and managed by the

Board of Directors. The Board of Directors shall be authorized to pay officers and directors of the corporation per diem allowances and expenses as may from time to time be submitted to the Board of Directors, and such other expenses as may from time to time be necessary for the furtherance of the corporation's business, consistent with the rate and provisions of watershed board member per diem allowances and expense reimbursement provided in state law. The Board of Directors is authorized to hire and/or contract for services needed.

- 4.2 Directors to be Elected by Regions. For the purpose of election of the Board of Directors, members are grouped into three regions; three Directors shall be elected from each region, with staggered three-year terms. Members from each region shall elect one director for a three-year term at the annual business meeting of Minnesota Watersheds. No watershed district or watershed management organization shall have more than one board member elected to be a Director on the Board of Directors of the corporation. In the event of a vacancy on the Board of Directors, the Board of Directors may appoint a member for the remaining term from a watershed district or watershed management organization with an existing representative on the Board of Directors if there are no other candidates from the region requesting appointment to the position. In the event a vacancy is filled by the Board of Directors, such appointment shall be submitted to the regional caucus for approval at the next regional caucus meeting. Regional caucuses shall elect a Chairman and Recording Secretary report the election results to the Convention at a designated time. The member watershed districts and watershed management organizations present at the Regional Caucus meeting shall have full authority to elect a Chairman, Recording Secretary, and representatives to the Board of Directors.
- 4.3 Regions. The Board of Directors may re-align the regions or the members contained therein, it being the intent and purpose that each region ~~contain~~contains the approximate same number of members. Any watershed district or watershed management organization in ~~Minnesota~~Minnesota, not presently a member of this corporation, upon admission to membership, will be assigned to a region by the Board of Directors. Regional membership shall be listed in the Manual of Policy and Procedures.
- 4.4 Number, Qualification, and Term of Office. The number of directors constituting the Board of Directors shall be nine. Each director elected at the annual meeting shall be elected for a three-year term. Directors shall be on the board of a watershed district or watershed management organization that is a member in good standing of this corporation.
- 4.5 Vacancies. If there be a vacancy among the officers of the corporation or among the directors by reason of death, resignation, termination of membership, or removal as provided by law, the Articles of Incorporation, or these Bylaws, or otherwise or for non-excused absences for three consecutive meetings, such vacancy shall be filled by the Board of Directors until the next Annual Meeting of Minnesota Watersheds.
- 4.6 Removal of Directors. At a special meeting of the Board of Directors called solely for that reason, the notice of which meeting shall have been given in writing to members of the Board of Directors at least thirty days prior thereto and not more than fifty days prior thereto, a super majority of seven members of the Board of Directors may remove one or more directors from their term of office without cause.
- 4.7 Meetings, Actions. The Board of Directors shall hold the annual meeting of the Board of Directors immediately after the annual meeting of the members of this corporation, and at such annual meeting shall elect the officers as above provided. Regular meetings of the Board of Directors shall be held at a time and place to be fixed by resolution or adopted by the majority of the Board of

Directors.

The majority of the Board of Directors shall constitute a quorum. Directors may participate and vote in Board of Directors meetings by telephone or other electronic means approved by the Board in the Manual of Policy and Procedures.

Actions may be taken by a majority vote of those Directors present or participating by telephone or other electronic means approved by the Board in the Manual of Policy and Procedures. The Secretary of the Board of Directors, with the assistance of the executive director, shall give written or electronic notice to each director at least seven calendar days in advance of any regular or special directors' meeting. Special meetings may be called at the discretion of the President of the Board of Directors or upon demand in writing to the Secretary by three (3) directors of the Board of Directors.

- 4.8 Conflicts of Interest. Members of the Board of Directors shall act at all times in the best interests of the corporation. This means setting aside personal self-interest and performing their duties in transacting the affairs of the corporation in such a manner that promotes public confidence and trust in the integrity, objectivity, and impartiality of the Board. No Director shall directly or indirectly receive any profit from his/her position as such, and Directors shall serve without remuneration other than as provided in Section 4.1 of these Bylaws for the payment for reasonable expenses incurred by them in the performance of their duties. The pecuniary interests of immediate family members or close personal or business associates of a director are considered to also be the pecuniary interest of the director.
- 4.9 Indemnification. All directors and officers of the corporation shall be indemnified against any and all claims that may be brought against them as a result of action taken by them on behalf of the corporation as provided for and subject to the requirements of Chapter 317A of Minnesota Statutes as amended.

ARTICLE V.

Board Officers

- 5.1 Officers and Duties. There shall be four officers of the Board of Directors, consisting of a President, Vice President, Secretary, and Treasurer. All officers shall be directors of the corporation. Their terms and duties are as follows:
- 5.2 President. The President shall serve a term of office of one year and may, upon re-election, succeed himself/herself for two additional successive terms. The President shall have the following duties:
- Convene and preside over regularly scheduled and special meetings of the Board of Directors and annual or special Minnesota Watersheds membership meetings.
 - Have general powers and duties of supervision and management as directed by the Manual of Policy and Procedures.
 - Appoint such committees as he/she shall deem necessary with the advice and consent of the Board of Directors.
- 5.3 Vice President. The Vice President shall serve a term of office of one year and may, upon re-election, succeed himself/herself for two additional successive terms. The Vice President shall have the following duties:
- Assume and perform the duties of the President in case of his/her absence or incapacity; and shall chair committees on special subjects as designated by the President.

- Have general powers and duties of supervision and management as directed by the Manual of Policy and Procedures.

- 5.4 Secretary. The Secretary shall serve a term of office of one year and may, upon re-election, succeed himself/herself for two additional successive terms.

The Secretary shall be responsible for preparing and keeping all records of board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each director, and assuring that corporate records are maintained.

- 5.5 Treasurer. The Treasurer shall serve a term of office of one year and may, upon re-election, succeed himself/herself for two additional successive terms.

The Treasurer shall Co-chair the finance committee, maintain account of all funds deposited and disbursed, disburse corporate funds as designated by the Board of Directors, assist in the preparation of the budget, collect membership dues, and make financial information available to board members and the public.

ARTICLE VI. Committees

- 6.1 Committees. Committee co-chairs shall be appointed by the Board of Directors. All committees shall have co-chairs.

ARTICLE VII. Fiscal Year, Dues and Annual Review of Financial Procedures

- 7.1 Fiscal Year. The fiscal year of the corporation shall end on September 30 each year.
- 7.2 Membership Dues. Dues will be determined annually by the Board of Directors as specified in the Manual of Policy and Procedures.
- 7.3 Annual Dues. Annual dues shall be payable in January of each year. If a member's dues are not paid on or before April 30 of each year, such member's name shall be stricken from the membership roll. Reinstatement shall be upon such terms and conditions as prescribed by the Board of Directors.

The Board of Directors shall have the authority to suspend or defer dues of any newly organized watershed district or watershed management organization that joins this association until such member watershed district or watershed management organization is in actual receipt of its first authorized fund. The Board shall send out the annual dues statement with payment directed to the Minnesota Watersheds accounting firm. The Board of Directors may consider deferring, suspending, or reducing dues to new members or on an individual case basis when an appeal is made by a member because of hardship or funding problems.

- 7.4 Annual Review of Financial Procedures. The Board of Directors of this corporation shall provide for an annual review of financial procedures of all its resources and expenditures. A full report ~~of~~^{on} such review and financial status shall be furnished at each annual meeting of the members. This review will be conducted by an auditing firm selected by the Board of Directors with experience in the field of government and water management. The review results shall be furnished to all members within forty-five days after receipt thereof by the Treasurer.

ARTICLE VIII.

Employees

- 8.1 Employees. At the discretion of and under the direction of the Board of Directors, Minnesota Watersheds may choose to hire and administer various employees. Their positions and job expectations shall be individually developed and included in the Manual of Policy and Procedures.

ARTICLE IX.

Resolutions and Petitions

- 9.1 Resolutions: The Co-Chairs of the Minnesota Watersheds ~~Resolutions and~~ Legislative Committee will send a request for resolutions, along with a form for submission, to the membership at least four months prior to the Annual Meeting on Resolutions and Petitions. Resolutions and their justification must be submitted to the Minnesota Watersheds ~~Resolutions and~~ Legislative Committee in the required format at least two months prior to the Annual Meeting on Resolutions and Petitions for committee review and recommendation. The committee will present these resolutions and their recommendations to the Board of Directors and the Minnesota Watersheds membership at least one month prior to the Annual Meeting on Resolutions and Petitions. The Board of Directors may make additional recommendations on each proposed resolution through its board meeting process. This same procedure will be used when policy issues are to be considered at any special Minnesota Watersheds membership meeting. All resolutions adopted at the Annual Meeting on Resolutions and Petitions shall be considered adopted by the members. Any resolutions to be considered at the Annual Business Meeting must be recommended by the board of directors and require a two-thirds majority vote of the delegates present to be adopted.
- 9.2 Petitions: Any member or group of members may submit to the Board of Directors at any time a petition requesting action, support for, rejection of, or additional information on any issue of potential importance to the members. Such petitions require signed resolutions from at least 15 members before a special meeting of the membership will be convened.

ARTICLE X.

Chapters

- 10.1 Chapters. Members may form chapters to further the purposes stated in Article II of the Articles of Incorporation, to carry out policies of the Board of Directors, and to suggest policies for consideration by the Board of Directors.

ARTICLE XI.

Rules of Order

- 11.1 Rules. When consistent with its Articles of Incorporation and these Bylaws, the current edition of Robert's Rules of Order Newly Revised shall provide guidance to the proceedings of this corporation. For consistency in operation, a copy shall be available for consultation if requested at every scheduled meeting of the Board of Directors and Membership meetings.

ARTICLE XII.

Amendments

- 12.1 Amendments. These Bylaws may be amended by a majority vote of the members of this corporation only as provided below.

12.2 Annual Business Meeting. At the annual business meeting of the members of this corporation, the Bylaws may be amended by the majority of the members present if there is a quorum at said annual meeting and due notice has been given to the membership of the changes 30 days in advance of the meeting.

12.3 Special Meeting. These Bylaws may be amended by the members at a special meeting called for that reason but only by a majority vote at a meeting where fifty percent plus one of the member watershed organizations are present including at least one delegate from each of the three regions described in Article IV, and only if there has been thirty days' written notice to all members of such special meeting. Such special meeting may be called upon the request of one-third of the members of this corporation by notice in writing to the secretary or president, which notice shall ask for said special meeting and shall state the proposed Bylaws changes, and upon receipt of such request, the Secretary or President must send written, either by mail or electronically, notice of the meeting to the members of this corporation within thirty days of receipt of such request, which shall be not less than thirty days nor more than fifty days of the date of the written notice.

DRAFT



Memorandum

DATE: October 31, 2025
TO: Minnesota Watersheds Members
FROM: Brad Kramer, Minnesota Watersheds President
RE: **Legislative Memo**

The Minnesota Watersheds Board of Directors (Board) met on October 27 and reviewed the recommendations made by the Resolutions and Legislative Committee at its October 7 meeting.

Bylaws

The Board moved to the membership the recommendation to change the committee's name to the Legislative Committee.

Legislative Platform

The Board moved to the membership the recommendation to include the following statement in the Legislative Platform: When a resolution sunsets at the end of five years, it is removed from our Active Resolutions but remains as a policy in the Legislative Platform.

Resolutions

The Board moved a resolution to the membership from Prior Lake-Spring Lake Watershed District. The resolution is seeking revision to Minnesota Statutes 471.617 to include watershed districts and watershed management organizations on the list of political subdivisions allowed to self-insure for employee health benefits. The Resolutions and Legislative Committee recommended adoption of this resolution. (See Resolution 2025-04)

Since the Resolutions and Legislative Committee meeting, two additional resolutions were submitted.

- On October 16, Coon Creek Watershed District submitted a resolution to improve mitigation under the Minnesota Environmental Species Act. (See Resolution 2025-05)
- On October 21, Comfort Lake-Forest Lake Watershed District submitted a resolution to clarify the deadlines for watershed districts to certify levies. (See Resolution 2025-06)

The Board moved these two resolutions to the membership, noting that they have not been reviewed by the Resolutions and Legislative Committee and have received no recommendation regarding adoption.

Our Bylaws state that *any resolutions considered at the annual business meeting must be recommended by the board of directors and require a two-thirds majority vote of the delegates present to be adopted.*

Legislative Priorities

The Board moved the following recommended legislative priorities to the membership:

- state agency permitting efficiency,
- chloride management, and
- self-insured health benefits pools.

Questions regarding these items should be directed to Brad Kramer at brad@provenioconsulting.com, Don Pereira at dpereira@vbwd.org or Jan Voit jvoit@mnwatersheds.com.



**MINNESOTA
WATERSHEDS**
Connecting People. Protecting Water.

2025-2026 LEGISLATIVE PLATFORM

Abstract

This document articulates clearly defined legislative policies so members and Minnesota Watersheds representatives on the Board of Water and Soil Resources Board, Clean Water Council, and Local Government Water Roundtable can accurately state our positions.

Adopted August 25, 2025

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Purpose

Minnesota Watersheds represents both watershed districts and watershed management organizations (collectively referred to as Watersheds). That representation underscores the necessity of protecting Watershed powers, duties, and planning responsibilities on a watershed basis.

This legislative platform outlines Minnesota Watersheds positions on legislative matters and serves as the foundation for our organization to support or oppose various local, state, and federal legislation. The legislative platform is based on adopted resolutions and emerging issues as identified by the MAWA Legislative Platform Committee and the Minnesota Watersheds Resolutions and Legislative Committees and adopted by the membership. It also is designed to clearly articulate defined legislative policies so members and Minnesota Watersheds representatives on the Board of Water and Soil Resources Board, Clean Water Council, and Local Government Water Roundtable can accurately state our positions.

When a resolution sunsets at the end of five years, it is removed from our Active Resolutions but remains as a policy in the Legislative Platform.

Emerging Issues

New or developing problems or concerns may arise that require attention before or during the legislative session. Those problems or concerns likely have not been addressed through the resolutions process, may or may not be identified in the legislative platform, but will need to be addressed by the lobbying team and executive director through attendance and meetings, written comments, testifying at hearings, or legislation. Flexibility is necessary so that the lobbying team and executive director can be proactive on behalf of Minnesota Watersheds with state agencies, non-governmental organizations, and at the legislature.

The Minnesota Watersheds Manual of Policy and Procedures states: *In the event legislation or state agency policy is introduced that may cause harm to Minnesota Watersheds members and there is no policy adopted by Minnesota Watersheds on the issue, the Minnesota Watersheds Board of Directors may review the legislation or policy and adopt a temporary position on the issue on behalf of the organization. The policy position will be in effect until the next annual resolutions hearing. At that time, the membership must review the policy position and vote on whether it should become a permanent policy position or should expire.*

Finance

Watersheds are tasked with many responsibilities by Minnesota statute and local priorities are set by their boards. To effectively perform those duties, adequate funding is necessary. Although some Watersheds have levy authority, there are many other avenues of funding that are important for achieving local water management, as well as water quality and quantity goals.

1. Capacity

- a. Support Clean Water Funds for implementation, not capacity (Resolution 2021-01A and B)
- b. Support capacity funding for watershed districts (Resolution 2021-02)
- c. Support General Fund repayment of Soil and Water Conservation District capacity funds to the Clean Water Fund

2. Grant Funding

- a. Support metro watershed-based implementation funding for approved 103B plans only (Resolution 2021-07)
- b. Support a more equitable formula for watershed-based implementation funding in the metro
- c. Lobby for watershed-specific grant funding
- d. Lobby for the flood hazard mitigation grant program

Urban Stormwater

Watersheds and land use management partners work to reduce polluted stormwater runoff and/or increase infiltration from urbanization and hard surfaces. Many Watersheds in the state have adopted regulatory standards and/or official controls to successfully manage urban stormwater when land alterations occur. Watersheds also implement a variety of urban stormwater management practices to treat runoff before it enters our lakes, streams, and wetlands.

1. Stormwater Quality Treatment

- a. Support limited liability for certified commercial salt applicators (Resolution 2022-02)
- b. Support, partner/collaborate with a municipal separate storm sewer system (MS4s – municipal separate storm sewer system) (if/where appropriate) in permit compliance activities
- c. Support the use of green infrastructure and minimizing impervious surfaces, where practical, in urban development and planning
- d. Where it may exist, support removing duplication of urban stormwater regulatory standards and controls
- e. Support the rescission of the Department of Labor and Industry/Plumbing Board Final Interpretation of Inquiry PB0159, storm drainage surcharge to return to common engineering practice for stormwater pond design

2. Water Reuse

- a. Support the Stormwater Reuse Task Force and for the Minnesota Department of Health to complete a review process (Resolution 2022-01)
- b. Support efforts to clarify and simplify State Plumbing Board rulings and requirements to facilitate more reuse of rainwater/stormwater

Water Quantity

Watersheds are directed by statute to conserve the natural resources of the state by land use planning, flood control, and other conservation projects. Specific purposes refer to flood damage reduction, stream flows, water supply, and drainage systems, as well as to identify and plan for effective protection and improvement of surface water and groundwater, and to protect and enhance fish and wildlife habitat and water recreational facilities. Numerous past, present, and future legislative initiatives have affected how water quantity issues are managed at the local level. This very broad-based topic includes management of the volume of water (drought, flooding, water supply), the flow of water (drainage, storm water, channel restoration, habitat), and recreational (lakes, rivers, wetlands) activities like fishing, boating, and hunting.

1. Drainage

- a. Support the current statutory requirements for notification and coordination in the development of petitioned repairs, drainage improvement projects, and new drainage systems
- b. Support the addition of a classification for public drainage systems that are artificial watercourses
- c. Seek increased support for and participation in the Drainage Work Group (Resolution 2022-03)
- d. Oppose the drainage registry information portal
- e. Oppose incorporating increased environmental, land use, and multipurpose water management criteria (M.S. 103E.015 requirements)
- f. Support new legislation modeled after HF2687 and SF2419 (2018) regarding Department of Natural Resources regulatory authority over public drainage maintenance and repairs (Resolution 2023-03)
- g. Oppose mandatory Environmental Assessment Worksheets for drainage projects
- h. Investigate ways of maintaining water flow during periods of drought and explore opportunities for aquifer recharge.

2. Funding

- a. Obtain stable funding for flood damage reduction and natural resources enhancement projects (Resolution 2022-05)
- b. Clarify county financing obligations and/or authorize watershed district general obligation bonding for public drainage projects

3. Flood Control

- a. Support crop insurance to include crop losses within impoundment areas (Resolution 2021-05)
- b. Seek action for streamlining the Department of Natural Resources Flood Hazard Mitigation Grant Program (Resolution 2023-04)

4. Regulation

- a. Support temporary water storage on Department of Natural Resources wetlands during major flood events (Resolution 2020-04)
- b. Support managing water flows in the Minnesota River Basin (statewide) through increased water storage and other strategies and practices
- c. Work with Minnesota Department of Transportation to support flood control and how to handle increased water volume issues along state and federal highway systems (example from Bemidji district of the Minnesota Department of Transportation)

5. Policy

- a. Support funding for watershed-based climate resiliency projects and studies
- b. Support funding for best management practices that protect and enhance groundwater supply
- c. Seek the ability to allow resale of acquisition buyout property (Resolution 2024-04)

Water Quality

Protecting and improving the quality of surface and ground water in our Watersheds is an essential component of managing water resources on a watershed basis.

1. Lakes

- a. Support limiting wake boat activities (Resolution 2022-06)
- b. Support designation change and research needs for the Chinese Mystery Snail
- c. Support temporary lake quarantine authorization to control the spread of aquatic invasive species
- d. Support streamlining permit applications for rough fish management
- e. Support dredging as a best management practice to manage internal phosphorus loads in lakes

2. Wetlands

- a. Support a statutory requirement for water level control structures in wetland restorations and wetland banks
- b. Support federal, state, and local funding for wetland restoration and protection activities
- c. Seek clarification of the statutorily modified definition of wetlands and the effects on watershed implementation of the Wetland Conservation Act ([Minnesota Laws 2024, Chapter 90, Article 3, section 77](#))

3. Rivers and Streams

- a. Support a statutory deadline for Department of Natural Resources Public Waters Work Permits (45-60 days)
- b. Support automatic transfer of public waters work permits to Watersheds (M.S. Chapter 103G.245 Subd.5)

4. Policy

- a. Support funding for watershed-based climate resiliency projects and studies
- b. Support funding for best management practices that protect groundwater quality
- c. Support development, adoption, and implementation of regulatory approaches to reducing chloride contamination in waters of the state (Resolution 2024-01)

Watershed Management and Operations

Protecting, enhancing, defending, and supporting existing Watershed statutory powers, duties, and planning responsibilities is necessary for effective and efficient watershed management and operations. Specific Watershed powers, duties, and planning responsibilities are contained in Minnesota Statutes [Chapter 103B](#) and [Chapter 103D](#).

1. Watershed Powers

- a. Support and defend eminent domain powers for watershed districts
- b. Support Watershed powers to levy property taxes and collect special assessments
- c. Support a watershed district's power to accept the transfer of drainage systems in the watershed; to repair, improve, and maintain the transferred drainage systems; and to construct all new drainage systems and improvements of existing drainage systems in the watershed

- d. Support a Watershed's power to regulate the use and development of land within its boundaries

2. Watershed Duties

- a. Support a Watershed's duty to initiate projects
- b. Support a Watershed's duty to maintain and operate existing projects
- c. Allow alternative notice of watershed district proceedings by publication on the district's website (Resolution 2024-02)

3. Watershed Planning

- a. Support a Watershed's ability to jointly or cooperatively manage and/or plan for the management of surface and ground water
- b. Support the connection between watershed-based implementation and funding
- c. Support development of a soil health goal for metropolitan watershed management plans (Resolution 2020-03)
- d. Support education and outreach to encourage formation of watershed districts in unserved areas (Resolution 2023-06)

Agency Relations

Watershed organizations work with many federal and state agencies to accomplish their mission. While relationships vary from administrative to funding and regulatory, agency policies and procedures can have a major impact on Watershed operations and projects. Maintaining strong, positive relations and ensuring Watersheds have a role in policy making is key to successful watershed management and operations.

1. Advocacy

- a. Require a 60-day review period before state agencies adopt new policies related to water and watershed management (Resolution 2021-06)
- b. Increase collaborative efforts between Minnesota Watersheds and all state agencies involved in water management

2. Representation

- a. Support watershed district managers being appointed, not allowing county commissioners to serve as managers

3. Regulation

- a. Streamline the Department of Natural Resources permitting process by increasing responsiveness, decreasing the amount of time it takes to approve permits, providing a detailed fee schedule prior to application, and conducting water level management practices that result in their reaction more quickly to serious, changing climate conditions
- b. Require watershed district permits for all state agencies (Resolution 2023-01)
- c. Oppose mandatory Environmental Assessment Worksheets for drainage projects
- d. Request support to request new legislation to set permit review time limits upon the Department of Natural Resources (Resolution 2024-13)

Regulations

Watershed representation on state and local panels and committees and the ability for Watersheds to regulate development and use of land within the organization's boundaries without prohibitive regulatory restrictions is necessary.

- a. Oppose legislation that forces spending on political boundaries
- b. Support the ability to appeal public water designations (Resolution 2020-01)
- c. Seek Watershed membership on Wetland Technical Evaluation Panels (Resolution 2024-03)

Natural Resources

Minnesota Statutes direct Watersheds to conserve the natural resources of the state. Some of the purposes listed in statute are to conserve water in streams and water supply, alleviate soil erosion and siltation of water courses or water basins, regulate improvements by riparian property owners of the beds, banks, and shores of lakes, streams, and wetlands for preservation and beneficial public use; protect or enhance the water quality in water courses or water basins; and protect and preserve groundwater resources.

1. Planning

- a. Ensure timely updates to Wildlife Management Area plans
- b. Support Watershed inclusion in development of state plans (i.e., Prairie Plan, State Water Plan, etc.) related to water and watershed management

2. Policy

- a. Support funding for climate resiliency
- b. Seek clarification in the statutory language regarding funding for and updating the public waters inventory ([Minnesota Laws 2024, Chapter 116, Article 3, section 47](#))
- c. Seek the Department of Natural Resources to establish a "Comprehensive Guideline for Calcareous Fen Management" (Resolution 2024-05)
- d. Seek the Department of Natural Resources to adopt a program to incentivize calcareous fen management on private lands (Resolution 2024-07)
- e. Seek a formal process to distribute a complete list of calcareous fens annually (Resolution 2024-10)
- f. Seek the development of a calcareous fen work group (Resolution 2024-12)

3. Habitat

- a. Clarify buffer rule issues
- b. Support funding to reduce erosion and sedimentation
- c. Support funding for the enhancement, establishment, and protection of stream corridors and riparian areas
- d. Support funding for the enhancement and protection of habitats

Results

This section will document when an issue is resolved.

Water Quantity

Drainage (2024)

- Comply with the legislative mandate to review outlet adequacy and notification requirements in the Drainage Work Group
 - During the 2023 legislative session ([Minnesota Laws 2023, Chapter 60, Article 5, section 21](#)), BWSR and the DWG were directed by the legislature to evaluate and develop recommendations on the definition and application of outlet adequacy as provided in M.S. Chapter 103E.261 and public notice requirements for drainage activities, including a drainage registry portal. The report was developed during DWG meetings following the 2023 legislative session. The report was submitted to the legislature on February 1, 2024 as required by the statutory language.

Watershed Management and Operations

Watershed Duties (2025)

- Support increased flexibility in the open meeting law
 - During the 2025 legislative session, the Open Meeting Law was amended to remove some of the requirements for remote meeting participation using interactive technology. Watershed boards and other local government bodies may conduct their meetings using interactive technology so long as:
 - all members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present;
 - members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body;
 - at least one member of the body is physically present at the regular meeting location; and
 - all votes are conducted by roll call so each member's vote on each issue can be identified and recorded.

Watershed Planning (2024)

- Support watershed autonomy during and following a One Watershed, One Plan development process
 - Changes were made to clarify and modernize M.S. Chapter 103D during the 2024 legislative session ([Minnesota Laws 2024, Chapter 90, Article 3, section 42](#)). M.S. Chapter 103D.401 was clarified that a watershed district maintains the authority to adopt a plan even when participating in a comprehensive watershed management planning program under section 103B.801 (One Watershed, One Plan/1W1P).

BACKGROUND INFORMATION ON MINNESOTA WATERSHEDS

RESOLUTION 2025-04

Resolution Seeking Revision to Minnesota Statute 471.617 to Include Watershed Districts and Watershed Management Organizations

Proposing District: Prior Lake-Spring Lake Watershed District
Contact Name: Joni Giese, Administrator
Phone Number: 952-440-0067
Email Address: jgiese@plslwd.org

Background that led to submission of this resolution:

The Scott County Association for Leadership and Efficiency (SCALE) is currently studying the feasibility of creating a self-insurance pool for employee health benefits. Benefits of a self-insurance pool may include increased flexibility in employee health insurance plan design to better meet employees' needs. It may also result in lower employee health benefits costs for pool participants. Governmental entities currently investigating the self-insurance pool formation include Scott County, municipalities within Scott County, and the Prior Lake-Spring Lake Watershed District.

Minnesota Statute 471.617, Subdivision 2 states any two or more statutory or home rule charter cities, counties, school districts, or instrumentalities thereof which together have more than 100 employees may jointly self-insure for any employee health benefits. The current statute does not include Watershed Districts or Watershed Management Organizations in the list of political subdivisions allowed to jointly self-insure for employee health benefits.

Prior Lake-Spring Lake Watershed District advocates a revision to the statute to explicitly list Watershed Districts or Watershed Management Organizations to the list of political subdivisions that can self-insure for employee health benefits.

Efforts to solve the problem

The issue has been brought to the attention of a state legislator who indicated an openness to address the issue. It was also brought forward to the SCALE legislative committee as a potential legislative priority for the 2026 session.

Is legislative action the best means of addressing the matter? If yes, what is the purpose or intent of your proposal?

If not, what advocacy steps could be taken with state or local government officials?

Legislative action is required to change the statute. The intent of this proposal is to change Minnesota Statutes 471.617, Subdivisions 1 and 2 to include Watershed Districts and Watershed Management Organizations as authorized entities that can self-insure for employee health benefits.

Anticipated support or opposition

Other governmental entities considering the formation of the self-insurance pool for employee health benefits may support this issue. Other Watershed Districts and Watershed Management Organizations who may be interested in a self-insurance approach for employee health benefits may support the issue. Opposition to the statute revision is not anticipated.

This issue: (check all that apply)

Applies only to our district:		Requires legislative action:	X
Applies only to 1 or 2 regions:		Requires state agency advocacy:	
Applies to the entire state:	X	Impacts MW bylaws or MOPP:	

MINNESOTA WATERSHEDS RESOLUTION 2025-04

Resolution Seeking Revision to Minnesota Statute 471.617 to Include Watershed Districts and Watershed Management Organizations

WHEREAS, Minnesota Statute 471.617 Self-Insurance of Employee Health Benefits, Subdivision 1 states a statutory or home rule charter city, county, school district, or instrumentality thereof which has more than 100 employees, may by ordinance or resolution self-insure for any employee health benefits; and

WHEREAS, Minnesota Statute 471.617, Subdivision 2 states any two or more statutory or home rule charter cities, counties, school districts, or instrumentality thereof which together have more than 100 employees, may jointly self-insure for any employee health benefits; and

WHEREAS, governmental entities within Scott County are considering the formation of a self-insurance pool for employee health benefits; and

WHEREAS, Prior Lake-Spring Lake Watershed District would like the opportunity to join the self-insurance pool; and

WHEREAS, Minnesota Statute 471.617, Subdivisions 1 and 2 do not expressly include Watershed Districts or Watershed Management Organizations in the list of political subdivisions allowed to self-insure for employee health benefits.

NOW, THEREFORE, BE IT RESOLVED that Minnesota Watersheds seeks revision to Minnesota Statute 471.617, Subdivisions 1 and 2 to explicitly include “Watershed Districts and Watershed Management Organizations” on the list of political subdivisions allowed to self-insure for employee health benefits.

Notes:

BACKGROUND INFORMATION ON MINNESOTA WATERSHEDS

RESOLUTION 2025-05

Resolution Improving Mitigation Under the Minnesota Endangered Species Act

Proposing District: Coon Creek Watershed District
Contact Name: Jon Janke, Administrator
Phone Number: 763-755-0975
Email Address: jjanke@cooncreekwd.org

ADDRESSING THE CONSERVATION OF ENDANGERED AND THREATENED SPECIES AND ENCOURAGING THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES TO DEVELOP SPECIES RECOVERY PLANS, COOPERATE WITH LOCAL LAND AND WATER MANAGEMENT AUTHORITIES, AND DEVELOP A SYSTEM OF AGREEMENTS, MITIGATION BANKING AND GUIDANCE TO AVOID, MINIMIZE AND MITIGATE IMPACTS ON LISTED SPECIES

Background that led to submission of this resolution:

The Minnesota Department of Natural Resources is directed by statute to “preserve important existing natural habitats of rare and endangered plants, wildlife and fish, provide for the wise use of our remaining areas of natural habitats, take necessary protective measures where appropriate, and to not issue a “takings” permit until all alternatives have been evaluated (M.S. 84.095; MS 116D.02).

The DNR tends to rely on only two of the three primary types of mitigation.

1. Permittee responsible for mitigation where the permittee carries out all mitigation efforts required by the takings permit and retains legal liability for conforming to the permit standards;
2. In-lieu fee compensation, in which the permittee pays a fee, and in exchange is relieved of any liability for ensuring that mitigation measures are completed and successful.

(NOTE: Third method is banking based on species recovery plans)

Despite the importance of mitigation, the DNR does not have a uniform approach or statewide mitigation policy to guide permitting and mitigation decisions at the local level resulting in inconsistent mitigation outcomes even for the same species, which cost time and is expensive for the applicant, rather than continue to make mitigation more predictable and transparent.

With the state’s water quality mandates, flood risk reduction needs and increasing demand to be fiscally efficient and effective, the need to improve mitigation while continuing to encourage the recovery of listed threatened and endangered species is vital. Most of the projects that led to the permit efficiency initiative, resolution and draft legislation endorsed by the MW Board, have involved endangered or threatened species and have been delayed in part because of DNRs limited options.

Efforts to solve the problem

The need for DNR to identify critical habitats and procedures to ensure the conservation of listed species, encourage their recovery, increase certainty for everyone involved during land use actions that involve these species as well as develop additional tools to preserve and/or restore critical habitats was discussed generally during the January, February and March 2025, Coon Creek Watershed District and Minnesota Watersheds staff met with the MDNR commissioners, Division Directors and lead program staff.

Those meetings have yet to produce any practical or feasible alternatives or clear or practical paths to conserving these species or reducing the risk and uncertainty in pursuing public projects or the waste of public funds.

Is legislative action the best means of addressing the matter? If yes, what is the purpose or intent of your proposal?

If not, what advocacy steps could be taken with state or local government officials?

Legislation is needed to effectively address the problem and concerns .

The purpose is to facilitate improvements in mitigation efforts and to confront future challenges arising from infrastructure development and the mandate to restore impaired waters.

Our intent is to develop a third mitigation strategy to reduce the risk and uncertainty in both the preservation of endangered and threatened species and the restoration of natural infrastructure and impaired waters. To do this we must engage the DNR with the legislature’s knowledge to:

1. Develop and implement species recovery plans based on no net loss
2. Use species recovery goals to inform mitigation measures.
3. Change the conversation involving approved local restoration projects to joint problem solving
4. Authorize and encourage DNR to engage in local management and cooperative agreements.
5. Refine the disclosure and documentation of projects in state reviewed and approved plans, studies and strategies that require approval by the state, and
6. Provide for conservation banks that provide the ecological functions and services expressed as credits that are preserved and managed in perpetuity for particular species and used to offset impacts occurring elsewhere.

Anticipated support or opposition

Support:

Watershed Districts
 Soil and Water Districts
 Highway authorities
 Pipeline owners

Opposition:

Environmental groups

This issue: (check all that apply)

Applies only to our district:		Requires legislative action:	X
Applies only to 1 or 2 regions:		Requires state agency advocacy:	\-
Applies to the entire state:	X	Impacts MW bylaws or MOPP:	

MINNESOTA WATERSHEDS RESOLUTION 2025-05

Resolution Improving Mitigation Under the Minnesota Endangered Species Act

WHEREAS, the Minnesota Environmental Policy Act (M.S. 116D.02) and the Threatened and Endangered Species (M.S. 84.095) requires the Minnesota Department of Natural Resources to:

- Preserve important existing natural habitats of rare and endangered species of plants, wildlife and fish
- Provide for the wise use of our remaining areas of natural habitat
- Protect Threatened and Endangered Species
- Not issue a takings permit until “all alternatives, including trapping and transplantation, have been evaluated

(M.S. 116D.02 Subd. 2 (10) & M.S. 84.095 Subd. 7 (c))

WHEREAS, the future status of a species, after it is listed, is often dictated by DNR permits and authorizations for activities that affect the listed species, and

WHEREAS, at the crux of permit review is how the proposed impacts might be avoided, minimized, and/or offset, making mitigation one of the most important factors in determining the effectiveness of the Minnesota Endangered Species Act and whether we save or lose species, and

WHEREAS, the Minnesota Department of natural Resources relies on only two of the three primary types of mitigation; (1) Permittee responsible mitigation where the permittee carries out all mitigation efforts required by the takings permit and retains legal liability for conforming to the permit standards; and (2) In-lieu fee compensation, in which the permittee pays a fee, and in exchange is relieved of any liability for ensuring that mitigation measures are completed and successful, and,

WHEREAS, despite the importance of mitigation, the DNR does not have a uniform approach or statewide mitigation policy to guide permitting and mitigation decisions at the local level resulting in inconsistent mitigation outcomes and resulting in timely and expensive processes for applicants rather than make the review and mitigation process more predictable and transparent, and,

WHEREAS, with population and economic growth, the state’s water quality and impaired waters mandates as well as the increasing need to be fiscally efficient and effective, the need exists to improve mitigation while listed threatened and endangered species recover, and,

WHEREAS, these needed improvements in the process will be particularly important given the need to restore the quality of the state’s impaired waters as well as repair and replace the state and local roads, bridges and other infrastructure, and

WHEREAS, many of these mandated and needed activities could impact endangered species and their habitats, better approaches to review and mitigate impacts are needed to minimize the friction between our conservation goals for fish and wildlife and our water restoration goals as well as reduce the costs of studies and planning.

NOW, THEREFORE, BE IT RESOLVED that Minnesota Watersheds should pursue legislation that addresses the need to improve threatened and endangered species mitigation by addressing past gaps and future challenges arising from approved water quality restoration projects, and

BE IT FURTHER RESOLVED that Minnesota Statute 84.0895 should be amended to require the Commissioner of Natural Resources to develop and implement recovery plans for the conservation and survival of state listed endangered and threatened species, and

BE IT FURTHER RESOLVED that the Commissioner shall cooperate to the maximum extent practicable with local land and water management authorities. Such cooperation in implementing the endangered species act shall allow the Commissioner to:

- a) Enter into management agreements with any local land managing unit of government for the administration and management of an area established for the conservation of endangered or threatened species.
- b) Enter into cooperative agreements which establishes and maintains an adequate and active program for the conservation of endangered and threatened species.
- c) Conduct periodic review of locally administered programs at no greater frequency than annual intervals.

BE IT FURTHER RESOLVED that Minnesota Statutes 84.0895 Subd 7, which outlines general exceptions, should be amended by adding (f) the commissioner must give approval under this subdivision to water management projects that are part of a state approved:

- a) Comprehensive Watershed Management Plans and capital improvement plans under MS 103B or MS 103D;
- b) Watershed Restoration and Protection Strategies (WRAPS);
- c) Load reduction studies,
- d) Impairment monitoring and other studies, particularly studies involving impairments for fish and aquatic life.

BE IT FURTHER RESOLVED that Minnesota Statutes 84.0895 should be amended to provide for “conservation banking” defined by a site or suite of sites that provide the ecological functions and services expressed as credits that are conserved and managed in perpetuity for a species and used expressly to offset impacts occurring elsewhere to the same species.

Notes:

BACKGROUND INFORMATION ON MINNESOTA WATERSHEDS

RESOLUTION 2025-06

Resolution Supporting a Legislative Amendment to Clarify the Deadline for Watershed Districts to Certify Levies

Proposing District: Comfort Lake-Forest Lake Watershed District
Contact Name: Michael Kinney, Administrator
Phone Number: 651-395-5855
Email Address: michael.kinney@clflwd.org

Background that led to submission of this resolution:

Watershed districts are "special taxing districts" as defined at Minnesota Statutes §275.066. Under the "Truth in Taxation" statute, Minnesota Statutes §275.065, special taxing districts must certify their levies by September 30 of each year. Previously, this deadline was September 15, but in 2017 the legislature changed this to September 30. However, the watershed law, at Minnesota Statutes §§103D.911 and 103D.915, states a September 15 deadline. It seems nearly certain that when the legislature changed the deadline in the Truth in Taxation law, it simply didn't take account of the specific provisions in the watershed law, and the need to amend these as well. Now there are two different dates in the law.

As a consequence, every year there is confusion. Our county auditors distribute materials advising us of a September 30 deadline and are unaware of the September 15 deadline in the watershed law. We understand this is true for watershed districts in other counties as well. We have spoken with a Mn Department of Revenue representative, who was not aware of the specific term in the watershed law. However, legal counsel advises that as a technical matter, the earlier deadline in the watershed law remains applicable. The purpose of this legislative change is to make a correction that the legislature overlooked in 2017, remove confusion, and allow watershed districts, without risk, the additional two weeks as may be desirable in their annual budgeting process.

Efforts to solve the problem

The matter is resolved only by this legislative change to the watershed law.

Is legislative action the best means of addressing the matter? If yes, what is the purpose or intent of your proposal?

If not, what advocacy steps could be taken with state or local government officials?

Yes, the issue is a conflict between two statutes, and so legislative action is the only means to resolve it. Each watershed district could ask its county auditor(s) to affirm that they will accept levy certifications to September 30, but this is inefficient and still would risk districts being in technical non-compliance with the watershed statute.

Potential solutions include

Amending Minnesota Statutes §§103D.911 and 103D.915 from "September 15" to "September 30."

Anticipated support or opposition

We would expect support from all watershed districts, county auditors, and possibly the Mn Department of Revenue. We would not expect opposition.

This issue: (check all that apply)

Applies only to our district:		Requires legislative action:	X
Applies only to 1 or 2 regions:		Requires state agency advocacy:	
Applies to the entire state:	X	Impacts MW bylaws or MOPP:	

MINNESOTA WATERSHEDS RESOLUTION 2025-06

Resolution Supporting a Legislative Amendment to Clarify the Deadline for Watershed Districts to Certify Levies

WHEREAS, the Minnesota Truth-in-Taxation statute, Minnesota Statutes §275.065, specifies procedures and deadlines for "special taxing districts" to determine and certify property tax levies, and watershed districts are defined, at Minnesota Statutes §275.066, as special taxing districts; and

WHEREAS, the Truth-in-Taxation statute previously required special taxing districts to certify tax levies to county auditors by September 15 each year, but in 2017 was amended to specify a September 30 deadline; and

WHEREAS, since 1994, the watershed law, at Minnesota Statutes §§103D.911 and 103D.915, has specified a September 15 deadline to certify tax levies; and

WHEREAS, it is fairly presumed that when the legislature amended the Truth-in-Taxation levy certification deadline in 2017, it overlooked the deadlines also specified in the watershed law, and did not intend to create two different certification deadlines for watershed districts; and

WHEREAS, the existence of two deadlines creates confusion annually among watershed districts and county auditors, risks technical non-compliance with levy requirements, and risks that a levy certification may be disrupted or deemed ineffective.

NOW, THEREFORE, BE IT RESOLVED that Minnesota Watersheds supports the introduction of legislation to amend Minnesota Statutes §§103D.911 and 103D.915 to specify a levy certification deadline of September 30.

Notes:



October 17, 2025

Honorable Katrina Kessler
Commissioner
Minnesota Pollution Control Agency

Re: MCEA Rulemaking Petition to Regulate Agricultural Drainage

Dear Commissioner Kessler:

The Red River Watershed Management Board (RRWMB), a joint powers board of seven organized watershed districts in the Red River Basin (RRB) of Minnesota submits the following comments in response to the petition for rulemaking submitted to you by the Minnesota Center for Environmental Advocacy (MCEA) on August 28, 2025. MCEA's request to commence rulemaking to regulate agricultural drainage lacks a sound legal basis and such a rulemaking would be a highly contentious and ultimately unproductive undertaking. The bottom line is that agricultural drainage systems are a critical part of our infrastructure, and we need to work together to enhance watershed management and to increase consistent and adequate funding of multipurpose drainage and flood mitigation – water storage projects.

MCEA's Petition Lacks a Sound Legal Basis: MCEA, in its petition, asserts that the MPCA "must adopt a rule requiring a permit for new drainage projects and improvements" (emphasis in petition). A careful review of the authority granted by the legislature to the MPCA does not support this assertion. MCEA's argument follows a course through the definitions at Minnesota Statutes §115.01, as follows:

- Minnesota Statutes §115.07, subdivision 1, prohibits construction or operation of a "disposal system" until the MPCA has granted a permit for it.
- A "disposal system" includes "sewer systems and treatment works." Minn. Stat. §115.01, subd. 5.
- A "treatment works" includes a "constructed drainage ditch or surface water intercepting ditch ... installed for the purpose of treating, stabilizing or disposing of sewage, industrial waste, or other wastes." Minn. Stat. §115.01, subd. 21.
- "Other wastes" includes "all other substances ... which may pollute or tend to pollute the waters of the state." Minn. Stat. §115.01, subd. 9.

- Public Drainage System (PDS) flows contain pollutants such as nitrogen and sediment, which may tend to pollute receiving waters. Therefore, PDS outlet flows are "other wastes."
- The dictionary definition of "dispose" is to "get rid of." Therefore, a PDS "disposes of" its outlet flows.

Therefore, MCEA asserts, a PDS is a "treatment works" and, in turn, a "disposal system." And accordingly, a PDS may not be built or operated until the MPCA has issued a permit to do so. MCEA's reasoning proceeds by taking terms that are loosely defined in chapter 115 and giving them their broadest possible reading. We do not believe this approach to reading the statute follows proper principles of interpreting statutes. Further, if MPCA were to adopt this approach, the expansion in scope of SDS permitting would be extraordinary.

MCEA suggests that surface water discharge through a PDS is an "other waste" as, owing to nitrogen, sediments and other materials in it, it "may ... tend to pollute the waters of the state." This definitional frame is impractical. Ambient air contains mercury, which may precipitate into our lakes. Rainfall, ambient surface waters, and groundwaters all entrain polluting matters on their course, both artificial and natural, that make their way into receiving waters. MCEA then would argue that the air and water around us, as well as the land on which dust settles, qualify as "other wastes" under Minnesota Statutes §115.01, subd. 9.

If the language of a statute is subject to more than one reasonable interpretation, a court may resort to canons of statutory construction to determine its meaning. A more sound understanding of the term "other wastes" comes from applying the canon of statutory construction known as "ejusdem generis" – where a general term follows a list of examples, the general term is limited by the nature of the named terms. The examples in the definition of "other wastes" are specific almost to absurdity, including sawdust, bark, ashes, offal, munitions, wrecked or discarded equipment, and cellar dirt. None of the 27 examples includes a medium in which any form of waste is carried. Nitrogen or sediment may be an "other waste," but PDS discharge itself is not.

Similarly, MCEA suggests that a PDS is a "treatment works," and a "disposal system," because it is a system "installed for the purpose of ... disposing of" the water that contains the nitrogen. Here, MCEA's definition of "disposal" is "to get rid of" or, more precisely, to move from one place to another. By MCEA's definition, then, a "treatment works," defined to include any "works not specifically mentioned" that are "installed for the purpose of ... disposing of ... other wastes," would encompass any ditch, pipe, conveyance, or other device through which water that is not free of other chemical constituents moves. Each rain gutter would be a "treatment works" subject to mandatory MPCA permitting under Minnesota Statutes §115.07, subdivision 1.

A further principle of construing a statute is that the reading should not render another part of the statute without meaning. In other places, e.g., Minn. Stat. §§115.04, subd. 2, 115.07, subd. 3, the statute refers to "disposal systems or other point sources." MCEA's broad definition of "disposal system" would encompass all point sources, rendering this phrasing meaningless. The statutory text indicates that the legislature intended the term "disposal system" to have a specific meaning.

Indeed, numerous provisions in chapter 115 evidence the legislative intent that a "disposal system" refers specifically to a works designed and constructed to treat or sequester a waste, so that it ceases to present a material risk to human health or the environment. E.g., Minn. Stat. §§115.03, subd. 1(a)(5)(vi), 1(a)(9), 1(a)(12); 115.03, subd. 4 (all referring to a disposal system as a system to treat waste); 115.067 (treatment of hazardous or radioactive waste); 115.44, subd. 4; 115.44, subd. 8(b) (each referring to disposal system "effluent"); 115.46; 115.48; 115.50 (all conveying municipal powers to fund and finance disposal system construction).

MPCA's application of the term "disposal system" is consistent with this evidence of legislative intent. MPCA's review of the SDS permitting process for discharges to surface waters speaks uniformly and repeatedly to the treatment of wastewater and the discharge of "treated wastewater." (Doc. Wq-wwprm1-02, March 2021).

A PDS is not a "disposal system" or a "treatment works" because it was not installed "for the purpose of disposing of" "other wastes." It was installed for the purpose of conveying surface waters, which themselves may contain "other wastes." The presence of "other wastes" in PDS discharge has no bearing on the function of the PDS or the purpose for its installation.

Finally, but importantly, the structure of chapter 115 directly belies MCEA's argument. MCEA argues that section 115.07, subdivision 1, is a mandate to MPCA to regulate all disposal systems. This, however, would be anomalous, in that section 115.03 is where MPCA's powers and duties are set forth, and indeed the section is titled, "Powers and Duties." In this section, and specifically at subdivision 1, MPCA is delegated numerous authorities to adopt rules and impose requirements to prevent and abate pollution of Minnesota's surface waters and groundwater. See, e.g., Minn. Stat. §§115.03, subd. 1(a)(5)(i)-(v), (6); 115.03, subd. 5; 115.03, subd. 5c. Specifically, subdivision 1(a)(6) conveys to the MPCA commissioner the power and duty:

To require to be submitted and to approve plans and specifications for disposal systems or point sources, or any part thereof and to inspect the construction thereof for compliance with the approved plans and specifications thereof.

Section 115.07 isn't a further delegation of authority to MPCA. It's titled "Violations and Prohibitions," and is directed at regulated parties. It prohibits a party from constructing a disposal system until it holds a permit. MCEA reasons backwards to argue that because a person may not construct a disposal system without a permit, MPCA necessarily must require a permit for every disposal system. Leaving aside the overbroad definition of "disposal system" that MCEA asserts, it's not sensible to read this section on prohibitions to convert MPCA's authority at section 115.03, subdivision 1(a)(6), to determine what and how to regulate, into a legislative directive to regulate everything. Under section 115.03(a)(6), subdivision 1(a)(6), MPCA may establish rules for permitting disposal systems. Under section 115.07, subdivision 1, those to whom the rules apply must conform to them.

In summary, for all of these reasons, Minnesota law does not require drainage authorities to obtain State Disposal System (SDS) permits before establishing or improving agricultural drainage systems, and the MPCA accordingly is not compelled to initiate a rulemaking to do so. Minn. Stat. §103E is already in place to govern how public drainage systems are designed, implemented, constructed, and managed by local drainage authorities, which have been doing this work for decades. We also take this opportunity to discuss and illustrate how we manage water in the RRB of Minnesota.

RRB DRAINAGE AND WATER MANAGEMENT ACTIVITIES: The MCEA petition seeks new MPCA rules requiring SDS permits for drainage systems to address agricultural runoff. It argues MPCA has authority under the Water Pollution Control Act to regulate nitrate and sediment pollution. However, within the RRB, comprehensive governance already exists through local watershed districts, RRWMB programs, and cooperative agreements, achieving these objectives through basin-led implementation. In addition to the RRWMB, a regional water management entity, the following components are part of this governance:

- **1998 RRB Mediation Agreement:** It is reassuring to remember that our State has been in similar situations before, confronting serious water resource challenges, and wise leaders found a path forward. Over thirty years ago, environmental advocates and regulatory agencies had effectively halted all flood mitigation – water storage projects in the RRB. The RRWMB and its membership was in court with these entities and in contested agency proceedings where concerns about how wetlands, water quality, and wildlife habitat would be protected as large flood mitigation – water storage projects were planned and built.

Ultimately, all of the parties involved found a way forth to set the legal battles aside and after nearly a year of mediation, they produced the 1998 Mediation Agreement, which is implemented by the RRB Flood Damage Reduction Work Group (FDRWG). Now, nearly three decades later, this Agreement still provides for sound watershed planning, a commitment to flood damage reduction and natural resource goals, and an intentional process for all stakeholders to participate in project planning and permitting.

The Agreement and FDRWG provide a procedural model for cooperative water management. The Agreement established joint decision-making between the RRWMB, DNR, MPCA, and local watershed districts, ensuring flood mitigation – water storage, drainage, habitat, and water quality improvements occur in harmony. It created the Project Team Process, which serves as a collaborative alternative to regulatory enforcement. The MPCA recommit to the Mediation Agreement every five years along with the DNR, BWSR, MDH, and MDA. Consideration should be given to how the 1998 Mediation Agreement could be adapted in other major river basins in the State to reduce conflict and to increase collaboration.

- **RRWMB Water Quality Program:** Initiated in 2020, the Program formalized a regional system of project evaluation and funding. Through the RRWMB's Water Quality and Monitoring Advisory Committee, projects are reviewed for alignment with watershed plans, pollutant load reduction, and long-term hydrologic balance. Funding agreements for larger scale water quality projects require monitoring and reporting, providing accountability equivalent to a permitting system but achieved through local authority and shared incentives. A report was generated in 2024 to highlight successes of this Program.
- **RRWMB Model Watershed District Rules:** Approximately fifteen years ago, the RRWMB reviewed technical studies it had commissioned on the effects of subsurface drainage systems and decided to draft model rules for watershed districts in the RRB. There are eleven organized watershed districts in the RRB, with nine being rural and agricultural. These nine watershed districts require permits for surface and subsurface drainage and have adopted rules requiring new drain tile projects to implement practices such as erosion control measures, outlet controls, and pumping restrictions during flooding conditions.

These local rules also require new surface drainage projects to be constructed with side slopes designed in accordance with proper engineering practice to minimize erosion. These rules vary from watershed to watershed, based on assessment of local conditions. The remaining two watershed districts are more urban focused but still have various rules and regulations in place. The RRB approach to model rules and how drainage systems are permitting could also be an example for other parts of the state.

There is much to be shared technically about best practices and how to adapt them to local water resource needs and landscape conditions. The local rules are often the product of sound watershed planning that assesses flooding and water quality conditions in the watershed and identifies worthwhile solutions. It is our assessment that the number of local watersheds that engage in such planning should be expanded. Investment in local watershed modeling will build a technical framework that identifies where water storage practices are best suited to decrease the potential for flooding and to protect sensitive downstream resources.

- **RRB Model Report:** The July 2024 report “Collaboration on Surface Water Management in Northwest Minnesota: The Red River Basin Model” outlines a fully integrated governance system linking local, state, and federal partners. It emphasizes shared governance documents, technical coordination, and joint funding for flood mitigation – water storage, water quality, and habitat projects. The Model has proven that collaboration can replace regulatory redundancy while delivering measurable outcomes. [The Red River Basin Model July 2, 2024 - Adobe cloud storage](#)
- **RRB Technical Guidance:** The FDRWG has fully developed and updated fifteen technical papers since 1998. However, several technical guidance documents have been developed and updated over the years specific to drainage and agricultural BMPs in the RRB. Here is a brief listing of this information.
 - **Red River Retention Authority (RRRA):** The RRRA commissioned the development of three briefing papers focused on surface and subsurface drainage. The RRWMB is one-half of the RRRA.
 - Briefing Paper No. 1: [btsac_briefing_paper1.pdf](#)
 - Briefing Paper No. 2: [btsac_briefing-paper2.pdf](#)
 - Briefing Paper No. 3: [btsac-bp3-final-9-15-14a.pdf](#)
 - **Best Management Practice (BMP) Documents:** The following two BMP guidance documents have been developed and are specific to the RRB.
 - Agricultural Practice Effectiveness for Reducing Nutrients in the RRB of the North: [Beneficial Management Practices \(BMPs\) | Red River Basin Comm](#)
 - FDRWG Technical Paper 3 – The Effectiveness of Agricultural BMPs for Runoff Management in the RRB of Minnesota: [FDRWG | RRWMB](#)

Drainage BMP implementation is geographic, and a mandated and one size fits all approach statewide will not work. Conditions in Kittson County differ vastly from Rock or Houston Counties. Recall also that the Red River flows north into Canada, and this alone provides challenges that must be overcome.

MULTIPURPOSE DRAINAGE MANAGEMENT (MDM): Another important opportunity for improvement comes through a multipurpose approach to managing PDS. Most PDS projects are seeking to repair or improve systems that are over 100 years old. These projects present a great opportunity to achieve multiple goals – to improve water quality, reduce or mitigate flooding, enhance wildlife habitat, all while also improving agricultural productivity. It is a statutory requirement for drainage authorities and engineers to consider environmental, land use, and MDM criteria in pursuing public drainage projects. Many drainage projects incorporate water storage, side inlet culverts, flattening side slopes, grade stabilization, fish passage structures, buffers, strategic culvert sizing, storage and treatment wetlands, and erosion protection measures.

Unfortunately, we are not implementing MDM projects sufficiently because we do not seem to have policy consensus on the value of this approach. Many drainage improvement projects are held up in expensive regulatory disputes and generally these projects are woefully underfunded. The 2024 – 2025 biennium provided less than \$500,000 per year for MDM projects. This level of funding is grossly inadequate. BMP's that may be the most appropriate are not eligible for funding under current state programs.

MDM grant applications are restricted to standard National Resource Conservation Service (NRCS) codes rather than engineered designs that are most suitable for the site constraints. Grade stabilization structures, two-stage ditches, and non-NRCS engineered designs are not eligible. We need a renewed commitment to providing appropriate and timely funding for multipurpose drainage projects. Deference should be given to regional guidance and BMP documents that work in specific geographic areas of the state.

FLOOD HAZARD MITIGATION FUNDING: Minnesota has also not met the need for funding the DNR Flood Hazard Mitigation Grant Assistance Program. The current DNR list of funding needs is \$140 million, and the Legislature appropriated \$9 million in the 2025 special session. Flood mitigation – water storage projects are another element of this multipurpose approach, and with creative flexibility, water storage projects could also provide opportunities for water storage for crop irrigation, livestock watering, groundwater recharge, or data centers.

In addition, several recent documents call for and discuss the need for water storage. These documents include the draft Minnesota Nutrient Reduction Strategy, the MCEA drainage report from this past summer, the MCEA petition, draft RRB TMDL, MN State Water Plan, and the Red River Basin Commission's Long-term Flood Solutions document. We also have a 20 percent flow reduction strategy for the Red River that the RRWMB, its membership, and North Dakota Partners are working towards. The RRWMB has funded close to 70 large-scale flood mitigation – water storage projects, city flood diversions and levees, over 300 farmstead ring dikes, 35+ water quality projects, LiDAR, technical hydrologic/hydraulic studies, River Watch, and is now working on habitat projects with its membership.

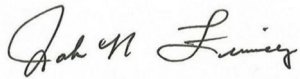
FINAL THOUGHTS: The MCEA petition implies that there is limited or no regulation of public and private drainage systems in Minnesota. In fact, the opposite is true, especially in the RRB where there is much oversight by local watershed districts. With the RRB as a model, the State of Minnesota would be well served to step beyond the idea of mandating regulation of agricultural drainage, and to move stakeholders towards committing to an approach of sound watershed planning and adequate funding of multipurpose drainage projects. The RRWMB speaks from experience with almost 50 years of managing water on a major watershed scale.

We do not support any additional drainage regulation or oversight, especially in the RRB given that the following are in place to effectively and successfully guide the management of water, habitat, and natural resources and to implement projects that address local concerns:

- The RRWMB and its governance structure.
- 1998 Mediation Agreement and local Project Team Process, which the MPCA and other state agencies are part of.
- RRWMB Water Quality Program.
- RRB Riparian Habitat Program, managed by the RRWMB, with BWSR as the fiscal agent.
- RRB Model of collaboration.
- Local watershed district rules, regulations, processes, and procedures.
- Technical guidance and BMP's specific to the RRB.
- Flow reduction strategy for the Red River.
- Distributed detention studies for all watershed districts.
- State laws/rules for drainage and wetlands.

We respectfully request that you deny MCEA's petition and instead support collaborative measures to protect and improve our water resources.

Sincerely,



John Finney
President, RRWMB

Sincerely



Robert L. Sip
Executive Director, RRWMB

CC: RRWMB Managers
RRWMB Membership
Louis Smith, Smith Partners PLLP
Dana Vanderbosch, Assistant Commissioner, MPCA



Red River Watershed Management Board

***INVESTING IN AND MANAGING THE RED
RIVER BASIN OF MINNESOTA***

October 27, 2025

Leigh Currie, Chief Legal Officer
Minnesota Center for Environmental Advocacy
1919 University Ave. W; Ste. 515
St. Paul, MN 55104

RE: Minnesota Statute Section 14.09 And Minnesota Rule 1400.2500 Petition For Rulemaking To The
Minnesota Pollution Control Agency

Dear Leigh Currie:

The Minnesota Pollution Control Agency (MPCA) is in receipt of the Minnesota Center for Environmental Advocacy (MCEA) Petition for Rulemaking dated August 28, 2025, which MCEA filed on behalf of several petitioners. In its petition, MCEA requests that the MPCA, through rule, adopt a regulatory permitting program under Minn. Stat. § 115 (Minnesota's Water Pollution Control Act) that would require the MPCA to review and approve drainage projects established under Minn. Stat. § 103E (Minnesota's Drainage Law).

After careful consideration of MCEA's request, the petition is **denied**.

In the petition, MCEA argues that the MPCA must adopt a rule requiring a permit for new drainage projects and improvements and that such a process is statutorily required for ditches and drainage systems. MCEA's claim is that drainage systems constitute disposal systems under Minnesota law, and that "MPCA must prohibit the construction or operation of any 'disposal system' without its written permission" pursuant to Minnesota Statutes 115.07, Subdivision 1(c).

There are several concerns with MCEA's position. First, drainage ditches have been used in Minnesota since at least the 1880s without the Legislature ever having mandated that a permit from MPCA is required to establish such drainage systems. MCEA's claim that such systems are statutorily required to obtain a permit from the MPCA before being constructed or operated thus runs counter to over 135 years of their operation and regulation.

Second, as a foundational principle, a state agency cannot adopt rules unless it has a grant of authority from the Legislature to do so. *See* Minn. § 14.05. The Legislature has provided no clear indication that it vested MPCA with authority to establish an entirely new permitting program for drainage systems as proposed by MCEA. To the contrary, the Legislature enacted extensive regulations for drainage systems and dedicated an entire chapter of Minnesota Statutes, Chapter 103E, to drainage requirements, none of which state that a permit from the MPCA is required. In fact, the state agency which the Legislature appointed with authority over drainage is the Minnesota Department of Natural Resource. *See* Minn. § 103E.005, Subd. 5; Minn. Stat. 103E.011, Subd. 3.

Rather than ground its argument in any specific drainage statute, Minn. Stat. § 103E, MCEA claims that the MPCA's general authority, Minn. Stat. § 115, compels the MPCA to issue permits to all drainage projects from drainage authorities. MCEA does not point to any one particular provision in Minn. Stat. § 115 where the Legislature conveyed this purported permitting authority over drainage projects to MPCA. Rather, MCEA attempts to cobble together multiple definitions to make its claim. MCEA asserts

that a drainage system is a disposal system which includes “sewer systems and treatment works” (Minn. Stat. § 115.01, Subd. 5) and that “treatment works” includes drainage ditches installed for the purpose of disposing of sewage, industrial waste, or other wastes (Minn. Stat. § 115.01, Subd. 21) and that “other wastes” include all other substances that may pollute waters of the state (Minn. Stat. § 115.01, Subp. 9). Based on its broad reading of these general definitions, MCEA concludes that public drainage systems are “constructed drainage ditch[es] or surface water intercepting ditch[es]” installed for the purpose of disposing of excess water, which is polluted, i.e., “other waste.” As a result, public drainage systems meet the definition of a “disposal system” and are prohibited from being constructed or operated by state statute absent a permit from MPCA. Minn. Stat. § 115.07, subd. 1(a).” The MPCA respectfully disagrees and finds MCEA’s interpretation of the MPCA’s general authority too strained and contradicted by the more specific drainage statutes. Before the MPCA would engage in the extensive time and effort to draft rules to establish a new permitting program, the Legislature would need to provide clear authority and more explicit direction.

Third, in addition to not providing clear statutory authority, the Legislature has not dedicated any funds to establish and run this proposed permitting program. Given that there are estimated to be thousands of miles of drainage ditches throughout Minnesota, the cost to develop and operate such a program would be substantial. Significantly, this request comes at a time when funds from the federal government to state agencies like the MPCA have been delayed or denied for already existing programs. Attempting to set up an unfunded new program like the one MCEA proposes at this time would strain MPCA’s limited resources and result in reduced work in other core areas, such as permitting and compliance.

While the MPCA appreciates MCEA’s concern regarding the potential impacts of drainage projects on water quality and natural resources, the MPCA declines to initiate rulemaking at this time. Instead, the MPCA believes its efforts and resources are best spent continuing to focus on the initiatives the MPCA already has underway to protect Minnesota’s waterways, including implementing new changes in the reissued animal feedlot general permits, completing its ongoing rulemaking related to animal feedlots, and implementing the Wastewater Nitrogen Reduction Strategy, among others. Doing so will also allow the Clean Water Fund to continue to support many diverse projects throughout the state, which range from wetland and habitat restoration to water storage, that are vital to keeping our water healthy.

While the Minnesota State Legislature could certainly enact a statute that would require the MPCA to review and permit drainage projects and provide necessary funding to establish this program, the Legislature has not yet done so. To the extent MCEA wishes to further pursue this permitting program, the MPCA encourages MCEA to work with elected representatives and a broad base of stakeholders that would be impacted by such a program to develop such legislation in the future. Notably, several diverse organizations submitted letters both supporting and opposing MCEA’s petition, which highlights the diversity of opinion on this topic and the need for additional refinement that is best achieved through the legislative process. For the reasons stated above, the MPCA respectfully declines MCEA’s petition.

Sincerely,



Katrina Kessler, P.E.
Commissioner

Leigh Currie
Page 3
October 27, 2025

cc:

Amanda Bilek, Minnesota Corn Growers Association
Colleen Werdien, League of Women Voters Upper Mississippi River Region Interleague Organization
Jan Voit, Minnesota Watersheds
Karuna Ojanen, Minnesota Well Owners Organization
Patrick Belmont
Randy Neprash
Rob Sipp, Red River Watershed Management Board
Sarah Mooradian, CURE
Scott Sparlin, Coalition for a Clean Minnesota River
Steve Morse, Minnesota Environmental Partnership
Ted Suss, Izaak Walton League of America, Minnesota Valley Chapter
Trevor Russell, Friends of the Mississippi River
Anne Conway, Izaak Walton League
Carrie Jennings, Fresh Water
Daniel Engstrom
Colleen Werdien, League of Women Voters
Margaret Levin, Sierra Club
Jamie Beyer, Bois de Sioux Watershed District
Peg Furshong, CURE
Keegan Kult, Agricultural Drainage Management Coalition



October 17, 2025

Honorable Katrina Kessler
Commissioner, Minneapolis Pollution Control Agency

Re: MCEA Rulemaking Petition to Regulate Agricultural Drainage

Dear Commissioner Kessler:

I am writing on behalf of Minnesota Watersheds, an association of Minnesota's watershed organizations, in response to the petition for rulemaking submitted to you by the Minnesota Center for Environmental Advocacy on August 28, 2025. Minnesota Watersheds acknowledges that the creation of public drainage systems over the decades, and the more recent expansion of private drain tile, have undoubtedly affected the hydrology, water quality, and water quantity of our landscape. MCEA's request to commence a rulemaking to regulate agricultural drainage lacks a sound legal basis, however, and such a rulemaking would be a highly contentious and ultimately unproductive undertaking. The bottom line is that agricultural drainage systems are a critical part of our infrastructure, and we need to work together to address the effects through enhanced watershed management and serious funding commitments to multipurpose drainage and flood damage reduction projects.

MCEA's Petition Lacks a Sound Legal Basis

MCEA, in its petition, asserts that the MPCA "*must* adopt a rule requiring a permit for new drainage projects and improvements" (emphasis in petition). A careful review of the authority granted by the legislature to the MPCA does not support this assertion.

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MCEA's reasoning proceeds by taking terms that are loosely defined in chapter 115 and giving them their broadest possible reading. We don't believe this approach to reading the statute follows proper principles of interpreting statutes. Further, if MPCA were to adopt this approach, the expansion in scope of SDS permitting would be extraordinary.

MCEA suggests that surface water discharge through a PDS is an "other waste" as, owing to nitrogen, sediments and other materials in it, it "may ... tend to pollute the waters of the state." This definitional frame is impractical. Ambient air contains mercury, which may precipitate into our lakes. Rainfall, ambient surface waters and groundwaters all entrain polluting matters on their course, both artificial and natural, that make their way into receiving waters. MCEA, then, would argue that the air and water around us, as well as the land on which dust settles, qualify as "other wastes" under Minnesota Statutes §115.01, subd. 9.

If the language of a statute is subject to more than one reasonable interpretation, a court may resort to canons of statutory construction to determine its meaning. A more sound understanding of the term "other wastes" comes from applying the canon of statutory construction known as "ejusdem generis": where a general term follows a list of examples, the general term is limited by the nature of the named terms. The examples in the definition of "other wastes" are specific almost to absurdity, including sawdust, bark, ashes, offal, munitions, wrecked or discarded equipment, and cellar dirt. None of the 27 examples includes a medium in which any form of waste is carried. Nitrogen or sediment may be an "other waste," but PDS discharge itself is not.

Similarly, MCEA suggests that a PDS is a "treatment works," and a "disposal system," because it is a system "installed for the purpose of ... disposing of" the water that contains the nitrogen. Here, MCEA's definition of "disposal" is "to get rid of" or, more precisely, to move from one place to another. By MCEA's definition, then, a "treatment works," defined to include any "works not specifically mentioned" that are "installed for the purpose of ... disposing of ... other wastes," would encompass any ditch, pipe, conveyance, or other device through which water that is not free of other chemical constituents moves. Each rain gutter would be a "treatment works" subject to mandatory MPCA permitting under Minnesota Statutes §115.07, subdivision 1.

A further principle of construing a statute is that the reading should not render another part of the statute without meaning. In other places, e.g., Minn. Stat. §§115.04, subd. 2, 115.07, subd. 3, the statute refers to "disposal systems or other point sources." MCEA's broad definition of "disposal system" would

encompass all point sources, rendering this phrasing meaningless. The statutory text indicates that the legislature intended the term "disposal system" to have a specific meaning.

Indeed, numerous provisions in chapter 115 evidence the legislative intent that a "disposal system" refers specifically to a works designed and constructed to treat or sequester a waste, so that it ceases to present a material risk to human health or the environment. E.g., Minn. Stat. §§115.03, subd. 1(a)(5)(vi), 1(a)(9), 1(a)(12); 115.03, subd. 4 (all referring to a disposal system as a system to treat waste); 115.067 (treatment of hazardous or radioactive waste); 115.44, subd. 4; 115.44, subd. 8(b) (each referring to disposal system "effluent"); 115.46; 115.48; 115.50 (all conveying municipal powers to fund and finance disposal system construction).

MPCA's application of the term "disposal system" is consistent with this evidence of legislative intent. MPCA's review of the SDS permitting process for discharges to surface waters speaks uniformly and repeatedly to the treatment of wastewater and the discharge of "treated wastewater." (Doc. Wq-wwprm1-02, March 2021).

A PDS is not a "disposal system" or a "treatment works" because it was not installed "for the purpose of disposing of" "other wastes." It was installed for the purpose of conveying surface waters, which themselves contain "other wastes." The presence of "other wastes" in PDS discharge has no bearing on the function of the PDS or the purpose for its installation.

Finally, but importantly, the structure of chapter 115 directly belies MCEA's argument. MCEA argues that section 115.07, subdivision 1, is a mandate to MPCA to regulate all disposal systems. This, however, would be anomalous, in that section 115.03 is where MPCA's powers and duties are set forth, and indeed the section is titled, "Powers and Duties." In this section, and specifically at subdivision 1, MPCA is delegated numerous authorities to adopt rules and impose requirements to prevent and abate pollution of Minnesota's surface waters and groundwater. See, e.g., Minn. Stat. §§115.03, subd. 1(a)(5)(i)-(v), (6); 115.03, subd. 5; 115.03, subd. 5c. Specifically, subdivision 1(a)(6) conveys to the MPCA commissioner the power and duty

to require to be submitted and to approve plans and specifications for disposal systems or point sources, or any part thereof and to inspect the construction thereof for compliance with the approved plans and specifications thereof.

Section 115.07 isn't a further delegation of authority to MPCA. It's titled "Violations and Prohibitions," and is directed at regulated parties. It prohibits a party from constructing a disposal system until it holds a permit. MCEA reasons backwards to argue that because a person may not construct a disposal system without a permit, MPCA necessarily must require a permit for every disposal system. Leaving aside the overbroad definition of "disposal system" that MCEA asserts, it's not sensible to read this section on prohibitions to convert MPCA's authority at section 115.03, subdivision 1(a)(6), to determine what and how to regulate, into a legislative directive to regulate everything. Under section 115.03(a)(6), subdivision 1(a)(6), MPCA may establish rules for permitting disposal systems. Under section 115.07, subdivision 1, those to whom the rules apply must conform to them.

In summary, for all of these reasons, Minnesota law does not require drainage authorities to obtain State Disposal System (SDS) permits before establishing or improving agricultural drainage systems, and the MPCA accordingly is not compelled to initiate a rulemaking to do so.

Addressing the Effects of Agricultural Drainage on our Water Resources

Rejecting the MCEA's petition to mandate regulation of agricultural drainage does not mean that anyone should simply stand still and be content with the status quo. There is much for everyone to do, and we can approach this challenge at multiple levels – landowners, local watersheds, and statewide programs.

Red River Basin Initiatives

About ten years ago, the Red River Watershed Management Board reviewed technical studies it had commissioned on the impacts of subsurface drainage systems and decided to draft model rules for watershed districts in the Red River Basin to address these impacts. Most watershed districts in the Basin have adopted rules requiring new drain tile to have erosion control measures, outlet controls, and pumping restrictions during flooding conditions. These rules also require new surface drainage projects to be constructed with side slopes designed in accordance with proper engineering practice to minimize erosion. These rules vary from watershed to watershed, based on assessment of local conditions.

We can do much more to promote this local watershed approach around the State. There is a lot to be shared technically about best practices and how to adapt them to local water resource needs and landscape conditions.

The local rules are often the product of sound watershed planning that assesses flooding and water quality conditions in the watershed and identifies worthwhile solutions. We need to expand the number of local watersheds that engage in such planning. Investment in modeling local watersheds will build a technical framework that identifies where water storage practices, and alternatively increased conveyance, are best suited to decrease the potential for flooding and damaging flow velocities to protect sensitive downstream resources.

Multipurpose Drainage Management

Another important opportunity for improvement comes through a multipurpose approach to managing our public drainage systems. Most public drainage system projects are seeking to repair or improve systems that are over 100 years old. These projects present a great opportunity to achieve multiple goals—to improve water quality, reduce or mitigate flooding, enhance wildlife habitat, all while also improving agricultural productivity. It is a statutory requirement for drainage authorities and engineers to consider environmental, land use, and multipurpose drainage management criteria in pursuing public drainage projects. Many drainage projects incorporate water storage, side inlet culverts, flattening side slopes, grade stabilization, fish passage structures, and buffers, strategic culvert sizing, storage and treatment wetlands, and erosion protection measures.

Unfortunately, we are not implementing multipurpose drainage projects sufficiently because we do not seem to have policy consensus on the value of this approach. Many drainage improvement projects are tied up in expensive regulatory disputes, and generally these projects are woefully underfunded. The 2024-25 biennium provided less than \$500,000 per year for multipurpose drainage projects. This level of funding is grossly inadequate. Best management practices that may be the most appropriate are not eligible for funding under current state programs. Multipurpose drainage management grant applications are restricted to standard National Resource Conservation Service (NRCS) codes rather than engineered designs that are most suitable for the site constraints. Grade stabilization structures, two-stage ditches, and non-NRCS engineered designs are not eligible. We need a renewed commitment to providing appropriate and timely funding for multipurpose drainage projects.

Flood Hazard Mitigation Funding

Our State has also not met the need for funding the DNR Flood Hazard Grant Assistance Program. The current DNR list of funding needs is \$140 million, and the Legislature appropriated \$9 million. Flood mitigation projects are another element of this multipurpose approach, and with creative flexibility, storage projects could also provide opportunities for water storage for crop irrigation, livestock, groundwater recharge, or data centers

Models of Commitment to Collaboration

It is reassuring to remember that our State has been in similar situations before, confronting serious water resource challenges, and wise leaders have found a path forward. Nearly thirty years ago, environmental advocates and regulatory agencies had effectively tied up any flood mitigation projects in the Red River Valley. They were in court and in contested agency proceedings where legitimate concerns about how wetlands, water quality, and wildlife habitat would be protected as large flood mitigation projects were built. Yet all of the parties found a way to set the legal battles aside and after nearly a year of mediation, they produced the Mediation Agreement, which is implemented by the Red River Basin Flood Damage Reduction Work Group. Now, nearly thirty years later, this Agreement still provides for sound watershed planning, a commitment to flood damage reduction and natural resource goals, and an intentional process for all stakeholders to participate in project planning and permitting.

We might consider how the Red River Mediation Agreement could be adapted in other major river basins in our State.

Twenty years ago, environmental advocates challenged the permitting of wastewater treatment systems in our State in the Annandale Maple Lake case. Rather than continue down the path of litigation, all of the stakeholders, including agriculture, business, local government, and conservation advocates came together as the “G16” group to advocate to the creation of a state Clean Water Council. Many in the same group successfully advocated for voters to approve the Clean Water Legacy Amendment to provide dedicated sales tax revenue to Clean Water and other natural resources funding. The result of their

Honorable Katrina Kessler
October 17, 2025

collaboration is \$1.5 Billion spent to date to assess and improve our State's lakes and rivers, and a Clean Water Council with diverse membership that guides this investment in our waters.

With these models in mind, we would be well served to step beyond the idea of mandating regulation of agricultural drainage, and to get all of the stakeholders committed to an approach of sound watershed planning and adequate funding of multipurpose drainage projects. We respectfully request that you deny MCEA's petition and instead support these collaborative measures to protect and improve our water resources.

Sincerely,

A handwritten signature in black ink, appearing to read "Jan Voit". The signature is fluid and cursive, with the first name "Jan" written in a large, looped script and the last name "Voit" in a more compact, cursive style.

Jan Voit
Executive Director
Minnesota Watersheds



October 21, 2025

Governor Tim Walz
130 State Capitol
75 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155

Dear Governor Walz,

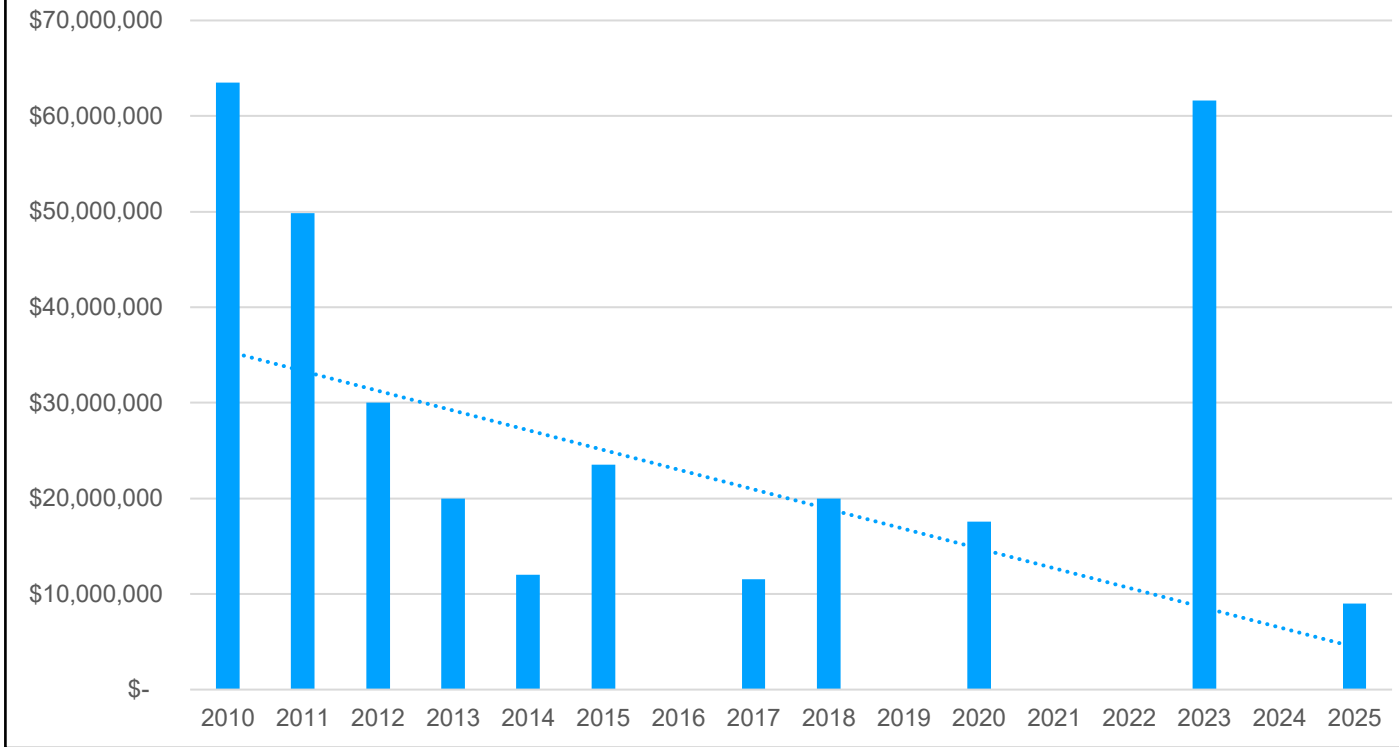
On behalf of the Red River Watershed Management Board (RRWMB), thank you for the steps your administration has taken this year to advance investments in the Department of Natural Resources (DNR) Flood Hazard Mitigation Grant Assistance Program (FHMGP). The 2025 Minnesota legislative special session resulted in \$9 million being allocated for the FHMGP, with two projects in the Red River Basin being allocated funds of \$4.2 million collectively. This funding is greatly appreciated.

We are also encouraged to see the DNR's preliminary capital budget request of \$45 million for the FHMGP. We appreciate the DNR's recognition of the immense need for investments in this Program. We encourage you to build on this progress and include this same amount or a higher level of funding for this important Program in your 2026 Capital Budget Recommendations in January. The current known need for the FHMGP this past spring was approximately \$140 million according to the DNR.

The RRWMB continues to emphasize the need for consistent funding for the FHMGP during bonding years. Even with the \$60+ million that was allocated in 2023 for statewide flood mitigation – water storage projects, there is still a sharp negative funding trend since 2011 as seen in the bar graph developed by the RRWMB on the next page.

In the Red River Basin, flood mitigation – water storage projects are an important tool to protect agricultural lands and farmsteads from continued flooding. Agriculture in the Red River Basin contributes significantly to Minnesota's economy as noted in the attached Economic Profile. We currently have several flood mitigation – water storage projects in our funding process at the local level. To date over \$70 million has been invested into these projects by the RRWMB, our member watersheds districts, state funding, and some limited federal funding. However, none of these projects are fully functional as we cannot secure state funds. Some of these projects have been underway or under construction for over 16 years.

FHMGAP Allocations 2011 - 2025



These are all multipurpose flood mitigation – water storage projects that will incorporate water quality, fish and wildlife habitat, and other natural resources features. Once these projects are completed and come on-line, it will result in close to 100,000 acre-feet of new water storage on the landscape in Northwest Minnesota. As a reminder, our water flows north into Lake Winnipeg in Manitoba, Canada and we are doing our part to ensure we reduce flood impacts and to enhance water quality for our neighbors to the north.

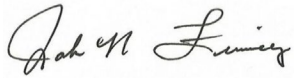
Our members had to limit or halt construction in 2025, and this will likely occur in 2026 if no bond funds are approved by the 2026 legislature. We implore you to bring both legislative parties together to develop and approve a bonding bill that moves the needle significantly on funding of our flood mitigation and water storage infrastructure.

Local tax dollars only go so far, and our membership must then rely on FHMGAP funds and other state programs to complete their projects, which also benefit the State of Minnesota by providing additional fish and wildlife habitat. Until we have long-term, adequate, and consistent funding for the FHMGAP, we cannot guarantee Red River Basin landowners and taxpayers the flood control and adequate drainage that they need to feel safe and secure in their communities.

While there is federal crop insurance available, largescale flooding across the landscape affects generational wealth and mental health, whether in the Red River Basin, Southern Minnesota, or Northeast Minnesota. We know there are many other needs across the state, but we seek your leadership in working with the 2026 Minnesota Legislature for a strong bonding bill. On behalf of our membership, we anticipate requesting \$48 million in 2026 bond funds for water storage/flood mitigation projects. This bonding proposal highlights the need in the Red River Basin, and we will continue to advocate for substantial funding of the FHMGAP.

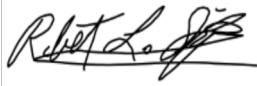
Presently, we are not aware of any longer-term vision for funding flood mitigation – water storage projects in the State of Minnesota. We also ask that you direct the DNR to work with local government to develop a vision to fund the total known needs of the FHMGAP of \$140 million over the next two bonding cycles. We work collectively with our membership to ensure a strong future remains in the RRB for our residents, landowners, and farmers. This can be seen through the 60 + flood mitigation projects and several hundred farmstead ring dikes the RRWMB has helped fund along with its membership. Thank you.

Sincerely,



John Finney
President

Sincerely



Robert L. Sip
Executive Director

CC: RRWMB Managers
RRWMB Membership

From: Jan Voit <jvoit@mnwatersheds.com>
Sent: Tuesday, October 28, 2025 3:16 PM
To: undisclosed-recipients:
Subject: Fwd: Minnesota's First Drinking Water Action Plan

Managers, Commissioners, Administrators, and Staff (Bcc),

FYI

Jan

Hello,

Thank you for participating in the governance assessment of how drinking water is managed in Minnesota. Minnesota is delighted to release the first official [Minnesota Drinking Water Action Plan](#). The Plan is a 10-year framework of actions for ensuring everyone, everywhere in Minnesota has safe and sufficient drinking water. The Plan incorporates findings from the governance assessment that you participated in. The Plan both uplifts many of the efforts underway and names some areas where there is need for more support and attention, including:

- Addressing the unfair challenges over 1.2 million private well users face and the challenges nearly 800 small city water systems face in testing for and addressing contaminants.
- Reducing the impacts from flooding and other climate change-related events on drinking water.
- Upgrading and modernizing data systems that house water quality data.
- Working with communities throughout Minnesota to understand their drinking water priorities and concerns.

Your perspectives were instrumental in developing this plan. Thank you. We hope you see your voice represented.

The Plan, signed by Minnesota Department of Health (MDH) and six other agencies, represents our shared commitment ensuring that anyone, anywhere in Minnesota can be confident it is safe to drink the water from their tap.

MDH invites you to get a glass of water, dive into the Plan and share it with your networks. If you have any questions, reach out to the Water Policy Center at waterpolicy.mdh@state.mn.us. The Plan, info sheet, and information about the Future of Drinking Water Initiatives are at [Future of Drinking Water](#).

Thank you for making this plan a reality.

Chyann
Chyann Mosey (she/her)
Program Manager
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