



# Minnesota River Board

## Plan of Work

**July 1, 2009 - June 30, 2010 (FY10)\***

\*some aspects of the work plan extend beyond FY10

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MRB Approved on 7-27-09  
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## Minnesota River Board Basics

In 1992, the Minnesota River Citizen's Advisory Committee (MRCAC) was formed. In 1994, the MRCAC released the report, *Working Together: A Plan to Restore the Minnesota River*. The report detailed ten recommendations (listed below) that the participants believed would improve Minnesota River health.

- restore floodplains and riparian areas,
- restore wetlands,
- manage drainage ditches and storm sewers as tributaries,
- improve land management practices,
- monitor water quality throughout the Minnesota River Basin,
- establish a "Minnesota River Commission" to oversee the clean-up effort,
- establish local joint powers agreements,
- improve technical assistance to local governments,
- engage the general public, and
- enforce existing laws

As a result of the MRCAC recommendations and increasing Minnesota River awareness, the Minnesota River Basin Joint Powers Board (formally changed names to the Minnesota River Board in 2009 and hereafter referred to as MRB) was forged in 1996 (*Minnesota Statute 103F.378*). The MRB was founded on

- the desire to collaborate and leverage in a judiciously appropriate manner and
- the desire to assume a leadership role and be more pro-active in the coordination of basin-wide water quality improvement efforts at all levels.

## Mission and Vision

The MRB is founded on and conducts its business based on the principles and objectives outlined in our Mission and Vision statements.

### ***MRB Mission Statement***

*"To provide leadership, build partnerships, and support efforts to improve and protect water quality in the Minnesota River Basin"*

### ***MRB Vision Statement***

*"Conservation and restoration of Minnesota River resources and our way of life can only be achieved by a cooperative effort between citizens and all levels of government and business."*

## Organizational Structure

The MRB partnership structure (Figure 1) has been in place since 2003 and remains a desirable and productive organizational profile. The internal structure of the Minnesota River Board itself should be evaluated, possibly for greater inclusion of basin partners. The relationship between the Water Resources Center (WRC) and the MRB has been very good and has been highlighted by legislators during MRB negotiations. The WRC has facilitated stability and progress for both entities. Significant dedication to re-establishing relations and partnerships with the watershed programs needs to and will occur over the next few years.

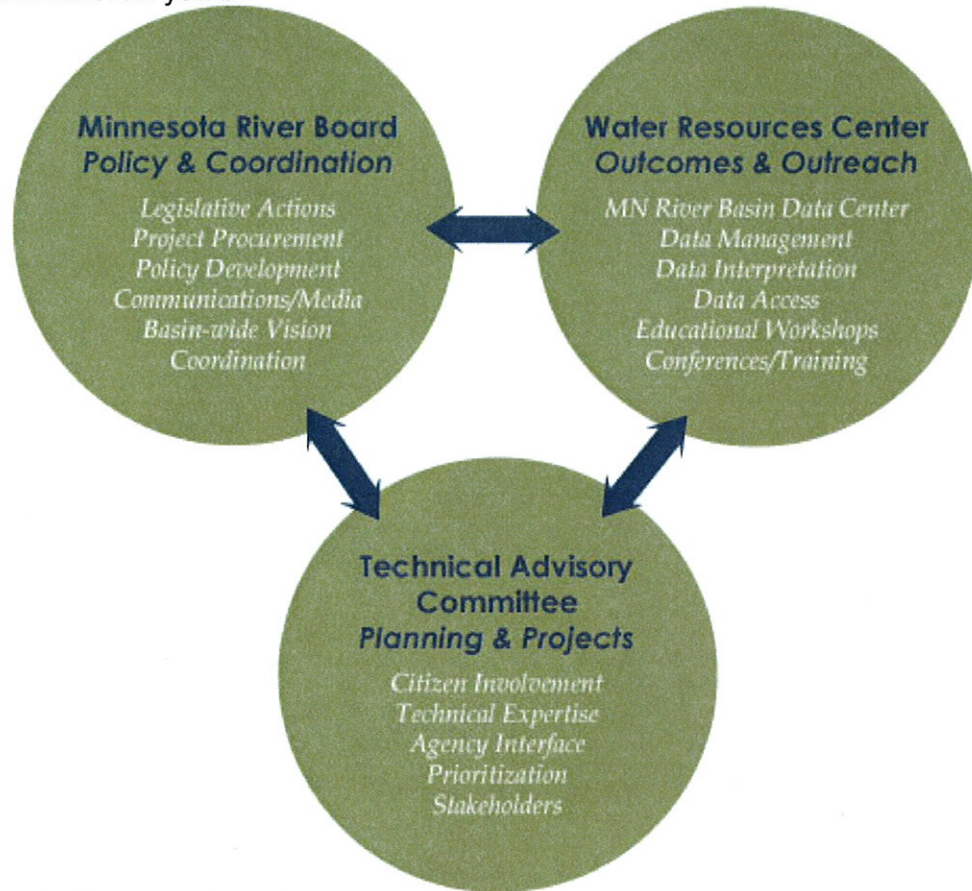


Figure 1. MRB Organizational Structure

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## Membership

The MRB is a joint powers board charged with coordinating efforts to improve water quality in the 38-county Minnesota River Basin and providing reporting for and assistance to 12 major watersheds (Figure 2). Upon acceptance of the joint powers agreement, each county with dues paid in full shall have one county commissioner as its delegate to the board and one county commissioner as an alternate. A technical and citizen advisory committee was established to advise the board and consisted of a technical representative from each participating county in the basin and citizens who are not county employees, but who have an interest in agriculture, conservation, sporting activities, and other relevant areas as determined by the board. This committee has not been active and should be revitalized, as input from these basin stakeholders is critical for the positive advancement of the board's mission. For counties wishing to return to the board, a new policy detailing re-admission procedures was approved in January of 2008. Contact the MRB staff for more information.

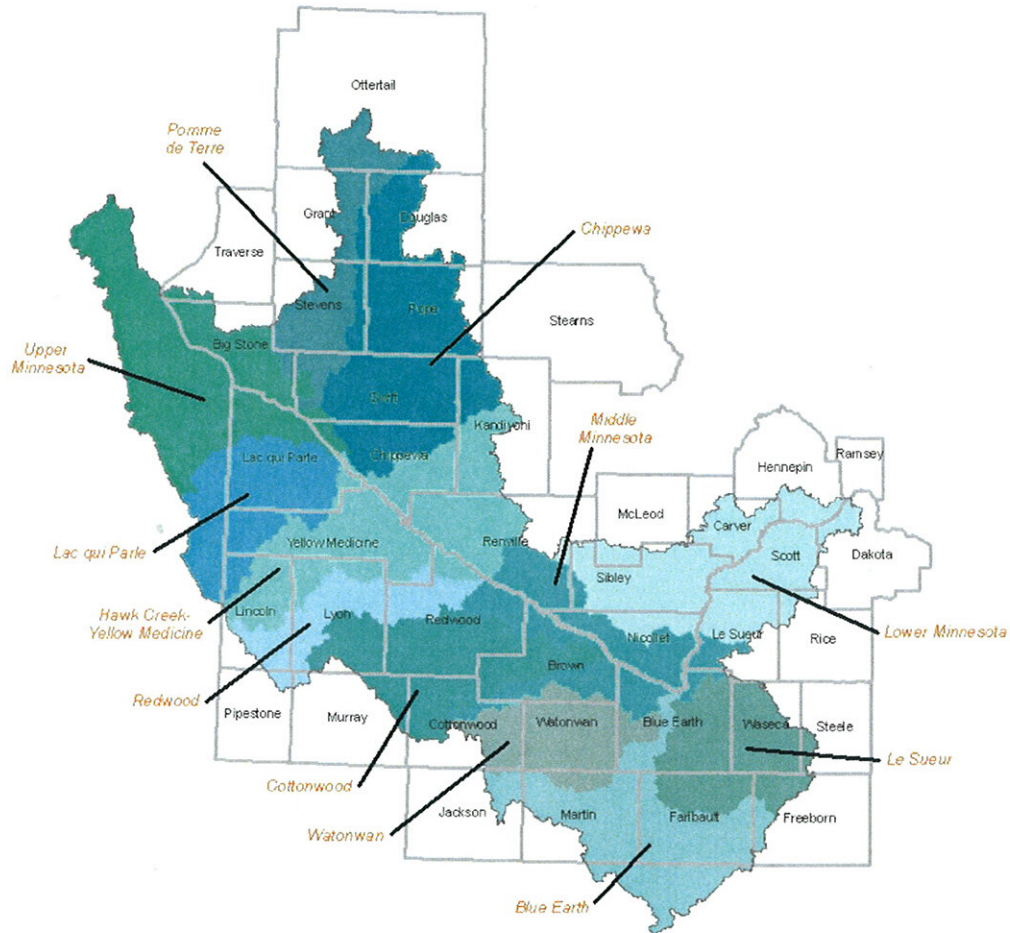


Figure 2. Figure denotes the Minnesota River basin made up of 12 major watersheds and 38 counties associated with the Minnesota River Basin Joint Powers Board.

## **FY10 Plan of Work**

In 2006, the MRB completed a "Procedures Guide and Strategic Plan (2006-2010)" to guide our work (<http://www.minnesotariver.org>) and in FY08 produced the first work plan under the renewed legislative funding scenario. As a result of these plans, a substantive review of our statutory obligations and an ongoing assessment of what the MRB could and should be for the Minnesota River and our partners have been completed. As a result of these conversations, the FY09 work plan included a directive to update the statutory language that guides the MRB duties and processes. Bills were introduced in the 2009 session and subsequently passed both houses of the legislature and was signed by the governor.

The 2009 statutory update clarified the roles the MRB plays, including a renewed focus on multi-major watershed projects, a de-emphasis on provision of local implementation project management (as those duties are best managed by local watershed project and conservation district staff). In addition, the new language calls for new directives to establish a technical advisory committee that will have more imperative duties – building a stronger partnership with the board and establishing a progressive relationship between local policy makers and technical staff. The re-establishment of this technical committee has long been desired by the MRB and progress is being made.

In FY09, the MRB staff focused much of its attention on the implementation of the Conservation Innovation Grant we secured to bring water quality credit trading to Minnesota. The initiative, now know as Conservation Marketplace of Minnesota (CMM) is progressing and will continue to be a major work area over the upcoming year. Many goals of the FY09 work plan were completed; however, due to government changes, budgetary downturns, and increasing demands from some of our programs, not all aspects were achieved. A few goals from the FY09 plan are being carried forward into the FY10 plan, as they were not accomplished to satisfaction and we desire to keep working on them. In the following FY09 summary section (Section 1), we address our progress, shortcomings, and items to be carried forward to the FY10 work plan.

The FY10 Work Plan (Section 2) is structured using a set of goal statements that are then followed by a series of actions and products that will serve as progress measures. Certain aspects of the FY10 plan will include some carry-over portions of goals from previous work plans that are viewed as still critical for the MRB to complete. The targeted completion dates for each item are noted in parentheses (month/year). The FY10 work plan will include fewer focus areas; however, the areas that have been identified are heavy work load and intensive management projects. Section 3 overviews the budget for FY10 and highlights the anticipated expenditures and income.

The culmination of the FY10 work plan will be the generation of a new strategic plan for the MRB. The CMM project will be our greatest work load effort during the upcoming year. Other focal points for the MRB in FY10 will include:

- 1) Status report on groundwater knowledge in the basin
- 2) Evaluation of re-determination of ditch benefits in the basin
- 3) Re-evaluation of the MRB structure to meet future needs
- 4) Continued development of an information exchange and support network between basin policy makers and technical professionals.

## **SECTION 1 – PROGRESS REPORT FOR FY09 WORK PLAN**

### **GOAL 1. Efficiently complete MRB administrative duties on schedule and be accountable for expenditures of public funds.**

- A) Prepare, obtain MRB and BWSR approval for, and implement FY09 Work Plan and budget. (9/08)
- B) Evaluate and implement, if approved by the MRB, a plan to dissolve the existing Assistant Director Position and hire an administrative assistant (0.5 FTE; 9/08)
- C) Finalize a calendar of events for FY09 and future years that establishes the upcoming calendar year's meeting times and locations, officer nominations and installments, budget preparation, staff reviews, award nominations, annual meetings, etc.... (10/08)
- D) Provide a progress report to BWSR by February 1, 2009. (2/09)
- E) Complete Executive Committee planning sessions in September of 2008 and April of 2009. (4/09)
- F) Complete an annual internal audit. (5/09)
- G) Conduct performance reviews as scheduled for the staff (6/09).
- H) Continue to visit and communicate with county boards, water planners, SWCD representatives, and other water-quality related partners in the Minnesota River basin. (6/09)
- I) Strive to bring non-member counties back to the MRB, with an objective of securing at least 1. (6/09)
- J) Hold 6 full board meetings (bi-monthly), one of which will serve as the annual meeting, and two of which will be in partnership with basin organizations. (6/09)
- K) Provide an Annual Report to BWSR and basin legislators by June 30, 2009. (6/09)
- L) Write at least two grant and/or contract applications to bring external funds into the MRB to support our financial foundation and bring needed projects to the basin and provide significant cash and in-kind contributions to the projects. (6/09)

**Goal 1 Progress:** Progress measures A, B, E, G, H, and J were completed as scheduled and as detailed in the sections above. For item J, partner meetings were held in Mankato (July 2008; in conjunction with Blue Earth County and Blue Earth SWCD) and Savage (May 2009; in partnership with Scott County and other metro water management entities). Progress measure C has largely been completed and will be a work-in-progress for likely years to come, as the MRB evolves and new items are added. We consider this goal completed for work plan purposes. Progress measure D was not accomplished on time again this year. The Executive Director takes full responsibility for the delay in submitting our annual progress report to BWSR – which this report represents (submitted in May 2009). Item F is “in progress” and a committee is being set up at the May 2009 meeting to complete the audit. Item I was a priority to the MRB this past year; however, non-member counties are not demonstrating any interest at this point in returning and the additional financial burden, even though limited, has been an issue during hard economic times. This progress measure went into the “red” this past year, as Watonwan County withdrew from the MRB starting in FY10. Progress Measure K is intended to be completed at the end of the fiscal year, at which time a short summary report of progress from this past year and highlights of the FY10 Work Plan will be sent. For Progress Measure L, the MRB has pursued additional funding opportunities through ongoing EPA STAR grant applications in association with the current CMM grant, LCCMR funding through a joint application with partners in Kandiyohi County to work on Shallow Lakes Conservation Planning, and extensive discussion with various basin stakeholders about how to tap sales tax amendment funding for Minnesota River projects.

**GOAL 2. Reconvene the technical and citizen advisory board to the MRB.\***

*\*Completion of this goal will likely extend into FY10*

- A) Establish and utilize a budget to defray the costs of participant travel to an initial advisory board meeting, to include county water planners, SWCD representatives, watershed organizations, and nongovernmental organizations. (9/08)
- B) Utilize the collective experience of the basin citizens and technical staff to better develop a suite of services that the MRB can package for the basin. (12/08)
- C) Establish a committee structure and process of technical representatives and citizen representatives whose input is critically important to the future work of the MRB. (1/09)
- D) Develop a plan on which to formally gather input from and to provide services to the advisory group. (1/09)
- E) Establish a meeting schedule and format based on input from the advisory committee. (1/09)
- F) Establish a platform based on policy, education, and service, not implementation. (4/09)

**Goal 2 Progress:** *Progress Measures A, B, and F have largely been accomplished. We have established a budget on which to help support and sustain an advisory committee. Through various conversations and a meeting of stakeholders on March 6, 2009, a set of clarifications about MRB duties and a platform on which to base our work on policy, education, and service, not implementation were included in a bill during the 2009 legislative session – at the time of this report's preparation, the bill had passed both houses and was awaiting final approval by the governor. Progress Measures C, D, and E have been delayed, but progress is being made. There was more resistance and long-standing tensions between the MRB and the technical professionals in the basin than anticipated. These tensions have slowed the process of reconvening the technical and citizen advisory board. In addition, clarifications on the technical committee were included in the same bill mentioned above, and we were waiting for that to pass before having a meeting. The basin-wide technical professional meeting has been tentatively scheduled for fall 2009 – venue and speakers have not yet been confirmed. At this meeting, we anticipate significant closure on measures C, D, and E.*

**GOAL 3. Resolve the real and perceived MRB identity problem.**

- A) Establish a committee to take another look at important questions surrounding the MRB identity, including further definition of our role(s), services that we could/should offer, and what sets the MRB apart from other watershed organizations. (9/08)
- B) Provide recommendations to the MRB regarding the results of Goal 3A. (9/08)
- C) Develop a proposed statutory revision based on the recommendations from Goal 3B and with input from the advisory committee. (11/08)
- D) Request assistance from and work with basin legislative leaders to submit bills to make suggested modifications on Minnesota Statute 103F.378 in the 2009 legislative session (in conjunction with Goal 9 as appropriate). (11/08)

**Goal 3 Progress:** *All progress measures in this Goal were completed on schedule and the result was a passed bill that clarifies the roles of the MRB, formally changes the name to the Minnesota River Board, and established better guidance on project goals, missions, and advisory committee participation. SF0275 was presented to the governor for signing on 5/5/09.*

**GOAL 4. Develop and implement a visibility plan.**

- A) Convene a committee to discuss visibility options and to develop a set of recommendations to the MRB regarding the visibility plan. (9/08)
- B) Develop a brochure that highlights the MRB mission, programs, services, and strategic objectives. (11/08)
- C) Develop a high quality display for use at county fairs, basin events, etc... (11/08)
- D) Begin implementation of visibility plan components. (12/08)
- E) Reformat the MRB website into a more user friendly and easily updated venue that can serve as a "go to" place for a variety of information. (12/08)

**Goal 4 Progress:** *This goal is a carry-over from the FY08 work plan and was again set as a low priority for FY09. It was determined that a committee was not needed and staff would handle these matters, thus Progress Measure A was not completed and no formal visibility plan was developed and Measure D was also not implemented. We have increased efforts to put forth press releases, participate in radio interviews, and attend more meetings and conferences – these have increased our visibility. The other Progress Measures (B, C, and E) have proceeded slowly, as we tried to utilize students for these efforts. We delayed intentionally as well to see what the legislation would catalyze regarding any changes in MRB mission and duties. We are still working on completion of these outreach tools prior to the end of June 2009.*

**GOAL 5. Facilitate a process to improve and increase the level of communication within the MRB and between the MRB and our partners.**

- A) Implement bi-monthly MRB newsletters (2-4 pages), including features written by delegates, county staff, watershed professionals, and others. (10/08)
- B) Begin to profile delegates/watershed professionals in each newsletter. (9/08)
- C) Include condensed articles on major Minnesota River issues, similar to Envision 2020 reports. (9/08)
- D) Develop and utilize a set of committees to draw on the expertise and input of delegates and our partners into the mainstream workings of the MRB. (11/08)
- E) Enhance communications in conjunction with other media/outreach such as the Minnesota River Watershed Alliance, local newspapers, etc... (12/08)

**Goal 5 Progress:** *None of the progress measures in this goal have been fully implemented due to time constraints. The CMM grant consumed more time than anticipated and it was decided that this piece of the FY09 work plan would have to be placed on hold. Director Fisher completed more than a dozen interviews for written publications this year and completed two radio addresses with KTOE radio in Mankato – both of which were geared to improve communication. We continue to provide assistance to the Minnesota River Watershed Alliance as needed and are working with the Water Resources Center and MN State University, Mankato to obtain additional grant support from the McKnight Foundation to maintain the communications role that the Alliance is playing. We do not have a clear vision or strategy to implement this piece and will see additional assistance on this next year.*



**GOAL 6. Elevate MRB involvement in continuing education and outreach.**

- A) Gather information as part of Goal 2 to determine what educational needs are truly warranted. (10/08)
- B) Prepare a fact sheet for distribution to our various partners that highlights our programming options, available services (including funding assistance), and upcoming events. (11/08)
- C) Increase activity with and visibility to the Minnesota River Watershed Alliance, watershed organizations, private partners, and county staff. (4/09)
- D) Complete at least one major and one minor workshop in the basin, preferably based on needs identified from the technical advisory committee. (6/09)

**Goal 6 Progress:** *Of all the goals for FY09, progress was potentially the most significant with Goal 6. Progress Measures A and B were completed informally, rather than in conjunction with Goal 2 or in the form of formal fact sheets. Substantive efforts were made to request topic ideas and bring forth assistance requests to enhance education and outreach in the basin, including several RFPs for financial support to educational initiatives. As a result, the MRB supported several training opportunities, including a series of conservation drainage workshops, a 5-day geomorphic assessment training, the Agro-ecology Summit, kids fishing clinics, conservation implementation training, Clean Water Legacy Funding Work Session, the Shallow Lakes Forum, and the upcoming Technical Professional meeting. Based on attendance at these programs, the MRB estimates more than 1,200 basin members (ranging from citizens to technical staff to elected officials) participated in one or more programs. As a result, we estimate that more than 16,000 hours of educational time was collectively garnered. This effort, assuming funding allows, will CERTAINLY be a part of the FY10 work plan.*

**GOAL 7. Serve as a “voice” and ‘resource” for the Minnesota River Basin.\***

*\*Completion of this goal will likely extend into FY10 and be ongoing*

- A) Provide services as requested to support the various watershed and water quality interests in the Minnesota River basin, allowing the voice of 38 counties to be heard on issues in local areas, St. Paul, across the region, and beyond. (6/09)
- B) Provide assistance to agencies, counties, watersheds, etc.... in the dissemination of information regarding policy changes, funding opportunities, and staffing/project service options. (6/09)
- C) Provide *pro bono* grant preparation assistance/consulting services as requested, with a target of at least 2 collaborations that benefit MRB members and/or local partners. (6/09)
- D) Provide a minimum of 2 presentations on behalf of the MRB and our partners as requested.(6/09)
- E) Continue to provide assistance as needed to existing partnerships, such as BNC septic initiative, the BMP Challenge, and the Crystal Lake Clean Water Partnership. (6/09)
- F) Serve as a resource for program information, legislative updates, etc.... (6/09)
- G) Serve in a lobbyist capacity for approved MRB topics/legislation. (6/09)

**Goal 7 Progress:** *At the request of basin stakeholders, the MRB provided a venue, funding for, and coordination of a basin-wide conversation on sales tax amendment funding (March 6, 2009) – which also turned out to be a great opportunity to meet with and hear the concerns of many throughout the basin regarding the MRB mission and roles. The comments we received played an important role in shaping the statutory changes and the development of the FY10 work plan. As requested, we have served a role writing support letters, providing services, and advocating on behalf of the basin – including funding efforts for LiDar data collection, ongoing integrated watershed management efforts from the Corp of Engineers, local support requests, among others. Therefore, we believe that Progress Measure A has been met. Measures B and C have also been met. There were fewer than expected requests for assistance, but see Goal A*

**GOAL 7 Progress Continued**

*progress. Progress Measure D was readily accomplished, as Director Fisher and Program Director Carlin both participated in county board meetings to provide information on the MRB, presented at the Coalition for Clean Minnesota River annual meeting, and provide information as requested at GBERBA meetings, a meeting of the watershed coordinators, and at various agency functions. Measures E, F, and G were also met as needed. The MRB, as is noted in the statute changes, focused on large basin-wide issues this past year, including lobbying for additional research funding, data collections, and collaborations.*

**GOAL 8. Evaluate progress measures identified in FY08 and develop a progress report for the Minnesota River Basin in FY09 that covers all the major watersheds.**

- A) In partnership with BWSR and water quality professionals from the Minnesota River Basin, evaluate the FY08 Progress Report Measures submitted to BWSR and the basin legislators, including ongoing collection of additional input received from agency, watershed, county, SWCD, private partner, and citizen representatives. (9/08)
- B) Finalize the measures to be used and refine the data collection and reporting strategy, to include, but not be limited to, funding acquired, projects implemented, potential water quality improvements, future needs, and partner perceptions. (11/08)
- C) Complete and submit a full Minnesota River Water Quality and Watershed Improvement Progress Report using the measures described above, to the legislature, governor, basin stakeholders, and other interested parties. (4/09)
- D) Include in this report a summary of the county water plan updates and priorities and in conjunction with the progress report, include recommendations for measures of success on which to gauge water plans. (4/09)
- E) Use the information garnered during this effort to assist MPCA, US Corp of Engineers, and others develop an updated Minnesota River Management Plan as opportunities arise. (6/09)

**Goal 8 Progress:** *Progress with Goal 8 is ongoing, but it has been slower than desired. Several meetings and discussions have been held with BWSR staff, MPCA representatives, local officials, and technical professionals. Most of the data needed to complete the progress report have been secured; however, some aspects of the desired data are very hard to obtain. Therefore, measures A and B are partially completed and Measures C and D are still pending, but completion is anticipated prior to the end of June 2009. Measure E potential has yet to be determined, as the progress report needs to be finished first.*

**GOAL 9. Evaluate MRB membership structure and watershed funding and implement recommendations.**

- A) Form a committee to evaluate and consider revisions to the current MRB membership process and structure, to include a full consideration of the addition of watershed, citizen, and technical representatives as delegates to the MRB. (9/08)
- B) Evaluate watershed-based funding scenarios, including a per household fee for water quality and watershed improvements. (11/08)
- C) Work with legislators and watershed staff on future watershed-based management legislation. (11/08)
- D) Utilize the information here to prepare draft bill language for the formation of a modified watershed management unit in the Minnesota River Basin in conjunction with Goal 3. (11/08)

**Goal 9 Progress:** Progress Measure A was discussed at length by the statutory review committee that we established early in FY09. The decision at that time was to move ahead with a statute language change request that did NOT include any changes to the current voting board structure, a measure that was subsequently supported by the full MRB. Along those same lines, Progress Measure B was deemed no longer a priority for discussion, as the MRB desires to see how the sales tax amendment funding rolls out and what kind of impacts it will have. Given the economic downturn, it was not a good time to spend time reviewing additional levy authority or taxation potentials. Measure C was completed to an extent. We made ourselves available for review of documents and participation in discussions regarding watershed board establishment and structure, however, the political environments did not support any movement on such measures this year – thus Progress Measure D was not completed as there was not opportunity to work on it.

**GOAL 10. Recognize the contributions of professionals, citizens, and students in the Minnesota River Basin.**

- A) Re-evaluate an awards/incentive program for junior and senior high students from the basin participating in sanctioned science fair programs. (9/08)
- B) Modify nominations process to allow staff to nominate after deadlines pass if no nominations are brought forward. (9/08)
- C) Develop and implement an undergraduate scholarship program for students in the basin studying water quality issues. (10/08)
- D) Award two deserving participants from the basin with the “Confluence” and “Tributary” awards. (6/09)

**Goal 10 Progress:** All Progress Measures in Goal 10 were completed. Awards and Recognition at the Senior and Junior High Regional Science Fairs were provided to numerous well deserving students working in water quality, watershed, and water-related research areas. Progress Measure B was also completed and the staff will now nominate in the absence of nominations from the delegates. Program Coordinator Carlin developed and implemented an undergraduate scholarship and research program, thus fulfilling Progress Measure C. The recipients of these awards will be announced at the July 27, 2009 meeting. Progress Measure D was also completed, with recognitions going out to Kylene Olson (Chippewa River Watershed Project) and to Bob Brush and Jim Putnam (Lura Lake Association). These awards have been very well received and will be continued in FY10.

**GOAL 11. Effectively manage the first year of the Conservation Innovation Grant from the NRCS for Water Quality Credit Trading**

- A) Provide support services for the \$999,997 CIG grant to develop and implement a water quality credit trading program here in the Middle and Lower Minnesota River Watersheds, the Greater Blue Earth River Basin, and to provide administrative support for the Sauk River Watershed.
- B) Provide significant administrative services and work with various partners to enhance market-driven water quality improvement via land use modifications.
- C) Contract technical services with appropriate entities based on work plan requirements.

**Goal 11 Progress:** All progress measures for the Conservation Innovation Grant have been completed to the satisfaction of the granting agency (NRCS) and the various partners. A majority of Program Director Carlin’s time has been reallocated to this project. MRB Office Manager Karnell Johnson has been provided the needed administrative support and thus far it is going well.

## **SECTION 2 – FY10 GOALS AND PROGRESS MEASURES**

**(GOALS ARE NOT IN PRIORITY ORDER)** For each goal statement listed below, a set of progress measures and/or tasks are also noted. For each task, an approximate timeline and the staff member responsible for making sure the task/progress measure is completed is noted as an acronym. The acronyms are as follows: Executive Director (E), Program Director (P), Office Manager (O), and Contractual Services (C).

### **GOAL 1. Effectively manage the second year of the Conservation Innovation Grant, now known under the project name Conservation Marketplace of Minnesota (CMM).**

- A) Provide administrative support services (accounting, contracting, invoicing, match tracking, and financial reporting) for the CMM project team. (6/10 - O)
- B) Coordinate and facilitate the National CMM Advisory Team, including setting up meetings, assisting with travel, establishing and clarifying duties, and working with partners to establish and distribute agendas. (6/10 - P)
- C) Coordinate and facilitate the Policy Committee(s) for project areas within the Minnesota River Basin, including setting up meetings, assisting with travel, establishing and clarifying duties, securing policy that works for all areas of the Minnesota River Basin, and working with partners to establish and distribute agendas. (6/10 - E)
- D) Coordinate and facilitate the Technical Committee(s) for project areas within the Minnesota River Basin, including setting up meetings, assisting with travel, clarifying duties, and working with partners to establish and distribute agendas. (6/10 - P)
- E) Provide support to the Greater Blue Earth River Basin Alliance in associated with the CIG by hiring and providing HR services, work space and transportation for an employee that will work on the CMM project by transferring CMM funds to the Water Resources Center to cover the costs of the employee (8/09 - E)
- F) Serve as the overall project advocate and liaison between the MRB and the project partners, including provision of update on project issues and progress to the Executive Director and assisting with project tasks as requested from project partners. (6/10 – P)

### **GOAL 2. Efficiently complete MRB administrative duties on schedule and be accountable for expenditures of public funds.**

- A) Prepare, obtain MRB and BWSR approval for, and implement FY10 Work Plan and budget. (approval by 8/09, completion by 6/10 - E)
- B) Provide a progress report to BWSR by February 1, 2010. (2/10 - E)
- C) Complete Executive Committee planning sessions in 10/09 and 4/10. (4/10 - E)
- D) Complete an annual internal audit. (5/10 - O)
- E) Conduct performance reviews as scheduled for the staff (6/10 - E).
- F) Strive to bring non-member counties back to the MRB, with an objective of securing at least 1. (6/10 - E)
- G) Hold 6 full board meetings (bi-monthly), one of which will serve as the annual meeting, and two of which will be in partnership with basin organizations. (6/10 – P/O/E)
- H) Write at least two grant and/or contract applications to bring external funds into the MRB to support our financial foundation and bring needed projects to the basin and provide significant cash and in-kind contributions to the projects. (6/10 - E)

**GOAL 3. Reconvene the technical and citizen advisory committee and work with this committee to develop a process of communications and input.**

- A) Facilitate completion of a start-up meeting for the Minnesota River Basin Tech/Citizen advisory committee and utilize funding to defray the costs. (10/09 - E)
- B) Work with basin stakeholders to determine a committee structure and process of technical representatives and citizen representatives whose input is critically important to the future work of the MRB. (12/09 - E)
- C) Develop a plan on which to formally gather input from and to provide services to the advisory group, including a formal process of communications and meeting schedule. (2/10 - E)

**GOAL 4. Facilitate improved and increased communications between the MRB and our partners and among basin stakeholders.**

- A) Collaborate with the Minnesota River Watershed Alliance and various projects of the MRB and Water Resources Center to implement a MRB newsletter (2-4 pages), including features written by and/or regarding delegates, county staff, watershed professionals, and others. (10/09 – P/C/E)
- B) Include condensed articles on major Minnesota River issues, similar to Envision 2020 reports. (start by 11/09 and then ongoing after that - C)
- C) Monthly website update that feature the products from 4A and 4B, along with event notices and other items of interest. (6/10 – C)
- D) Contract with communications staff at the Water Resources Center for assistance on completing this task. (10/09 - E)
- E) Support ongoing enhancements of communications efforts in conjunction with MPCA, local media outlets, provision of press releases, etc....(6/10 – E/C)

**GOAL 5. Promote and complete a program of continuing education, outreach, and partnership to enhance and encourage ongoing interest and work in Minnesota River Basin improvement efforts.**

- A) Utilize the expertise of the Technical Committee to identify the educational needs of the basin and work with the technical committee to prioritize programming dollar expenditures. (11/09 - E)
- B) Based on input from 5A, put out an RFP for workshop, continuing education, and/or conference opportunities. (11/09 - E)
- C) Complete at least one major and one minor workshop in the basin based on selection criteria and needs identified from the technical/citizen advisory committee. (6/10 – E/P)
- D) Bring back the Minnesota River Research Forum series in association with the Water Resources Center and other basin partners. (4/10 – E).

**GOAL 6. Serve as an ongoing legislative and funding resource for the basin.**

- A) Work with the advisory group and delegates to identify legislative issues that the MRB could provide support and advocacy for during the 2010 session. (11/09 - E)
- B) Provide services as requested to support the various watershed and water quality interests in the Minnesota River basin, allowing the voice of 38 counties to be heard on issues in local areas, St. Paul, across the region, and beyond. (6/10 – E/P)
- C) Provide assistance to agencies, counties, watersheds, etc.... in the dissemination of information regarding policy changes, funding opportunities, and staffing/project service options. (6/10 – E/P)
- D) Provide grant preparation assistance as requested, with a target of at least 2 collaborations that benefit multiple major watersheds and/or local partners. (6/10 – E)
- E) Provide a minimum of 2 presentations on behalf of the MRB and our partners as requested. (6/10 – E/P)

**GOAL 7. Complete a substantive outreach effort to deliver the Minnesota River Progress Report results (developed as part of the FY09 BWSR grant) to basin communities, water quality improvement stakeholders, legislators, and agencies.**

- A) Deliver the report for review by legislators, agency staff, conservation professionals, MRB delegates, the basin technical team, and others and establish a series of meetings to discuss the product and mechanisms for improvement (10/09 – E/C)
- B) Formally deliver and present the Biennial Progress Report developed during FY08 and FY09 to the MRB delegates and partners at the November Board Meeting (11/09 – E/C)
- C) In conjunction with other progress reports, trend assessments, and basin planning efforts, advance a series of town hall meetings across the basin to deliver a message of basin water quality progress, continued challenges, and community involvement. (6/10 – E/C)

**GOAL 8. Based on Goal 7 feedback, develop a framework on which to build the next iteration of the Minnesota River Progress Report that will be completed in FY11.**

- A) Gather input as part of the Goal 7 information meetings and determine if appropriate measures were utilized for the progress report, giving consideration to new measures that should be included for future reports, deletion of measures with limited or difficult to understand data, and determining which measures provide the most valuable information (5/10 – E/C)
- B) Develop a plan on which to base the FY11 biennial progress report. (6/10 – C)

**GOAL 9. Become an involved member in the ongoing discussion of Basin Watershed Organization legislation, including an evaluation of the MRB membership structure.**

- A) Join, as opportunities arise, in forums, committees, legislative hearings, and work groups to continue providing input into basin and watershed management legislation and policy modification proposals. (1/10 - E)
- B) As part of 9A, complete a work session on watershed based management options with the executive committee and other interested parties, including legislative sponsors, watershed representatives, and others to provide input into future proposals. (11/09 - E)
- C) Utilize the information gathered in 9A and 9B to determine the MRB position on such matters and then provide support or opposition as requested by the delegates (1/10 - E)
- D) Evaluate the current MRB structure to determine if any changes at this time would be appropriate. (1/10 - E)

**GOAL 10. Recognize the contributions of professionals, citizens, and students in the Minnesota River Basin.**

- A) Provide an awards/incentive program for junior and senior high students from the basin participating in sanctioned science fair programs. (5/10 - P)
- B) Provide an undergraduate scholarship and an undergraduate research award for two students studying in the basin that are focused on water quality issues. (5/10 - P)
- C) Award two deserving participants from the basin with the "Confluence" and "Tributary" awards. (6/10 - E)
- D) Institute a delegate, watershed, and project spotlight section in future watershed communications associated with Goals 4 and 5 above. (6/10 - P/C)

**GOAL 11. Evaluate the potential of bringing the Blue Thumb program into areas across the Minnesota River basin by working with the Rice Creek Watershed and delivering information to our partners.**

- A) Establish contact with and meet with the Rice Creek Watershed District staff to learn more about the Blue Thumb Program. (10/09 - P)
- B) Identify appropriate venues and develop information materials for the dissemination of information regarding the Blue Thumb program among Minnesota River Basin stakeholders. (12/09 - P)
- C) Work with at least one basin entity to establish partnership in the Blue Thumb program and/or determine how the Blue Thumb program could be applied in our basin (4/10 - P)

**GOAL 12. Status evaluations of priority issues to county delegates and basin citizens.**

- A) Prepare and implement a plan to survey counties in the basin regarding the status of re-determination of benefits on county ditch systems. (11/09 - E/C)
- B) Present the findings of Measure 12A to the MRB and then determine a course of action and implement such action. (6/10 - E)
- C) Prepare and implement a plan to survey Minnesota River basin citizens and stakeholders regarding groundwater concerns, monitoring status, and research needs – including a summary of known contaminants, research, and management strategies for aquifers under the MRB territory. (6/10 - E/P/C).

## Proposed MRB FY10 Budget

Line Items (details listed below budget)	Funding Source Used for Line Item Expense				Totals
	State of MN	County Income	2008 CIG	External	
<b>FY10 Income</b>					
State of Minnesota - BWSR Grant	\$90,000				
County Dues Collection – FY10		\$42,748			
MCIT Insurance Refund (estimated)		\$1,252			
CIG Indirect Cost Recovery (estimated)		\$21,657			
CIG (CMM) Contract Allowance			\$102,348		
2006 CIG with AgFlex (estimated)				\$11,995	
Mt Simon Monitoring (estimated)				\$6,450	
<b>Totals</b>	<b>\$90,000</b>	<b>\$65,657</b>	<b>\$102,348</b>	<b>\$18,445</b>	<b>\$276,450</b>
<b>FY 10 Estimated Expenses</b>					
0.50 FTE Executive Director		\$26,552	\$11,855	\$3,800	\$42,207
0.49 FTE Administrative Assistant			\$15,512		\$15,512
0.94 FTE Program Director	\$35,580		\$3,687		\$39,267
Student Worker(s)	\$3,300	\$3,300			\$6,600
Fringe Benefits (All Staff)	\$10,680	\$9,049	\$6,880	\$1,320	\$27,929
Contractual Services for CMM			\$40,800		\$40,800
MCIT Insurance		\$2,550			\$2,550
MRB Meeting Expenses		\$1,200			\$1,200
Communications/Reporting	\$12,200	\$6,800			\$19,000
Travel	\$6,450	\$3,800		\$5,842	\$16,092
Printing	\$2,000	\$2,000			\$4,000
Awards/Student Incentives Program	\$2,000			\$700	\$2,700
Supplies/Equipment			\$19,380	\$200	\$19,580
Legal Retainer		\$1,200	\$1,200		\$2,400
Tech/Citizen Advisory Committee	\$2,400	\$1,000			\$3,400
MSU Contract Indirect Costs (8%)	\$5,390	\$3,916	\$3,034	\$873	\$13,213
Outreach/Programming	\$10,000	\$4,290		\$5,710	\$20,000
<b>Total Expenditures</b>	<b>\$90,000</b>	<b>\$65,657</b>	<b>\$102,348</b>	<b>\$18,445</b>	<b>\$276,450</b>

### Income Details

- State of MN: the MN legislature, via BWSR, provided the MRB with 90% of our previous biennium's allocation, this \$90,000 to aid in reporting progress in the MN River Basin.
- County Income: Dues collected from member counties in 2009 for use during the FY10 fiscal year. Dues were held stable for FY10 and no increase will be proposed for FY11.
- MCIT Insurance Refund: The estimated value of our dividend check from MCIT Insurance.
- CIG (CMM) Contract Allowance: Income to cover expenditures associated with the Conservation Marketplace of Minnesota project (2008 Conservation Innovation Grant) as outlined in Phase 1 of the grant agreement with the National Fish and Wildlife Foundation.
- 2006 CIG with AgFlex: Estimated final income associated with the contract for services established back in 2006 with AgFlex.
- Mt. Simon Monitoring: Payment for services rendered to Mt Simon Permit Holders and the MN Department of Natural Resources to facilitate, mediate, and provide data management to an aquifer monitoring initiative.



### Expenditure Details

- Executive Director: 50% of the Executive Director's annual salary, spread out based on where work will be completed.
- Administrative Assistant: Funds a 49% FTE Office Manager to facilitate the CMM, Mt. Simon, and day-to-day administration of funds, grants, and accounting and meeting logistic needs.
- Program Director: Being tied to State Funding, this position will be funded based on the appropriation from the state of Minnesota, with some supplemental funding used from the CIG/CMM, therefore, 94% of the position will be funded for this fiscal year.
- Student Worker(s): Funding for a 16 hour per week student worker to assist with various MRB duties during the academic year and full time for 6 weeks from mid-May through the end of June 2010.
- Fringe Benefits: Estimated Health Insurance, Required Leave, FICA, etc.... for all MRB staff and students listed above
- Contractual Services for CMM: Services as allowed in the CIG agreement for technical services to be contracted out as needed, including legal services (included under legal retainer below), web site development, model evaluation, and technical planning provided by various potential partners.
- MCIT Insurance: Estimated Annual Insurance Payment
- MRB Meeting Expenses: Base expenses for 6 MRB business meetings and 2 executive committee planning sessions, including primarily room rental and refreshments. Tours, speaker fees, per diem and other travel costs, etc... are budgeted for in Programming and Travel below.
- Communications/Reporting: Additional funding has been allocated here to help ensure that MRB communications efforts and completion of required reporting are secured. Postage (\$1,000), cellular phone and data services (\$1,140), web site expenses (\$2,400), newsletter/press release/weekly updates preparation (\$7,230), Reporting Assistance for data management and report prep (\$7,230).
- Travel: Designated Vehicle for MRB (7/09 – 6/10; \$10,800), Staff Lodging and Travel to Conferences, including registration fees, (\$1,500); executive committee per diem (\$3,000), Misc. Staff, Delegate, and Guest Expenses, such as personal mileage (\$792)
- Printing: Preparation of various reports, newsletters, stationary needs, in-house copy needs (\$4,000)
- Awards Program: "Tributary" and "Confluence" Awards (\$200), MRB Scholarship (\$1,000), Science Fair Awards (\$500), Undergraduate Student Research Award (\$1,000)
- Supplies/Equipment: Various office supplies, software upgrades, chairs, etc... as needed, primarily in support of the CIG/CMM in conjunction with project partners and basin stakeholders.
- Legal Retainer: \$200/month retainer fee for Rinke Noonan, split between county and grant funds.
- Tech/Citizen Advisory Committee: Provide meeting facilities and refreshments for designated advisory committee meetings, potentially including travel allowances and per diem for formal representatives as funds allow. Some funds may also be used to offset costs of committee representatives to attend MRB meetings as formal liaisons.
- MSU Indirect Costs: Approximately \$165,000 of this budget will need to be contracted with the Water Resources Center at MN State University, Mankato to cover 100% of staff salary and fringe plus large portions of Communications/Reporting, Travel, and Printing. An 8% indirects rate will apply based on our agreement with MSU, Mankato from 2008.
- Outreach/Programming: Funds for Workshop, trainings, and conferences on grants/funding opportunities, ongoing research, program updates, annual meeting events, etc..., including a Minnesota River Research Forum (\$20,000)