

**Workshop Agenda
Tuesday, April 18, 2017
11:00a.m. – 1:00 p.m.**

1. Call to Order – Chair Humphrey

- A. Welcome & Introductions
- B. Introduce Facilitator & Comments
- C. Review/Approval of Agenda

2. Action/Decision Items

- A. FY15 BWSR Community Partner Project Encumbrance (Decision)
- B. FY17 AIS Agreement for Watercraft Inspection Services (Decision)

3. Workshop Items for Review and Discussion

A. 2017 Annual Plan

- i. Review 2016 Accomplishments (page 4)
- ii. Grants (page 9)
- iii. 2017 Action Items (page 19)
- iv. Review of Budget and Work Plan (page 25)
- v. Review Suggestion Edits
- vi. Approval of Annual Plan

B. RCD By-Laws

- i. Outcomes
- ii. Comments on other Metro SWCD By-Laws
- iii. Review of suggested edits
- iv. Approval of Amended By-Laws (if needed)

4. Meeting Summary; Closing Comments; & Adjournment

April Workshop Action Item Detail

Action Item A. FY15 BWSR Community Partner Project Encumbrance – Michael

Staff is requesting approval of the following draft resolution:

Whereas, The MN BWSR has provided \$150,000 in FY2015 Clean Water Funds through the Community Partners Conservation Program Grant to the RCD for water quality projects installed on Faith Organizations, Schools, and Business properties;

Whereas, the BWSR cost-share shall not exceed 75% of the total construction cost; and

Whereas, the RCD Board of Supervisors designates, Joe Lochner, Ramsey Conservation District Staff as the technical representative for this project.

Now therefore Be It Resolved, the RCD Board agrees to enter into BWSR cost-share agreements with the following:

Canabury Pond Condominium: Spokesperson Vicki Pream: Property Manager, at Keller Property Management, for Canabury Pond Condominium at 175 County Road B2 E, Little Canada, MN 55117 for the one infiltration basin.

Contract #CP 15-05, Conservation Practice 570; Total Project Cost: \$94,664.80; BWSR Cost Share for eligible components: 26%/ \$25,000.00. Local Watershed (Ramsey-Washington Metro Watershed District) Cost Share for eligible components: 53%/ \$50,000.00. Landowner Contribution: 21%/ \$19,664.80. Technical and Administrative amount to be consistent with percentages outlined in grant work plan. The project must be started by November 1, 2017 and completed by November 1, 2018, unless otherwise amended by mutual consent and agreement by both parties.

Action Item B. FY17 AIS Agreement for Watercraft Inspection Services – Michelle

WaterGuards is a company that specializes in providing trained AIS inspectors. Boat launch inspections were identified as the highest priority for the AIS funding that the RCD received from Ramsey County Parks. Staff is requesting board approval to sign the agreement.

By-Laws of the Powers and Responsibilities of the Ramsey Conservation District

Minnesota Statutes 103C established soil and water conservation districts as governmental and political subdivisions of the State of Minnesota with certain inherent powers and duties. The Ramsey Conservation District (RCD) is that subdivision for Ramsey County.

The Duties of the RCD:

The RCD shall develop a comprehensive plan for the conservation of soil and water resources.

The RCD shall present an annual budget to the Board of Ramsey County Commissioners.

The following are discretionary powers of the RCD:

The RCD may construct, install, improve, maintain and operate any structures and works necessary or convenient for the performance of any of the operations authorized within Minnesota Statutes, Chapter 103C.

The RCD may conduct resource surveys and demonstration projects.

The RCD may sue or be sued.

The RCD may require compensation or contributions for goods and services provided.

The RCD may carry out soil and water conservation measures on any lands within Ramsey County with the consent of the fee owner.

The RCD may cooperate or enter into agreements with any governmental agency or individual landowner within Ramsey County for the purpose of carrying on a program of erosion prevention and control.

The RCD may purchase or accept gifts of real or personal property, earn from the property and provide equipment and supplies which will bring about conservation practices within Ramsey County.

The RCD may assume land by purchase, lease or otherwise to improve, maintain, operate and administer any RCD project undertaken by the federal or state government.

The RCD may make application or enter into an agreement with any designated authority for federal assistance.

The RCD may appropriate necessary funds to provide membership in state and national associations which have as their purpose the betterment and improvement of soil and water conservation district operations.

The RCD may procure insurance directly or through Ramsey County when mutually agreed.

The RCD may publish information relating to the activities of the RCD.

The RCD may provide advice or consult with county and municipal representatives.

The RCD may employ technical experts and such other officers, agents and employees both permanent and temporary as may be required and shall determine their qualifications, duties and compensation.

The Powers and Responsibilities of the RCD Supervisors:

RCD Supervisors are obligated to conduct the business of the RCD.

The RCD Board of Supervisors is a policy board. The primary focus is on setting overall policy and objectives. As an elected official, each RCD Supervisor is responsible for operating the RCD as a political subdivision of Minnesota State Government. Supervisors shall determine the long term objectives for the RCD and which resource problems the RCD will address. The RCD Supervisors will periodically review the overall situation within Ramsey County and develop board policies which address county resources as a whole. RCD Staff shall carry out these policies. The RCD Board of Supervisors shall make best efforts to conduct a comprehensive evaluation on RCD policies.

Ramsey Conservation District:

Location: The principal place of business of the RCD is 1425 Paul Kirkwold Drive, Arden Hills, MN, 55112.

Geographic Divisions: The RCD is divided into five districts at the discretion of the RCD. Each RCD Supervisor must reside in a specific district but is elected and represents Ramsey County as a whole.

Term of Office: Each RCD Supervisor term is for four years. Terms are staggered and there shall be no more than three terms expiring in a given year.

Eligibility:

In order to be an RCD Supervisor the following qualifications apply:

1. Legal residency in Ramsey County.
2. Residence in the nominating district for which the filing is specific
3. File sixty (60) days prior to a general election at the Ramsey County Elections Office
4. Complete necessary filing forms including the statement of interest form
5. Submit either a nominating petition along with a filing fee or file a petition signed by qualified voters within the nominating district.

Incompatibility of Office Source: Based on a September 12, 1973 ruling by the MN State Attorney General, the Office of Supervisor of a Soil and Water Conservation District is incompatible with or has a conflict of interest with that of a city or village council person, town board supervisor or county commissioner, if the city, village, town or county is located within the soil and water conservation district. This ruling is based on the MN Supreme Court statement that public offices are *“incompatible when their functions are inconsistent, their performances resulting in antagonism and a conflict of duty, so that the incumbent of one cannot discharge with fidelity and propriety the duties of both.”*

Resignation:

If a Supervisor wishes to resign from RCD service, the Supervisor shall submit his or her resignation in writing to the RCD Board.

Relocation:

Supervisors must be legal voters residing within Ramsey County. If a Supervisor relocates his or her residence outside of Ramsey County, the Supervisor no longer qualifies to serve as Supervisor.

Vacancy:

If a vacancy occurs within the office of an elected or appointed RCD Supervisor the RCD shall place notice of said vacancy in the local official publication or other publications within the nominating district prior to appointment or election.

If a vacancy occurs more than sixty (60) days before the next succeeding general election, the RCD Board shall fill the vacancy by appointment.

Attendance:

1. The RCD shall hold one regular monthly board meeting each month. Supervisors not attending three consecutive RCD board meetings without agreed upon justification (family, medical, personal or employment) will be asked to resign.
2. Supervisors unable to attend an RCD regular board meeting shall contact the RCD office prior to the meeting.
3. Meetings of the RCD are governed by the Minnesota Statutes, section 471.705 which is the Open Meeting Law. Except for limited situations described in MS 471 all meetings of the RCD Board are open to the public.

RCD Officers:

Each of the five RCD Supervisors shall hold an officer position which consists of the following: Chair, Vice Chair, Secretary, Treasurer and Education and Information Officer. All officers shall be elected by majority vote at the first meeting of the RCD each year.

Chair: Responsible for guiding the overall activities of the RCD and presiding at official RCD meetings.

Vice Chair: Assumes the position of the Chair when the Chair is unable to be present.

Secretary: Responsible for the official RCD record.

Treasurer: Responsible for the financial record of the RCD.

Education and Information: Serves as a liaison between the RCD and the public.

RCD Committees:

The RCD Supervisors will come to a mutual agreement by majority vote on which of the following committees they will attend and represent the RCD at said meeting. If a Supervisor cannot attend the meeting, a replacement should be found so that the RCD may be represented.

RCD Committees include:

Internal: Budget
 Comprehensive Plan
 Legislation
 Personnel

External: Capital Region Watershed District's Citizens' Advisory Committee
 Metro Conservation Districts Board
 Ramsey Washington Metro Watershed District Board
 Rice Creek Watershed District Citizens' Advisory Committee
 Ramsey County League of Local Governments Board
 Vadnais Lake Area Water Management Organization

Compensation and Expenses Reimbursement:

The position of RCD Supervisor is a non-salaried position. Compensation is set on a per diem basis. The maximum rate of the per diem is established by the Board of Soil and Water Resources (BWSR) in accordance with MN Statutes, Chapter 103C. Currently the maximum compensation allowed per day is \$75.

Mileage traveled to and from a Supervisor's main residence for the purpose of attending approved RCD business will be reimbursed at the federal rate established annually.

Compensation for regular, special, committee and other meetings is set by the RCD. It cannot exceed the maximum rate set by BWSR in accordance with MN State Statutes, Chapter 103C. The following is the compensation rate for meetings as currently set by the RCD Board:

Regular Board meetings	\$75
Special Board meetings	\$75
Standing Committees (see above)	\$50
Other meetings, conventions etc.	\$25

RCD Board approval is required for compensation at all functions. Travel must be directly related to the business of the RCD. At least two RCD Supervisors must nominate a specific meeting to have that meeting designated as a special internal or

external meeting and available for compensation and reimbursement for mileage.

If the RCD prepays the cost of a seminar, training session, etc. and the Supervisor does not attend without prior justification, the Supervisor shall reimburse the RCD in full for all advance payments if said payment is non-refundable.

Expense Reports: Compensation rates, mileage reimbursement rates, events and meetings attended requiring compensation and expense claims must be approved by the RCD Board and recorded in the minutes. All travel expenses such as lodging and meals are reimbursed at actual costs. All claims must be accompanied by required receipts.

Expenses will be reimbursed only when within the current reporting period.

The Ramsey County Payroll Office issues reimbursement checks to the RCD. RCD staff have no control over the processing of reimbursements.

Amendment Procedures:

The RCD Supervisor Handbook shall be adopted by a majority vote of the RCD Supervisors. Revision of non-statutory or BWSR requirements shall require the affirmative vote of a majority of the RCD Supervisors.

Minnesota Statutes:

All conduct and procedures not provided for herein are governed by Minnesota Statutes. Rules of Procedure, if not covered under Minnesota Statutes, shall be consistent with Robert's Rules of Order.

Approved by the Ramsey Conservation District Board on October 21, 2013

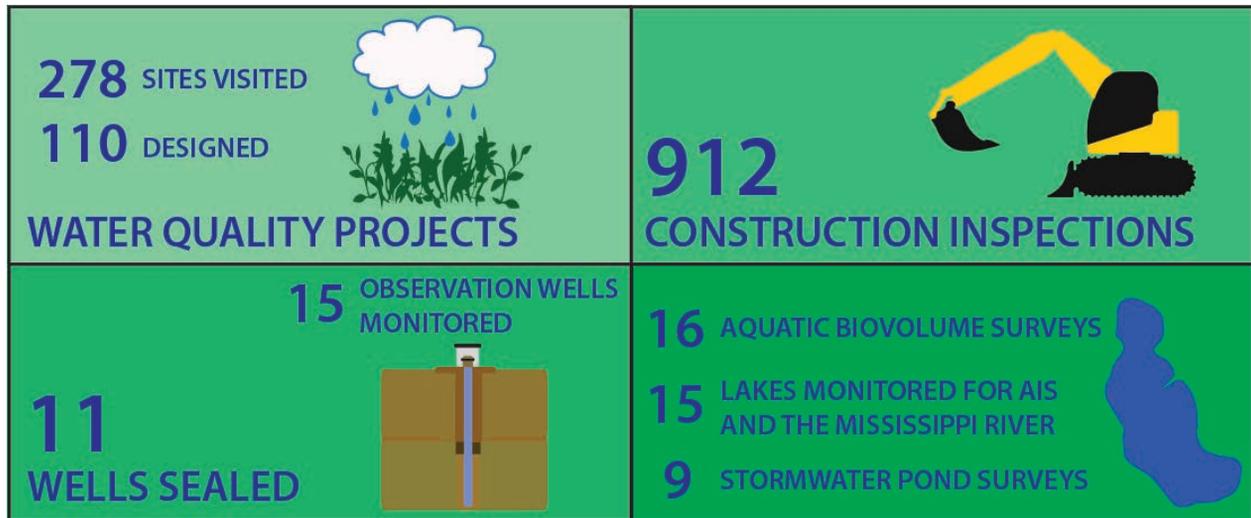
Annual Report: 2017 Work Plan and 2016 Accomplishments



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2016, A Year in Review



The Ramsey Conservation District (RCD) Staff and Board are proud to present our 2017 Annual Plan, with a review of 2016, which included the sixth consecutive year with revenues exceeding expenditures. This foundation of fiscal stability has empowered the RCD to accomplish the prioritized goals and action items identified in the RCD 2017-2025 Comprehensive Plan.

In 2016 the Conservation Forum was introduced and important topics were presented such as Urban Pollinators, where a capacity crowd heard experts such as Dr. Marla Spivak speak on the subject and give important action steps that all people can take to protect and increase pollinator habitat. Other accomplishments in 2016 included:

- An electronic inventory of all individual septic systems in Ramsey County
- Tour of Frogtown Farm, an urban organic farm that received technical and financial assistance from the RCD
- State of the Waters event focused on Governor Dayton’s call to a “Year of Water Action”
- Raingarden maintenance workshop at the Roseville Library

The RCD administered the 2014 and 2015 Community Partners Grants in 2016. These grants are funded by the Clean Water Land and Legacy Amendment and are available for use by faith organizations, schools, businesses, and homeowner organizations. Six organizations installed water quality improvement projects using these grants in 2016. Together these projects will remove 4.86 pounds of phosphorus, 2,662 pounds of total suspended solids, and keep 231,440 cubic feet of stormwater runoff from entering Ramsey County water bodies each year!

The RCD collaborated with watershed districts and water management organizations by completing 278 site visits, designing 177 concept plans, and designing 110 construction-ready documents. Many of these projects have been installed, reducing phosphorus, total suspended solids, and untreated stormwater from entering Ramsey County water bodies.

Staff have also assisted the cities of Arden Hills and Shoreview as well as Rice Creek Watershed District by conducting 912 construction site inspections. These site inspections

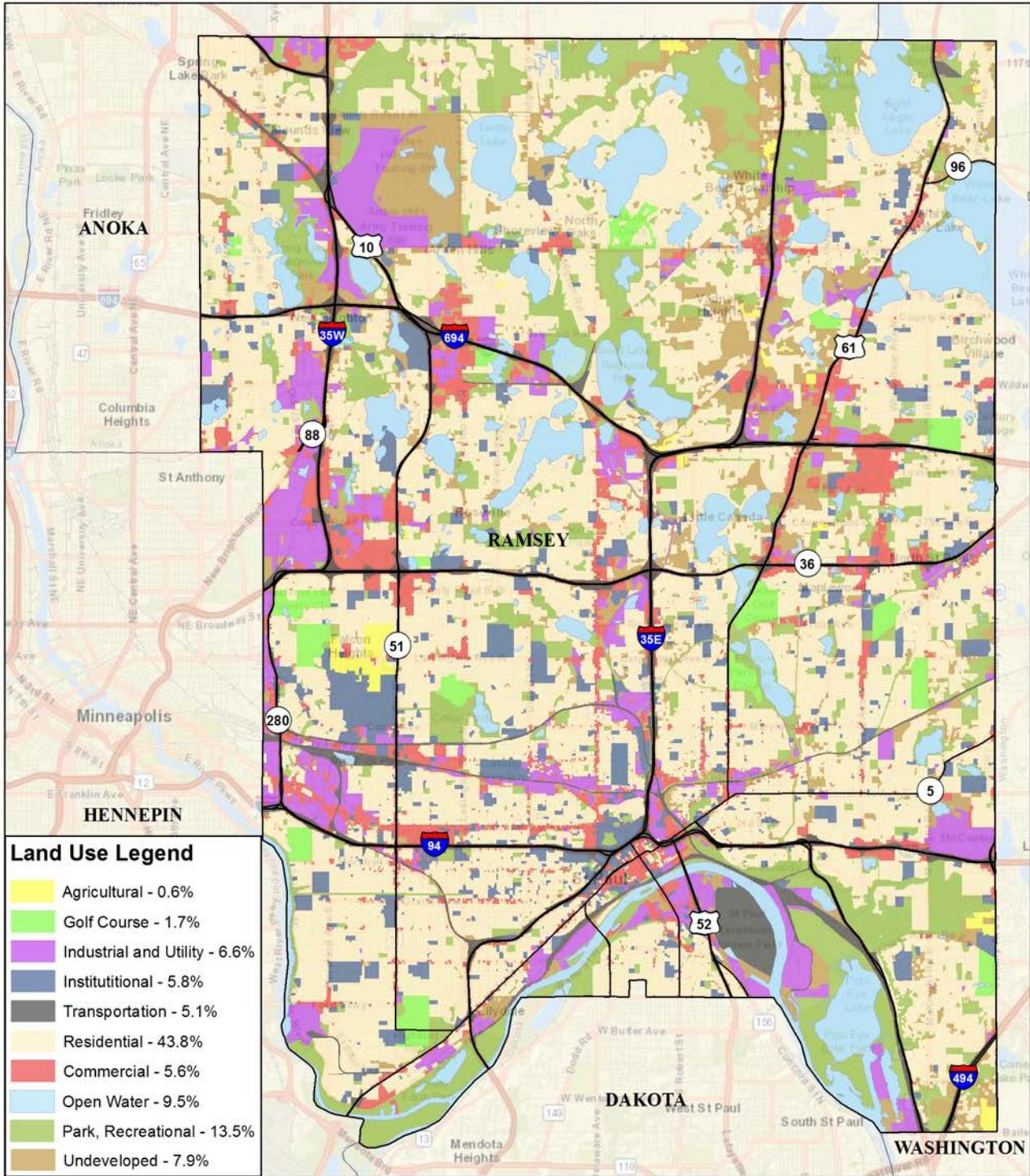
ensure that construction sites are properly installing best management practices that reduce sediment and pollutants from entering water bodies and endangering aquatic ecosystems.

Groundwater protection has also been a focus for the Ramsey Conservation District. In 2016, the RCD assisted residents in sealing 11 unused wells and placing dozens more on our waiting list for 2017 funds. Unsealed wells can be a direct conduit for pollution to enter groundwater, so it is important to seal any abandoned or unused wells.

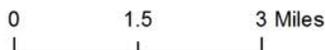
Educating Ramsey County citizens about environmental protection and natural resources is at the forefront of every project the RCD completes. Staff assisted with Waterfest, Children’s Waterfest, and other community engagement projects to enhance the public’s appreciation for natural resources.

We deeply appreciate the support of local residents and our partner organizations, as we work together to care for the land and water in Ramsey County.

Ramsey County Land Use



Ramsey County Land Use, 2010



Sources: 2010 Land Use shapefile: Met Council
 Background World Street Map: ArcGIS Online
 Highway and County shapefiles: Ramsey County
 Map created in 2016: Ramsey Conservation District

Organization



Background

The Ramsey Conservation District is a political subdivision of the State of Minnesota established to assist the citizens of Ramsey County to conserve natural resources. The RCD is one of 89 Soil and Water Conservation Districts within Minnesota.

Leadership and governance of the Ramsey Conservation District is provided by five elected supervisors. The role of the RCD Supervisors is to develop policy, prioritize long-range plans for natural resource conservation programs, and approve an annual budget and work plan.

The Ramsey Conservation District does not have taxing or regulatory authorities and must rely on partnerships with other governmental agencies to fund and implement its conservation programs. Our primary partners are: Minnesota Board of Water and Soil Resources (BWSR), Ramsey County Board of Commissioners, United States Department of Agriculture (USDA), Natural Resources Conservation Service (NRCS), the Metropolitan Conservation Districts (MCDs), seven water management organizations (WMOs) that have territory in Ramsey County and 19 municipalities within Ramsey County.

Mission

The Ramsey Conservation District conserves and enhances natural resources in Ramsey County by providing technical, financial, and educational support to residents, property owners, and state, local, and federal governmental agencies and environmental organizations.

Vision

The Ramsey Conservation District provides programs and services, whose focus is to promote long-term sustainability of Ramsey County's natural resources, including and especially our rich reserves of groundwater and our lakes, rivers, and wetlands.

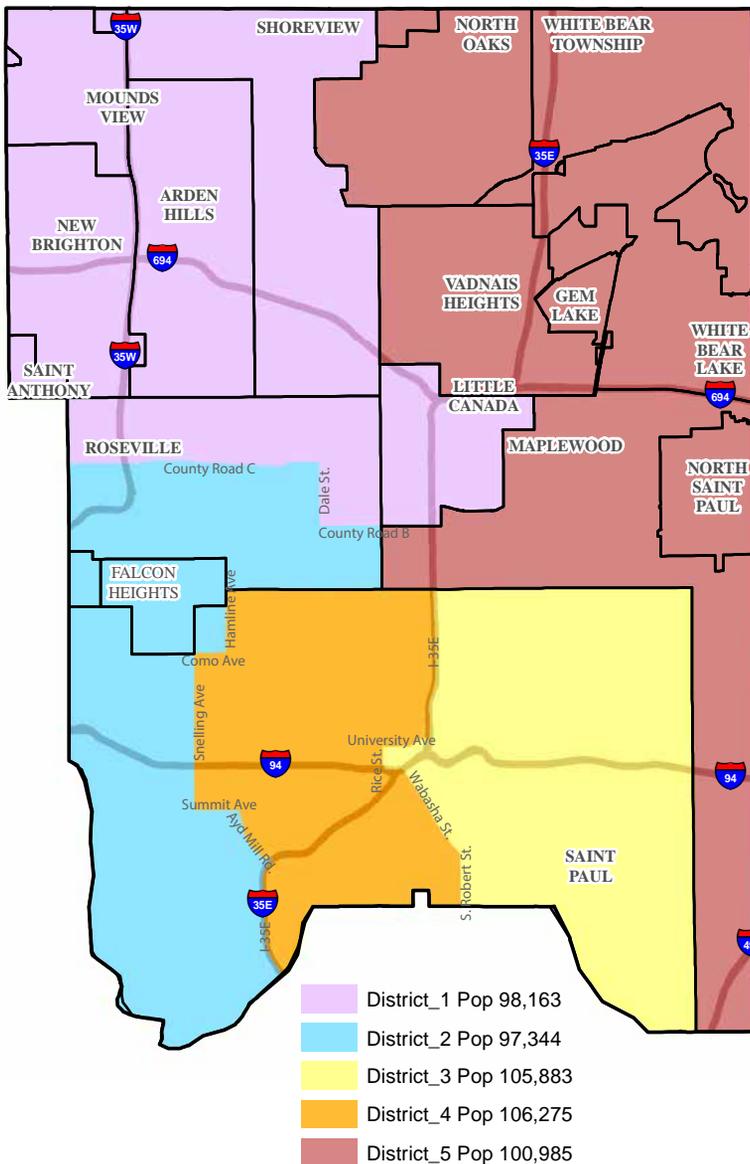
We are committed to being fiscally responsible with the public funds entrusted to us and to pursue grant funding to maximize resources and promote intergovernmental cooperative efforts for increased cost-efficiency.

Board of Supervisors



Mara Humphrey Gwen Willems Paul Gardner Margaret Behrens Lena Buggs

2017 Board of Supervisors Districts



The Ramsey Conservation District Board of Supervisors is elected to set district policies and approve administration and conservation activities. Board members meet for monthly board meetings and for special meetings.

Board of Supervisors Districts

Paul Gardner - District 1
 Little Canada, Saint Anthony, New Brighton, Shoreview, Mounds View, Arden Hills, Blaine, Spring Lake Park

Gwen Willems - District 2
 City of St. Paul west of Snelling, Ayd Mill Road, and I-35E, Falcon Heights, Lauderdale, Roseville South of County Road C, to Dale, and South of County Road B.

Mara Humphrey - District 3
 City of St. Paul east of I-35E, Wabasha St, and S. Robert Street.

Lena Buggs - District 4
 City of St. Paul west of I-35E, Wabasha St, and S. Robert Street to Snelling, Ayd Mill Road, and I-35E

Margaret Behrens - District 5
 Maplewood, North St. Paul, White Bear Lake, White Bear Township, North Oaks, Vadnais Heights, and Gem Lake

Staff, Volunteers, and Partners

2016 Staff

Ramsey Conservation District relies on technical staff to implement programs and projects throughout Ramsey County.



Ann WhiteEagle	District Manager
Joseph Lochner	Conservation Design Specialist
Michael Schumann	Natural Resource Specialist
Andrea Prichard	Environmental GIS Technician
Brian Olsen	Conservation Technician
Layne Warner	Conservation Corps
Ashley Bennett	Assistant District Technician

Volunteers

Ramsey Conservation District values our volunteers!

In 2016 the Ramsey Conservation District had volunteers assist with the following program:

- 65 Rain Gaugers

The RCD staff have also volunteered time to assist elderly project participants in weeding their shoreline vegetation and planting rain gardens



Partners

Ramsey County
Natural Resource Conservation Service
Minnesota Pollution Control Agency
Minnesota Department of Natural Resources
Minnesota Department of Agriculture
Minnesota Department of Health
Ramsey County Cities

Ramsey County Schools
Non-profits
Capitol Region Watershed District
Ramsey-Washington Metro Watershed District
Rice Creek Watershed District
Valley Branch Watershed District
Vadnais Lakes Area Water Management Organization

Grants

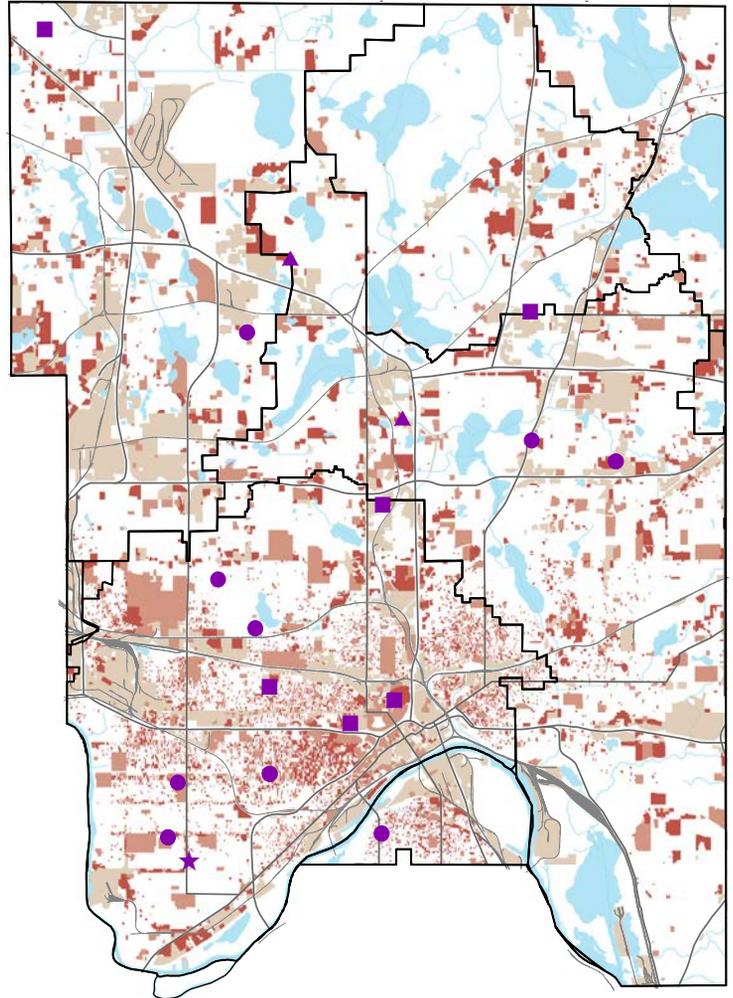
Community Partners

The Community Partners grant is funded through the Clean Water Land and Legacy Amendment funding. This program helps community organizations install projects that reduce stormwater runoff and decrease pollutants from entering Ramsey County water bodies while increasing the aesthetic appeal of their properties. Eligible participants include business, schools, faith organizations, and homeowner associations.

Ramsey Conservation District was awarded the 2013, 2014, 2015 and 2017 Community Partners grants. The grant awarded each year was \$150,000, for a total of \$600,000. This program has provided funding for the RCD to assist community organizations with projects that reduce pollutants from entering nearby water bodies. All grant funding for 2013 and 2014 have been used, but there are still funding opportunities through the 2015 Community Partners grant, as well as future funding with the 2017 Community Partners grant that the RCD was just awarded.

Locations of projects can be seen in the Community Partners Projects graphic. Projects can occur anywhere in the county, but a local match must be available to be considered for funding.

2013, 2014, and 2015 Community Partners Projects in Ramsey County



- ★ 2014 and 2015 Community Partners Projects
- 2013 Community Partners Projects
- 2014 Community Partners Projects

- Land Use**
- Businesses (for and non-profit)
 - Institutional (faith organizations and schools)
 - Multi-Unit Associations Residential



Gloria Dei Lutheran Church rain garden funded in part through the Community Partners grant.

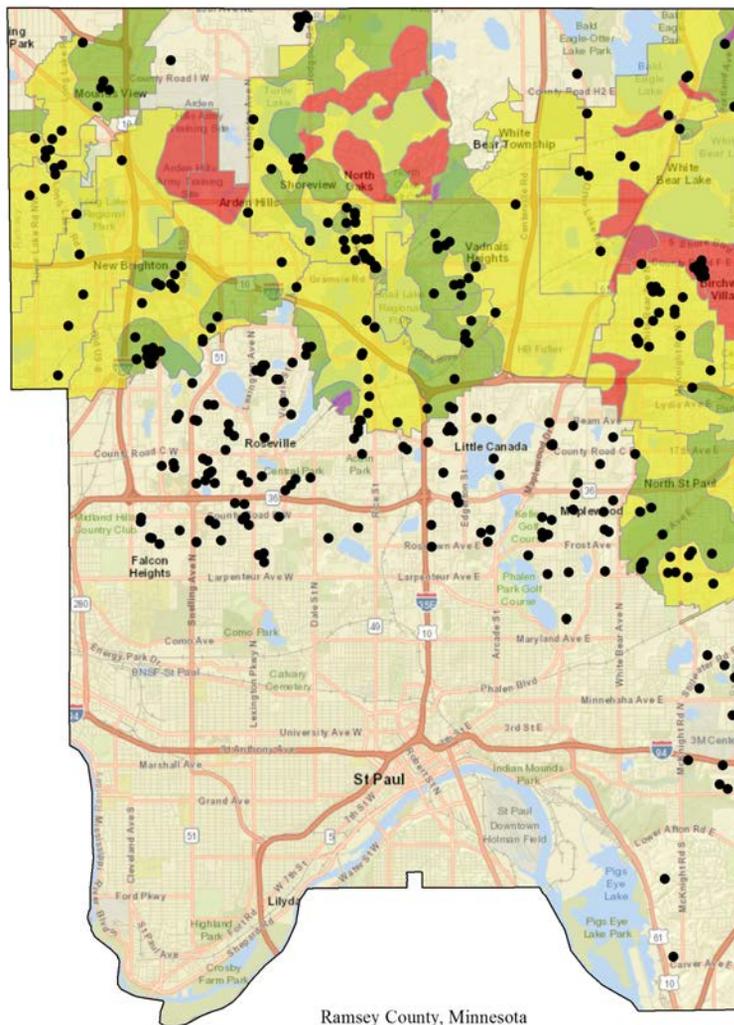
Grants

Clean Water Fund: Well Sealing

Through the Clean Water Fund, the Ramsey Conservation District has provided funding to hundreds of residents to help them to seal their inactive wells from 2011 to 2016. Abandoned wells pose a threat to the aquifer because they are direct conduits for surface contaminants to reach the groundwater, which is the predominant drinking water source in the northern part of the county. The Ramsey Conservation District estimates that there are about 8,000 unsealed wells (most of which are inactive) within the Drinking Water Supply Management Area (DWSMA) of Ramsey County surrounding public supply wells. The RCD

strives to target the sealing of inactive wells within the DWSMA and other areas of groundwater vulnerability, though program participation is open throughout most of the county.

In 2016, the RCD compiled a list of about 50 landowners awaiting cost-share participation after previous grant funds were expended. The RCD has been awarded two 2017 CWF grants to resume the well sealing cost-share program in the spring of 2017. The map below shows the wells sealed through Ramsey Conservation District's Well Sealing Cost-Share Program from 2011-2016.



Ramsey Conservation District Well Sealing Cost-Share Program

DWSMA Vulnerability
 High
 Medium
 Low
 Very Low

● 305 Wells Sealed
 2011 - 2016
 0 1 2 Miles



Sources:
 World Street Map: ArcGIS Online
 Well Locations: Ramsey Conservation District, 2016
 Drinking Water Supply Management Area: MN Dept of Health, 2015



Grants

Clean Water Fund: Wakefield Project

The Ramsey Conservation District was awarded a Clean Water Fund grant for \$56,000 to improve the water quality in Wakefield Lake, which is classified as a shallow lake and impaired for excess nutrients. This grant will be used to implement water quality improvement practices to reduce total phosphorus and chlorophyll-a impairments in the Wakefield watershed.

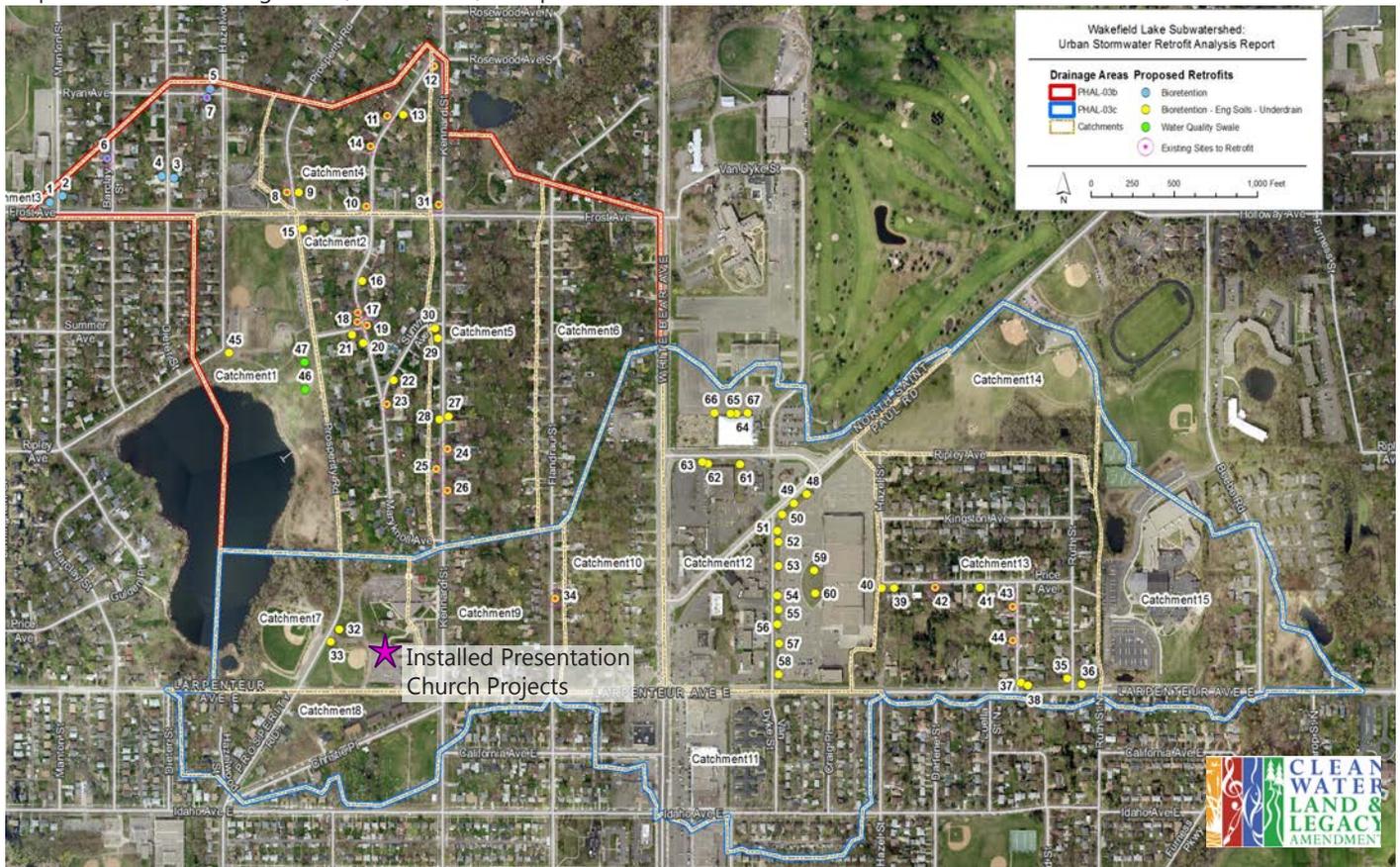
Presentation Church in Maplewood was awarded \$20,000 from this grant to implement a series of water quality improvement practices throughout the property. Ramsey-Washington Metro Watershed District also provided \$79,492.00 to the project. This project is located in the Wakefield subwatershed PHAL-03c.

Future water quality improvement projects will be implemented with the remaining funds from this grant focused on the Wakefield subwatershed PHAL-03b.



Two of the Presentation Church rain gardens funded by the Wakefield Grant and Ramsey-Washington Metro Watershed District.

Map of Wakefield drainage areas, catchments, and potential retrofit locations

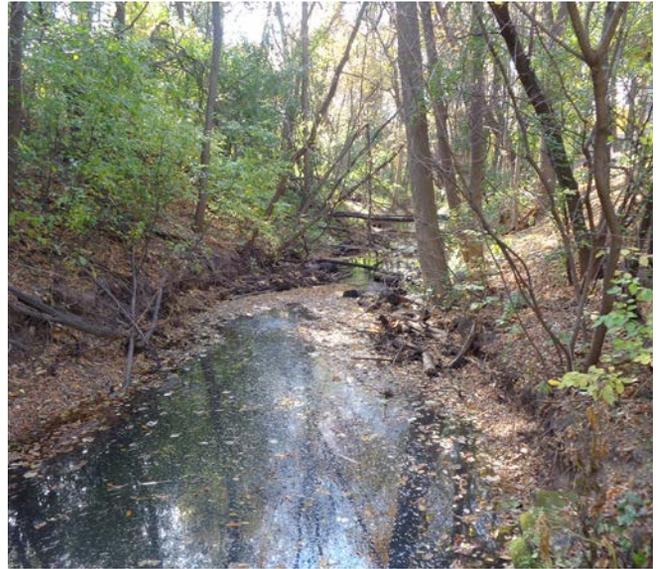


Grants

Clean Water Fund: Lambert Creek

The Lambert Creek restoration process is being completed in phases. There have been three phases of restoration completed on the creek since 2008. In 2015 Ramsey Conservation District began planning the fourth phase of restoration. The Clean Water Fund has provided \$59,766 for Phase 4 of the project, and Vadnais Lake Water Management Organization has provided the remaining funds necessary to complete the project. Lambert Creek is currently impaired for bacterial and monitoring has shown high levels of total phosphorous.

Phase 4 of the project is expected to remove 5.14 pounds of phosphorus from the watershed each year and 6.05 tons of total suspended solids per year. The project was installed in the fall of 2016, with final planting to be completed in the spring of 2017.

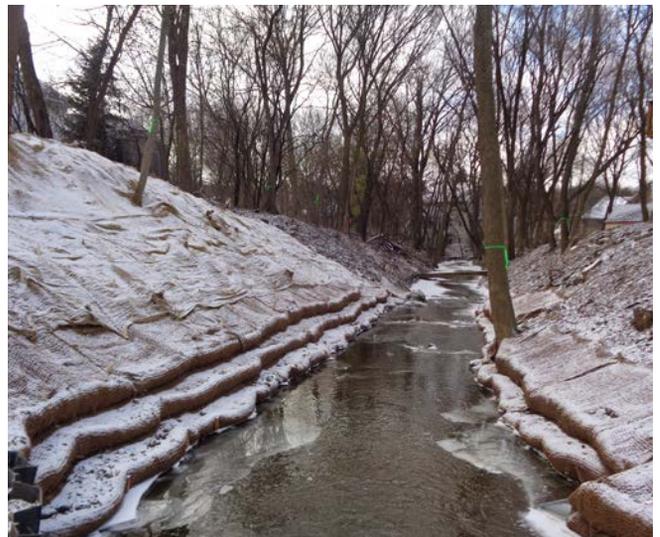


Before condition of the Phase 4 reach of Lambert Creek.



Restored condition of the 2013 Phase of Lambert Creek.

The 2013 Lambert Creek restoration photo. The total project cost was \$72,420.00.



Stabilized condition of the Phase 4 reach of Lambert Creek. Planting to be installed in spring 2017.

The 2016 Lambert Creek restoration had a total project cost of \$92,583.26.

Previous phases of the Lambert Creek restoration have made a substantial difference in the amount of total phosphorus and total suspended solids in the watershed. All four phases of the project combined will remove a total of 13.73 pounds of phosphorus each year and 16.20 tons of total suspended solids each year. These projects have also reduced the nuisance geese population near the creek.



Grants

Cooperative Weed Management

The Ramsey Conservation District received a grant for \$15,000 to educate citizens on invasive species prevention and removal as well as to treat invasive species populations. There are 10 organizations that partner to form the Cooperative Weed Management Area.

Invasive species are harmful to ecosystems and can have adverse social and economic impacts. Invasive species infest approximately three million acres of land each year. Invasive species can cause erosion, alter waterways, limit plant and animal diversity, and lower property values.

The photo to the right shows an invasive population of phragmites on Bald Eagle Lake in White Bear Township. Native phragmites populations allow for other species to grow alongside it. The invasive phragmites is almost double the height of the native plant and crowds out almost all other species. Early detection of invasive species like the invasive phragmites is the best way to prevent an invasive species takeover. The Cooperative Weed Management Area is one of the best tools for early detection and prevention.



An invasive phragmites population on Bald Eagle Lake in White Bear Township.

Wetland Conservation Act

The Ramsey Conservation District is one of the administrators of the Wetland Conservation Act. The purpose of the Wetland Conservation Act is to prevent further loss of wetland acres, functions and values.

As a local contact for the Wetland Conservation Act the Ramsey Conservation District uses grant funds to pay for staff time to conduct site visits and assist landowners through the permitting process of constructing around wetlands. Staff will also serve on (TEP) Technical Evaluation Panels assisting with delineation of wetlands.



Wetland in Ramsey County

Grants

Minnesota Agricultural Water Quality Certification Program

The Minnesota Agricultural Water Quality Certification Program (MAWQCP) is a voluntary program for agricultural landowners to implement conservation practices that protect water quality. Participants will receive regulatory certainty from state legislation on water quality issues for 10 years if they are able to prove current water quality-related regulatory compliance and implement approved farm management practices. The benefits of the program are:

- Regulatory certainty
- Recognition
- Priority for technical assistance

In 2015 the Ramsey Conservation District was trained to assist in the administration process for the MAWQCP. The highly urbanized landscape in Ramsey County does not have many agriculturally-zoned properties, but within the first week of being trained, Ramsey Conservation District staff assisted an urban farmer to begin the certification process.



Buffer Law

In November of 2017, the Buffer Law will go into effect requiring perennially rooted vegetation or nearby alternative practices along designated public waters or ditches. The RCD has completed its initial compliance check of all applicable parcels in the buffer zones of Ramsey County and met with local water management authorities to discuss roles for continued compliance with the law. The RCD is instrumental in coordination between landowners and local government to provide guidance and technical assistance in achieving and maintaining compliance with the Buffer Law.

The DNR map of water bodies subject to the Buffer Law can be located at:

<http://dnr.state.mn.us/buffers/index.html>.



Lake McCarrons residential shoreline buffer.

Grants

Clean Water Fund: Sucker Lake Channel Restoration Project

In an effort to protect the drinking water supply for much of Ramsey County, the Sucker Lake Channel Restoration Project will restore and stabilize the streambank along the Sucker Lake Channel with a cost effective critical area planting, replacing the existing turf grass and asphalt streambank with a native vegetation and pollinator friendly planting. The RCD was awarded \$60,500 to complete the project, along with partnership with the Vadnais Lake Area Water Management Organization, St. Paul Regional Water Service, and Ramsey County Parks and Recreation. The Sucker Lake Channel is part of the Vadnais chain of lakes, which is the drinking water supply to over 400,000 people, including the city of St. Paul and thirteen additional municipalities.



Sucker Lake Channel in its current condition

Conservation Corps

Ramsey Conservation District applies for a Conservation Corps intern to assist with summer work and outreach events every year. The primary duty of the intern is to conduct inspections of rain gardens implemented through the RCD to ensure maintenance and functionality for a continued clean water benefit. Additionally, Corps members provide great assistance with lake surveys, outfall inspections, and other natural resource projects that occur during our busiest field season. RCD appreciates the energy and hard work of these interns!



2016 Conservation Corps intern Layne Warner helps conduct a macrophyte survey on Como Lake

Education and Outreach

RCD Conservation Forum

The Ramsey Conservation District hosted multiple public forums throughout the year, including:

- Aquatic Invasive Species
- Urban Pollinators
- Low Impact Landscaping & Green Cities
- Rain Garden Maintenance Workshop

These well-attended forums featured our knowledgeable staff as well as impressive guest speakers representing local government, universities, non-profits, and partner organizations. The forum provided opportunities for environmentally-minded citizens of Ramsey County to delve further into topics that concern them and their areas.



Ramsey County's Marsden Room was filled for the Urban Pollinator Forum



RCD and Conservation Corps with a game to test participants on native plant recognition

Aquatic Invasive Species

RCD hired additional seasonal staff members in 2016 to conduct Aquatic Invasive Species inspections. Seventeen public boat launches were inspected over the summer to educate boaters about the need to inspect boating equipment for aquatic invasive hitchhikers, such as Eurasian watermilfoil and zebra mussels. Ramsey Conservation District staff spent a total of 384 hours conducting boat inspections in 2016!

Ramsey County received funding to increase aquatic invasive species monitoring and education. The Ramsey Conservation District has been tasked with assisting the county with their efforts again in 2017.

Lake Phalen Waterfest

The Ramsey-Washington Metro Watershed District hosts the Lake Phalen Waterfest each year to celebrate Minnesota's water resources. The event is filled with hands-on learning opportunities such as fishing lessons, canoe and kayak adventures, arts and crafts, and natural resource games.

Ramsey Conservation District staff enjoys testing Waterfest participants on their native species identification skills. This is a great event to teach the next generation about natural resource preservation!



Staff member Alicia Little inspects a kayak for invasive species on the Spoon Lake boat launch

Education and Outreach

Children's Waterfest

The metro area hosts a Children's Waterfest each year to introduce fourth and fifth grade students to water resources. The goal of this event is for every student to understand where their water comes from and how to preserve water for future generations. This event is filled with hands-on activities for students to play and learn about water resources.

Ramsey Conservation District provides staff volunteers for this event. One staff member also joined the Planning Committee for the event this year. With 2,000 to 3,000 students at Children's Waterfest, it is important to have knowledgeable professionals teaching students about water resources.



Children answer questions at the Science Museum of Minnesota's presentation.



2016 Clean Water Tour participants at Frogtown Farm

Clean Water Tour

The Ramsey Conservation District showcased some of the clean water projects installed with community members and businesses. The Clean Water Tour provided an opportunity for elected officials and water resource professionals to see fully established projects that the Clean Water Land and Legacy Amendment has funded. This year, the Tour focused on Urban Agriculture, including the Mobile Market, the Agricultural Water Quality Certification Program, and collaborative projects with Frogtown Farm. DNR and RCD staff also gave an on-site observation well measurement demonstration while discussing the importance of monitoring and protecting groundwater.

State of the Waters

Inspired by Governor Dayton's "Year of Water Action," the 4th annual State of the Waters focused on clean water challenges and solutions in the Twin Cities. After an introduction by the governor's water advisor Dr. Anna Henderson, Freshwater Society Executive Director Steve Woods presented an informative hydrologic history of the area as well as an overview of the present challenges facing local waters. Bryan Baker of the U.S. Army Corps of Engineers provided a glimpse into climatic models and their implications for precipitation extremes and adaptation readiness.



State of the Waters speaker Steve Woods, Executive Director of Freshwater Society

Increased Capacity

Increased Capacity Funding

With the legislation passing to appropriate Clean Water, Land and Legacy funding for all SWCDs in Minnesota in 2015, the Ramsey Conservation District received funding in the amount of \$100,000 in 2016 and an additional \$100,000 in 2017 to increase the local capacity of its conservation efforts and abilities. This funding allowed the RCD to be more involved in numerous new initiatives in the state of Minnesota. Two of the initiatives the RCD was able to work on in 2016 were the Conservation Forum and the Septic Inventory.

Conservation Forum

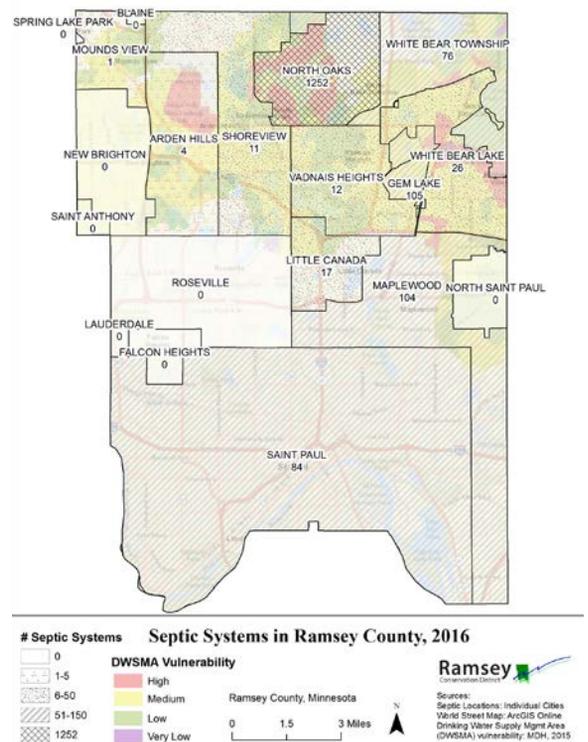
In 2016, new funding allowed the Ramsey Conservation District to introduce a new public outreach event – the Conservation Forum. These well-attended events allow an engaged public to discuss important conservation topics with natural resource managers, learning more about the lake or neighborhood most important to them. The Forum features around 3 speakers – experts in their field – to discuss natural resource issues of global concern, but at a local scale. Past speakers have included university professors, elected representatives, public works directors, water managers, authors, non-profit representatives, and local technical staff. The RCD hosted several public forums in 2016 with topics ranging from urban pollinators to low-impact landscaping, and the event will resume in 2017, including an update on the status of Aquatic Invasive Species monitoring and control efforts in Ramsey County and a return of the popular Rain Garden Maintenance Workshop, in which gardeners in Ramsey County have a chance for Q & A with expert staff while touring a featured rain garden.



Brian Ross from the Great Plains Institute speaking at our Green Cities Forum

Septic Inventory

The increased capacity funding enabled RCD staff to spend time compiling spatial data on septic systems in use throughout the county to complete a Septic Inventory. Having parcel-level spatial data on septic systems allows the RCD to compare the locations of these potential contaminant sources to maps of groundwater vulnerability to pollution in areas such as Drinking Water Supply Management Areas. This enables the RCD to focus staff time and energy in key locations to ensure that septic systems are well-maintained and in compliance with MPCA regulations, in coordination with local governing bodies



2017 Action Items

Objective 1: Conserve and Protect Groundwater

- Increase public awareness of wells as conduits of groundwater contamination by holding a yearly public forum on groundwater
- Report yearly to WMOs the locations of sealed wells within their respective boundaries
- With data collected from the MN Department of Health (MDH), map 1000 sealed well locations per year and make the information accessible to all interested parties
- Maintain an electronic inventory of all SSTS in Ramsey County
- Complete a Campus Groundwater Audit Project with the MCD
- Complete Observation Well Water Level Monitoring for the DNR



Objective 2: Protect and Restore Surface Waters

- Support programs and other efforts to install practices which improve surface water in all communities
- Collaborate to install a minimum of 12 BMPs per year
- Collaborate to reduce a minimum of 3.0 lbs of phosphorous per year
- Collaborate to reduce a minimum of 1,440 cu-ft. [10,800 gallons] of runoff annually
- Conduct a minimum of 250 site visits annually within the county
- Complete a minimum of 30 designs annually within the county
- Hold quarterly meeting with Ramsey County Public Works Environmental staff and appropriate Ramsey County Parks and Recreation staff to discuss potential partnerships on initiatives
- Inspect existing stormwater best management practices on an annual basis
- Develop and apply for grants to assist with the maintenance of constructed BMPs during their establishment period
- Assist partners with workshops on salt management in order to decrease chloride levels in metro water bodies
- Provide yearly staff training on advance uses in computer aided design software
- Update website to show FAQs, links, and contact information for Buffer Law inquiries
- Proactively search for compliance status in applicable parcels of Ramsey County
- Contact appropriate parties when Non-Compliance is found
- Regularly update Ramsey County parcel status on BWSR's online Buffer Compliance Tracking tool
- Provide assistance to landowners requesting support in: planning, alternative practices, implementation, tracking compliance progress, and technical assistance
- Hold meetings to clarify Buffer Law requirements and responsibilities with Ramsey County, local water management authorities, and BWSR representatives
- Consult with Watershed Districts and Water Management Organizations to develop a summary of other watercourses to include in local water management authorities' plans
- Adopt a resolution establishing chosen watercourses to present to WMOs and BWSR by July 1, 2017

2017 Action Items

Objective 3: Increase Public Engagement Across All Communities

- Increase social media presence with at least one new post per month
- Support the success of cities and WMOs in their outreach efforts, such as RWMWD's Waterfest and the Metro Children's Water Festival
- Apply for annual Conservation Corp member to assist with work plan
- Assist with tree planting efforts, such as the Frogtown neighborhood's initiative to plant 1000 trees
- Continue to host the annual State of the Waters of Ramsey County event



RCD staff member Michael Schumann talking about DNR observation wells at our 2016 tour



Objective 4: Adapt to Climate Variabilities and Minimize Flooding

- Host a public Conservation Forum on Climate Variability and Adaptation and actions people can take

Objective 5: Promote Biodiverse Ecosystems

- Support Ramsey County Cooperative Weed Management Area (CWMA) to address invasive weed management on lands within Ramsey County
- Hold one forum per year for target groups to disseminate local issues and program information
- Complete macrophyte and biovolume studies on lakes and storm ponds
- Evaluate opportunities to increase pollinator habitat on cost share projects
- Provide AIS Coordinator
- Provide seasonal staff to inspect boats at the 18 Ramsey County boat launch sites



2017 Action Items

Objective 6: Increase Urban Agriculture Opportunities

- Provide oversight for the construction of an agricultural demonstration site in Ramsey county, including compost and a pollinator planting
- Assist the NRCS to identify locations for their High Tunnel Pilot Program



Objective 7: Protect and Restore Wetlands

- Serve on Technical Evaluation Panels
- Administer the annual WCA grant from BWSR, as delegated by Ramsey County



2017 Work Plan

Project Type	Project Name	Priority	Project Description
Administration	General Administration	High	General administration of District operations
	2018-2019 Budget	High	Budget development for the RCD
	2016 Audit	Required	Audit performed by third party on the RCD's financial activity in 2016
	Ramsey County	High	Assist Ramsey County with their comprehensive plan update
	BWSR PRAP	Required	Complete Performance Review and Assistance Program with BWSR
Education and Outreach	Conservation Forum	Beneficial	Host water forums to discuss areas of concern and emerging issues in water resources
	Lake Phalen Waterfest	Beneficial	Host a booth at Lake Phalen Waterfest to engage members of the public about the need for water protection and habitat needs
	Children's Waterfest	Beneficial	Assist Carver County with Children's Waterfest activities. Serve on Planning Committee.
	Landscape Revival	Beneficial	Host a booth at Landscape Revival to educate citizens about native landscape options and benefits
	Social Media	Beneficial	Post District-related material biweekly
	Website	Beneficial	Maintain user-friendly website
Grants	Community Partners 2015	High	
	Community Partners 2017	High	Partner with businesses, schools, faith organizations, and homeowner associations to install water quality improvement projects
	Wakefield	High	Install best management practices within Wakefield Lake watershed
	Well Sealing 2017	High	Financially assist landowners seal abandoned wells
	Cooperative Weed Management Area	High	Control terrestrial invasive species populations throughout the county

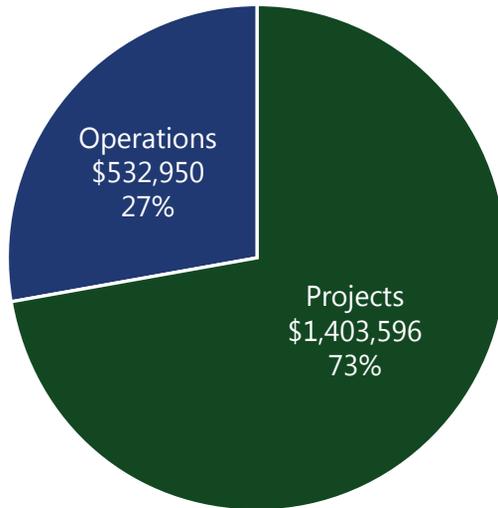
2017 Work Plan

Project Type	Project Name	Priority	Project Description
Grants Cont'd.	Flood Relief	High	Assist landowners repair water quality improvement projects damaged in the 2014 flood
	Lambert Creek	High	Stabilize the stream bank and install a vegetative cover on Phase 4 of Lambert Creek
	State Cost-Share Conservation Delivery	High	Provides stable operational funding for SWCDs in MN.
	SWCD Increased Capacity	High	Non-competitive grant that invests in building capacity of SWCDs
	Wetland Conservation Act	High	Maintain and protect MN wetlands by implementing WCA activities
	Local Water Management	High	Plan and coordinate water resource protection activities
	Buffer Law	High	Identify properties that require a vegetative buffer and assist landowners with Buffer Law compliance
	MAWQCP	High	Promote the MAWQCP program to agricultural landowners and provide technical assistance to landowners seeking certification
	Metro Conservation Districts-TSA	High	Provides engineer assistance for BMP projects
	Groundwater Conservation	High	Develop a systematic approach for ranking BMPs in terms of cost-effectiveness for campuses
	Sucker Lake Channel	High	Install pollinator planting and stabilize streambank
	Urban Agriculture	High	Assist with development of urban agriculture demonstration project
Wetland Conservation	Wetland Conservation Act	High	Administer WCA program for Ramsey County
	Technical Evaluation Panel	High	Serve on TEP panels

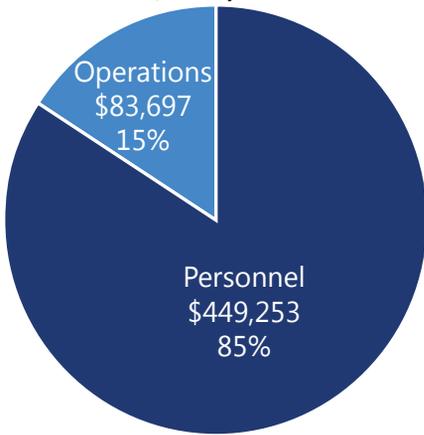
2017 Work Plan

Project Type	Project Name	Priority	Project Description
Fee for Service	Lake monitoring and biovolume assessments	High	Monitor 5 priority CRWD lakes for biovolume and contouring
	Stormwater Pollution Prevention	High	Assist cities and watershed districts with sediment and erosion prevention inspections
	Best Management Practice Design	High	Provide BMP Designs for Ramsey County landowners through watershed district programs
	Subwatershed analysis	High	Conduct a subwatershed analysis of prioritized areas
	Waterbody monitoring	High	Monitor and assess lakes and storm ponds for the city of Roseville
	Aquatic Invasive Species Prevention	High	Inspect watercraft entering Ramsey County Lakes
Geographic Information Systems (GIS)	GIS Program	Beneficial	Maintain RCD GIS records
	GIS Users Group	Important	Collaborate with GIS Users Group
Groundwater	Subsurface Sewage Treatment System Inventory	High	Inventory and maintain all subsurface sewage treatment systems in Ramsey County
	Well inventory	High	Inventory all wells within Ramsey County
	Groundwater Plan	High	Begin discussions on updating the Ramsey County Groundwater Protection Plan
Information Sharing	Local Agency Plan Review	Important	Review plans and provide input on local, state, and national committees related to water quality
	Citizen Service	Important	Provide resources to citizens to improve water quality and other natural resources
Volunteer Management	Conservation Corps	Beneficial	Mentor a Conservation Corps employee in natural resource management
	Rain Gauge Network	Beneficial	Enter rain gauge observer data for the state climatology office

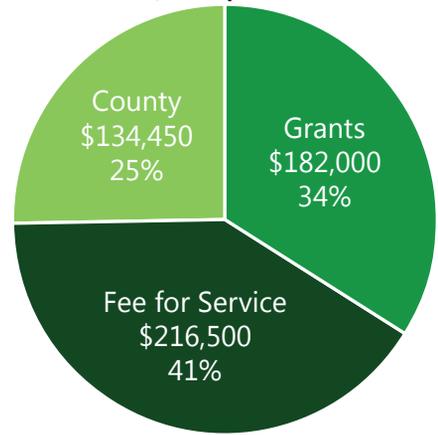
2017 PROJECT vs OPERATIONS



2017 PROJECTED EXPENDITURES \$532,950



2017 PROJECTED REVENUE \$532,950



PROJECTED 2017 STAFF TIME ALLOCATIONS

