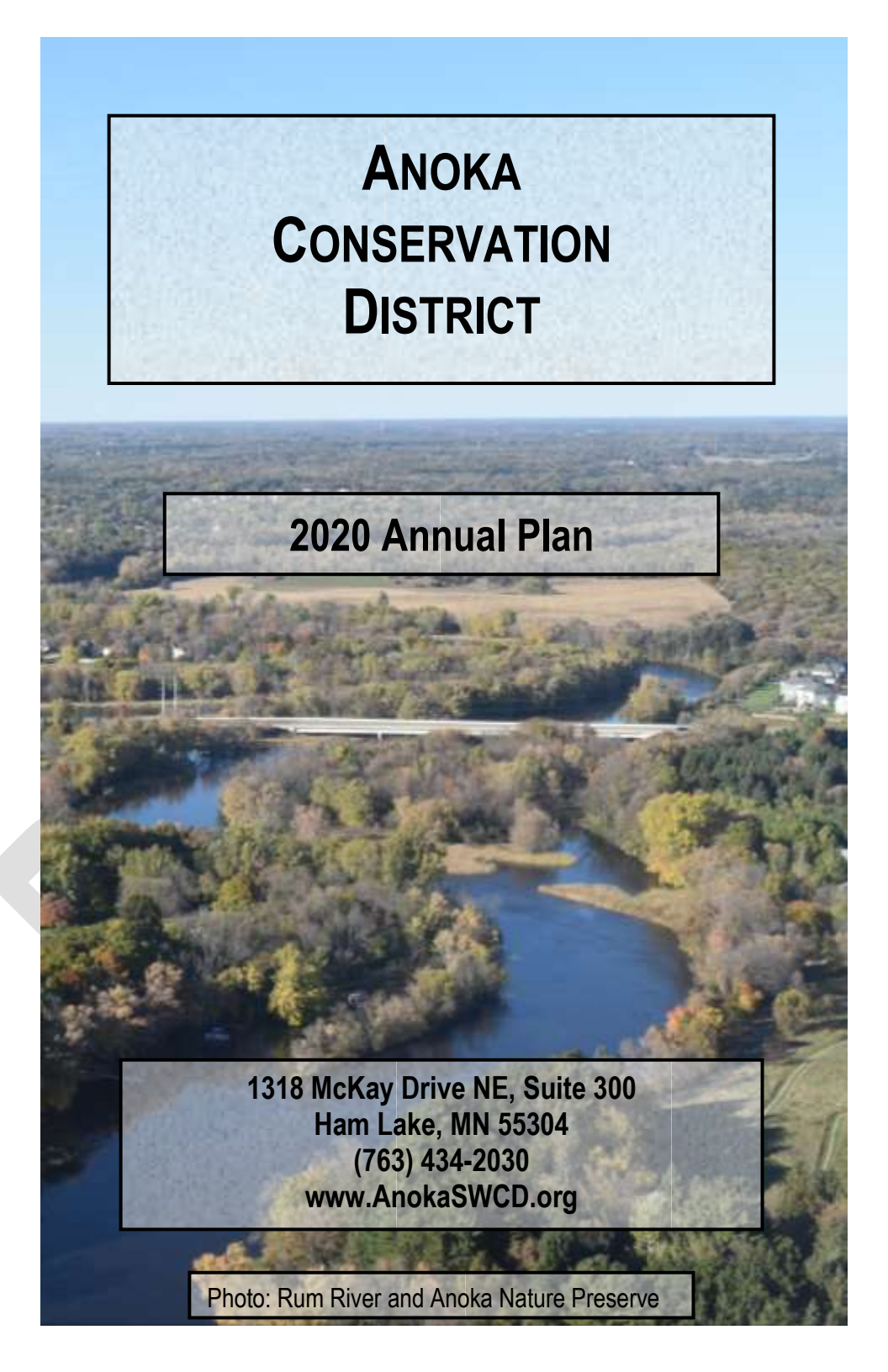


CORRESPONDENCE



ANOKA CONSERVATION DISTRICT

2020 Annual Plan

**1318 McKay Drive NE, Suite 300
Ham Lake, MN 55304
(763) 434-2030
www.AnokaSWCD.org**

Photo: Rum River and Anoka Nature Preserve

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AN INVITATION FROM THE CHAIR

To be written after plan is finalized.

A handwritten signature in cursive script, reading "Mary Jo Truchon".

Mary Jo Truchon,
Chair, Board of Supervisors

IMPAIRED GEOGRAPHIC STATE NATURAL TAKE STAFF
ANALYSIS ACIDS CHLORIDE PUBLIC SUPERVISORS
ENVIRONMENTS STATEWIDE MANAGEMENT SUPREMACY
RIVER PLANNING TECHNICAL PROJECT CHALLENGES
INVENTORY RESOURCES PLAN APPLICATION
PARTNERSHIPS PRIORITY CAN BOARD
PROMOTE RESOURCE PROJECTS
ASSISTANCE CONSUMPTION YEARS LAKES
THANKS PERENNIAL ACKNOWLEDGEMENTS INTRODUCTION LAND
GROUNDEWATER
COST POLICY DETAIL SOILS NEEDS
STREAMS EFFORTS FUNDING ACID WATER
SERVICES ASSISTANCE YEAR CONSERVATION
AGENCIES STAFFING WATER
COUNTY'S COMMISSIONERS ISSUES
COUNTY WATER
SOIL WILL MEET NATURAL
VISION SURFACE CONSERVATION SUPPLY
INDIVIDUALS
COMPREHENSIVE
IMPACT INVITATION PRIORITIES
MANAGE INFORMATION AREA
FUNDING
STATEMENT
PRODUCTS ANALYSES MISSION RESOURCES
ADDRESS PLAN FINANCIAL QUALITY
PROGRAMS CHAIR WORK SUPPLIES

ACKNOWLEDGEMENTS

The Anoka Conservation District (ACD) Board of Supervisors would like to extend our thanks to the following agencies and individuals for their assistance throughout the year.

Anoka County Board of Commissioners

Our sincere appreciation goes to the Anoka County Board of Commissioners. In 2019 the Commissioners are:

District 1	Matt Look
District 2	Julie Braastad
District 3	Robyn West
District 4	Mandy Meisner
District 5	Mike Gamache
District 6	Jeff Reinert
District 7	Scott Schulte

Continued financial support of Anoka County enables our District to manage and direct the programs protecting Anoka County's environmental assets.

Anoka County Departments

Several Anoka County departments provide ACD with the benefit of their expertise in complex matters. Their professionalism and diligence is greatly appreciated.

Parks - Jeff Perry, and Glenn Fuchs

Risk Management - John Sullivan, Bill Keller, and Cheryl Alberts

Attorney's Office - Dan Klint, Bryan Franz, and Pam McCabe

Geographic Information Systems – John Slusarczyk

Natural Resources Conservation Service

ACD appreciates the continued support, technical assistance and training provided by the Natural Resources Conservation Service (NRCS). Soil Conservationist Yara Gonzalez merits special thanks for assisting Anoka County's agricultural producers.

INTRODUCTION TO ACD

Established in October 1946, 2020 begins the 75th year of operation for Anoka Conservation District. During this time, ACD has developed

programs and applied technology to address natural resource issues. Originally, the main responsibility of soil and water conservation districts was to control soil erosion caused by runoff and wind. Changing land uses have expanded those responsibilities to encompass a broad spectrum of conservation and natural resource practices. The District strives to provide a well-rounded suite of conservation services to meet the needs of Anoka County residents.

Every ten years ACD analyzes resource needs and issues to develop an inventory for planning purposes in our Comprehensive Plan. The annual plan is the written directive for achieving the goals set forth in the Comprehensive Plan. This annual plan outlines the objectives to be pursued in the upcoming year to improve present conditions and address future needs. The document outlines a plan of work with respect to the natural resources of Anoka County and how legislative actions, funding, staffing, public interest, and growth impact them.

Throughout the year, ACD staff and supervisors reassess priorities and workloads and take advantage of funding opportunities and partnerships as they arise that are consistent with the goals of this plan. Deviations from this plan are reflected in periodic updates to ACD's budget, which itemizes the revenues, expenses, and staffing projections in detail. As such, the most recently approved budget should be looked to as the most comprehensive and up-to-date reflection of ACD's plan of work.

ACD will continue the successful programs and services developed in prior years and initiate efforts to address emerging issues and take advantage of opportunities. Some 2020 initiatives include:

- Complete ACD's comprehensive plan in a manner that advances SWCD comprehensive planning process and content.
- Promote and secure riparian conservation easements along the Rum River.
- Promote groundwater stewardship through public outreach and engagement methods.
- Foster regional and statewide collaborations to address issues that can best be addressed at large geographic scales.
- Promote the development of a protocol to salvage rare plant species slated for taking.

MISSION STATEMENT

Holistically conserve and enhance Anoka County's natural resources for the benefit of current and future generations through partnerships and innovation.

VISION STATEMENT

Strong partnerships. Innovative Solutions. Healthy environments

GUIDING PRINCIPLES

- Focus on long-term resource sustainability.
- Make informed and ethical decisions.
- Promote cost-effective and efficient resource management.
- Partner with both public and private sectors.
- Retain highly qualified, knowledgeable staff.
- Utilize technology to achieve efficiency and enhance work products.
- Keep natural resource issues visible in Anoka County.
- Respond to opportunity and adapt to changing needs.
- Develop diverse programs, partners, and funding sources.
- Manage natural resources at the geographic scale that is most effective and efficient.
- Utilize education and outreach in addition to technical and financial assistance to encourage natural resource stewardship.

PERENNIAL AND EMERGING CHALLENGES

Climate change, such as more frequent and intense storms, can significantly impact natural resource management. To manage natural resources effectively in this era of accelerated change, agencies must be prepared to adjust programs and services quickly and decisively in response to ever-evolving conditions and trends.

Groundwater supply projections predict that areas of Anoka County will experience aquifer declines and localized supply issues within 20 years. Decreased surficial groundwater supplies will negatively impact water levels in lakes, streams and wetlands that depend on groundwater. As the recharge area for many of the aquifers relied upon by the Twin Cities to supply their water needs, Anoka County is an area where efforts to conserve water should be implemented. This can be done by reducing waste, reducing drainage, and increasing infiltration.

Infiltration and groundwater quality protection can be in conflict with each other. State policies direct municipalities to have source water protection strategies that discourage infiltration of stormwater to protect groundwater from contamination. Pollutants such as nitrates, chlorides, pathogens, and heavy metals are not adequately filtered by the sandy soils of the Anoka Sand Plain. Ultimately, policy makers have to choose between having adequate ground water supplies that require treatment before consumption, or groundwater supplies that don't require treatment but are in a state of decline.

Impaired waters are lakes and streams that are officially listed as failing to meet water quality standards. They are prevalent locally and statewide. In Anoka County, there are 16 impaired lakes and 13 impaired streams (not including mercury and fish consumption impairments). Efforts that successfully improve water quality to meet state standards can result in delisting.

Watershed-level management is a longstanding concept in Minnesota but is now being applied at a larger scale. The new statewide approach of "One Watershed, One Plan" seeks to coordinate management across multiple organizations within the same larger watershed (e.g. the Rum River watershed). In the seven-county metro area, SWCDs can take a leadership role to facilitate collaboration across county and water management entity boundaries.

Nitrogen pollution in surface water, most prevalently in the form of nitrate, has been shown in a number of studies to be the primary cause of the dead zone in the Gulf of Mexico. Additionally, when it accumulates in drinking water beyond 10mg/L it causes health problems in vulnerable individuals. Current nitrate concentrations in Anoka County drinking water wells appear to be well below the 10 mg/L threshold.

Chloride pollution in surface water and groundwater has been slowly trending upward. Chloride is highly soluble and accumulates over time until concentrations exceed healthy levels for consumption or irrigation. In urban environments, chloride is primarily from road salt application. Due to the delivery mechanism and timing of application when soils are frozen, much of this chloride finds its way through the stormwater conveyance system into the Mississippi River and ultimately the Gulf of Mexico, where it contributes to the Dead Zone. In rural environments, water softeners cycle

hundreds of pounds of salt annually per household into groundwater through septic system drain fields. Salts are also a component of agricultural fertilizers.

Soil health is being compromised by a lack of vegetative cover and diversity, excessive cultivation, removal of topsoil, application of pesticides (e.g. fungicides, insecticides, and herbicides), and compaction. Healthy soil provides a stable matrix that resists erosion, infiltrates water, cycles nutrients, adsorbs pollutants, provides drought tolerance, drives plant productivity, and sustains a complex food web. Healthy soils support a diverse ecosystem of bacteria, fungi, invertebrates (e.g. worms and arthropods), and other microscopic organisms in a matrix of mineral and organic matter that provides structural stability. All soil ecosystem elements are interdependent and comprise a living system that needs to be nourished with water, organic matter, nutrients, warmth, and atmospheric gases. Maintaining healthy soils is critical to maintaining healthy terrestrial and aquatic ecosystems and is the foundation of a robust food web.

Declining pollinator populations threaten to undermine food production and native ecosystem functions. In 1991 a new type of insecticide was developed that works in very low concentrations and functions as a systemic pesticide, being taken up by plants and migrating throughout every part of the plant. Neonicotinoid based insecticides provide full plant protection and one treatment can last for many months and can remain in the soil for years. This combination of persistence and systemic function make all plant components poisonous to insects for as long as the plant lives; even the pollen. Neonicotinoids are known to disorient pollinators that consume it, making them less resistant to disease and contributing to honeybee hive collapse.

Invasive species threaten native ecosystems and the functions they provide. Invasive species can compromise fisheries and aquatic recreation, degrade water quality, diminish forest products, and denude habitat for wild game, often by displacing native species and reducing species diversity. The only viable long-term strategy is to slow the spread and reduce the damage until biological controls can be developed to keep invasive species populations in check. Well-established invaders consume many technical and financial resources. Emerging threats include: wild parsnip, Palmer amaranth, Asian silver carp, and emerald ash borer.

Habitat loss and fragmentation due to development, disturbance, and invasive species encroachment, has the potential to push many indigenous species out of the county. When the housing market crashed and development came to an abrupt halt in the late 2000s, this issue took a back seat to more pressing economic challenges. With the recovery of the housing sector, we are once again seeing many of our remaining natural areas forever lost to development. This occurs not only due to mass grading and the installation of roads, utilities, dwellings and structures, but also due to large acreage mowing, which essentially converts complex ecosystems into biological voids.

Threatened and endangered species management at both the state and federal level is developing as an issue that impacts local project permitting. As local resource managers have become more aware of habitat requirements for rare species, populations that heretofore may have gone unidentified are now documented during permit reviews. A new DNR permit program allows for transplanting populations that are authorized for destruction. In conjunction with a program to salvage rare plants, a long-term monitoring program would provide insight to the feasibility for species-specific ex-situ conservation.

PRIORITIES/GOALS

Listed in order of priority as identified in ACD's 2020 Comprehensive Plan extension are the five priority resource areas (underlined) with corresponding goals (bulleted).

WATER QUALITY

- Maintain high quality surface waters.
- Improve impaired surface waters.
- Protect drinking water.

WATER QUANTITY

- Stop long-term depletion and where possible replenish aquifer levels.
- Control stormwater runoff and the resultant erosion.
- Reduce localized flooding and related damage.

NATURAL HABITATS

- Preserve and enhance diversity in Anoka County.
- Maintain ecological corridors and systems to support indigenous wildlife.

WETLANDS

- Achieve no net loss in, and where possible improve, the quality and quantity of wetlands.

SOILS

- Maintain and enhance soil health.

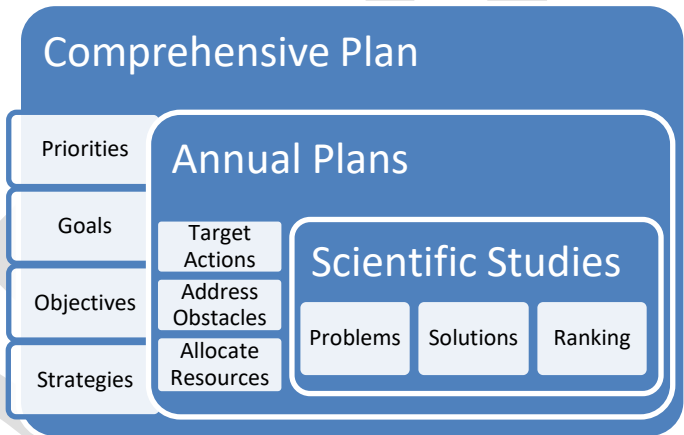
PURPOSE OF THE ANNUAL PLAN

The ACD's Annual Plan is a holistic natural resources management plan as well as an operational and organizational plan for ACD as an entity. As such, it addresses ecological resources as well as water resources. It also allocates available staff and financial resources, and covers topics such as needed staff training, adjustments in authorities, and ACD's cost share policy.

The Annual Plan works in coordination with several other plans and work products. Because monitoring, inventory and analyses are continuously improving our understanding of the ever-changing environment and how best to management it, it is critical for entities to remain vigilant and adaptive to ensure maximum benefit from limited staff and financial resources. To do this, ACD recognizes a hierarchy of planning that includes Comprehensive

Plans, Annual Plans, and Scientific Studies. While they are all based on the science of natural resource management, Comprehensive and Annual Plans are not intended to present the science.

Rather, the comprehensive plan provides the broad framework and sets broad priorities, goals and objectives. Annual plans identify specific actions to pursue (projects, programs, and activities) in the coming year to meet the goals in the Comprehensive Plan by optimizing the allocation of available technical, human, and financial resources. The scientific foundation for these efforts exists in myriad work products developed both in-house and by partner agencies. These scientific analyses diagnose the nature of problems and identify solutions. Some analyses go as far as ranking potential solutions by cost-effectiveness, thereby facilitating targeted implementation.



PLAN DEVELOPMENT PROCESS

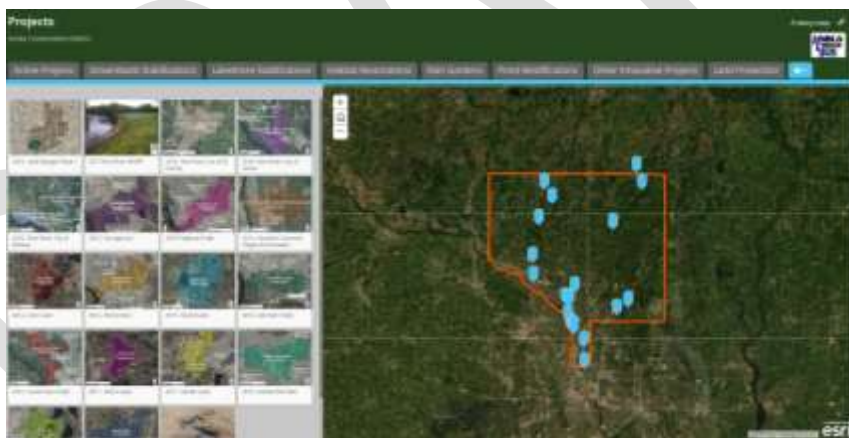
ACD staff reviewed available scientific analyses and partner plans and developed a listing of priority resources, and corresponding programs and projects. The initial list was reviewed and discussed at a regular ACD Board meeting in January 2020. Based on the approved list, ACD staff developed a draft plan of work. The draft plan was emailed to those identified in the plan as potential partners (excluding landowners); including watershed districts, watershed management organizations, cities, county departments, lake associations, lake improvement districts, state agencies, and select non-profits and sporting organizations. All were invited to a meeting to learn about the development of the plan and its content. At the

meeting, ACD staff presented the plan and provided opportunity to react to the plan. Following the meeting, invitees were encouraged to submit written comments on the plan

PRIORITIZATION, TARGETING AND MEASURING

Prioritization is a process of selecting natural resources in which to invest limited staff and financial resources. While this process considers the natural, recreational, and economic values of the resource as well as the extent to which other entities were engaged in management, it is more a matter of policy than science.

Targeting is a process of identifying actions that will result in the greatest improvement to priority resources for the least investment of staff and financial resources. Targeting is founded in rigorous scientific analysis. For ACD, this analysis comes in the form of Subwatershed Retrofit Analyses (SRAs), shoreland condition inventory and analysis, and feasibility studies. Analyses such as these provide a ranked list of potential projects, their likely benefit to a priority resource, and estimated installation costs. All analyses are accessible through the AnokaSWCD.org projects tab.



Measuring outcomes can either be done using models or through monitoring the physical, chemical, and/or biological characteristics of the target resources. While modeling is useful to estimate project effectiveness relative to other potential projects, it falls short when used as a means to determine progress toward goals. Model accuracy is compromised not only by the number and complexity of variables entered into it, but also by the fact that natural resource quality is constantly being impacted by factors

unaccounted for in models, such as climatic variability, land cover changes, and land use management practices. As such, ACD relies on a rigorous routine monitoring program of target natural resources. Long term routine monitoring provides a baseline, trends, and pace of progress. As goals are reached for a particular resource, management efforts are shifted to maintenance mode.

IMPLEMENTATION STRATEGY

Implementation is the process of taking actions to improve, or slow the deterioration of natural resources. Limited technical and financial resources make it necessary to adopt extended implementation time frames to achieve natural resource stewardship goals. As a matter of policy, ACD distributes staff and financial resources across many natural resources while pursuing large grants to accelerate progress on higher priority resources.

To optimize progress toward goals, ACD pursues projects ranked as the most cost-effective in completed analyses. By taking this approach, we rely on the best available data to ensure that we achieve the greatest possible outcomes with limited available staff and financial resources. Annual efforts are determined in part by the willingness and readiness of local partners to invest in project implementation.

PRIORITY RESOURCES

Informed by the ACD 2014-2019 Comprehensive Plan and the 2020-2029 Comprehensive planning process currently underway, the following is a list of ACD's priority natural resources as approved by the ACD Board of Supervisors.

Generally, ACD serves as the lead for projects in the Anoka County portions of the Rum River and Lower St. Croix watersheds, and a support capacity elsewhere unless requested to lead a project by partners in other areas.

ACD LED PRIORITIES

- Impaired waters (sediment & nutrients - Golden Lake, Martin Lake, Typo Lake, Linwood Lake, Mississippi River)
- Declining water (Lake George)
- Nearly - barely (Rum River)
- Protection – (Coon Lake)

- Behavioral change and outreach (groundwater and surface water quality and conservation, habitat protection and enhancement)
- Land protection, restoration, enhancement in conservation/habitat corridors
- Groundwater conservation and water quality protection

ACD SUPPORT PRIORITIES

- RCWD, CCWD, VLAWMO and MWMO priority waters
- Projects identified in Lower St. Croix 1W1P as regional priorities, if outside Anoka County
- MASWCD legislative initiatives for SWCD funding
- Metro Conservation Districts collaborative projects

PRIORITY PROJECTS AND PROGRAMS

While natural resource prioritization and goals setting is a policy decision, the pursuit of identified goals is a scientific endeavor. As a rule, in-lake and in-stream projects such as shoreline stabilization, that address water quality impairments are a top priority because the pollutant delivery ratio is 100%. The following lists activities with the parameter of concern and scientific foundation noted in parenthesis.

SURFACE WATER PROJECTS

- Subwatershed retrofit analysis (sediment & nutrients - SRA) identified projects that address priority resource concerns including but not limited to:
 - St. Francis stormwater retrofits (sediment & nutrients - St. Francis SRA, URRWMO Watershed Management Plan)
 - City of Anoka stormwater retrofits (sediment & nutrients - City of Anoka SRA)
 - Coon and Martin Lakes stormwater retrofits (sediment & nutrients - SRWMO Watershed Management Plan, SRA for Coon and Martin lakes)
- Shoreline and streambank stabilizations including but not limited to:
 - Rum Riverbank stabilizations (sediment - Rum River bank stabilization analysis, URRWMO Watershed Management Plan)
 - Lakeshore restorations, especially at George, Linwood, Coon and Martin Lakes (sediment & nutrients - SRWMO

- & URRWMO Watershed Management Plan, SRA for Coon, George and Martin lakes)
 - Mississippi Riverbank stabilizations – (sediment – Lake Pepin TMDL)
- Golden Lake alum treatment (nutrients - Golden Lake alum treatment feasibility study)
- Sunrise River Chain of Lakes carp management (sediment & nutrients - SRWMO Watershed Management Plan, Carp Management Feasibility Analyses)
- SSTS fix ups in shoreland zone of priority waters (riparian nutrient and e. coli. point source remediation)

SURFACE WATER TARGETING ANALYSES

- Linwood Lake SRA (SRWMO Watershed Management Plan)
- Rice Creek Chain of Lake SRA (RCWD Watershed Management Plan)
- Lower Rice Creek SRA (RCWD Watershed Management Plan)
- Lower Rum River SRA for remainder of watershed
- Mississippi River Direct Discharge SRAs
- Lakeshore condition inventories and analyses

SURFACE WATER FEASIBILITY STUDIES AND PROJECT DESIGNS

- Alum treatment feasibility in Sunrise River chain of lakes
- Lake George in-lake analysis
- Reach out to target agricultural landowners to develop 10+ conservation plans (Watershed Conservation Planner program protocols)

GROUNDWATER PROJECTS AND ANALYSIS

- Campus groundwater conservation planning
- Well sealing cost share (DWSMA and Wellhead Protection Area plans)

ECOLOGICAL IMPROVEMENT PROJECT AND ANALYSIS

- Invasive species treatment in MCBS mapped areas of public land
- Invasive species surveys
- Ecological restoration in degraded habitats on protected and public lands
- Pollinator Habitat

- Rare plant salvage program
- Wetland restoration and banking
- Easement promotion (ACD Comp Plan, Anoka Sandplain Partnership Strategic Plan, Rum River Watershed Landscape Stewardship Plan)

REGULATORY/POLICY

- Minimum Impact Design Standards promotion
- Rum River no wake – signage & maps at public accesses
- Ordinance modifications to support pollinator habitat

SOCIAL CAPACITY

- Coordinate the Anoka County Water Resources Outreach Collaborative to benefit from opportunities of scale, shared resources, cooperative activities, and common outreach messaging
- Inform residents, businesses, agency staff, and decision-makers about issues affecting surface and groundwater resources
- Engage people in activities and behavior changes that will help protect and improve the health of local water resources

DATA COLLECTION

- WMO/WD monitoring contracts
- MLCCS update
- Wetland floristic quality

PRIORITY INITIATIVES FOR 2020 AND BEYOND

Initiative	Potential Grant	Potential Partner	Annual (Total) Cost
SRA Project Implementation <ul style="list-style-type: none"> • City of Anoka • City of Ramsey • City of St. Francis • Lake George • Martin Lake • Coon Lake • CCWD – multiple • RCWD – multiple • MWO – multiple • Rum River WRAP 	WBIF, CWF Projects and Practices, District Capacity, Met Council, Dept. of Health, MPCA Section 319	WDs/WMOs, Cities, LIDs, Lake Assoc. Co. Depts., Landowners	\$100K (\$2,000K)
Shoreline and Streambank Stabilization <ul style="list-style-type: none"> • Rum River • Mississippi River • Lake George • Linwood Lake • Coon Lake • Martin Lake 	CPL, OHF, WBIF, CWF Projects and Practices, District Capacity	WDs/WMOs, Cities, LIDs, Lake Assoc. Co. Depts., Landowners, SWCDs	\$500K (\$5,000K)
Carp Management <ul style="list-style-type: none"> • Linwood Lake • Martin Lake • Typo Lake 	WBIF, CWF, CPL	WMO, Twp., Lake Assoc.	\$150K
Alum Treatment <ul style="list-style-type: none"> • Golden Lake 	WBIF, CWF	WD, City, Lake Assoc.,	\$150K
SSTS Fix-Up – Riparian Focus	MPCA	Landowner	\$40K (\$400K)

Initiative	Potential Grant	Potential Partner	Annual (Total) Cost
Targeting Analyses <ul style="list-style-type: none"> • Linwood Lake SRA • Rice Creek Chain of Lakes SRA, • Lower Rice Creek SRA, • Lower Rum River SRA, • Mississippi Direct Discharge SRA • Lake shore condition 	LCCMR, CWF AIG, WBIF, MCD ETA, Met Council, District Capacity	WMOs/WDs, Cities, LIDs, Lake Assoc.	\$50K (\$500K)
Feasibility Analysis & Project Design <ul style="list-style-type: none"> • Sunrise Chain of Lake Alum treatment • Lake George in-lake analysis • Ag. conservation planning 	LCCMR, CWF AIG, WBIF, MCD ETA, Met Council, District Capacity, EQIP	WMOs/WDs, Cities, LIDs, Lake Assoc.	\$90K (\$270K)
Groundwater Project and Analysis <ul style="list-style-type: none"> • Campus groundwater conservation planning • Well sealing cost share • Smart irrigation 	CWF AIG, LCCMR, Met Council, MDH	Cities, Landowners, HOAs, School Districts	\$120K (\$1,200K)

Initiative	Potential Grant	Potential Partner	Annual (Total) Cost
Invasive/Noxious Species Treatment <ul style="list-style-type: none"> • Phragmites • Anoka CWMA • Buckthorn <ul style="list-style-type: none"> ▪ CCCA ▪ Rum Central ▪ CCESR ▪ Burman WMA • AIS 	MDA, OHF, CWMA, MN AIS,	Co. Depts. Cities, Weed Inspectors, WDs/WMOs, DNR, MDA, Sport Orgs, Landowners	\$120K (\$1,200K)
Invasive Species Inventories	MDA, CWMA, MN AIS,		\$25K (75K)
Ecological Restoration <ul style="list-style-type: none"> • Burman WMA • Blaine SNA • Mikkelson WMA Prairie • CCESR 	OHF, CPL, USFWS, NWF	Co. Depts. Cities, DNR, Sports Orgs., Landowners	\$300K (\$1,500K)
Pollinator Habitat	Lawns to Legumes – BWSR, CPL, EQIP, CWF (rain gardens)	WDs/WMOs, Cities, Landowners	\$40K (\$400K)
Rare Plant Salvage Program	LCCMR, OHF	Arboretum, DNR, Co. Depts.	\$85K (\$510K)
Wetland Restorations <ul style="list-style-type: none"> • Ditch 20 • Riparian Areas 	BWSR Banking, District Capacity, DNR CPL, MPCA Section 319, OHF	Landowners, WDs/WMOs, NRCS, USFWS	\$40K (\$200K)

Initiative	Potential Grant	Potential Partner	Annual (Total) Cost
Land Protection <ul style="list-style-type: none"> • Easements - Rum RIM • Easements – MCBS Lands • Cedar Creek Corridor 	RIM, OHF, District Capacity	BWSR, MLT, TNC, TPL	\$1,000K+
Social Capacity – Empowering the Public <ul style="list-style-type: none"> • Coordinate • Inform • Engage 	WBIF, District Capacity, LCCMR	WDs/WMOs, Cities, Co. Depts., SWCDs, School Districts	\$85K (\$850K)
Data Collection <ul style="list-style-type: none"> • Water monitoring • MLCCS • Wetland floristic quality 	WBIF, District Capacity, LCCMR	WDs/WMOs, Lake Assoc., LIDs	\$200K (\$2,000K)

SERVING THE COMMUNITY

WORKING WITH LOCAL GOVERNMENT ENTITIES

Natural resources valued by Anoka County residents require collaborative management by entities with varying jurisdictions within and across city, county and watershed boundaries. It is important that ACD remains continually engaged with each entity to

- avoid duplication,
- maximize efficiencies,
- capitalize on common interests,
- direct limited financial and staff resources to the most cost-effective approaches, and
- apply management strategies at a scale most appropriate to meet identified goals and objectives (e.g. multi-city lakesheds and multi-county aquifer recharge areas).

The comprehensive plan includes detailed tables that further illustrate the breadth and scale of partnerships and collaboration.

WORKING WITH THE PUBLIC

Over 78% of Anoka County is privately owned and over 350,000 residents call Anoka County home. Effective natural resource management requires that we actively collaborate with those who live, work and play in Anoka County, whether or not they own land. ACD enlists the public to assist with natural resource management by offering the following services:

- Technical assistance – providing project design and installation management.
- Financial assistance – securing, allocating and administering grant funding to install conservation projects.
- Regulatory assistance – providing guidance to help keep landowners out of regulatory harm's way with regard to several federal and state laws.
- Outreach and engagement – providing information resources and opportunities to assist with community efforts to improve our natural resources.

DISTRICT SUPERVISORS

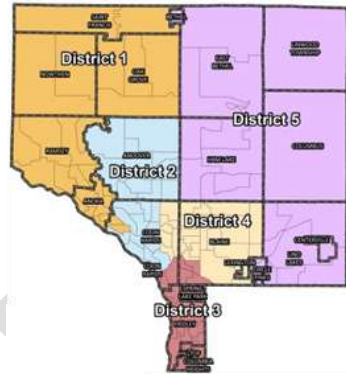
Dist.	Name	Area Represented
1	Steve Laitinen	St. Francis, Nowthen, Oak Grove, Ramsey, Anoka, and a small portion of Coon Rapids
2	Jim Lindahl	Andover and portions of Coon Rapids
3	Glenda Meixell	Columbia Heights, Fridley, Spring Lake Park, Hilltop, and the southern portion of Coon Rapids and Blaine (largely south of Hwy 610)
4	Mary Jo Truchon	Lexington, most of Blaine, and a portion of eastern Coon Rapids
5	Sharon LeMay	Bethel, East Bethel, Linwood, Columbus, Ham Lake, Lino Lakes, Centerville, and Circle Pines

Regular ACD board meetings are generally held on the third Monday of each month. A yearly meeting schedule is posted on ACD's official website, AnokaSWCD.org. Board and committee meetings are held at the District office in Ham Lake unless otherwise noted.

ELECTION DISTRICTS

ACD supervisors are elected by population-based districts.

District	Start	End
1	1/1/17	12/31/20
2	1/1/19	12/31/22
3	1/1/19	12/31/22
4	1/1/17	12/31/20
5	1/1/17	12/31/20



COMMITTEE/ENTITY PARTICIPATION

ACD supervisors serve on committees to analyze detailed information on issues requiring extensive review prior to full board action. Some committees are internal and others function on a metro or statewide level. Supervisors choose to participate in committee meetings to offer personal expertise in the area of discussion or to gain more knowledge of the subject matter. Each supervisor is encouraged to serve on at least two committees.

Internal Committees:

- Personnel
- Operations
- Finance

Regional and State Associations:

- Metro Conservation Districts
- MN Association of Soil and Water Conservation Districts (Area IV)

Citizen's Advisory Committee (CAC):

- Coon Creek Watershed District (CCWD) CAC
- Rice Creek Watershed District (RCWD) CAC

Watershed Management Organization (WMO) Liaison:

- Sunrise River WMO (SRWMO)
- Upper Rum River WMO (URRWMO)
- Lower Rum River WMO (LRRWMO)
- Mississippi River WMO (MWMO)

One-Watershed, One-Plan (1W1P):

- Lower St. Croix Policy Committee
- Rum River Policy Committee

DISTRICT STAFF

ACD employs ten to fifteen people with approximately 10.83 full time equivalents (FTEs). ACD has 2827 staff workdays to address goals and objectives. Planned objectives should require 2868 workdays to complete. As such, current and proposed staff is 41 workdays short of anticipated need. Programs and services are continually prioritized, often favoring those that are self-funded, to maintain fiscal and programmatic stability.

ACD	Position
Chris Lord	District Manager (1 FTE)
Kathy Berkness	Office Administrator (1 FTE)
Jamie Schurbon	Watershed Projects Manager (1 FTE)
Mitch Haustein	Stormwater and Shoreland Specialist (1 FTE)
Becky Wozney	Wetland Specialist (1 FTE)
Jared Wagner	Water Resource Technician (1 FTE)
Carrie Taylor	Restoration Ecologist (1 FTE)
Aaron Diehl	Conservation Specialist (.4 FTE)
Kris Larson	Water Resource Technician (1 FTE)
Emily Johnson	Outreach and Engagement Coord. (1 FTE)
To Be Determined	Assist. District Technician (.83 FTE)
Eco. Resto. Crews	Assist. District Technicians (.5 FTE)
Rain Guardian Assembly	Assist. District Technician (.1 FTE)

NRCS	Position	(Elk River field office)
Yara Gonzalez	Soil Conservationist	

WORKLOAD TASKS

The ACD Board of Supervisors identified five natural resource priority areas. The following table highlights how workload tasks address priorities.

Workload Tasks	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
<u>General Operations:</u> This includes activities generally considered overhead that support the overall function of ACD.					
<ul style="list-style-type: none"> District administration Human resource management Financial administration Planning and reporting Clerical 	✓	✓	✓	✓	✓
Staff development – staff training and professional development	✓	✓	✓	✓	✓
Paid leave – holidays, flexible time off, leaves of absence, comp time	✓	✓	✓	✓	✓
Landlord – general upkeep and maintenance of the office headquarters					
<u>Monitoring:</u> Collect and manage data regarding the physical, chemical, and biological characteristics of natural resources with specified frequency, location, parameters, and protocols that must be adhered to as identified in contracts with local partners and plans of work.					
Development and oversight – Determine sites, parameters, frequency, and protocols, and ensure QAQC	✓	✓			
Hydrology – Lake, stream, groundwater, and wetland levels, and stream flow		✓			
Chemistry – Lakes and streams	✓				

Workload Tasks	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
Biota – Stream benthic macroinvertebrates and aquatic invasive species early detection	✓		✓		
Precipitation – Volunteer observation network and automated sampling network		✓			
Data management – Compile and organize data to ensure data integrity and facilitate analysis and reporting	✓	✓			
<u>Inventory:</u> Collect and map geospatial data on the condition, distribution, extent, and regulatory compliance of natural resources using Global Positioning Systems (GPS), Geographic Information Systems (GIS), aerial photo interpretation, site inspections, informational surveys, and/or historic records.					
Erosion – Lakeshore and streambank condition	✓		✓		
Buffers – Buffer law compliance tracking	✓		✓	✓	✓
Land cover – Land use and land cover updates to facilitate analyses	✓	✓	✓	✓	✓
Invasive species – Aquatic and terrestrial	✓		✓	✓	
<u>Analyses:</u> Synthesize and interpret monitoring, geospatial, and modeling data at varying scales to draw conclusions and inform management decisions to optimize natural resource quality, quantity, and distribution in user-friendly formats.					
Monitoring data - characterize conditions and trends in a statistically valid manner	✓	✓			
Properties and landscapes – individual and small groupings of properties with a narrow scope of concerns	✓	✓	✓	✓	✓

Workload Tasks	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
Development proposals – comment on regulatory compliance and design standards for development proposals, which typically involve subdivision, grading, and installation of stormwater treatment infrastructure	✓	✓	✓	✓	✓
Subwatersheds and catchments - identify and rank project opportunities in rural and urban settings by cost-effectiveness to improve management of high priority resources	✓	✓			
Watersheds – diagnose the cause of impairment of priority resources. e.g. Total Maximum Daily Loads (TMDL) and Watershed Restoration and Protection Plans/Strategies (WRAPP/S)	✓	✓			
Resource scale – analyses focused on a narrow resource concern with scales ranging from local to regional such as threatened and endangered species, aquifer recharge areas, aquifer use areas, drinking water source management areas, invasive species infestations, wetland restoration opportunities, etc.	✓	✓	✓	✓	✓
<u>Planning:</u> Develop policy, strategies, and plans of action in cooperation with local partners to optimize natural resource quality, quantity, and distribution based on analyses and with consideration of financial, logistical, social, and political limitations.					
ACD planning – natural resource issue and trend identification and prioritization through 10-year comprehensive plans, biennial budget requests, annual plans, and project/program/grant work plans	✓	✓	✓	✓	✓

Workload Tasks	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
Partner planning – review and comment on project applications, permits, EAW/EIS, water management plans, comprehensive wetland management plans, and plans from Federal, State, and local entities	✓	✓	✓	✓	✓
Watershed and ecoregion-scale – Large scale planning (e.g. WRAPP/S, 1W1P, Ecoregion, and local water management plans in cooperation with partners)	✓	✓	✓	✓	✓
Groundwater – plan collaborations and protocol development to ensure sustainable groundwater supplies	✓	✓	✓	✓	
Ecological integrity – identify restoration and protection opportunities and priorities			✓	✓	✓
<u>Land Protection:</u> Protect high priority parcels to sustain populations of flora and fauna, enhance ecological diversity, and preserve rare species by connecting landowners with funding sources and entities capable of accepting and managing protected lands.					
Acquisition – secure fee title ownership	✓		✓	✓	✓
Easements – secure conservation easements	✓		✓	✓	✓
Density transfers – identify and encourage use of opportunities to employ development rights transfers and cluster development to accommodate development and ecological preservation	✓		✓	✓	✓
Compliance and management – ACD held protected lands inspection and management to verify compliance and apply for grants to pursue restoration and management activities	✓		✓	✓	✓
<u>Technical Assistance:</u> Provide site-specific technical consultation and expertise to advance concepts to the point of project design and implementation individually and in collaboration with partners.					

Workload Tasks	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
Landowner inquiries – landowner consultation using desktop analysis, literature reviews, and site investigations	✓	✓	✓	✓	✓
Practice promotion – engage decision makers and landowners to pursue implementation of projects and activities identified in watershed plans, stormwater retrofit analyses (SRAs), and other plans	✓	✓	✓		
Conservation plans – prepare plans for agricultural operations, water conservation, ecological restoration, and backyard habitat	✓	✓	✓	✓	✓
Practice design – generate detailed plan sets (grading plans, planting plans, and materials specifications) and cost estimates for rural and urban conservation practices	✓	✓	✓	✓	✓
Grant applications – conceptualize and prepare grant applications	✓	✓	✓	✓	✓
Project management (simple) – manage all project components for projects with simple designs or plans, not likely to need professional contractors	✓	✓	✓	✓	✓
Project management (complex) – manage all project components for projects with detailed plan sets, likely to include hiring and close oversight of professional contractors throughout an extended installation timeline	✓	✓	✓	✓	✓
Project installation support – assist project managers with all aspects of project installation	✓	✓	✓	✓	✓
BMP inspections – post-construction and routine inspections to document conditions and provide maintenance guidance	✓	✓	✓	✓	✓

Workload Tasks	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
Invasive species – facilitate regional terrestrial and aquatic invasive species management efforts			✓		✓
Technical Evaluation Panels – serve on TEPs for Wetland Conservation Act (WCA) regulatory analysis			✓	✓	
WCA Enforcement – processing violations and preparing restoration/replacement plans/orders for WCA			✓	✓	
Wetland Consultation – review and perform wetland determinations, delineations, and functions and values analysis in accordance with accepted protocols				✓	
Wetland restoration – design and review wetland restoration/creation project plans			✓	✓	
<u>Financial Assistance:</u> Facilitate the acquisition, distribution, and utilization of funds to achieve natural resource management objectives individually and in cooperation with partners.					
Local funds – secure funding commitments from local sources (e.g. cities and watershed districts) to pursue priority natural resource management initiatives	✓	✓	✓	✓	✓
Block grant – administer the Natural Resources Block Grant to fund water management, WCA, Shoreland, and Subsurface Sewage Treatment System program implementation	✓	✓		✓	
Technical Service Area – manage Metro TSA funds for conservation practice design, engineering, construction management, and equipment	✓	✓			

Workload Tasks	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
State Cost Share – administer state cost share allocations to fund practice design, engineering, construction management, and construction	✓	✓	✓	✓	✓
District capacity funds – allocation of annually appropriated funds to support ACD’s mission	✓	✓	✓	✓	✓
Competitive grants – secure grant funds from local, regional, state, and federal sources	✓	✓	✓	✓	✓
Product sales – expand product sales and distribution to support local conservation initiatives	✓	✓	✓	✓	✓
Conservation utility fee – seek legislation to gain authority to assess conservation utility fees	✓	✓	✓	✓	✓
<u>Administrative Assistance:</u> Provide assistance administering regulations, programs, and grants individually and in cooperation with partners.					
General administration – program development advice, reporting, and contract management	✓	✓	✓	✓	✓
Website hosting – websites for water management organizations	✓	✓		✓	
Buffer law - implement mandated elements of the buffer law	✓		✓	✓	✓
Soil loss law – implement mandated elements of the soil loss law	✓			✓	✓
WCA – assist WCA Local Government Units (LGUs) with WCA implementation and report annual activities as necessary				✓	
Grant administration – grant reporting and compliance assistance	✓	✓	✓	✓	✓
Program administration – Administer local cost-share programs and assist landowners with applications	✓	✓	✓	✓	✓

Workload Tasks	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
<u>Products and Equipment:</u> Provide products and equipment useful for conservation practices for sale, rent, and loan to generate revenue and to promote conservation practice implementation.					
Rain Guardian sales – manage Rain Guardian pretreatment chamber sales, inventory, materials acquisition, assembly, and distribution	✓	✓	✓	✓	✓
Rain Guardian business development – product development, distributorship management, market expansion, and optimize manufacture and distribution of product	✓	✓	✓	✓	✓
Rain Guardian promotion – promotion, distributorship support, fielding technical inquiries, and customer service	✓	✓	✓	✓	✓
Plant materials – manage seedling, plug and seed sales, inventory, and order processing and distribution, including assisting customers with product selection	✓	✓	✓	✓	✓
Equipment, tools, and supplies – manage landowner use of ACD equipment, tools, and supplies	✓	✓	✓	✓	✓
<u>Information and Outreach:</u> Develop and disseminate information about priority natural resource topics through targeted or mass distribution using appropriate media venues.					
General public – brochures, displays, newspaper articles, website, and videos	✓	✓	✓	✓	✓
Conservation site owners – direct contact to promote site specific conservation activities	✓	✓	✓	✓	✓
Students – work with students to encourage conservation in a manner that is age appropriate	✓	✓	✓	✓	✓

Workload Tasks	Water Quality	Water Quantity	Natural Habitats	Wetlands	Soils
Advocacy groups – customize and provide topic specific information to advocacy groups e.g. lake associations	✓	✓	✓	✓	✓
Policy makers – advise on pertinent natural resource concepts, issues and solutions	✓	✓	✓	✓	✓
Legislators – encourage legislative solutions as appropriate to address local, regional and statewide concerns	✓	✓	✓	✓	✓

STAFFING REQUIREMENTS

Program	FTEs
General Operations	2.110
Paid Leave	1.350
Landlord	.120
Monitoring	.680
Inventory	.160
Analyses	.330
Planning	.670
Land Protection	.120
Technical Assistance – General	.660
Technical Assistance – Ecological	.930
Technical Assistance – Water Quality	1.220
Financial Assistance	.030
Administrative Assistance	.790
Products & Equipment	.630
Information & Outreach	1.190
Unallocated Staff Time	-0.160
Total Full Time Equivalents	10.83

The programs above are explained in detail in the following section.

PROGRAMS AND SERVICES

Addressing identified objectives requires many programs and services. Following is a summary of ACD's ongoing and proposed 2020 efforts. Specific monitoring, inventory, and project site selection is done in coordination with local and state funding partners. ACD often provides

staffing resources under contract with water management organizations, watershed districts, municipalities, and state agencies to address mutual goals and objectives. By acting as a centralized staffing resource for many natural resource management entities, ACD coordinates programs across jurisdictional boundaries.

The logo for the Clean Water, Land, and Legacy Amendment is displayed adjacent to programs and projects that are funded in part with Legacy funds. The revenue tables in the budget section of the report provide a more detailed accounting of how projects are funded, including the many local partners that contribute financially to these conservation efforts.



GENERAL OPERATIONS

One of the largest funding challenges for ACD is covering expenses associated with general operations. Grant funds typically restrict the amount and type of administrative and operational expenses that can be reimbursed or considered as match. General services funds received from the state are insufficient to cover otherwise ineligible operational expenses. Combined, the following operations categories account for approximately \$360,000 of ACD's staff time and expenses.

General Administration – This category accounts for that portion of each employee's time that is dedicated to general district business. For technical staff, this is limited to general correspondence, time tracking, and reporting. For administrative and managerial staff this encompasses the following:

- District administration - negotiate and manage contracts, leases, and agreements; maintain adequate insurance, and develop and implement policies to minimize risk exposure; facilitate Board communications and meetings; update and administer supervisor and operations handbooks; maintain office supplies; coordinate computer technology services; enact policies and procedures to ensure compliance with the MN Government Data Practices Act and Public Open Meeting Law; payroll and employee benefits administration; payment of sales, property, and payroll taxes
- Human resource management – attend to employee recruitment, evaluation, discipline, supervision, workload management, and professional development; update and administer a personnel

handbook; develop and administer a classification and compensation plan

- Financial administration - prepare and maintain budgets; complete timely bill payment and invoicing; collect accounts receivable; deposit receipts; track financial activities; prepare monthly financial reports for the Board and annual financial reports to the state; reconcile accounts, administer payroll and benefits; coordinate annual financial audits
- Planning and reporting – prepare annual reports of activities; complete pay equity reports every two years; update workload plans and budgets regularly
- Clerical – process mail; maintain files per records retention schedule; prepare and post official notifications and records of meetings

General Planning – Effective natural resource management requires both cooperative planning with other agencies, as well as internal prioritization. These efforts involve ACD staff, supervisors, other elected officials, and other agencies. Comprehensive planning is completed every ten years with annual plans completed each year.

Program Development – Program development activities include efforts that increase program visibility, build mutually beneficial partnerships with other entities, and secure new grants to fund projects and programs that address the objectives identified by the Board of Supervisors.

Staff Development – The Board of Supervisors is committed to retaining highly qualified staff by providing competitive wages, offering professional development opportunities, and providing updated software and technology. ACD is also committed to sharing expertise via staff cross-training to ensure program continuity during staff turnover particularly with highly technical proficiencies such as GIS, WinSLAMM, Vectorworks, and Total Station Surveying.

Legislative Outreach – Engaging with, or encouraging others to engage with, State Legislators to support funding or policies that benefit ACD individually, or SWCD's collectively, falls under this category. This is limited but must be tracked to ensure compliance with state statute.

Public Relations – Efforts to inform and engage the public, partners, and civic leaders on the activities of ACD fall under this category. This is distinguished from outreach and engagement efforts, which are centered

on natural resources management as opposed to ACD programs, services and operations.

Paid Leave - Regular full-time and part-time staff earn up to twelve paid holidays as well as eighteen to thirty-four days of flexible time off per year. Use of comprehensive time earned and extended medical benefits leave occurs to a lesser extent.

Landlord - In 2011 ACD purchased its office headquarters, which has six rentable suites, one of which is occupied by ACD staff. All direct expenses and staff time associated with ACD's role as landlord is tracked separately from conservation oriented activities. Rental revenues are sufficient to cover all expenses.

MONITORING

In order to focus limited financial and technical resources it is important to monitor resource quality, quantity, and biology regularly. ACD's extensive water quality and hydrology monitoring program, coupled with inventories and diagnostic studies, ensures that efforts are focused where they will provide the most benefit.

Routine Monitoring - Site selection is completed in the early months of each year in collaboration with funding partners. The adjacent table shows the number of each type of monitoring site in 2020, which includes the addition of three electronic rain gauges.

Resource	Quality	Quantity	Biota
• Lakes	2	25	3
• Streams	19	12	
• Wetlands		20	
• Rain Gardens		1	
• Groundwater		24	
• Precipitation		13	

Rain Garden Efficacy Testing – To determine the effectiveness of curb cut rain gardens over time and in different landscapes, ACD has initiated an effort to monitor hydrology and conduct rudimentary debris analysis. This will be continued for several years.



INVENTORY

Resource inventories are just as important as monitoring. Inventories provide geospatial resource information essential to the development of

successful conservation projects. ACD is equipped to complete a variety of inventory projects, having many years of aerial photos, GPS equipment, GIS software and the expertise to use them. ACD staff engage in routine inventories and updates while also tackling 'once in a career' efforts like the geologic atlas.

Aquatic Invasive Species (AIS) – ACD provides inventory services to map AIS on Lake George and as the foundation of an early detection program for the Coon Creek Watershed District.



Shoreland Photo Inventory – Staff will conduct a photo inventory of lake shorelines using a 360-degree camera.

The photos will be uploaded to Google, where they can be viewed by the public similar to StreetView. The inventory will aid staff when fielding calls from lakeshore property owners.

Buffer Law Compliance – As new aerial photo flights are completed, ACD staff will complete a countywide review of ditch buffers to update compliance maps. The timing of aerial photo flights is often not known beforehand; as such, this activity will be opportunistic.



Wetland Floristic Quality – Complete vegetation plot assays in conjunction with wetland hydrology monitoring sites to determine the temporal relationship between

fluctuations in hydrophytic vegetation and measured hydrology at the wetland boundary.

ANALYSES

ACD staff conducts natural resource analyses at varying scales to diagnose the reason for problems and identify management strategies. Most of these efforts are done under contract with local and state funding partners to achieve their goals.

Water Resources Almanac – Each year ACD staff complete a water resources almanac to summarize the year's monitoring data and provide rudimentary analysis of resource condition and trends.



Campus Groundwater Conservation Planning (CGCP) – CGCP involves development and refinement of procedures to identify water conservation measures on

campuses. In 2018 the protocol was finalized. In 2019 each of the 11 metro districts completed at least one analysis on a campus. In 2020 additional

analyses and a final report on the program will be completed. In addition to identifying opportunities to reduce groundwater usage, measures to increase stormwater infiltration were also noted. All opportunities were ranked by cost-effectiveness. ACD staff led this effort with funding from a BWSR Clean Water Fund (CWF) grant through the MCD.

Mississippi River Direct Drainage SRA – There are several small catchments along the Mississippi River that discharge stormwater directly into the river without treatment. ACD staff will work with interested WDs and WMOs to complete SRAs for these areas.

Linwood Lake Carp Management Feasibility Study – A feasibility study started in 2019 will be completed in 2020, which determined that carp management on Linwood Lake is a viable method to improve water quality.



Mississippi River Erosion Analysis – A photo inventory of the Mississippi River below the Coon Rapids Dam was completed in 2018. An analysis of erosion severity will be completed in 2020 to identify eroding sites, determine severity, quantify sediment loading to the river, estimate the cost of repair, and rank based on cost-benefit.

PLANNING

Collaborations and Planning – ACD staff participate in several multi-entity collaborations to facilitate natural resources management efforts at the scale that is optimum for success for a particular resource. This ranges from multi-county conservation network collaborations to statewide policy committees.

1W1P Rum River – The counties and SWCDs throughout the Rum River watershed have secured funding from BWSR to complete a 1W1P. While ACD's participation is not mandatory, ACD staff is ready to assist in any way possible.



1W1P Lower St. Croix – A partnership of water management entities in the Lower St. Croix watershed has secured funding from BWSR to complete a 1W1P. ACD staff is assisting with this effort.



ACD Comprehensive Plan – ACD's comprehensive plan for 2020-2029 is due in 2020. In 2018 and 2019 an outreach



strategy and a general approach for the plan were developed. A kickoff event was hosted to solicit input from county and state elected officials that involved fast-paced discussions at six topic stations and an aerial tour of several sites by helicopter. Four technical advisory committees were convened to focus on four topic areas over two meetings each. The remainder of the plan will be completed in 2020.

LAND PROTECTION

Preservation of parcels that are of particular importance for wildlife habitat or support rare species is a high priority. Efforts to preserve land should be limited to parcels that fall within the identified wildlife corridor network to make the best use of limited funds. Whether land is in public or private ownership, the best way to achieve permanent land protection is by using conservation easements held by multiple parties dedicated to natural resource conservation and management.

Conservation Easement Maintenance and Inspection – ACD holds several conservation easements either solely or in conjunction with the Minnesota Land Trust (MLT) and owns one property with an MLT conservation easement.

Land Protection Outreach – Under contract with MLT, ACD may promote land protection funding sources to owners of high priority parcels and assist owners with coordination efforts.

Rum River RIM – BWSR has designated \$3.5M for riparian easements along the Rum River to help secure the long-term protection of drinking water in the Twin Cities Metro Area. ACD will work with partners throughout the watershed to target outreach and promote this opportunity to landowners with properties that are optimally located.

TECHNICAL ASSISTANCE



While monitoring, inventory, analysis, and planning are important, they achieve nothing unless they result in changes in practices on the ground to improve natural resource quality, quantity, and distribution. ACD provides technical assistance to facilitate conservation practice implementation.

Conservation Project Services -

Project implementation services provided:

- project promotion,

- site consultations,
- planning and design,
- bidding and contract management,
- installation oversight,
- grant fund acquisition and grant management, and
- post-construction monitoring.

Project types most often considered include:

- curb-cut rain gardens,
- lakeshore and riparian buffer plantings,
- lakeshore restoration,
- lakeshore and streambank stabilization,
- stormwater pond modification,
- ecosystem restoration,
- backyard habitat enhancement, and
- invasive species control (aquatic and terrestrial).

Design/plan services provided include:

- property level conservation plans and BMP designs,
- water appropriation conservation plans per MN DNR water appropriation permit requirements, and
- conservation easement management plans per easement requirements.

WMO Grant Search and Application – Several WMO's contract with ACD to identify and pursue grant opportunities on their behalf to secure funds to implement projects and programs they have identified as priorities.

RCWD Landowner Assistance (design and cost share) – RCWD contracts with ACD to address landowner inquiries for conservation technical assistance. If site conditions warrant, ACD staff will prepare a project design and assist with project funding applications.

Project Profiles – For each project installation in which ACD is an active partner, we prepare a project profile. Project profiles include images of the project site before and after, benefits received, expenses incurred, and partners with corresponding cash and in-kind contributions to the project. All project profiles are available online at AnokaSWCD.org through the project mapping feature.





BMP Inspection and Maintenance – ACD staff will continue to conduct site inspections and contact landowners where conservation practices were previously installed with ACD assistance to ensure practices are being maintained and functioning. Inspections will be followed up with guidance on maintenance needs. With proper maintenance, projects should remain functional in the landscape much longer than their designed life span, thereby providing more benefits to the public for their original investments.

WCA Enforcement – Potential violations of the WCA are processed by ACD staff, who are charged with determining if there is a violation, the extent of the violation, and the nature of remediation required to resolve the matter.

Wetland Consultation – For a modest fee, ACD staff will provide landowners with wetland consultation services to determine wetland boundary locations, determine the applicability of exemptions, aid with project concept adjustments to facilitate future permitting, and assist them in navigating the regulatory process.

Wetland Restoration and Banking – Restoration of wetland hydrology and ecology is not only good for water quality, habitat and flood control, but may also be ‘banked’ for credit. The WCA requires mitigation for wetlands drained or filled in excess of exemptions by restoring wetland of equal value or purchasing credits from those who have previously completed wetland restoration projects. ACD staff provides technical assistance with the design, review, and monitoring of wetland restoration projects. The US Fish and Wildlife Service is a partner capable of providing design assistance and modest cash grant toward wetland restorations that are not to be used for banking credit or part of a compensatory wetland mitigation plan.

Habitat Improvement – Technical guidance is provided to landowners on all aspects of habitat improvement. While all landowners are eligible for technical assistance regardless of the size of the site and specific species or ecosystem, limited staff resources are focused in areas that are identified as wildlife corridors.

2020 Ecological Management Activities



Buckthorn Treatment – Buckthorn is a highly invasive woody plant. Common Buckthorn invades upland areas, while Glossy Buckthorn takes over wetland fringes. Both

species displace native plants and the wildlife that depends on them. ACD has been actively combating buckthorn in those portions of the county where it is just becoming established.

- *Mikkelson Wildlife Management Area (WMA)* – OHF funds have been secured to treat common and glossy buckthorn throughout this 840-acre WMA. Basal bark and cut-stump herbicide application was initiated in the fall of 2017 will be completed in 2020.
- *Cedar Creek Ecosystem Science Reserve* – As a first phase in a long-term strategy to restore fragments of degraded habitat in the otherwise pristine CCESR, buckthorn infestations will be treated throughout the 5,600-acre property.

Blaine Preserve SNA – ACD secured OHF funding to enhance 53 acres of wet prairie/rich fen that supports MN Threatened/ Endangered/ Special Concern species. Enhancement activities will continue in 2020 and include reed canary grass, buckthorn, and aspen treatment.



Burman WMA – ACD secured OHF and NWTF funding to enhance 89 acres of the 204-acre Robert and Marilyn Burman WMA. Enhancement activities will continue in 2020 to enhance 58 acres of oak savanna, 16 acres of prairie, and 15 acres of wetland.



Mikkelson WMA – ACD secured OHF and NWTF funding to restore 13 acres of prairie within the Mikkelson WMA. While most of the WMA is in pristine ecological condition, the restoration site is an old farm field dominated by non-native and invasive species.



Cooperative Weed Management Area (CWMA) – Anoka CWMA Partnership activities include strategic planning and coordination, invasive species outreach, monitoring, mapping, and a cost share program to control invasive species and revegetate with natives on public and private lands. This effort is supplemented with additional project cost share funds from the MN Dept. of Agriculture.

Minnesota Rare Plant Salvage - ACD will work in partnership with the Minnesota Landscape Arboretum and Critical Connections Ecological Services to pursue funding to develop a pilot project for salvaging rare

species from permitted development sites where such rare plants would otherwise be destroyed. Ecologically appropriate and permanently protected recipient sites will be identified. Protocols for salvage, transplantation, species-specific management, and monitoring will be developed. The first ever permit to allow rare plant salvage in MN was issued to ACD in 2019 to salvage over 6,000 lance-leaf violets.

Lawns to Legumes – ACD and partners secured funds from BWSR to implement demonstration neighborhoods along a narrow riparian corridor that spans from the Coon Rapids Dam along the Mississippi River upstream to the Anoka Nature Preserve on the Rum River. The program offers funds to establish scattered pollinator friendly plantings on private property within the corridor designed to allow pollinators to leap frog between plantings to traverse the densely populated corridor.



Pollinator Habitat – Outside of the designated Lawns to Legumes corridor, pollinator plantings on public and private properties will be cost shared using other funding sources.

Phragmites Treatment – ACD secured funds to lead a metro-wide effort to map and treat isolated infestations of the invasive wetland grass, Phragmites.

2020 Water Quality Management Activities



Carp Management (Martin, Typo, and Linwood Lakes) – Following installation of rough fish barriers on the Martin-Typo chain of lakes, and carp management feasibility analyses on Martin, Typo and Linwood Lakes, a carp trapping and removal program was initiated. It will continue on all three lakes through 2020 and is anticipated to make a significant difference on lake clarity.



Mississippi Riverbank Stabilization (Anoka) – The LRRWMO dedicated its portion of WBF toward a large riverbank stabilization project on the Mississippi River in the City of Anoka, which proved insufficient for the scale of the project. ACD then prepared a CWF grant application on behalf of the city, which was awarded. ACD has been contracted to manage the project in conjunction with a local engineering firm, as well as administering the grant.

Mississippi Riverbank Stabilization – Two separate CWF grants have been secured to assist landowners on the Mississippi River with riverbank stabilization projects, preferably using bioengineering techniques. The third, and possibly fourth, project is scheduled to be installed in 2020.



Revetments on the Rum – CPL Funds have been secured to assist riparian owners on the Rum River with stabilization of mild to moderate bank erosion. Cedar tree revetments will be used on at least 3600 linear feet to satisfy the grant over the next two to three years.



Rum River Stabilization – Anoka County allocated funds to match state grant funds to address riverbank erosion along the Rum River. Two of three grant applications were successful including CPL mentioned above. OHF is recommending just under \$1M to help address the problem. ACD identified over \$14M in need during an extensive analysis of riverbank condition, so the process will span many years and many rounds of grant applications.



Coon and Martin Lake Retrofits – The Sunrise River WMO allocated a large portion of their WBIF to install retrofits identified in the SRAs for Coon and Martin Lakes. ACD has been contracted to conduct outreach, prepare designs, and oversee installation of several projects.



Targeted Shoreline Stewardship – District Capacity funds have been allocated to supplement Sunrise River WMO WBIF funding to reach out to shoreland landowners on priority lakes and provide technical and financial assistance to install water quality improvement projects.



FINANCIAL ASSISTANCE

Project Cost-Share – Financial assistance in the form of project cost-share grants is sometimes available along with our technical services to encourage projects that will have public benefits of water quality improvement, flood reduction, or wildlife habitat enhancement. There are several potential sources of funding, and ACD works with landowners to coordinate the application process. ACD encourages performance-based cost-share, which is an approach wherein funding sources contribute to a project based on the benefits derived from the project. Other factors may

also be considered such as landowner actions that may have exacerbated the problem and any other properties that could benefit from the solution.

Engineering/Technical Assistance – Funding is available through the MCD Non-Point Engineering Assistance Program (NPEAP) and the Enhanced Technical Assistance (ETA) program to build internal capacity within SWCDs and fund contracts with consulting engineers for the design of conservation practices. Requests must be made through ACD for projects in Anoka County.

Local Water Planning (LWP) – ACD applies for and manages LWP implementation funds through the BWSR Natural Resources Block Grant (NRBG). These funds help offset the cost of assisting WMOs with implementation of their water plans. Anoka County receives approximately \$8,000 to be shared among the water management entities.

WCA Administration – ACD applies for and distributes funds through the NRBG to reimburse LGUs a portion of the cost of implementing the WCA. Approximately \$63,000 is available for Anoka County LGUs, which covers approximately 25% of reported expenses.

Subsurface Sewage Treatment System – ACD applies for and distributes funds through the NRBG to reimburse LGUs a portion of the cost of implementing SSTS related programs.



Subsurface Sewage Treatment System Upgrades – ACD secured funds through the MPCA to assist landowners that meet income eligibility limits with the upgrade of failing septic systems. Priority is given to systems that are likely to be polluting public water bodies.



Well Sealing Cost Share – ACD was awarded funds to cost-share the targeting sealing of unused wells. Owners of properties that have been identified as likely of having and unused well that are within a Drinking Water Supply Management Area or Well Head Protection Zone will be contacted directly with notice of the opportunity. Sufficient funds have been provided to seal approximately 125 of the 2,500 suspected wells.

ADMINISTRATIVE ASSISTANCE

Grant Administration – ACD has become proficient with administration of

various federal, state, and regional grants. Many project partners have neither the resources nor inclination to dedicate staff to tend the logistics of grant administration. As a contribution to project implementation, ACD often assumes this role.

ACD Website – Much of ACD's website, AnokaSWCD.org is dedicated to posting and reporting compliance matters. The site includes staff and supervisor contact information; board meeting agendas, packets, and minutes; fee schedules; the handbook; financial reports; the comprehensive plan, annual plans; annual reports, and project information.

WMO Reporting – Water management entities are required to submit annual reports of activities and finances to BWSR. ACD prepares annual reports on behalf of three of the four WMOs for a fee.

Website Hosting – ACD designed and manages websites for the Upper Rum, Lower Rum, and Sunrise River WMOs. Routine management includes posting information on meetings and activities.

WCA Administration – ACD assists LGUs with administration of the WCA to varying degrees. LGUs throughout Anoka County differ greatly in terms of the staffing levels and expertise dedicated to implementing the WCA. As such, some LGUs take greater advantage of ACD's assistance than others.

Buffer Law Implementation – ACD provides several services related to the buffer law; 1) compliance reviews using remote sensing or site inspections, 2) consultation on buffer establishment, 3) development and authorization of alternative practices, and 4) facilitation of project cost share and implementation. Due to ACD staff efforts to work with all formerly non-compliant property owners, Anoka County is now 99.9% compliant with the buffer law.

PRODUCTS & EQUIPMENT

Tree Sales – ACD sells approximately 25,000 tree and shrub seedlings to 300 landowners annually. Seedlings are sold in bundles of 10 and 25, as our focus remains habitat improvement, not individual landscaping trees. The tree sale is an opportunity to provide one-on-one consultations with landowners about habitat improvement. We also provide some native grass and wildflower seed.

Rain Guardian Pretreatment Chamber – ACD staff designed and patented the Rain Guardian pretreatment chamber for curb-cut rain gardens to

greatly reduce maintenance time and effort. The RainGuardian.biz website provides promotional, technical, installation, and maintenance materials along with ordering instructions. Distributorships are in place for 31 states. We will continue to seek a west coast distributor and actively promote sales of the Foxhole as well as provide greater support to our distributor network. Rain Guardian revenues support other conservation efforts in Anoka County.

Equipment Rental – ACD has invested in several pieces of equipment that help landowners implement conservation practices. The equipment is available for rent and is used to install ACD coordinated conservation practices. Available equipment includes:

- Truax 3' native seed drop seeder,
- 25-gallon herbicide tank and boom sprayer,
- 52" pull behind brush mower, and
- Backpack herbicide sprayers.

Safety equipment and training is included with rental.

Miscellaneous Conservation Materials – Many materials needed for conservation projects are not readily available, or are only available in bulk quantities. This can discourage landowners from moving forward with a project. To facilitate project installation ACD has several items on hand and provides them at cost, including herbicide, erosion control fabric, biodegradable stakes, duckbill anchors, galvanized steel cable, and horseshoe clamps.

INFORMATION & OUTREACH



Outreach and Engagement Coordinator – Partners throughout Anoka County agreed to allocate approximately 15% of WBIF to jointly employ a Public Outreach and Engagement Coordinator for two years. The position coordinates the newly formed Anoka Water Resource Outreach Collaborative (AWROC), develops work plans of activities of common interest to the partners, creates audience appropriate outreach materials, provides information to target audiences, and creates opportunities for the public to engage in activities that improve natural resources quality or quantity. ACD serves as the host for this position. A detailed annual report is available for 2019.

e-Newsletter – ACD publishes a quarterly e-newsletter that provides updates on projects and services, grant awards, staffing, scheduled events and activities, general natural resources stewardship information, and Board activities as a means to better reach out to public officials and others who subscribe.



WMO Education/Newsletters – ACD provides content to WMOs to incorporate into their member city newsletters related to the implementation of their water plans. Some WMOs also contract with ACD to provide project specific education work products such as displays, signs, and brochures.

Video Development – Videos can be used to highlight ACD projects, inform other professionals on the elements of project design and construction, inform the public on natural resources issues, and engage the public. Subject to time and budget constraints the following video projects may be pursued.



- Host a theme based video contest with prizes promoted through local high schools or other venues
- Animated videos for the general public on groundwater contamination as well as lakeshore stewardship
- Virtual reality footage highlighting local natural resources to engage audiences at events through an immersive experience

All ACD videos are available on the AnokaSWCD YouTube page.

Website – While ACD's AnokaSWCD.org website serves an important administrative function, it also provides useful information on natural resources stewardship. It presents ACD's programs and services, provides project information, and serves as an archive for myriad natural resource management reports and analyses such as the Water Resources Almanac and Stormwater Retrofit Analyses. The website provides the public with direct access to ACD's series of brochures, displays, and videos.

Website Blog – Blogs are an actively updated section of a website intended to provide a more comprehensive narrative of priority topics than can be accomplished in a newsletter, Facebook post, or typical webpage.



Website Data Access Tool – Under contract and in partnership with several water management entities, ACD staff collect and analyze water quality, quantity, and biology



data. Providing our partners and the public with timely access to the data as it is being collected is a high priority. Developing the means to do so in a manner that provides a user friendly interface, is easy to maintain, facilitates data management and reporting, is cost-effective, and avoids redundancy is very challenging. We anticipate completion of this interface in 2020.

Web Story Map – ACD's GIS interface on our website called Story Map features project profiles and other project information through an interactive mapping interface. This feature is continually updated with project data to ensure all projects are accessible and up to date.

Workshops and Presentations – ACD periodically partners with cities and watershed districts to provide information on a variety of natural resource topics. Presentations are tailored to the audience and range from 'how-to' workshops for landowners to implement projects at home, to highly technical presentations to other professionals in the natural resources management field.

Newspaper Articles – ACD periodically submits articles to local newspapers to promote programs and services and to educate the public on topics related to natural resource stewardship.



Brochures & Displays – ACD has developed a series of brochures and tabletop displays promoting conservation in the community. They are available for use by partners in Anoka County. In 2020, ACD will work to develop a multi-purpose booth and display materials that can be used by ACD staff and our partners at local events. Additional tabletop displays addressing ecological health and pollinators are on the docket.

Tours – In 2020, ACD will host a tour for the eleven metro SWCDs summer meeting. Such tours generally feature successfully completed projects along with visits to sites that demonstrate unmet need. We will also continue to sponsor ad hoc tours for ACD supervisors as projects are being installed, with the potential to expand invitations to other public officials. The tours are generally held one hour prior to regularly scheduled board meetings. Starting in 2020 in conjunction with updates to ACD's comprehensive plan, we intend to host tours for public officials in even numbered years.

Public Officials Outreach – As projects are being developed and

installed/implemented, ACD staff will provide updates to county commissioners, state legislators, city officials and ACD supervisors via direct email, e-newsletter, Facebook links, and blog links.

Day at the Capitol – In most years, ACD supervisors and staff spend time visiting with legislators regarding natural resource issues in Anoka County. During the legislative session in particular, ACD will often organize a ‘Day at the Capitol’ whereby we meet with as many of our seventeen elected representatives as possible to promote the highest priority issues of ACD. The structure of this process may be modified but the commitment to engage state legislators remains.

Outreach to Local Government Units – LGU officials and staff routinely make important decisions about land use and land management that can have lasting effects on natural resources. It is in the mutual interest of ACD and LGUs to implement approaches that accommodate growth, minimize capital investment, and efficiently deliver public services, while maintaining the quality and quantity of water and other natural resources. ACD is uniquely qualified to assist LGUs to consider natural resources during the decision making process by providing updated monitoring and inventory data, and by addressing inquiries about the often complex physical, chemical, and biological natural resource interactions that may influence LGU decisions.

ADJUSTMENTS IN AUTHORITIES AND PROGRAMS

ACD will support program changes, funding options, legislation, and local ordinances that achieve the following:

- Operational and programmatic levy authority for SWCDs
- Groundwater conservation through mechanisms such as mandated rain/soil moisture sensors on irrigation systems, private well regulation, limits on lawn size, and plumbing code updates to allow gray water segregation, reuse, and/or infiltration
- Reimbursement of fee schedule rates from state grants for SWCDs or utilize grants that are performance-based or lump-sum contracts, not based on actual expenses
- Funding for the long-term inspection and maintenance of BMPs
- Development of a technical approval authority training and certification program by BWSR that doesn’t rely on NRCS provided training and oversight. An online module based system would be ideal to

accommodate training needs arising from staff turn-over and workload variability over time and would follow employees as they move between jobs

- Eligibility of watershed-based funding to be applied to SWCD plan priorities
- Increase reimbursable staff expenses associated with the CPL grant program
- Creation of an ecological planning grant element in the OHF or LCCMR similar to CWF's Accelerated Implementation Grants
- Acknowledgement of long term O&M costs as a portion of required match
- Extend OHF grant terms for ecological restoration/enhancement projects
- Increase NRBG WCA funding and reduce the match requirement
- Modification of BWSR billing rate formula to consider paid leave earned, instead of paid leave used thereby simplifying planning, project management, and reporting (currently, rates cannot be calculated for a quarter until after the quarter has ended, making rates retrospective instead of predictive)

COST SHARE POLICY

ACD's program to assist with the cost of installing conservation practices to achieve the goals of the District consists of several funding sources, each with its own set of requirements. These funding sources change from year to year and so detailed procedures and policies are not included in this document. Following are general policies that ACD has adopted to facilitate program administration and improve program outcomes.

ACD reserves full discretion for funding decisions and may deviate from these policies.

PROJECT SELECTION AND FUNDING

- Projects must benefit Anoka County natural resources.
- The following will be considered when determining grant awards and funding amounts (up to 100%) to ensure the greatest public benefit.
 - Natural resource benefited
 - Amount of benefit
 - Cost-effectiveness relative to similar projects

- Multiple benefits
- Cause of the problem
- Benefactors of the solution
- In-kind or cash match of non-public funds
- A single application may include multiple project types.
- Cost-benefit analysis will be conducted with consideration of all benefits and costs over the life of the project.
- Public benefits for projects will be measured in terms of the actual benefits to the priority resource.
- When determining project benefits, water quality, water quantity, ecological, and soil health benefits will be considered.
- Grant awards will be based on the lowest cost option that achieves the project objective.
- 100% of project costs may be paid for with public funds provided the project cooperator is not substantially at fault for creation of the problem. A curb cut rain garden that treats water from much of the neighborhood but very little of the cooperator's property is an example.
- Investment of public funds into a project will be considered in terms of the benefits received by the public.
- ACD will consider all public funds going toward a project when determining if the project is worthwhile on a cost-benefit basis, not just those funds invested by or through ACD.

APPLICATION AND FUNDING PROCESS

- Projects are reviewed by ACD staff and complete grant applications are considered for funding by ACD's Board of Supervisors at their monthly meeting.
- Grant applications should be submitted to ACD staff at least two weeks prior to regularly scheduled board meetings.
- The ACD board may act to obligate funds toward a project without fully encumbering those funds within a contract. This serves to reserve funds for projects while other elements of project planning, design, and coordination can be finalized.
- Case by case, project sponsors/landowners/applicants may be required to provide an escrow in the amount of anticipated design and engineering costs. If the project construction bids come in within 10%

of the engineer's estimate and the applicant does not move forward with project installation, the escrow may be used to reimburse ACD for the cost of the design. If the applicant moves forward with construction, these funds shall be applied toward construction costs.

- Grant recipients will not be compensated for their labor. Grant recipient labor may be considered an in-kind contribution.
- The value of in-kind services/equipment/materials provided by landowners/project sponsors will be based on state approved prevailing wage guidance for services, documented market rates for rental equipment, or documented actual cost/value for materials.
- Expenses incurred prior to grant approval are ineligible.
- Grants are reimbursement grants, unless otherwise approved in advance. Grant recipients must submit receipts for eligible expenses to ACD. Reimbursement checks will be issued within six weeks.
- Applicants may apply to other entities for grants. In no case will funding from all sources to the grant recipient exceed eligible project expenses.
- Policies specific to certain funding source may differ, and supersede those found in this document.

LOGISTICS AND LIMITATIONS

- Grant recipient must assume operations and maintenance responsibilities for the life of the project.
- Grants will not be awarded for projects required by permit or law.
- Principal or Specialist level staff shall oversee project management.
- The NRCS Field Office Technical Guide or other standard generally accepted by the engineering profession will be used for project design, construction, operations and maintenance.
- Grant agreement non-compliance will be reviewed by the operations committee with a recommendation to the ACD Board. The committee shall seek input from staff of the agencies that provided funding. The primary goal will be to maintain/restore the project benefits. Failing that, minimally, a pro-rata refund of cost share funds will be sought based on the benefits received compared to the anticipated benefits over the planned life of the project.

TECHNICAL STAFF TRAINING & CERTIFICATION NEEDS

Conservation Practice	Staff Member							
	C. Lord	M. Haustein	J. Schurbon	B. Wozney	J. Wagner	C. Taylor	A. Diehl	K. Larson
	Ecol. Level Plan or Design Eng. Class I-V							
Ecological Science								
Alum addition - In lake (563M)			D		D			
Aquatic Vegetation Management (565M)					D			
Bioretention Basin (712M)	D	D			D		D	
Brush Management (314)	D					D		
Conservation Cover (327)								
Conservation Crop Rotation (328)								
Conservation Easement (327M)	D					D		
Contaminant Source Inventory (300M)	D	D	D					
Cover Crop (340)								
Critical Area Planting (342)	D	D				D	D	D
Early Successional Hab. Dev./Mgmt. (647)	D	D				D		D
Erosion Control (148M)	D	D					D	D
Field Border (386)								
Filter Strip (393)	D				D			
Fish Management (392M)			D					
Forestry Management (147M)	D					D		
Groundwater Monitoring (500M)					D			D
Infiltration Trench (803M)	D	D						
Nutrient Management Plan (590, 509M)								
Permeable Surfaces (804M)		D						
Ravine/Gully Inventory (302M)	D	D						D
Resto. & Mgmt. Declining Habitats (643)	D					D		
Riparian Forest Buffer (391)	D					D		
Riparian Herbaceous Cover (390)	D					D		D
SSTS Inventory (305M)			D		D			

Conservation Practice	Staff Member							
	C. Lord	M. Haustein	J. Schurbon	B. Wozney	J. Wagner	C. Taylor	A. Diehl	K. Larson
	Ecol. Level Plan or Design Eng. Class I-V							
Stream Habitat Imprv. & Mgmt (395)	D	D	D		D	D	D	D
Subwatershed Analysis (510M)	D	D			D		D	
Surface Water Monitoring (501M)		D	D		D			D
Tree/Shrub Establishment (612)	D					D		D
Upland Wildlife Habitat Mgmt. (645)	D					D	D	D
Wetland Wildlife Habitat Mgmt. (644)	D			D		D	D	D
Windbreak/Shelterbelt Estab. (380)	D					D		
Engineering								
Clearing and Snagging (326)	V	V					V	
Grade Stabilization Structure (410)	I	I					I	
Multi-stage Ditch (807M)								
Stormwater Runoff Control - Infilt. (570)	I	I					I	
Streambank & Shoreline Prot. (580)	II	II					II	
Water & Sediment Control Basin (638)	IV							
Wetland Restoration (657)	I	I		I		I	I	
Other Certifications								
Wetland Delineator				X				
Prof. in Erosion & Sediment Control		X						
Prof. in Storm Water Quality		X						

FUNDS NEEDED FOR IMPLEMENTATION

<u>Revenue Summary</u>	
Charges for Services	\$8,900
Interest	\$15,000
Intergovernmental - County	\$204,932
Intergovernmental - Local	\$177,389
Intergovernmental - Regional	\$36,440
Intergovernmental - State	\$624,244
Product Sales	\$726,650
Rents	\$100,656
Total	\$1,894,211
<u>Pass Through Summary</u>	
	\$424,870
<u>Expenditure Summary</u>	
Capital Expenses	\$54,200
Materials/Supplies	\$574,691
Office Overhead	\$99,230
Personnel	\$905,139
Contracts - Tech/Engineering	\$116,000
Contracts - Admin	\$23,191
Contracts - Project Development	\$17,000
Office Headquarters	\$58,477
Total	\$1,847,928

REVENUE DETAIL

	Charge for Service	Interest	County	Local	Regional	State	Product Sales	Rents	Grand Total
Ag. Conservation Planning					2000				2000
1W1P Rum River				3198					3198
1W1P St. Croix				1411					1411
Annual Report				3100					3100
Aquatic Invasive Species				5450					5450
Auditor Report				656					656
Biomonitoring			1900	2700					4600
BMP Consultation			7000	13000					20000
Brochures/Displays/Videos				3045		6500			9545
Buckthorn - CCSR						20000			20000
Buckthorn - Mikkelson						500			500
Buffers			10000			10000			20000
Carp Study - Linwood				4984					4984
Coon & Martin Lake Retrofits				5220		17130			22350
Easements	300								300
General Operations		15000	181992			166010			363002
Grant Preparation				4200					4200

REVENUE DETAIL

	Charge for Service	Interest	County	Local	Regional	State	Product Sales	Rents	Grand Total
Lake Levels				7900					7900
Lake Secchi				876					876
Lake Water Quality			4040	11100					15140
Lakeshore outreach						1750			1750
Local Water Plan Implementation						8094			8094
Mississippi River Park				13490					13490
Mississippi Stabilization 2					10000	64500			74500
Newsletter				2540					2540
Obwells						2400			2400
Office Headquarters								100656	100656
On-Call				25352					25352
Precipitation				440					440
Rain Guardian							694650		694650
Restoration - Blaine SNA						31000			31000
Restoration - Burman WMA	2000					44000			46000
Restoration - Mikkelson	5200					24600			29800

REVENUE DETAIL

	Charge for Service	Interest	County	Local	Regional	State	Product Sales	Rents	Grand Total
Rum River Stabilization					15000				15000
Shoreland Admin						2615			2615
SRA Mississippi					10000				10000
SSTS						34204			34204
SSTS-Fix up grants						3500			3500
Stream Flow - Rating Curve				5000					5000
Stream Hydrolab				2850					2850
Stream Hydrology				6300					6300
Stream Water Quality				34375	1440				35815
SWAG				2393					2393
Tour				1660					1660
Tree Sales							32000		32000
Water Plan Reviews				1920					1920
WBF - County Outreach						45250			45250
WCA Admin	1000					63191			64191
Website				2140		12000			14140
Well Sealing						67000			67000

REVENUE DETAIL

	Charge for Service	Interest	County	Local	Regional	State	Product Sales	Rents	Grand Total
Wetland Consultation	400								400
Wetland Hydrology				12090					12090
Grand Total	8900	15000	204932	177389	36440	624244	726650	100656	1894211

EXPENSE DETAIL

	Capital	Materials/ Supplies	Office Overhead	Personnel	Contracts - Tech/ Engineering	Contracts - Admin	Contracts - Project Development	Office Headquarters	Grand Total
Biomonitoring		55							55
General Operations		61045	86666	905139					1052850
Lake Water Quality	2200	2520							4720
Office Headquarters	52000							58477	110477
Rain Guardian		409281	6564						415845
Stream Water Quality		6024							6024
Tree Sales		14000							14000
WCA Admin						23191			23191
Website			2500				12000		14500
Wetland Hydrology		20							20
Training			3500						3500
SSTS		17000							17000
Envirothon		600							600
Brochures/Displays/Videos		2382					5000		7382
Tour		600							600

EXPENSE DETAIL

	Capital	Materials/ Supplies	Office Overhead	Personnel	Contracts - Tech/ Engineering	Contracts - Admin	Contracts - Project Development	Office Headquarters	Grand Total
Mississippi Stabilization 2					60000				60000
Restoration - Burman WMA		4000			24000				28000
Restoration - Blaine SNA		5000			6000				11000
WBF - County Outreach		1250							1250
Restoration - Mikkelson					26000				26000
SWAG		914							914
Well Sealing		50000							50000
Grand Total	54200	574691	99230	905139	116000	23191	17000	58477	1847928

PASS THROUGH DETAIL

	Charge for Service	County	Local	State	Grand Total
Rum River Stabilization	26906				26906
Rum River Stabilization	100000				100000
BMP Construction	14000		34800	11107	59907
Mississippi Stabilization 2	59000			70500	129500
SSTS-Fix up grants				26355	26355
Coon & Martin Lake Retrofits				109108	109108
Grand Total	59000	114000	34800	217070	424870

Video Production



Municipal Producer, Trevor Scholl, completed another episode of “Get Connected With Lino Lakes” and spent a majority of the month working with the Blaine Police Department on a suicide awareness video. Programs were also produced T.J. Tronson, Rusty Ray and Danika Peterson for the city channels. Trevor reaches out to city officials and department contacts, every month, regarding potential programming for the channels. City staff and elected officials are encouraged to contact Trevor with any ideas or requests for programming.

▪ January Completed Videos/Playing on City Cable Channels & Streaming

Title	Producer	Runtime
Get Connected With Lino Lakes Winter 2020	Trevor Scholl	00:12:27
Local Decision 2020: Anoka County Commissioner District 6 Special Edition	Danika Peterson/Rusty Ray	00:30:27
Conversations: Stacy Bauer	Danika Peterson/Rusty Ray	00:18:53
Anoka County Stat-Org and Board Meeting (1/7/20)	T.J. Tronson	00:43:14
Anoka County Board Meeting (1/28/19)	T.J. Tronson	01:03:51

Some projects that Trevor is working on or is scheduled to produce include:

- Teen Suicide Awareness
- Dasco Printing, business profile
- Animal Humane Society adoption program
- Producing headshots for Blaine staff
- Organized drone projects
- Lexington fire profile
- New police department shows
- New Council member highlights
- 2020 census
- Grandma’s House non-profit profile
- Ham Lake Snowbowl
- Centerville ice fishing contest and family skate night

Equipment Consulting/Technical Support



Blaine

- No assistance required.
- **Centerville**
- No assistance required.

Circle Pines

- 1.30.2020: Trained new staff to record meetings.

Ham Lake

- No assistance required.

Lexington

- No assistance required.

Lino Lakes

- 1.22.2020: Problems with the DVD recorder. The tray will not function. Seems the motor is broken. Brought it back to the office to try to fix.

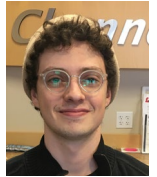
Spring Lake Park

- 1.13.2020: Went to City Hall to check on a faulty switcher. The graphic program was corrupted. Got the switcher working by using a backup file. Called Broadcast Pix and they sent the installer for the graphics program. It installed correctly and the issues seem to be fixed.

All Cities

- 1.22.20: Finished running power to new APC units in Master Control.

Master Control



Programming Coordinator, Michele Silvester, along with help from Eric Houston, Trevor Scholl and John Schoolmeesters, is responsible for processing and scheduling the programming on the City channels. There are three categories of programs that are scheduled on the City channels; live and replayed meetings, NMTV staff created video content, and informational graphics pages. All categories of programming must be encoded, scheduled, and entered into the Tightrope playback system or entered into the Carousel video files. As each live meeting is being recorded at City Hall, it is routed to the North Metro TV head-end and then sent out over the cable system live. At the same time it is also encoded on a server for future playbacks. The following meetings were processed in January:

Title	Producer	Runtime
Blaine City Council Meeting (1/6/20)	Blaine Staff	01:19:15
Blaine Planning Commission Meeting (1/14/20)	Blaine Staff	00:48:52
Blaine Natural Resources Conservation Board Meeting (1/21/20)	Blaine Staff	00:27:37
Blaine City Council Meeting (1/22/20)	Blaine Staff	01:03:04
Blaine Park Board Meeting (1/28/20)	Blaine Staff	01:06:42
Centerville City Council Meeting (1/8/20)	Centerville Staff	02:13:48
Centerville City Council Meeting (1/22/20)	Centerville Staff	01:27:42

Circle Pines City Council Meeting (1/14/20)	Circle Pines Staff	01:31:22
Circle Pines Utility Commission Meeting (1/15/20)	Circle Pines Staff	00:42:21
Circle Pines City Council Meeting (1/28/20)	Circle Pines Staff	00:36:57
Ham Lake City Council Meeting (1/6/20)	Ham Lake Staff	00:31:20
Ham Lake Park & Tree Commission Meeting (1/15/20)	Ham Lake Staff	01:33:27
Ham Lake City Council Meeting (1/21/20)	Ham Lake Staff	00:46:53
Ham Lake Planning Commission Meeting (1/27/20)	Ham Lake Staff	00:39:46
Lexington City Council Meeting (1/2/20)	Lexington Staff	00:16:12
Lexington City Council Meeting (1/16/20)	Lexington Staff	00:33:25
Lino Lakes Planning and Zoning Commission Meeting (1/8/20)	Lino Lakes Staff	00:46:26
Lino Lakes City Council Meeting (1/13/20)	Lino Lakes Staff	00:42:35
Lino Lakes Special Water Meeting (1/22/20)	Lino Lakes Staff	01:10:21
Lino Lakes City Council Meeting (1/27/20)	Lino Lakes Staff	00:43:48
Lino Lakes Environmental Board Meeting (1/29/20)	Lino Lakes Staff	01:02:02
Spring Lake Park City Council Meeting (1/6/20)	Spring Lake Park Staff	00:34:30
Spring Lake Park City Council Meeting (1/21/20)	Spring Lake Park Staff	00:48:22
Spring Lake Park Planning Commission Meeting (1/27/20)	Spring Lake Park Staff	00:38:58
24 New Programs		22:05:45 New Hours

Meetings are scheduled for replay based on schedules requested by each City. Additional longer-length video programming, produced by NMTV staff, is also scheduled on the channels. With the arrival of the Carousel units, shorter-length videos and promos are loaded onto those devices, rather than being scheduled as separate playbacks. The short videos cycle through, with graphics pages, and play on the channels whenever a scheduled program is not playing. Depending on whether a City selected the split screen or full screen Carousel option, the shorter videos are cycling 24 hours a day. The table below outlines how many times a longer-length video program was entered into the Tigtrope system, and played back on each City channel.

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	185	222:47:58
Centerville	57	96:13:18
Circle Pines	160	158:33:29
Ham Lake	80	87:03:20
Lexington	120	71:32:59
Lino Lakes	164	117:58:07

Spring Lake Park	110	94:36:24
Totals:	876 Program Playbacks	948:45:35 Hours of Video Programming on Channels

The last category of programming on City channels consists of bulletin board, or graphics pages, that display information about the City or about events and issues of interest to citizens. With the installation of the Carousel units, Eric Houston has assumed responsibility for updating the information on all seven channels. He works closely with each City's representative to ensure that all requested data slides are created and posted to the satisfaction of the City. Even though Eric is doing the work of creating the data pages, the Cities will always maintain editorial control. In addition to the graphics pages, the Carousel units play video. Trevor Scholl is responsible for encoding any videos that will be displayed. The following work was done for City Carousel units in January:

Blaine

- Transcoded and uploaded 1 video to Carousel.

Centerville

- Transcoded and uploaded 0 videos to Carousel.

Circle Pines

- Transcoded and uploaded 0 videos to Carousel.

Ham Lake

- Transcoded and uploaded 0 videos to Carousel.

Lexington

- Transcoded and uploaded 0 videos to Carousel.

Lino Lakes

- Transcoded and uploaded 1 videos to Carousel.
- Created 2 graphics pages for Carousel.

Spring Lake Park

- Transcoded and uploaded 0 videos to Carousel.
- Created 13 graphics page for Carousel

City Channel Signal Monitoring

Blaine

- No channel signal problems.

Centerville

- No channel signal problems.

Circle Pines

- No channel signal problems.

Ham Lake

- No channel signal problems.

Lexington

- No channel signal problems.

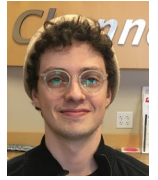
Lino Lakes

- No channel signal problems.

Spring Lake Park

- No channel signal problems.

Meetings on Demand



NMTV has created a video on demand service, with line-item bookmarking, for our Cities' meetings. In order to accomplish this, each encoded meeting has to undergo several steps. The meeting must first be transferred and transcoded from the playback server to the video on demand server. The length of time necessary for this varies based on the length of the meeting and whether it is recorded in SD or HD. Once that is done, a staff member must go through the meeting entering a bookmark at the start of each meeting line-item, and enter the corresponding line-item information. Staff utilizes marked agendas provided by City staff members for this step. If marked agendas aren't provided by City staff we go to the City website to find unmarked agendas and place the meeting on VOD without bookmarks. Once that is done and saved the bookmarked meeting is then linked to the NMTV website's city meeting page for video on demand. The following number of meetings were bookmarked and/or placed on VOD for the Cities in December:

- **Blaine**
 - 5 meetings bookmarked and placed on VOD.
- **Centerville**
 - 2 meeting bookmarked and placed on VOD.
- **Circle Pines**
 - 3 meetings bookmarked and placed on VOD.
- **Ham Lake**
 - 4 meetings bookmarked and placed on VOD.
- **Lexington**
 - 2 meetings placed on VOD.
- **Lino Lakes**
 - 5 meetings bookmarked and placed on VOD.
- **Spring Lake Park**
 - 3 meetings bookmarked and placed on VOD

Administrative



The issues dealt with in January included keeping informed regarding the FCC Third Report and Order challenge, receiving and processing the 4th quarter franchise and PEG fees, updating the Joint Powers Agreement, reviewing the CenturyLink/State of Minnesota lawsuit settlement, and developing a new meeting recording service for Member Cities.

- **FCC Third Report and Order Update**
 - The Motion for Stay is now before the 6th District Court of Appeals.
 - It has been announced that the Court will hear oral arguments on this Motion. This type of Motion is usually decided without oral argument, so this is interesting. Oral arguments are scheduled for early March.
- **CenturyLink Franchise Violations**
 - In 2017 the State of Minnesota initiated a lawsuit against CenturyLink alleging that they had committed consumer fraud and deceptive trade practices.

- The Cable Commission found CenturyLink in violation of their franchises related to this lawsuit.
- The lawsuit has been settled, tentatively curing the franchise violations. CenturyLink did not admit fault.
- Because the Cable Commission found CenturyLink in violation of the franchises, penalties could be imposed.
- Read the supporting documents.
- Discussed options with Legal Counsel.
- Prepared to present options to Operations Committee and Cable Commission.

4th Quarter Franchise and PEG Fees

- Received 4th quarter franchise and PEG fee reports and payments from Comcast and CenturyLink.
- Entered data into spread sheets for PEG fees received, franchise fees received, and gross revenues.
- 2019 franchise fees were 2.4% less than 2018 franchise fees.
- 2019 PEG fees were down by 1.3% over 2018 PEG fees, but remain substantial.
- Considering record subscriber losses by cable companies and the gradual end to CenturyLink services, the amount of losses is quite positive.
- CenturyLink continues to steadily lose customers, and they have indicated that they will leave the cable television market by the end of 2020.

Franchise Fee Payment to Cities

- Calculated percentages of income based on total system gross revenue and City gross revenue.
- Determined amounts of franchise fees to be returned to Cities based on those percentages.
- Created tables outlining payment amounts.

Joint Powers Agreement

- Worked with Legal Counsel to update the Joint Powers Agreement.
- Changes will give Cities more control over Commission membership and how franchise and PEG fees can be spent.
- Will present to Cities for recommendations and suggestions.

Meeting Recording Service for Cities

- Talked with City Managers regarding desire for NMTV to assume responsibility for recording city meetings.
- Worked with NMTV staff to outline plan for doing so.
- Facilitated staff workshop on January 29th to discuss and finalize tentative plan.
- Developed structure and procedure for recording City meetings.
- Will present plan to Operations Committee and Cable Commission at February meetings.

Miscellaneous

- Get information for Commission Member Dale Stoesz regarding 4K programming on Comcast.
- Met with Columbia Heights Communications Coordinator to answer further questions regarding the Commission. Recommended they wait to make a decision regarding joining a Commission or hiring out for projects until the impact of the FCC Order is clarified.
- Talk with Denise Webster regarding budget and freelancers for City meetings.
- Emailed Garth Ashpugh with questions regarding Comcast interpretation of franchise fee review.

- Talked with Mike Bradley regarding franchise fee review, FCC Order and CenturyLink franchise violations.
- Read industry articles.

North Metro Telecommunications Commission

Meeting Talking Points

February 19, 2020

- ▶ The Commission is working on updates to the organization's Joint Powers Agreement. The recommended changes would remove language that no longer applies, give the Commission more flexibility regarding who can join the Commission, and more control over how fees can be spent. Further consideration to recommended changes will be given at the March meetings.
- ▶ Fourth quarter franchise and PEG fee reports have been received. Fees were down slightly from the previous year, but not significantly. This is encouraging considering the trend of subscribers dropping cable for streaming services.
- ▶ The Commission approved disbursement of 2019 franchise fees to the Member Cities. The fees were delivered on Thursday, February 20th.
- ▶ The Operations Committee has requested that NMTV assume responsibility for recording city meetings. Staff has developed a tentative plan for transitioning into that service. Freelancers will be hired to record meetings, with current full and part-time staff serving as back-up whenever necessary. Interviews are underway for freelancers, and staff is undergoing training at each city hall. Some cities want to start right away. Others would like to move more slowly. Because the service wasn't budgeted for 2020, cities utilizing NMTV freelancers for meeting coverage this year will be billed for the expense. If approved by the all of the member cities, the service will be included in the 2021 budget.
- ▶ Legal Counsel gave an update on the Comcast franchise and PEG fee review. A meeting was held in December between the participating franchising authorities, Comcast, and our auditing consultants Ashpaugh & Sculco. Each side reviewed their positions, which were very different. At this time, it was recommended that discussions continue with the goal of reaching a settlement agreement.
- ▶ The Commission's Motion for Stay in the FCC's Third Order and Report was filed with the 6th District Court of Appeals. The Court has called for oral arguments in the matter, which is unusual. The oral arguments are scheduled for early March. Briefs are also being filed in the Commission's Appeal of the Order.
- ▶ The State of Minnesota and CenturyLink have settled the State's lawsuit against CenturyLink for alleged consumer fraud and alleged deceptive trade practices. The Commission had found CenturyLink in violation of their franchises related to this matter in 2017, but agreed to wait for the outcome of the lawsuit before taking further steps. The Commission asked Legal Counsel and staff to meet with CenturyLink to come to some agreement and resolution regarding the Notices of Franchise Violations.

PLEASE encourage your council members to call me if they have any questions you can't answer. I would be happy to answer any questions they may have. Heidi Arnson at NMTV. Direct line is 763-231-2801. Email is harnson@northmetrotv.com.

North Metro TV

January 2020 Update

Program Production

In January, a total of 98 **new programs** were produced utilizing the North Metro facilities, funds, and services. This constitutes **65:15:00 hours of new programming**.

- 21 programs were produced by the public
- 53 programs were produced by NMTV staff
- 24 programs were produced by City staff



Van Shoots

The HD truck was used for **50:00:00** hours of production. Events produced live and recorded for additional playbacks include:

- Boys Hockey: Blaine vs. Centennial
- Boys Basketball: Centennial vs. Blaine
- Boys Hockey: Spring Lake Park vs. Blaine
- Boys Hockey: Centennial vs. Spring Lake Park
- Girls Hockey: Spring Lake Park/Anoka vs. Centennial
- Girls Basketball: Centennial vs. Spring Lake Park
- Boys Hockey: Centennial vs. Blaine
- Girls Basketball: Centennial vs. Blaine



Workshops

Workshop	Instructor	Organization	Students
Lecture Series – Christmas in Hollywood	Eric Houston	General Public @ North Metro TV	14
Editing	Eric Houston	General Public	1
Intro to NMTV/Studio Tour	Eric Houston	Brightondale Senior Living (\$150 fee)	12
Lecture Series – Star Wars Saga: Creating a Galaxy Far, Far Away	Eric Houston	General Public @ North Metro TV	31
Lecture Series – Star Trek: Behind the Scenes of the Final Frontier	Eric Houston	Blaine Park & Rec	7
Editing	Eric Houston	General Public	1
Lecture Series – Over the Rainbow: Behind the Scenes of the Wizard of Oz	Eric Houston	Mary Ann Young Senior Center	27
Editing	Eric Houston	General Public	1
8 Workshops			94 Students

Home Movie Transfers

Home movie transfers have become one of our most popular services. Residents can transfer their family videos themselves for free, or pay NMTV to do it. NMTV can also transfer film, slides, and photos for a fee.

Month	Hours Transferred	Tapes	Film Reels	DVDs	Photos/ Slides	Fees Paid
January	192.75	69	4	13	415	\$639.00
TOTAL:	192.75	69	4	13	415	\$639.00

Public Usage Stats

For statistical purposes, the public access department documents total numbers of unique individuals and total hours of usage of the facility by the general public, every month. These numbers include regular users, class participants, individuals transferring videos, people who attend events, and any other public usage of the facility. The numbers do not take into account the many members of the public who work with any other NMTV department, such as news, sports, municipal, or educational.

Month	Unique Individuals	Total Usage Hours
January	131	504.75
TOTAL PUBLIC USAGE:		504.75

Production Highlights

NMTV News Highlights

Each week Danika Peterson and Rusty Ray create a news program that highlights events, people, issues, and information important to citizens of our Member Cities. Some January highlights include:

- Arrival of Owl Brings New Educational Opportunities to the Wargo Nature Center
- Anoka County Leaders Say “No” to Public Input at Board Meetings
- Lino Lakes Leaders Worry About Uncertainty of Ambulance Coverage
- Rice Creek Watershed Appointments Questioned
- Eyes on the Wild Lets You Be An Animal Researcher From Home
- Election Season is Underway in Minnesota
- Lino Lakes Officials Address Water Supply Concerns
- Donations Help fund Creative Options for Anoka Hennepin Students
- Centennial Students Collect Markers to Recycle



In addition to daily playbacks of North Metro TV News on the cable systems, there are 618 local stories archived for viewers on the NMTV YouTube channel. The channel can be accessed through the northmetrotv.com website.

Recording City Meetings

A tentative plan for transitioning the responsibility for recording city meetings, from city staff to North Metro TV staff, has been developed. North Metro TV will hire, train, and schedule freelancers to record some city meetings right away, and then bill that city for the cost. Current NMTV staff will serve as backup, should a freelancer be unable to cover a meeting. This service was not anticipated when the 2020 budget was approved, but will be included in the 2021 budget. At that time NMTV will cover the costs for meeting coverage. Job postings have been distributed and the hiring process is underway. Even if a city currently has staff to cover meetings, NMTV staff could serve as backup should they be needed.

#CATCLASH

The Sports department had some fun with our local basketball and hockey teams the last week of January. They named the week “Cat Clash Week” as all of their games were between our three high school teams. (panthers, bengals and cougars....cats clashing!) They made promos that aired leading up to each of the games and created open teasers at the start of each game. In all, they recorded 5 games of Blaine, Centennial, and Spring Lake Park playing each other. The games included all 3 girls and boys basketball teams, and the Blaine and Centennial boys hockey teams. Two of the games were overtime thrillers and amazing comeback wins for Blaine. You can still catch the games on VOD at northmetrotv.com or streaming on Roku and AppleTV.



Conversations

The third episode of Conversations was produced in January. This time local author and teacher, Stacy Bauer was featured. She discussed her fourth book in the “Cami Kangaroo and Wyatt Too” series. She talked about self-publishing, marketing and writing books that open conversations between parents and children. Conversations features interesting people and topics in the North Metro area.



Meet John Schoolmeesters



We have a new studio assistant at North Metro TV. John Schoolmeesters is a graduate of the University of Minnesota with a degree in Individualized Studies in Media Production. He comes to us with great experience as a student video lab technician and undergraduate peer advisor. His primary responsibilities are assisting producers in the studio and edit suites, transferring tapes, pictures, and slides to DVD, and monitoring and processing city meetings. He covers evening hours, Monday through Thursday, and has proven himself to be a very efficient and hard working individual. John replaces Gunnar Morkri who left us for full-time editing internship.

Lecture Series

It was another big month for our lecture series. We had two of our best attended presentations, to date, with 31 attendees at the studio for “The Star Wars Saga” and 27 attendees for “Over the Rainbow: Behind the Scenes of the Wizard of Oz” at the new Mary Ann Young Senior Center. Since the lecture series remains so popular, Eric has created two more presentations. The first is “The Birth of Animation” and will premiere in March at the North Metro TV studio. The second “Hollywood Goes to the Dogs” about famous movie dogs, will likely premiere at the Mary Ann Young Senior Center. Some facilities, outside of the Member Cities, have begun to show interest in the presentations. We have been contracted to present two classes in February for the Brightdale Senior Living, in New Brighton, for a fee.



City Productions

In January, Municipal Producer, Trevor Scholl, completed another episode of Get Connected Lino Lakes, and spent a majority of the month working with the Blaine Police Department on a suicide awareness video. He will complete that project in early February. Chief Podany sent a very nice email thanking Trevor for the great job he did on the video.

- Get Connected Lino Lakes Winter 2020

New and ongoing projects include:

- Teen Suicide Awareness
- Dasco Printing, business profile
- Animal Humane Society adoption program
- Producing headshots for Blaine staff
- Organized drone projects
- Lexington fire profile
- New police department shows
- New Council member highlights
- 2020 census
- Grandma's House non-profit profile
- Ham Lake Snowbowl
- Centerville ice fishing contest and family skate night



Trevor touches base with contacts on a regular basis and also encourages Cities to contact him whenever they have an idea for a new show.

Production equipment consulting for cities and schools

Blaine

- No assistance required.

Centerville

- No assistance required.

Circle Pines

- 1.30.2020: Trained new staff to record meetings.

Ham Lake

- No assistance required.

Lexington

- No assistance required.

Lino Lakes

- 1.22.2020: Problems with the DVD recorder. The tray will not function. Seems the motor is broken. Brought it back to the office to try to fix.

Spring Lake Park

- 1.13.2020: Went to City Hall to check on a faulty switcher. The graphic program was corrupted. Got the switcher working by using a backup file. Called Broadcast Pix and they sent the installer for the graphics program. It installed correctly and the issues seem to be fixed.

All Cities

- 1.22.20: Finished running power to new APC units in Master Control.

City Channel 16 Playback Stats

City	Number of Times Programs Played	Hours Programmed on Channel
Blaine	185	222:47:58
Centerville	57	96:13:18
Circle Pines	160	158:33:29
Ham Lake	80	87:03:20
Lexington	120	71:32:59
Lino Lakes	164	117:58:07
Spring Lake Park	110	94:36:24
Totals:	876 Program Playbacks	948:45:35 Hours of Video Programming on Channels

Programs Produced by the Public

Title	Producer	Runtime
Cornerstone Church ((3 episodes)	Rick Bostrom	01:45:26
Christ Lutheran Church (3 episodes)	Jacob Nessman	03:09:21
The Power of Love (4 episodes)	Rick Larson	02:00:00
LovePower (4 episodes)	Rick Larson	04:00:00
Rice Creek Watershed District Meeting (2 episodes)	Theresa Stasica	02:13:35
Oak Park Community Church (5 episodes)	David Turnidge	03:12:17
21 New Programs		16:20:39 New Hours

Programs Produced by NMTV Staff

Title	Producer	Runtime
Anoka County Stat-Org and Board Meeting (1/7/20)	T.J. Tronson	00:43:14
Anoka County Board Meeting (1/28/20)	T.J. Tronson	01:03:51
NMTV News (3 episodes)	Danika Peterson/Rusty Ray	00:47:33
Conversations: Stacy Bauer	Danika Peterson/Rusty Ray	00:18:53
Local Decision 2020: Anoka County Commissioner District 6 Special Edition	Danika Peterson/Rusty Ray	00:30:27
Get Connected With Lino Lakes	Trevor Scholl	00:12:27
Boys Hockey: Blaine/Centennial	Kenton Kipp/J. Millington	02:09:24
Boys Basketball: Centennial/Blaine	Kenton Kipp/J. Millington	01:24:22
Boys Hockey: Spring Lake Park/Blaine	Kenton Kipp/J. Millington	01:49:48
Boys Hockey: Centennial/Spring Lk Prk	Kenton Kipp/J. Millington	01:47:35
Girls Hockey: Spring Lake Park Anoka/Centennial	Kenton Kipp/J. Millington	01:45:33
Girls Basketball: Centennial/Spring Lk Prk	Kenton Kipp/J. Millington	01:32:47
Boys Hockey: Centennial/Blaine	Kenton Kipp/J. Millington	02:02:16
Girls Basketball: Centennial/Blaine	Kenton Kipp/J. Millington	02:16:21
Girls Hockey: Centennial/Blaine	Kenton Kipp/J. Millington	01:23:42
Girls Basketball: Blaine/Centennial	Kenton Kipp/J. Millington	01:29:11
Boys Basketball: Spring Lake Park/Centennial	Kenton Kipp/J. Millington	01:11:25
Boys Basketball: Blaine/Centennial	Kenton Kipp/J. Millington	01:06:15
Sports Den (4 episodes)	Kenton Kipp/J. Millington	01:51:45
Coach & Captains (9 episodes)	Kenton Kipp/J. Millington	00:30:36
Game Highlights (20 episodes)	Kenton Kipp/J. Millington	00:51:23
53 New Programs		26:48:48 New Hours

Programs Produced by City Staff

Title	Producer	Runtime
Blaine City Council Meeting (1/6/20)	Blaine Staff	01:19:15
Blaine Planning Commission Meeting (1/14/20)	Blaine Staff	00:48:52
Blaine Natural Resources Conservation Board Meeting (1/21/20)	Blaine Staff	00:27:37
Blaine City Council Meeting (1/22/20)	Blaine Staff	01:03:04
Blaine Park Board Meeting (1/28/20)	Blaine Staff	01:06:42
Centerville City Council Meeting (1/8/20)	Centerville Staff	02:13:48

Centerville City Council Meeting (1/22/20)	Centerville Staff	01:27:42
Circle Pines City Council Meeting (1/14/20)	Circle Pines Staff	01:31:22
Circle Pines Utility Commission Meeting (1/15/20)	Circle Pines Staff	00:42:21
Circle Pines City Council Meeting (1/28/20)	Circle Pines Staff	00:36:57
Ham Lake City Council Meeting (1/6/20)	Ham Lake Staff	00:31:20
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Spring Lake Park Planning Commission Meeting (1/27/20)	Spring Lake Park Staff	00:38:58
24 New Programs		22:05:45 New Hours

If you have any questions or comments regarding this monthly report please contact
Heidi Arnson at 763.231.2801 or harnson@northmetrotv.com.