Agenda: Vermillion River Watershed Joint Powers Board (VRWJPB) Meeting

Date and time:

March 26, 2026, 1 p.m., in-person at the Dakota County Extension and Conservation Center and virtually via Microsoft Teams

Some VRWJPB members may be participating in this meeting via interactive technology, in compliance with Minn. Stat. 13D.04.

1.	Call to Order		
2.	Roll Call		
3.	Audience Comments on Items Not on the Agenda *(please limit audience comments to five minutes)*		
4.	Approval of Agenda	Action	Page 1
5.	Approval of Minutes from the January 22, 2026, Meeting	Action	Page 2
6.	Consent Agenda	Action	Page 7
	a. Acceptance of Treasurer's Reports		
	b. Adoption of Vermillion River Watershed Joint Powers Board Bylaws		
	c. Approval of Vermillion River Watershed Joint Powers Organization Consultant List for 2026-2027		
7.	Approval of Expenses	Action	Page 20
8.	Business Items		
	a. Authorization to Implement the Capital Improvement Partner Project Operation and Maintenance Grant Program	Action	Page 22
9.	Staff Reports		
10.	Adjourn	Action	

Please note, the March 26, 2026, Vermillion River Watershed Joint Powers Board meeting will take place **in-person** in Conference Room A at the Dakota County Extension and Conservation Center, 4100 220th Street West, Farmington, Minnesota, and **online** via Microsoft Teams:

Join Meeting: https://teams.microsoft.com/meet/23420776911236?p=3vQscdxhbtrBUloaHo
Meeting ID: 234 207 769 112 36
Passcode: eE2px6WC
Need help? | System reference
Dial in by phone: +1 651-273-3070,,249337387# United States, Hastings
Find a local number
Phone conference ID: 249 337 387#

Other Information

Next meeting date: April 23, 2026, at 1 p.m. *You will be notified if the meeting is cancelled due to an anticipated lack of quorum.*

Meeting Minutes: Vermillion River Watershed Joint Powers Board (JPB)

Date: Thursday, January 22, 2026, 1 p.m., in-person at the Dakota County Extension and Conservation Center, Farmington, MN, and virtual via Microsoft Teams

JPB Members in Attendance

- Dakota County Commissioner Mike Slavik
- Dakota County Commissioner Mary Hamann-Roland
- Scott County Commissioner Tom Wolf

Vermillion River Watershed Community Advisory Committee (CAC) Members in Attendance

- Brad Blackett
- John Nicolai
- Sandy Weber

Vermillion River Watershed Joint Powers Organization (VRWJPO) Staff in Attendance

- Travis Thiel, VRWJPO Administrator, Dakota County
- Melissa Bokman Ermer, VRWJPO Co-Administrator, Scott County
- Jeff Dunn, VRWJPO Water Resources Engineer, Dakota County

Others in Attendance

- Dr. Anne Sawyer, Board Conservationist, Minnesota Board of Water and Soil Resources (BWSR)
- Joe Barten, Program Management Supervisor, Dakota County Soil and Water Conservation District (DCSWCD)
- Brian Wisdorf, Assistant County Attorney and VRWJPO Legal Counsel, Dakota County
- Tony Nelson, member of Twin Cities Trout Unlimited (TCTU)
- Alex Franzen, Marshan Township resident
- Tom Sauer, Lakeville resident

Agenda

1. Call to Order

The meeting was called to order by Commissioner Wolf, the 2025 JPB Chair, at 1 p.m.

2. Election of Officers

Commissioner Hamann-Roland nominated Commissioner Slavik for Chair of the JPB, seconded by Commissioner Wolf. Motion carried on a 3-0 voice vote to elect Commissioner Slavik as Chair for 2026.

Commissioner Wolf nominated Commissioner Hamann-Roland for Vice Chair of the JPB, seconded by Commissioner Slavik. Motion carried on a 3-0 voice vote to elect Commissioner Hamann-Roland as Vice Chair for 2026.

Commissioner Slavik nominated Commissioner Wolf for Secretary-Treasurer of the JPB, seconded by Commissioner Hamann-Roland. Motion carried on a 3-0 voice vote to elect Commissioner Wolf as Secretary-Treasurer for 2026.

3. Roll Call

Commissioners Slavik, Hamann-Roland, and Wolf were present.

4. Audience Comments on Items Not on the Agenda

None.

5. Approval of Agenda

Res. No. VRW 26-01: Motion by Commissioner Wolf to approve the agenda, seconded by Commissioner Hamann-Roland. Motion carried on a 3-0 voice vote.

6. Approval of Minutes from the December 4, 2025, Meeting

Res. No. VRW 26-02: Motion by Commissioner Wolf to approve the minutes, seconded by Commissioner Hamann-Roland. Motion carried on a 3-0 voice vote.

7. Approval of Consent Agenda

a. Acceptance of Treasurer's Reports
b. Delegation of Limited Authority to the VRWJPO Administrator and Co-Administrator

Res. No. VRW 26-03: Motion by Commissioner Hamann-Roland to approve the consent agenda, seconded by Commissioner Wolf. Motion carried on a 3-0 voice vote.

8. Approval of Expenses

Travis Thiel presented the expenses from November 1 through November 30, 2025, totaling $77,544.78, and the expenses from December 1 through December 31, 2025, totaling $96,192.75.

Res. No. VRW 26-04: Motion by Commissioner Wolf to approve the expenses, seconded by Commissioner Hamann-Roland. Motion carried on a 3-0 roll call vote.

9. Business Items

a. Appointment of Alex Franzen to the Vermillion River Watershed Community Advisory Committee

Travis introduced Alex Franzen, a native of Hastings who recently received a Ph.D. from the University of Oklahoma in Ecology and Evolutionary Biology. He also studied biology at the University of Minnesota for his bachelor's degree and was a student of former CAC member Joe Beattie at Hastings High School.

Res. No. VRW 26-05: Motion by Commissioner Hamann-Roland to appoint Alex Franzen to the CAC, seconded by Commissioner Wolf. Motion carried on a 3-0 voice vote.

b. Appointment of Tom Sauer to the Vermillion River Watershed Community Advisory Committee

Travis introduced Tom Sauer, a Lakeville resident who is a retired Natural Resources Conservation Service soil scientist.

Res. No. VRW 26-06: Motion by Commissioner Hamann-Roland to appoint Tom Sauer to the CAC, seconded by Commissioner Wolf. Motion carried on a 3-0 voice vote.

c. Public Hearing on Draft 2026-2035 Vermillion River Watershed Management Plan and Authorization to Respond to Public Hearing Comments, Revise the Draft WMP if Needed, Submit Draft WMP for 90-Day Review, and Adopt WMP Contingent on Approval by the Minnesota Board of Water and Soil Resources

Commissioner Slavik opened the public hearing. He asked for comments from individuals attending in-person or virtually. No comments were heard.

Res. No. VRW 26-07: Motion by Commissioner Wolf to close the public hearing, seconded by Commissioner Hamann-Roland. Motion carried on a 3-0 voice vote.

Res. No. VRW 26-08: Motion by Commissioner Wolf to authorize submitting the draft WMP for 90-day review and adopting the WMP contingent on approval by the Minnesota Board of Water and Soil Resources, seconded by Commissioner Hamann-Roland. Motion carried on a 3-0 voice vote.

d. Authorization to Execute a Joint Powers Agreement with Dakota County for the Ravenna Trail Sontag Ravine Repairs

Jeff Dunn explained how heavy rainfalls in 2025 damaged stabilization structures at the ravines, which were repaired through a collaborative project between the VRWJPO, Dakota County, and Dakota County Soil and Water Conservation District completed in 2024. A contractor performed repairs on the project. The VRWJPO was seeking to split costs with the County for the repairs with this joint powers agreement (JPA).

Res. No. VRW 26-09: Motion by Commissioner Hamann-Roland to execute the JPA, seconded by Commissioner Wolf. Motion carried on a 3-0 voice vote.

e. Direction on Wetland Bank Credit Sales, Fund Balance, and Wetland Banking Policy

Travis shared that the VRWJPO has been collecting revenue from a wetland bank since 2021, after restoring a wetland in Castle Rock Township to meet federal and state requirements for vegetation and hydrology. An entity that is seeking to complete a project that will impact another wetland can buy credits from a wetland bank to offset the impact.

Per VRWJPO policy, the revenue from wetland credit sales is intended for a revolving fund for future wetland restoration and bank projects. However, no formal restriction has been placed on the funds, so the revenue has become part of the VRWJPO general fund balance, though staff have kept the funds set aside for future banks. According to Dakota County Finance, there must be a law or rationale to formally restrict the revenue. The VRWJPO could refer to the Minnesota Wetland Conservation Act for this purpose. The question for the JPB was if they thought staff should continue to protect the wetland credit revenue or fully incorporate it into the general fund and use it for other things. There are currently no planned wetland bank projects, though the draft 2026-2035 WMP lists wetland banking as a priority.

Commissioner Slavik indicated he thought the credit revenue should continue to be protected to fulfill its purpose and that VRWJPO should work with their Legal Counsel to fully restrict the wetland credit funds from the general fund. The other Commissioners agreed. Travis said he would revise the VRWJPO Wetland Banking Policy to reflect this direction and share at a future JPB meeting.

Information only.

f. Feedback on Draft Vermillion River Watershed Joint Powers Board Bylaws

Travis presented the draft bylaws, intended for compliance with Minnesota Rule 8410 governing procedures for watershed organizations. The JPA between Dakota and Scott counties that allows the existence of the VRWJPO indicates that the JPB shall have the power to adopt bylaws. State requirements have indicated the need to do so. VRWJPO Legal Counsel Brian Wisdorf of the Dakota County Attorney's Office drafted bylaws and reviewed them with staff.

Commissioner Slavik asked if the Scott County Attorney's Office has reviewed the draft bylaws to ensure they are on the same page. Brian said he had not at this point but could do so prior to having the JPB formally approve the bylaws. Melissa Bokman Ermer noted that the Scott County Attorney was quite busy at the moment.

Information only.

10. Staff Reports

Travis Thiel

- The Minnesota Board of Water and Soil Resources is opening an application period for competitive Clean Water Fund grants from February 11 through March 25. This is earlier than in past years. Staff are considering applying for a grant for a ravine stabilization at Spring Lake Park Reserve, a Dakota County park in Nininger Township. Travis indicated that the application would likely be on behalf of Dakota County rather than the VRWJPO.

11. Adjourn

Motion by Commissioner Wolf to adjourn, seconded by Commissioner Hamann-Roland. Motion carried on a 3-0 voice vote.

Next Meeting Date: Thursday, February 26, 2026, 1 p.m., at the Dakota County Extension and Conservation Center, Conference Room A, and via teleconference on Microsoft Teams.

Respectfully submitted by:

Brita Moore-Kutz

Communications and Outreach Specialist, Vermillion River Watershed Joint Powers Organization

Attest

_____ _____

Commissioner Secretary/ Treasurer Date

2025 Vermillion River Watershed Joint Powers Organization

January 2026 Treasurer's Report					
Account Category	MTD Actuals	YTD Actuals	% Budget	Budget	Balance
41 – County Levies	292	292	0%	1,078,225	1,077,933
41002 – Dakota County Levy	0	0	0%	1,037,693	1,037,693
41031 – Scott County Levy	292	292	1%	40,532	40,240
43 – Investment Interest & Wetland Bank Revenue	0	0	0%	150,000	150,000
43099 - Misc Other Revenue	*0*	*0*	*0%*	*100,000*	*100,000*
43291 - Interest on Investments	*0*	*0*	*0%*	*50,000*	*50,000*
45 – Permit Revenue	0	0	0%	1,000	1,000
47 – Grant Revenue	0	0	0%	1,218,010	1,218,010
49 – Operations & CIP Fund Balance	0	0	0%	401,413	401,413
49495 - Use of Fund Balance (Operations)	*0*	*0*	*-*	*0*	*0*
49495 - Use of Fund Balance (CIP)	*0*	*0*	*0%*	*401,413*	*401,413*
Total Revenue	**292**	**292**	**0%**	**2,848,648**	**2,848,356**
53 – Salaries	*37,974*	*37,974*	*7%*	*545,000*	*507,026*
53001 - Dakota County Staff Time	*37,974*	*37,974*	*7%*	*530,000*	*492,026*
53039 - Scott County Staff Time	*0*	*0*	*0%*	*15,000*	*15,000*
53 – Dept/County Support	0	0	0%	123,985	123,985
53002 - Administrative & Consulting	*0*	*0*	*0%*	*97,885*	*97,885*
53004 - Legal	*0*	*0*	*0%*	*26,100*	*26,100*
54 – Travel & Training	*0*	*0*	0%	*5,440*	5,440
55 – Office Support	*210*	*210*	17%	*1,211*	1,001
57 – Operations & Programs	9,315	9,315	4%	212,264	202,949
57011 - Monitoring Direct Expenses	*0*	*0*	0%	*101,500*	101,500
57011 - Public Outreach Direct Expenses	*5,000*	*5,000*	6%	*80,024*	75,024
57011 - Feasibilty Direct Expenses	*0*	*0*	0%	*20,000*	20,000
57011- Other Direct Expenses	*4,315*	*4,315*	40%	*10,740*	6,425
59 – CIP	*0*	*0*	0%	*1,960,748*	1,960,748
Total Expenses	**47,499**	**47,499**	**2%**	**2,848,648**	**2,801,149**
VERMILLION RIVER WATERSHED Surplus/Deficit	**-47,206**	**-47,206**		**0**	**-47,206**

2025 Vermillion River Watershed Joint Powers Organization

February 2026 Treasurer's Report					
Account Category	MTD Actuals	YTD Actuals	% Budget	Budget	Balance
41 – County Levies	0	292	0%	1,078,225	1,077,933
41002 – Dakota County Levy	0	0	0%	1,037,693	1,037,693
41031 – Scott County Levy	0	292	1%	40,532	40,240
43 – Investment Interest & Wetland Bank Revenue	12,459	12,459	8%	150,000	137,541
43099 - Misc Other Revenue	*0*	*0*	*0%*	*100,000*	*100,000*
43291 - Interest on Investments	*12,459*	*12,459*	*25%*	*50,000*	*37,541*
45 – Permit Revenue	0	0	0%	1,000	1,000
47 – Grant Revenue	0	0	0%	1,218,010	1,218,010
49 – Operations & CIP Fund Balance	0	0	0%	401,413	401,413
49495 - Use of Fund Balance (Operations)	*0*	*0*	-	*0*	*0*
49495 - Use of Fund Balance (CIP)	*0*	*0*	*0%*	*401,413*	*401,413*
Total Revenue	**12,459**	**12,751**	**0%**	**2,848,648**	**2,835,897**
53 – Salaries	*0*	*37,974*	*7%*	*545,000*	*507,026*
53001 - Dakota County Staff Time	*0*	*37,974*	*7%*	*530,000*	*492,026*
53039 - Scott County Staff Time	*0*	*0*	*0%*	*15,000*	*15,000*
53 – Dept/County Support	3,471	3,471	3%	123,985	120,515
53002 - Administrative & Consulting	*3,471*	*3,471*	*4%*	*97,885*	*94,415*
53004 - Legal	*0*	*0*	*0%*	*26,100*	*26,100*
54 – Travel & Training	*438*	*438*	8%	*5,440*	5,002
55 – Office Support	*675*	*885*	73%	*1,211*	326
57 – Operations & Programs	1,830	11,145	5%	212,264	201,119
57011 - Monitoring Direct Expenses	*0*	*0*	0%	*101,500*	101,500
57011 - Public Outreach Direct Expenses	*0*	*5,000*	6%	*80,024*	75,024
57011 - Feasibilty Direct Expenses	*0*	*0*	0%	*20,000*	20,000
57011- Other Direct Expenses	*1,830*	*6,145*	57%	*10,740*	4,595
59 – CIP	*8,800*	*8,800*	0%	*1,960,748*	1,951,948
Total Expenses	**15,214**	**62,712**	**2%**	**2,848,648**	**2,785,936**
VERMILLION RIVER WATERSHED Surplus/Deficit	**-2,755**	**-49,961**		**0**	**-49,961**

6b. Adoption of Vermillion River Watershed Joint Powers Board Bylaws

Meeting Date: 3/26/2026
Item Type: Consent-Action
Contact: Travis Thiel
Telephone: 952-891-7546
Prepared by: Travis Thiel

PURPOSE/ACTION REQUESTED

- To adopt bylaws for the Vermillion River Watershed Joint Powers Board (VRWJPB)

SUMMARY

In the Vermillion River Watershed Joint Powers Organization (VRWJPO)-forming joint powers agreement (JPA) between Dakota County and Scott County, section III.D. indicates the VRWJPB shall have the power to adopt and amend such bylaws it may deem necessary or desirable for the conduct of its business. Such bylaws shall be consistent with this JPA and any applicable laws or regulations. Minnesota Administrative Rule 8410.0030 requires watershed management organizations to adopt rules of order and procedure.

Draft bylaws were created for purposes of addressing Minnesota Administrative Rule 8410.0030 and section III.D. of the JPA. VRWJPO staff requested feedback from the VRWJPB at their January 22, 2026, meeting regarding the draft bylaws. The one request of the VRWJPB was that Scott County legal counsel also review the bylaws. Scott County legal counsel reviewed the draft bylaws and had no substantive comments.

As a result of review by VRWJPO staff, legal counsels of Dakota County and Scott County, and the VRWJPB, staff have prepared final VRWJPB bylaws for adoption. VRWJPO staff recommend adoption of the VRWJPB bylaws.

EXPLANATION OF FISCAL/FTE IMPACT

No fiscal impact

Supporting Documents: **Previous Board Action(s):**

Attachment A: Draft VRWJPB Bylaws

RESOLUTION

6b. Adoption of Vermillion River Watershed Joint Powers Board Bylaws

WHEREAS, the Vermillion River Watershed Joint Powers Organization (VRWJPO) is a watershed management body consisting of Dakota and Scott Counties governed by the Vermillion River Watershed Joint Powers Board (VRWJPB) and is charged with carrying out the duties set forth in Minn. Stat. §§ 103B.211 to 103B.255 and as otherwise provided by law; and

WHEREAS, section III.D. of the Joint Powers Agreement (JPA) between Dakota County and Scott County indicates the VRWJPB shall have the power to adopt and amend bylaws it may deem necessary or desirable for the conduct of its business. Such bylaws shall be consistent with this JPA and any applicable laws or regulations; and

WHEREAS, Minnesota Administrative Rule 8410.030 requires watershed management organizations to adopt rule of order and procedure; and

WHEREAS, VRWJPO legal counsel from Dakota County crafted and distributed draft VRWJPB bylaws that were distributed and internally reviewed by VRWJPO staff; and

WHEREAS, VRWJPO staff presented and sought feedback on the bylaws at the January 22, 2026, VRWJPB meeting; and

WHEREAS, feedback received included requesting that legal counsel from Scott County also review the draft bylaws; and

WHEREAS, staff provided Scott County legal counsel the draft bylaws for feedback, and no substantive comments were received; and

WHEREAS, staff have finalized the draft bylaws and presented them to the VRWJPB for adoption at their March 26, 2026, VRWJPB meeting.

NOW, THEREFORE, BE IT RESOLVED, that the VRWJPB hereby adopts the VRWJPB bylaws.

Vermillion River Watershed Joint Powers Board
Bylaws

PREAMBLE

WHEREAS, the Joint Powers Agreement ("JPA") signed by Dakota and Scott Counties establishing the Vermillion River Watershed Joint Powers Organization ("("VRWJPO") specifies that the Vermillion River Watershed Joint Powers Board ("VRWJPB") may adopt bylaws it deems necessary or desirable; such bylaws be consistent with the JPA and any applicable laws or regulations; and

WHEREAS, Minnesota Administrative Rule 8410.0030 requires watershed management organizations to adopt rules of order and procedure; and

WHEREAS, the VRWJPB adopts these Bylaws to meet the requirement of Minnesota Administrative Rule 8410.0030 by providing rules of order and procedure for the operation of the VRWJPO pursuant to the authority of the Minn. Stat. §§ 103B.211 to 103B.255.

NOW, THEREFORE, BE IT RESOLVED, by the VRWJPB that the following Bylaws shall govern the VRWJPB's conducting of business and operation of the VRWJPO:

BYLAWS

ARTICLE I: AUTHORIZATION

The VRWJPB is established with such powers and duties as are delegated to the VRWJPB by the JPA. Pursuant to Section III (D) of the JPA, the VRWJPB may adopt and amend bylaws for the conduct of its business.

ARTICLE II: PURPOSE

The VRWJPB was established for the purpose of (1) exercising leadership in the development of policies, programs and projects that will promote the accomplishment of the purposes found at Minn. Stat. § 103B.201, including the preparation, adoption and implementation of the plan required by Minn. Stat. § 103B.211 for the Vermillion River watershed, (2) guide and assist Dakota County and Scott County in acting jointly and individually to take actions that will promote the goals listed in Minn. Stat. § 103B.201 and fulfill their responsibilities under Minn. Stats. Ch. 103B, and (3) exercise the authority provided by Minn. Stat. §§ 103B.211 to 103B.255.

ARTICE III: BOARD MEMBERS

Section 1. The VRWJPB consists of one county commissioner from Scott County and two county commissioners from Dakota County. The board of commissioners for each county appoint, by resolution, its representative(s) to serve on the VRWJPB, together with one alternate commissioner.

Section 2. Each representative county commissioner appointed to the VRWJPB ("Board Member") and each appointed alternate commissioner ("Alternate") are appointed to a one-year term or until his or her successor is appointed.

Section 3. Alternates appointed by each county may serve in lieu of the county's appointed Board Member if the county's appointed Board Member is not present at the VRWJPB meeting(s). Alternates may participate in all discussions and may vote on all proposals before the VRWJPB if one of their county's appointed Board Members is not able to participate in the meeting. In no event, will an Alternate have more than one vote.

DRAFT

Section 4. If a Board Member or Alternate appointment is vacated before the end of their term, the vacancy shall be filled by appointment by the appropriate county board of commissioners within 90 days after the vacancy occurs. The VRWJPB shall notify the Board of Water and Soil Resources of member appointments and vacancies in member positions within 30 days of the vacancy and appointment. A vacancy shall be deemed to have occurred when any of the conditions specified in Minn. Stat. § 351.02 exist, if an appointed representative commissioner fails to qualify or act as a commissioner, or a member is removed in accordance with Minn. Admin. Rule 84100.0040.

Section 5. Individual Board Members and Alternates have no authority to conduct business on behalf of the VRWJPB or the VRWJPO, except to the extent such authority is expressly conferred upon them by a majority of the VRWJPB.

Section 6. Board Members and Alternates receive no additional compensation for their appointment to the VRWJPB beyond what they already receive from their county as a county commissioner.

Section 7. Board Members and Alternates and those with whom they work have the right and responsibility to work in an environment free of harassing or discriminating behavior. It is the responsibility of each Board Member and Alternate to refrain from creating a discriminatory or harassing environment. Each Board Member and Alternate is also responsible for treating others with dignity and respect and to report all incidents of harassment immediately so that they can be quickly and fairly resolved.

Section 8. The personnel policies of each county shall apply to their appointed Board Member(s) and Alternate(s) to the same extent that they apply to them as a county commissioner.

Section 9. Pursuant to Minn. Stat. § 103B.227, subd. 3, Board Members and Alternates may be removed by their appointing authorities for just cause in accordance with the Board of Water and Soil Resources Rule 8410.0040 prescribing standards and procedures for removing members of watershed management organization boards for just cause.

ARTICLE IV: OFFICERS AND STAFF

Section 1. The officers of the VRWJPB shall be the Chair, Vice-Chair, Secretary and Treasurer. The offices of Secretary and Treasurer are combined and held by the same person.

Section 2. The term of office for all officers shall be one year, and they shall be selected and take office at the first regular meeting each year.

Section 3. The Chair shall be the presiding officer of the VRWJPB. The Chair shall preside at all meetings of the VRWJPB and shall have all the same privileges of discussion, making motions and voting as do other members of the VRWJPB.

Section 4. The Vice-Chair shall perform the duties and exercise the powers of the Chair at VRWJPB meetings during the absence of the Chair.

Section 5. The Treasurer shall assist the Chair in overseeing the VRWJPO's budget and finances. VRWJPO staff shall disburse funds as part of their supporting the VRWJPO day-to-day operations in accordance with the JPA. The VRWJPB shall review and ratify VRWJPO expenditures at subsequent VRWJPB meetings.

Section 6. The Secretary shall sign/attest VRWJPB meeting minutes approved by the VRWJPB. The VRWJPB meeting minutes will be recorded by VRWJPO staff, and will include the time, date and place of the meeting, the attendance of the Board Members, Alternates and guests, the topics of the

meeting, actions taken, including voting results, and any findings made. A copy of the minutes for each meeting will be made available to the VRWJPB at a subsequent VRWJPB meeting for approval. A copy of the approved minutes will be posted on the VRWJPO website once signed/attested to by the Secretary.

Section 7. Dakota County and Scott County shall provide staff to support the VRWJPB in accordance with the JPA, which includes either an Administrator or Co-Administrator, and any applicable staffing agreements between the county and the VRWJPO. The cost of such support will be funded through the budget of the VRWJPO.

ARTICLE V: MEETINGS

Section 1. Regular meetings of the VRWJPB, at a minimum annually, shall be held at such locations and at such times as are specified from time-to-time by resolution of the VRWJPB. A schedule of the regular meetings of the VRWJPB shall be kept on file at the VRWJPO primary office and posted on the VRWJPO website. In the event that the VRWJPB determines to hold a regular meeting at a location or time other than as specified in such resolution/schedule, such meeting shall be deemed a special meeting for purposes of giving notice; and written notice of such meeting shall be given by VRWJPO staff to the Board Members and to the public in accordance with Minnesota Statutes § 13D.04, subd. 2.

Section 2. Special meetings and emergency meetings of the VRWJPB may be called by the Chair or jointly by the other two members of the VRWJPB. The purpose of any special meeting or emergency meeting shall be stated in the notice of the meeting. VRWJPO staff shall provide written notice of such meetings to the Board Members and to the public in accordance with Minnesota Statutes § 13D.04, subd. 2 or subd. 3, and post the notice on the VRWJPO website.

Section 3. For purposes of posting notice of special meetings as required by Minnesota Statutes § 13D.04, subd. 2, all notices shall be posted on the door of the VRWJPB's usual meeting room as the VRWJPO does not have a principal bulletin board.

Section 4. At any meeting noticed in accordance with Article V, Sections 1 or 2, the presence of a majority of the Board Members shall constitute a quorum. The presence of an Alternate in lieu of his/her county's appointed Board Member shall count in calculating the majority.

Section 5. Each Board Member or their alternate is entitled to one vote. The VRWJPB will function by a majority vote of those present. There must be a quorum present to vote. When applicable, roll call votes shall be taken and recorded in the meeting minutes, as well as the abstention of a Board Member/Alternate with an identified conflict of interest.

Section 6. All meetings shall be conducted in accordance with the most current version of Robert's Rules of Order, except as otherwise provided in the JPA or these Bylaws. Robert's Rules of Order may be temporally suspended by vote of a majority of the VRWJPB.

Section 7. All meetings of the VRWJPB shall be subject to the Minnesota Open Meeting Law, Minn. Stat. Ch. 13D.

Section 8. Actual attendance is required in order to cast a vote or meet quorum requirements with the exception of remote attendance through interactive technology options applicable under Minn. Stat. Ch. 13D.

Section 9. Board Members and Alternates in attendance at meetings are expected to conduct themselves in a pleasant, polite, courteous and respectful manner. Board Members and Alternates

shall refrain from speaking until the Chair has recognized them, and shall strive not to speak while another Board Member, Alternate, staff member or a member of the public has the floor.

Section 10. The Chair has the authority to set a time limit that a Board Member/Alternate or other person addressing the VRWJPB may speak, except upon vote of the majority of the VRWJPB present.

ARTICLE VI: CONFLICT OF INTEREST

If any Board Member or Alternate has a financial interest or personal interest with respect to the parties involved or stands to realize a financial or personal gain or loss with respect to an item on any matter coming before the VRWJPB, that Board Member/Alternate shall disclose this fact and be disqualified from taking part in any discussion, comment or vote on the matter as a member of the VRWJPB. The Chair shall make rulings on such disqualifications, with the Vice-Chair making rulings on any potential conflict of the Chair. Any Board Member or participating Alternate who believes that a Board Member or participating Alternate should be disqualified from any matter hereunder shall raise the issue with the VRWJPB as soon as practicable after the potential conflict is realized.

ARTICLE VII: FINANCIAL MATTERS

Section 1. The budget year of the VRWJPO shall be the calendar year. By September 1 of each year, the VRWJPB shall adopt a budget for the following calendar year in accordance with Minn. Stat. § 103B.211, subd. 1 (a)(5) and § 103D.911. The VRWJPB shall recommend to Dakota County and Scott County any proposed contribution from Dakota County or Scott County which the VRWJPB deems appropriate to be satisfied from the annual property tax levy prior to the date by which the counties shall establish their maximum levy pursuant to Minn. Stat. § 275.065, subd. 1. After adoption of the VRWJPO budget and no later than September 15, VRWJPO staff shall certify the VRWJPO budget with the auditor of the counties pursuant to Minn. Stat. § 103B.211, subd. 1 (a)(6) and § 103D.915.

Section 2. The VRWJPB may seek funding from the counties not satisfied by the annual property tax levy. If there is proposed funding from Dakota County or Scott County which is not to be satisfied from the annual property tax levy, such funding shall not become the obligation of either county until the respective county has agreed by resolution to the funding.

Section 3. In addition to the authority identified in Article VII, Sections 1 and 2, the VRWJPB may exercise any additional financial authority prescribed by Minn. Stat. §§ 103B.211 to 103B.255.

Section 4. Dakota County serves as fiscal agent for the VRWJPB and provides budgeting and accounting services for the VRWJPO. If the VRWJPB decides to use someone other than Dakota County as its fiscal agent, one or more depositories for the VRWJPO shall be designated by the VRWJPB at its first regular meeting each calendar year. VRWJPO funds shall be deposited and invested in accordance with the laws applicable to counties.

Section 5. The VRWJPB may disburse funds in a manner consistent with the JPA. No payment on any invoice for services performed by a consultant or any other person or organization providing services to the VRWJPO shall be authorized unless approved by the Chair and Vice-Chair, the Chair and Secretary/Treasurer, Administrator or Co-Administrator in accordance with the JPA. The Chair, Administrator or Co-Administrator shall report to the VRWJPB and the VRWJPB shall ratify any such payments authorized under this Section at its next regular meeting.

Section 6. The VRWJPB may apply for and accept gifts, grants or loans of money, other property or assistance from the United States government, the State of Minnesota, or any person, association or agency for any of its purposes; enter into any agreement in connection therewith; and hold, use and

dispose of such money, other property and assistance in accordance with the terms of the gift, grant or loan relating thereto.

ARTICLE VIII: CONTRACTS

The VRWJPB may enter into any contract necessary or proper for the exercise of its powers or the fulfillment of its duties and enforce such contracts to the extent available in equity or at law, including contracts with Dakota County and/or Scott County. Additionally, the VRWJPB may enter into agreements pursuant to Minn. Stat. § 471.59. The VRWJPB may approve any contract up to the amount included in the approved annual budget and may authorize its Chair, Administrator or Co-Administrator to execute these contracts in accordance with and subject to the limitations set forth in the JPA and/or resolution of the VRWJPB. The purchasing and contracting requirements of the county which is the lead for the project shall apply to the VRWJPB.

ARTICLE VIII: STATE REQUIREMENTS

Section 1. Strict accountability of all funds and report of all receipts shall be provided for pursuant to Minn. Stat. § 471.59, subd. 3.

Section 2. The VRWJPB shall submit all documents and information to the Minnesota Board of Water and Soil Resources required by and in accordance with Minn. Stat. §§ 103B.211 to 103B.255.

Section 3. The government Data Practices Act, Minn. Stat. Ch. 13, applies to the VRWJPO. The Act specifies that each public body must designate a “responsible authority” to handle requests for data. The “responsible authority” for the VRWJPO is the Administrator (as defined in the JPA) or in the Administrator’s absence, the Co-Administrator (as defined in the JPA).

ARTICLE IX: COMMITTEES

Section 1. To accomplish its prescribed responsibilities, the VRWJPB may create committees, including a community advisory committee, to provide comment and/or recommendation to, and/or study and report to the VRWJPB on items under consideration by the VRWJPB.

Section 2. Pursuant to the JPA, the VRWJPB established and made appointments to the Community Advisory Committee. The VRWJPB shall utilize an open appointment process for making appointments. The responsibilities of the Community Advisory Committee, its membership, officers, compensation, meeting and conflicts of interest requirements are set forth in the JPA and/or Community Advisory Committee bylaws. Community Advisory Committee meetings that will result in a recommendation to the VRWJPB shall be subject to the Minnesota Open Meeting Law, Minn. Stat. Ch. 13D.

Section 3. The VRWJPB may seek comment and/or recommendation from a technical advisory committee from time-to-time.

ARTICLE X: AMENDMENTS TO THE BYLAWS

Section 1. These Bylaws may be amended at any regular or special meeting of the VRWJPB, provided that a seven day prior notice of the proposed amendment has been furnished to each Board Member.

Section 2. A majority vote of the VRWJPB present at the meeting shall be necessary to adopt any amendment to these Bylaws.

Section 3. In any instance where these Bylaws are in conflict with the JPA, the JPA shall control.

ARTICLE XI: SEPARABILITY PROVISIONS

Should any provision of these Bylaws be held invalid, unconstitutional, void or otherwise in violation of the law, the remaining provisions will remain in full force and effect.

ARTICLE XII: EFFECTIVE DATE

These Bylaws will take effect upon adoption by the VRWJPB.

Duly adopted on the ____ day of February, 2026 by the VRWJPB and signed by the 2026 chair of the VRWJPB.

_____ _____

By: Date
2026 Chair of the Vermillion River Watershed
Joint Powers Board

6c. Approval of Vermillion River Watershed Joint Powers Organization Consultant List for 2026-2027

Meeting Date: March 26, 2026
Item Type: Consent-Action
Contact: Jeff Dunn
Telephone: 952-891-7140
Prepared by: Jeff Dunn

Purpose/action requested

- Approval of Vermillion River Watershed Joint Powers Organization (VRWJPO) Consultant list for 2026-2027

Summary

In January 2026, VRWJPO staff distributed and posted a request for qualifications (RFQ) for water resource management and planning, professional engineering, environmental services, and ecological restoration and management services. Minnesota Statute 103B.227, subdivision 5, requires watershed management organizations to solicit qualifications from consultants on a biennial basis and annually provide a list of consultants that can provide the services needed by the VRWJPO. The VRWJPO may use the list of consultants to contract for services that staff may not be able to perform because of limited technical expertise or time constraints. The ability to choose consultants based on their qualifications saves time by allowing staff to forego a request for proposal (RFP) process for every project (although it does not preclude use of the RFP process for specific projects).

All services performed by a consultant require an agreement with the VRWJPO and must be approved by the Vermillion River Watershed Joint Powers Board (VRWJPB) for services exceeding a contract amount of $100,000. For those contracts less than $100,000 limited approval authority allows for approval by the VRWJPO Administrator and Co-Administrator. The list of consultants who submitted qualifications and have technical skills appropriate for future VRWJPO projects is included in the resolution.

The approved consultant list will remain valid for use by the VRWJPO until a subsequent consultant list is approved by the VRWJPB.

Recommendation

Staff requests the VRWJPB approve the VRWJPO consultant list for 2026-2027.

Explanation of fiscal/FTE impact

No fiscal impact.

Supporting Documents: **Previous Board Action(s):**

Resolution

6c. Approval of Vermillion River Watershed Joint Powers Organization Consultant List for 2026-2027

WHEREAS, the VRWJPO contracts with consultants who can provide water resource management and planning, professional engineering, environmental services, and ecological restoration and management services for projects that require specialized expertise not available among staff or have time constraints that staff is unable to meet; and

WHEREAS, the VRWJPO's ability to contract for professional service from a pre-approved list of qualified vendors can provide advantages in project quality, timeliness, and efficiency; and

WHEREAS, Minn. Stat. 103B.227, subd. 5, requires watershed districts and watershed management organizations to issue a biennial solicitation for professional or technical consulting services; and

WHEREAS, the VRWJPO distributed and posted a biennial solicitation/request for qualifications (RFQ) in January 2026 for water resource management and planning, professional engineering, environmental services, and ecological restoration and management services; and

WHEREAS, respondents to the RFQ provided qualifications, which were then evaluated to determine if they were sufficient and applicable to potential 2026-2027 VRWJPO projects; and

WHEREAS, all services performed by a consultant require an agreement with the VRWJPO and approved by the Vermillion River Watershed Joint Powers Board (VRWJPB) for services exceeding a contract amount of $100,000. For those contracts less than $100,000 limited approval authority allows for approval by the VRWJPO Administrator and Co-Administrator; and

WHEREAS, the approved consultant list will remain valid for use by the VRWJPO until a subsequent consultant list is approved by the VRWJPB; and

WHEREAS, the list of qualified consultants for water resource management and planning, professional engineering, environmental services, and ecological restoration and management services includes:

Company	Address	City	State	Zip
Barr Engineering Company	4300 Market Pointe Drive, Ste. 200	Minneapolis	MN	55435
Bolton & Menk, Inc.	111 Washington Ave. S., Ste. 650	Minneapolis	MN	55401
Davey Resource Group, Inc.	1196 7th St. E.	St. Paul	MN	55106
Emmons & Olivier Resources, Inc.	1919 University Ave. West, Ste. 300	St. Paul	MN	55014

Company	Address	City	State	Zip
Geosyntec Consultants, Inc.	270 S Marquette Ave., Ste. 590	Minneapolis	MN	55401
HGS, LLC (aka Resource Environmental Solutions, LLC)	20276 Delaware Avenue	Jordan	MN	55352
Inter-Fluve, Inc.	1539 Grand Avenue, 2nd Floor	St. Paul	MN	55105
KLJ Engineering, LLC	370 Wabasha St., Ste. 300	St. Paul	MN	55102
Midwest Wetland Improvements, LLC	PO Box 448	Victoria	MN	55386
MNL	8740 77th Street Northeast	Otsego	MN	55362
Moore Engineering, Inc.	Two Carlson Parkway, Ste. 110	Plymouth	MN	55447
Native Resource Preservation LLC	260 Wentworth Ave. E., Ste. 155	West St. Paul	MN	55118
Rock Leaf Water Environmental, LLC	1461 94th Lane NE	Blaine	MN	55449
SRF Consulting Group, Inc.	3701 Wayzata Boulevard, Ste. 100	Minneapolis	MN	55416
Stonebrooke Engineering, Inc.	12279 Nicollet Avenue	Burnsville	MN	55337
Verdantas, PLLC	202 N Cedar Ave., Ste. 1	Owatonna	MN	55060
WSB, LLC	701 Xenia Avenue South, Ste. 300	Golden Valley	MN	55416

NOW, THEREFORE, BE IT RESOLVED, that the VRWJPB approves the list of qualified professional engineering, environmental services, and ecological restoration and management services consultants for 2026-2027.

Vermillion River Watershed Joint Powers Organization
4100 220th St. W., Suite 103, Farmington, MN 55024

January 2026 Expense Report

The invoices submitted between December 1, 2025 and December 31, 2025
total: $401,117.94

The final invoices submitted between January 1 and January 31, 2026 total:

Invoice	Vendor		Amount
	DC Staff	$	37,973.57
PCard	Constant Contact Newsletter - Dec Chgs	$	50.00
Pcard	TThiel - U of M Erosion & Sediment	$	130.00
Pcard	Wetland Prof Assn Kperrine	$	30.00
2026	Metro Watershed Partners	$	5,000.00
21318R	MN Counties Intergovernmental Trust	$	4,315.00
		TOTAL **$**	**47,498.57**

Action Requested: Approval of all expenses as presented

Vermillion River Watershed Joint Powers Organization

4100 220th St. W., Suite 103, Farmington, MN 55024

February 2026 Expense Report

The invoices submitted between January 1, 2026 and January 31, 2026
total: $47,498.57

The final invoices submitted between February 1 and February 28, 2026 total:

Invoice	Vendor		Amount
PCard	KPerrine - U of M Erosion & Sediment 26-P8	$	400.00
PCard	JDunn - U of M Erosion & Sediment	$	165.00
Expenses	Kperrine - U of M mileage	$	38.14
Pcard	Constant Contact - Annual	$	510.00
25-9202	144Design	$	1,260.00
20181	Tunheim	$	1,830.00
SIN007683	Moore Engineering	$	4,297.75
SIN007682	Moore Engineering	$	4,502.25
R-030811-000-1	WSB	$	2,210.50
		TOTAL	**$ 15,213.64**

Action Requested: Approval of all expenses as presented

8a. Authorization to Implement the Capital Improvement Partner Project Maintenance and Repair Financial Assistance Program and Contracting Authority

Meeting Date: 3/26/2026
Item Type: Regular-Action
Contact: Jeff Dunn
Telephone: 952-891-7140
Prepared by: Jeff Dunn

Purpose/action requested

- To authorize the Vermillion River Watershed Joint Powers Organization (VRWJPO) Administrator and Co-Administrator to approve the Capital Improvement Partner Project Maintenance and Repair Financial Assistance Program grant agreements with local government units (LGUs)

Summary

To support the activities outlined in the draft 2026–2035 Vermillion River Watershed Management Plan, the VRWJPO has established a financial assistance policy (Policy) to help ensure the long-term operation of improvement projects supported by the VRWJPO. Financial assistance is only available to projects that the VRWJPO has previously supported. The Vermillion River Watershed Joint Powers Board (VRWJPB) approved the Policy on September 25, 2025. Funding for the Policy is not guaranteed annually and must be authorized each year by the VRWJPB as part of the VRWJPO budget.

The VRWJPO's current method to provide reimbursements or cost shares under the Program/Policy relies on the use of joint powers agreements (JPAs). However, using JPAs for each reimbursement request may be inefficient, as the time and effort required to draft and execute these agreements could exceed the reimbursement amounts themselves, and LGUs may be reluctant to engage in that process.

To avoid requiring a separate JPA for each reimbursement request, VRWJPO staff worked with the VRWJPO legal counsel to draft this resolution, which authorizes the VRWJPO Administrator and Co-Administrator to execute grant agreements with LGUs selected for reimbursement under the Program/Policy and to issue reimbursement payments to those LGUs in accordance with the agreement terms.

Explanation of fiscal/FTE impact

The VRWJPO would provide an amount deemed necessary for annual project maintenance and repair financial assistance. This amount is dependent on available funding each year as approved by the VRWJPB.

Supporting Documents:
Attachment A: Capital Improvement Program Watershed Partner Project Maintenance and Repair Financial Assistance Policy (Program)

Previous Board Action(s):
9/25/25: VRW 25-42

Resolution

8a. Authorization to Implement the Capital Improvement Partner Project Maintenance and Financial Assistance Program and Contracting Authority

WHEREAS, Minn. Stat. § 471.59 authorizes local governmental units to jointly or cooperatively exercise any power common to the contracting parties; and

WHEREAS, the VRWJPO is charged with carrying out the duties set forth in Minn. Stat. § 103B.211 to 103B.255 and as otherwise provided by law; and

WHEREAS, Minn. Stat. § 103B.211, subd. 1 (a)(8) provides the VRWJPO with the authority and other powers necessary to implement its 2026-2035 Vermillion River Watershed Management Plan (Plan) including the power to enter into contracts for the performance of functions with governmental units or persons; and

WHEREAS, the Watershed Partner Project Maintenance and Repair Financial Assistance Program (Program) is guided by the Capital Improvement Watershed Partner Project Maintenance and Repair Financial Assistance Policy (Policy), Vermillion River Watershed Joint Powers Board (VRWJPB) Resolution No. 25-42 (September 25, 2025) that outlines key program elements, including eligible and ineligible activities, minimum requirements for funding eligibility, types and timing of assistance, a process for providing assistance, and criteria for prioritizing funding decisions; and

WHEREAS, VRWJPO and eligible local government units (LGU) previously entered into a joint powers agreement(s) associated with protection, restoration, and enhancement project(s) (Previous Project(s)) wherein the VRWJPO provided financial or in-kind assistance to eligible LGUs, wherein the LGUs were delegated ongoing operation, maintenance and repair responsibilities thereunder; and

WHEREAS, eligible LGUs may annually apply to the VRWJPO under the Policy/Program for reimbursement-based financial assistance to offset the costs associated with eligible activities (meeting the minimum requirements under the Policy/Program) that are necessary for the ongoing operation, maintenance and/or repair on Previous Project(s); and

WHEREAS, staff recommends approving a Watershed Partner Project Maintenance and Repair Financial Assistance Program that implements the Policy and aligns with the Plan; and

WHEREAS, staff recommends the authorization of the Watershed Administrator and Co-Administrator to execute agreements with eligible LGUs that are selected each year to receive funds under the Program/Policy; and

WHEREAS, staff recommends the authorization of the Watershed Administrator and Co-Administrator to make payments to eligible LGUs pursuant to the terms of the executed agreements.

NOW, THEREFORE, BE IT RESOLVED, that the VRWJPB hereby approves the administration of the Program guided by the Policy, VRWJPB Resolution No. 25-42 authorizes the Watershed Administrator

and Co-Administrator to execute agreements with those eligible local government units that timely apply for and are selected in accordance with the Program/Policy and make reimbursement payments to selected local government units pursuant to terms of the agreements.

Capital Improvement Watershed Partner Project Maintenance and Repair Financial Assistance Policy (Exhibit 2)

The Vermillion River Watershed Joint Powers Organization (VRWJPO) regularly provides financial or in-kind assistance to partners to implement protection, restoration, and enhancement projects (Projects) throughout the Watershed.

These Projects often utilize grant funding for implementation. Grant funding policies typically require an operation and maintenance plan to ensure ongoing performance. Projects that don't have grant funding associated with them still require operation and maintenance to achieve their intended function. At present, it's common that the Projects delegate the ongoing operation, maintenance, and repair responsibilities of the Projects to the partners.

As part of its implementation of the 2026-2035 Watershed Management Plan (WMP), the VRWJPO desires to assist its partners with their ongoing Project operation, maintenance, and repair responsibilities. The VRWJPO will strive to (but has no obligation to) annually budget funds to be allocated for VRWJPO maintenance and repair activities (Activities) and to offer modest and equitable financial assistance to help partners offset costs associated with eligible Activities. The VRWJPO Administrator will have final discretion regarding Activity eligibility for financial assistance.

In addition, it is important to note that this annual funding is not exclusively reserved for partner use; it may also support Activities conducted independently by the VRWJPO.

Any financial assistance for the Activities will be drawn from annual funding allocated by the Vermillion River Watershed Joint Powers Board, following the criteria outlined below:

<u>Partner Eligible Activities:</u>

- BMP Maintenance could include, but is not limited to:
    - Vactoring of accumulated sediment from manufactured treatment devices, filtration media, or other locations
    - Filtration media raking, tilling, or replacement.
    - Repair or replacement of BMP structural components
    - Pipe cleaning and jetting
    - Modifications, changes, or installation of related infrastructure that directly support or improve the intended function and performance of the original practice
    - Other activities deemed eligible by the VRWJPO
- Vegetation management for wetland, riparian, and upland areas (herbicide treatment, mowing, brush removal, prescribed burn, supplemental seeding or plug installation, etc.).
- Addressing erosion and soil stabilization.
- Stream Habitat Restoration.
- Other activities will be reviewed on a case-by-case basis by VRWJPO staff.

Partner Ineligible Activities:

- Planning, reports, studies, preliminary design, final plans, specifications, contract procurement, or construction oversight/administration of or for the Activity.

Minimum Criteria for Partner Eligible Activities (All Criteria Must Be Met):

- The VRWJPO has previously provided funding or provided pass-through of outside grant funding for the design and/or construction of the Project that the Activity supports.
- The Activity is located on Public Property or within an easement dedicated of controlling, preserving, and providing for the flow or storage of stormwater runoff; or if the Activity is to be performed on private property (in whole or in part) the partner is responsible to obtain a right to access the private property and provide documentation of such access to the VRWJPO as part of the application process.
- The partner will provide funding for the Activity.
- The area of the Activity is within the project area or adjacent thereto and is deemed a beneficial relationship to the Project (e.g., an outlot adjacent to a previous stream restoration project that needs herbicide treatment).

What Assistance is Available for Partner Activities:

- The VRWJPO will make a fair and equitable attempt, subject to the amount available and number of applications received, in providing financial assistance to partners using the following criteria:
    a. No more than 50 percent of the proposed cost of the Activity if the Project was not funded in part by a grant.
    b. For Projects that received pass-through grant funding from the VRWJPO, an equitable cost share is determined by the amount of cash "match" provided for the Project by both the partner and VRWJPO. Example: If both the partner and VRWJPO provided an equal cash "match" for the Project, then the cost share for the Activity would be shared equally. This formulation applies to the specific Project for which the Activity is being applied.
- A funding request for an Activity may not exceed 50 percent of the VRWJPO's annual operation and maintenance budget.

When Assistance is Available for Partner Activities:

- Partner shall provide an application for assistance to the VRWJPO prior to May 1 of the calendar year when the Activity is programmed.
- Upon receipt of applications, VRWJPO staff will evaluate all requests based on Funding Prioritization set forth below.
- The VRWJPO will notify requestors whether funding will be available on or around June 1 of the calendar year.
- A written agreement will be required to facilitate the transaction when financial assistance is provided. Partners cannot request reimbursement for Activities completed before the written agreement is executed by the partner and VRWJPO for that Activity.

How Assistance is Provided for Partner Activities:

- Assistance will be provided in the form of cash reimbursement upon receipt of invoices from the partner. If a contractor is used for the maintenance activity, itemized invoices for the Activity are required to accompany the requesting partner's invoice.
- If available funding cannot fulfill all funding requests, the request may be denied, or the amount approved for each request may be less than the amount requested to accommodate the VRWJPO's available budget.
- If a funding request is denied due to ineligibility, a request for the same Activity cannot be resubmitted for consideration.
- If adequate funding is not available, then a request may be submitted for two years following the date of the Activity. Funding requests that are resubmitted will not receive greater prioritization.

Funding Prioritization of Partner Activities:

Based on limited resources, the VRWJPO staff must prioritize funding requests based on the goals of the WMP. Considerations include but are not limited to (bulleted items are not listed in order of priority):

- Amount requested by the partner
- Total funding percent of Activity cost assigned to the VRWJPO
- Type of Activity and estimated pollutant reduction capacity
- Activity proximity to impaired water resource or a cold-water stream.
- Age of the original practice
- Urgency of the activity to address health and human safety risks.
- Other benefits (not related to Water Resources) associated with the Activity
- Documented maintenance activities of original practice.
- VRWJPO investments for other Activities or Projects under contract with the partner
- Previous VRWJPO investment in the Activity

Review and Approval Process:

- Updated per Comments from TAC (7/23/25) and presented to TAC (8/14/2025)
- Approved by VRWJPB (9/25/25) Resolution #25-42