

**Meeting of the
Headwaters of the South Skunk River Watershed Management Authority**

May 25, 2022 - 10:00 AM

Erickson Park Shelter House – 110 North Park St., Roland, Iowa

1. SPECIAL NOTE TO THE PUBLIC: This Meeting Is Also Being Offered Via Zoom.
Members of the public can participate by using the information below:

To join the Zoom meeting by computer, tablet, or smartphone:

Click the following link:

[HTTPS://US02WEB.ZOOM.US/J/81576612062?
PWD=NTDGRKHQVVBKZ3DROGG2T2HIWM1RUT09](HTTPS://US02WEB.ZOOM.US/J/81576612062?PWD=NTDGRKHQVVBKZ3DROGG2T2HIWM1RUT09)

Or visit <HTTPS://WWW.ZOOM.US/>, click on "Join A Meeting" and use the Zoom Meeting ID: 815 7661 2062 and Passcode: 538713

To join the meeting by telephone:

Dial (312) 626-6799, then enter the Meeting ID: 815 7661 2062 and Passcode: 538713

2. Call To Order
3. Roll Call/Introductions
4. Approval Of Agenda
5. Approval Of Minutes
 - 5.I. March 30, 2022 Minutes

Documents:

[MARCH 30, 2022 MEETING MINUTES.PDF](#)

6. Old Business
 - 6.I. Update On 28E Agreement
7. New Business
 - 7.I. JEO Project And Schedule Update

Documents:

[MEETING PLAN.PDF](#)

- 7.II. Finalize Priority Areas
- 7.III. Finalize Short-Term Action Plan (Chapter 7)
- 7.IV. Working Session On Education Plan (Chapter 6)

- 7.V. Introduction To The Long-Term Implementation Plan (Chapter 5)
8. Other Reports
9. Public Comments
10. Next Meeting
11. Adjournment

Headwaters of the South Skunk River, Watershed Management Authority
March 30, 2022, 10:00 AM
Community Center – Roland, IA
Also available via Zoom

Attendees:

Voting Members - Linda Murken (Story County), Nathan Hovick (City of Roland), Alisha Bower (Story Soil and Water Conservation District), and Tim Gartin (City of Ames via Zoom).

Non-voting – Neil Weiss (City of Ames), Mike Cox (Story County Conservation), Kimberly Grandinetti (Story County Environmental Health), Brian Lammers (Hamilton County Conservation), Sara Carmichael (Story County Conservation), Kate Hansen (Center for Rural Affairs), Wes Weiss (Hardin County Conservation), Catherine De Long (ISU Extension), Kyle Ament (Iowa Department of Natural Resources), Marianne Harrelson (Story County Conservation), Dalton Johnston (City of Roland), Caleb Rasmussen (JEO Consulting Group), Adam Rupe (JEO Consulting Group), and Matt Mardesen (JEO Consulting Group).

1. Meeting is available for public viewing via Zoom.
2. **Call To Order** - by Murken at 10:03 AM
3. **Roll Call** – Introductions of all in attendance and via Zoom
4. **Approval Of Agenda** – MOTION by Hovick, SECOND by Bower. MCU.
5. **Approval Of Minutes** – January 24, 2022 – MOTION by Hovick, SECOND by Bower. MCU.
- 6I. **Update On 28E Agreement Revision** – Murken indicated she was just notified that the agreement will be approved by the City of Ames, so we should be able to it forward. Leanne Harter will send out the amendment to all of the entities to have them sign, notarize, and return back to her. Once those are all received, she will record the document with the Story County Recorder’s office and then file it with the Secretary of State.
- 7I. **Approve Amendment To The Bylaws As Presented At The January 23, 2022 Meeting** – Murken stated that the Amendment to the Bylaws was submitted for review at the last meeting to allow for alternate members to be appointed and to vote at meetings, establishing the audit point as Story County Administration Building, and clarifying that a simple majority is sufficient to pass a measure submitted for vote at a regular meeting. This is the second review and request for approval. MOTION by Bower, SECOND by Hovick. MCU.
- 7II. **JEO General Project Update** – Adam Rupe reviewed the items that he will be covering at today’s meeting. He let everyone know that Mike Heller is no longer with JEO and that he will be the project manager on this project now. Since the last meeting, he has drafted Chapters 1, 2, and 3 and sent them out for review. We will discuss high level priority areas and the BMP targets today along with working on the Action Plan.
- 7III. **Consideration Of ACPF Modeling** –During the January meeting, we discussed some of the existing resources that JEO was using in the plan and one of those resources was existing Agricultural Conservation Planning Framework (ACPF) mapping data. This information exists for Story County but not for Hamilton County. Members requested that JEO complete ACPF mapping in Hamilton County instead of creating Case Studies for the plan. JEO would be able to do this “swap” of services for no additional funding. Murken asked for suggestions from the members. Carmichael and Lammers recommended the change and felt the ACPF would

be more beneficial for this WMA plan. MOTION by Hovick to replace the case studies with the ACPR mapping, SECOND by Bower. MCU.

- 7IV. Review Draft Chapters** – Adam sent out draft Chapters 1, 2, and 3 and asked members to review and send him any comments or suggestions. He would like members to look at the content, make sure that it is addressing the priorities recommended by the WMA and the accuracy of the data. He reviewed some of the highlights in each Chapter. The references to the City of Gilbert in the Chapters will be removed as they are not a part of the WMA. The References and Abbreviations and Acronyms at the end of each chapter will be compiled into one area of the final plan document. Adam will add the HUC 12 boundaries to all of the maps. He will apply all of the suggestions and comments discussed at this meeting to the Chapters and will send undated Chapters out to the member for review again.
- 7V. Discuss Prioritization Process** – The priority areas have been discussed in prior meetings. Adam would like the priority areas to be identified in the HUC 12, then within those, use the ACPF data to prioritize BMPs. Adam recommended targeting Long Dick Creek and Keigley Branch as the initial priority areas since they have some of the highest levels of nitrogen and E. Coli. The priority areas will need to be decided on by the members in the near future and will be included in Chapter 5.
- 7VI. Working Session On Action Plan** – Adam handed out a worksheet to help guide members through the Action Plan. The Action Plan is broken down into four areas; Projects and Studies, Education, Monitoring and Plan Evaluation, and Partnerships and Policy. Examples for each of these areas were listed in the handout. He gathered the list from information provided at prior meetings and from other previous projects. All the members reviewed and discussed some items from each area. Adam will take the information discussed during the meeting and add them to the draft Action Plan.
- 7VII. Next Steps** – Adam will update all items discussed at the meeting and send out items for review before the next meeting. He will work on setting up an on-line polling to rank the action items and getting a draft copy of the Action Plan.
- 8. Other Reports** - None
- 8. Public Comments** - None
- 10. Next Meeting** – Scheduled for Wednesday, May 25, 2022, at 10:00 AM in Roland. This will be a longer meeting to allow for another work session. Lunch will be provided.
- 11. Adjournment** – at 1:08 PM.

**HWSSRWMA Watershed Planning Project
Meeting Plan - WORKING DRAFT
Updated 5/13/2022**

Quarter	Meeting**	Approx. Date	Anticipated JEO Agenda Topics	Learning Moment Topics*	Anticipated JEO Attendance	Task	DNR Due Date	Invoice Due Date	Watershed Plan Draft Chapters	Other Deliverables
Q3	WMA #1 Combined w/ TAT & Stakeholders	Aug 23, 2021	Overview of process & schedule (kickoff) Review stakeholder plan Review data compilation Identify Issues & Solutions Next Steps	n/a	In-person	Task 1: Existing Data Review & Collection	11/30/2021	12/31/2021	n/a	Stakeholder Plan Data Inventory Technical Memorandum
Q4	WMA #2 Combined w/ TAT & Stakeholders	Oct 7, 2021	Project & Schedule Update Identify List of Draft Case Studies Updates to stakeholder plan Review Draft Vision/Goals (input from prior meeting) Next Steps	n/a	In-person					
	WMA #3 Combined w/ TAT & Stakeholders	Nov 15, 2021	Project & Schedule Update Finalize Case Studies List & select for analysis Finalize/adopt goals Review updated stakeholder plan Next Steps	Agricultural BMPs	In-person					
Q1	WMA #4 Combined w/ TAT & Stakeholders	Jan 24, 2022	Project & Schedule Update Present Watershed Info & WQ Overview Present existing BMP levels Review Priority Areas Discuss BMP targets Next Steps	Central Iowa Water Quality Blitz	In-person	Task 2: Watershed Resource Inventory and Assessment of the Issues	1/31/2022	2/28/2022	Ch 1: Intro Ch 2: Watershed Inventory Ch 3: Current Conditions	Summary Board Map of Data Assessment
	WMA #5 Combined w/ TAT & Stakeholders	March 30, 2022	JEO General Project Update Consideration of ACPF Modeling Review Draft Chapters Discuss Prioritization Process Working Session on Action Plan Next Steps	n/a	In-person	Task 3: Watershed Action Plan	4/30/2022	5/21/2022	Ch 4: Goals Ch 7: Action Plan	
Q2	WMA #6 Combined w/ TAT & Stakeholders	May 25, 2022	Project & Schedule Update Finalize Priority Areas Finalize Short-term Action Plan (Chapter 7) Working Session on Education Plan (Chapter 6) Introduction to the Long-term Implementation Plan (Chapter 5) Next Steps	None	In-person	Task 4: Education and Outreach Plan and Engagement Campaign	5/31/2022	6/30/2022	Ch 6: Education Plan	
Q3	WMA #7 Combined w/ TAT & Stakeholders	July 2022	Project & Schedule Update Finalize Education Plan Review Implementation Plan Next Steps	Manure management & BMPs (tentative)	In-person	Task 5: Final Comprehensive Watershed Management Plan	10/31/2021	11/30/2022	Ch 5: Implementation Strategy Full Draft Plan	
	WMA #8 Combined w/ TAT & Stakeholders	Sept 2022	Project & Schedule Update Present Full Draft Plan Discuss costs, schedules, and implementation overview/next steps Present Executive Summary Poster Present "First/Next Steps" Sheet Finalize Plan for Public Open House meetings Next Steps	TBD	In-person					
Q4	Public Open House	Oct/Nov 2022	Submit draft plan for review by DNR, prior to public meeting Update plan with public comments and submit to WMA for adoption, after public feedback is addressed	n/a	In-person	Task 6: Final Narrative Report	11/30/2022	12/31/2022	Final Copies of Watershed Plan	Summary Project Report for DNR Summary PPT Executive Summary Posters

*Learning moment presentation will generally cover: overview, details on issue, how it applies to the WMA/how they can help

** Generally plan on 45 min for watershed agenda, 30 min for learning moment, and 30 min for WMA business