



LAKE MINNETONKA CONSERVATION DISTRICT

"Save the Lake" is a non-profit fund investing in the environmental quality and recreational enjoyment of Lake Minnetonka.

SAVE THE LAKE

September 15, 2015

NOTICE OF SPECIAL MEETING 2015 SAVE THE LAKE COMMITTEE WEDNESDAY, SEPTEMBER 23, 2015

The 2015 Lake Minnetonka Conservation District (LMCD) Save the Lake Committee will hold a special meeting on Wednesday, September 23, 2015. The meeting is scheduled for 7:30 a.m. at the LMCD office (5341 Maywood Road, Suite 200, Mound, MN 55364). Topics to be discussed at this meeting include: 1) review of the 2015 Lake Minnetonka Boater Safety Education Courses, 2) discussion of soliciting proposals for 2016 Save the Lake Funds, 3) consideration of the draft 2015 Save the Lake Budget, and 4) other topics as needed.

Members from the public interested in attending are welcome. Questions can be directed to Greg Nybeck, LMCD Executive Director.



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SAVE THE LAKE COMMITTEE WEDNESDAY, SEPTEMBER 23, 2015 (7:30 A.M.) AGENDA

1. Call meeting to order
2. Approval of agenda
3. Approval of draft minutes from the April 28th Save the Lake Committee Meeting
4. Review of 2015 Lake Minnetonka Boater Safety Education courses
5. Discussion of soliciting proposals for 2016
6. Review of draft 2015 Save the Lake Budget
7. Next Meeting
8. Adjournment

LAKE MINNETONKA CONSERVATION DISTRICT (LMCD)
SAVE THE LAKE COMMITTEE
MINUTES

7:30 a.m., Tuesday, April 28, 2015
LMCD Office, 5341 Maywood Road, Suite 200, Mound, MN 55364

Present: Dan Baasen, LMCD Board- Wayzata; Gregg Thomas, LMCD Board- Tonka Bay; Jay Soule; Lisa Whalen. Also present: Greg Nybeck, LMCD Executive Director.

Approval of agenda

The agenda was approved as submitted.

Minutes

The draft minutes from the February 19th, February 24th, and March 3rd Save the Lake Committee Meetings were approved as submitted.

2015 Lake Minnetonka Boat Safety Education

Baasen stated that Minnetonka Public Schools offers a course through their community education program for \$35. He hoped to attend one of their planned sessions to observe what they cover and how this can be done in four hours. The appeal at the recent banquet dinner was for youth boater safety education so there are funds available for this program.

A summary of the committee discussion was as follows:

- How the LMCD and Minnetonka Public Schools may be able to partner on their program after 2015. One question will be how each course provides public education benefit to the youth on boater safety education and could be further leveraged. The consensus of the committee was for Baasen to attend and observe an upcoming Minnetonka Public Schools course and to report back.
- Public awareness is still an issue (it was noted that articles in the local newspapers and an ad in the Lakeshore Weekly News was successful in bringing this to the public's attention for the March 14th course).
- To date, 10 youth and five youth are registered for the June 20th course, with seven youth and five guardians registered for the June 22nd course. There was discussion of how to increase public awareness for these two courses. Some of the ideas discussed by the committee included: 1) through the local school districts, 2) an article and/or ad in the local newspapers, 3) municipal and other newsletters, and 4) requesting referrals from attendees of past courses.
- A review of expenses incurred to date (approximately \$3,300) and expenses anticipated for the upcoming two course (estimated at an additional \$2,700). The committee expressed an interest in determining how much funds have been dedicated to boater safety education.
- How the committee and LMCD Board members could be of assistance to Soule. In particular, attendance to assist in mentoring when needed. A question was raised as to whether Brian Roath could teach the June 20th course that falls on a Saturday.

2015 Save the Lake Banquet Dinner

Baasen stated that changes to the format of the banquet dinner were implemented in 2015. In particular, a fundraiser through an auction, which he believed was successful. He believed that further changes could be made for the auction in 2016 (should this activity continue). For the recently adopted 2016 LMCD

Budget, one of the options proposed by Nybeck, which was not approved, was to fund the added seasonal deputy for the Water Patrol through the levy to municipalities. Since this was not funded in 2016 through the levy, the LMCD may need to consider funding of this through the Save the Lake Fund. He believed that this question will be clearer for 2016 after the LMCD learns what happened in 2015.

The committee questioned the level of support from the LMCD Board to fund the added Water Patrol seasonal deputy in 2015, which was unanimous. It was noted that no recommendation was made on this project by this committee (a policy question for the LMCD Board to decide on). A question was raised as to the need for a public safety plan and the need to explore other funding sources. Additionally, there was feedback from some committee members that additionally funding for public safety was more appropriate with Hennepin County. A question was raised as to whether the committee should review and analysis how Save the Lake Funds are being appropriated by the LMCD. There was discussion of a possible action item for the LMCD Board to request support from each member city on approving a resolution, with an explanation memo, for added Water Patrol presence funded through Hennepin County.

Highlights of the committee discussion relating to the banquet dinner was as follows:

Program

- Concern was raised as to having a keynote speaker(s) at the same event where a live auction takes place. In particular, concern was raised as to attendees at the banquet dinner that left prior to the auction.
- Positive feedback on the special deputy video.
- There is a need for the keynote speaker to tailor their presentation to Lake Minnetonka.
- For future events, a decision need to be made on its primary purpose (speakers vs. live auction).

Live Auction

- Concern was raised relating to the auctioneer. In particular, they were unprepared and unwilling in some instances to take into consideration recommendations on some auction items (the sailboat rides).
- Consensus that there was not the appropriate audience in attendance; however, this is not uncommon for a first time auction.
- There is a need to get a volunteer emcee (with greater focus on the auction and less on LMCD projects). This emcee needs to pump more energy into the crowd (act as a cheerleader).
- Changes should be considered to the auctioneer.

Overall Costs

The level of success of the auction and Fund-A-Need was a net \$7,947.32 (including a \$5,000 contribution for one of the items auctioned).

Review of Draft 2015 LMCD Budget

Baasen asked Nybeck for background on this agenda item.

Nybeck stated that a 2015 Save the Lake Budget had not yet been approved. The draft in the packet reflects expenses already approved and he questioned whether the committee was comfortable forwarding the draft budget to the LMCD Board. This document is typically approved in January for the year of the budget.

The committee had a brief discussion of the various line items. The consensus was that there was a need to further review and reassess the proposed Administrative expenses (\$9,500) and to bring this agenda item back to the committee for further review.

Next Meeting

The next Save the Lake Committee Meeting was scheduled for Tuesday, May 19th, at 7:30 a.m. in the LMCD office.

Adjournment

There being no further business, the meeting was adjourned at 9:15 a.m.

Respectfully Submitted,

Greg Nybeck
Executive Director

DRAFT

Lake Minnetonka Boater Safety Education	
Attendees	
Youth Participants	15
Guardian Participants	7
Total Attendance	22
Youth Tested (Passed)	14
Youth Tested (Failed)	1
Guardian Tested (Passed)	4
Guardian Tested (Failed)	0
Expenses	
Test Fee	\$ 380.00
Pizza	\$ 198.03
Snacks (Most Compliments of Soule)	\$ 14.24
Electronics	\$ 112.59
Room Rental	\$ 100.00
Handout Folders	\$ 12.54
Tablets	\$ 520.23
T-Shirts	N/A
Advertising	N/A
Total Expense	\$ 1,337.63

	2014			
	4/26/2014	6/23/2014	11/1/2014	2014 Totals
	15	22	6	43
	7	8	4	19
	22	30	10	62
	14	21	6	41
	1	1	0	2
	4	N/A	4	8
	0	N/A	0	0
	\$ 380.00	\$ 495.00	\$ 225.00	\$ 1,100.00
	\$ 198.03	\$ 194.15	\$ 107.30	\$ 499.48
	\$ 14.24	\$ 73.20	\$ 0.00	\$ 87.44
	\$ 112.59	\$ 25.72	\$ 3.19	\$ 141.50
	\$ 100.00	\$ 367.00	\$ 0.00	\$ 467.00
	\$ 12.54	\$ 0.00	\$ 0.00	\$ 12.54
	\$ 520.23	\$ 0.00	\$ 0.00	\$ 520.23
	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A
	\$ 1,337.63	\$ 1,155.07	\$ 335.49	\$ 2,828.19

	2015			
	3/14/2015	6/20/2015	6/22/2015	2015 Totals
	23	19	18	60
	13	10	4	27
	36	29	24	89
	22	19	20	61
	1	0	0	1
	N/A	N/A	N/A	0
	N/A	N/A	N/A	0
	\$ 540.00	\$ 427.50	\$ 405.00	\$ 1,372.50
	\$ 195.25	\$ 205.95	\$ 214.55	\$ 615.75
	\$ -	\$ 216.71		\$ 216.71
	\$ 41.97	-	\$ -	\$ 41.97
	\$ 409.00	\$ 405.50	\$ 405.50	\$ 1,220.00
	\$ 26.00	-	-	\$ 26.00
	\$ 429.07	-	-	\$ 429.07
	\$ 605.75	\$ -	\$ -	\$ 605.75
	\$ 295.76	\$ 295.75	\$ -	\$ 591.51
	\$ 2,542.80	\$ 1,551.41	\$ 1,025.05	\$ 5,119.26



LAKE MINNETONKA CONSERVATION DISTRICT

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SAVE THE LAKE

September 25, 2015

FOR IMMEDIATE RELEASE
Availability of 2016 Save the Lake Funds

LAKE MINNETONKA CONSERVATION DISTRICT NEWS- FOR IMMEDIATE RELEASE

Contact: Greg Nybeck, Executive Director
(952) 745-0789 or gnybeck@lmcd.org

Save the Lake Chair Dan Baasen and the Lake Minnetonka Conservation District (LMCD) are pleased to announce the availability of Save the Lake Funds for 2016. Save the Lake is a non-profit fund that invests in programs that benefit the public safety, environmental, and recreational needs of Lake Minnetonka. Grant applications will be received for public safety, environmental, and public service/education projects.

An informational document that provides further details on the availability of 2016 Save the Lake Funds (i.e., eligible applicants and costs, examples of past projects, as well as application guidelines and review criteria) can be obtained by request or found on the LMCD's website at www.lmcd.org/save-the-lake.

A completed application shall be submitted to the LMCD by Friday, December 4, 2015. The LMCD is located at 5341 Maywood Road, Suite 200, Mound, MN 55364. Please feel free to contact LMCD Executive Director Greg Nybeck at 952-745-0789 or gnybeck@lmcd.org if you have any questions or need assistance on submitting a grant application.



SAVE THE LAKE

AVAILABILITY OF SAVE THE LAKE FUNDS September 2015

Availability of Save the Lake Funds

The Lake Minnetonka Conservation District (LMCD) currently has Save the Lake Funds available for 2016. Save the Lake is a non-profit fund that invests in programs that benefit the public safety, environmental, and recreational needs of Lake Minnetonka. Grant applications will be received for public safety, environmental, and public service/education projects.

Eligible Applicants

Non-profit organizations (*), businesses (**), cities, and school districts may apply for Save the Lake funds. Examples of potential applicants include:

- Lake Minnetonka communities;
- Other governmental agencies;
- Lake homeowners and neighborhood associations; and
- Local business associations.

(*) Non-profit organizations and other groups must be officially registered with the State of Minnesota. Proof of organizational status will be required with submission of the 2016 Save the Lake Grant Application.

(**) For-profit groups are encouraged to partner with a lake, homeowner, or neighborhood association. If a project will be implemented on private property, the applicant must show how it benefits the general public and is a public service. Applicants do not need to reside in the 14 Lake Minnetonka communities; however, the project must be implemented entirely on Lake Minnetonka.

Example of Past Projects

Detailed below are a few of the projects funded, or partially funded, by Save the Lake:

- Red and green solar-lights that are placed on top of high traffic navigational buoys;
- Improvements to emergency services safety equipment (most recently for the Hennepin County Sheriff's Water Patrol, Mound Fire Department, and Wayzata Fire Department);
- Coordination of interactive, local training of youth to secure their Minnesota Department of Natural Resources youth operator permit;

- An electronic changeable message sign at the Spring Park public access (Hennepin County Environmental and Energy); and
- An additional Hennepin County Sheriff's Office Deputy during the 2015 boating season from Memorial Day weekend through Labor Day (peak days and times).

Eligible Costs

Save the Lake Funds may be used for:

- Purchase of capital equipment;
- Purchase of supplies or materials;
- Contracting with specialists;
- Permit costs; and
- Other items as agreed to by the LMCD and its representatives.

Funds may not be used to pay for existing staff and overhead expenses.

Application Guidelines

A completed application shall be submitted to the LMCD office by Friday, December 4, 2015 at 4:30 p.m. Proposals shall be no longer than five single-sided pages in a 12-point font (maps and any appendices do not count as part of the five-page limit). The following information needs to be submitted within the proposal:

Title Page and Executive Summary:

The title page shall include the following information: a) the primary applicant's name (organization), b) contact person's name and title, c) address (including city and zip code), d) telephone number(s), e) fax number, and f) e-mail address. You need to list any partnering organizations and their respective contact information.

Include a brief Executive Summary paragraph (50 words or less) that summarizes the main goals and objectives of your project. Indicate the total amount you are requesting from the LMCD, along with any matching funds. **Note: it is important that your Executive Summary be 50 words or less.** The summaries will be used in the grant review process.

Project Description, Goals, Objectives, and Activities

Provide a brief description of your organization and the proposed project. List the primary goals and objectives for your project, including how you expect to achieve them and how they will be measured. Be sure to indicate where the project activities will take place (provide a one-page, 8.5" x 11" map); specifically showing the location of the work and indicating what will take place at each location.

Project Timeline

Provide a brief project timeline that lists major project activities and when they will occur.

Project Evaluation

Explain how the effectiveness and the success of the project will be measured.

Key Project Personnel

Identify who will be the project manager to implement the activities, including their qualifications. List any sub-contractors who will be working on this project and their expertise in participating. Clarify what role they will play in implementing the project.

Project Budget

Provide a detailed and reasonable budget that lists each item for which you request funding. If you have other sources of funding, please describe them.

Project Letter or Resolution

Non-profits, local units of government, and lakeshore owner associations should send a letter or resolution authorizing the proposal submission from their governing board.

These applications can be submitted to: LMCD, 5341 Maywood Road, Suite 200, Mound, MN 55364.

Application Review Criteria

When a request for Save the Lake funds is received, the LMCD takes into consideration the following criteria:

- Does the request represent major environmental preservation or an improvement on an environmental priority?
- Does the request sustain or improve a major recreational resource?
- Will the investment of funds provide a long-term benefit?
- Does the request provide public benefit that spans a broad range of lake users in terms of age, economics, use, and interest?
- Does the request attract matching public or private funds to produce the program?
- Does the request appeal to contributors of Save the Lake who recognize and likely support the proposed program, and would likely continue to donate to Save the Lake?
- Does the request meet a major lake educational need not being met by other public or private initiatives?

The following criteria are established to guide the Save the Lake Advisory Committee and LMCD Board of Directors in evaluating and selecting programs for funding. Proposed projects are weighted by meeting one or more of the following program criteria:

Public Safety:

1. Improves public safety on the lake.
2. Benefits structures in the lake.
3. Lessens conflicts among lake surface users.

4. Enhances safe boat operation.
5. Assures greater personal safety.

Environmental:

1. Involves research or program implementation that studies or protects the lake environment.
2. Protects the lake from infestation of invasive aquatic plants or animals.
3. Prevents the spread of invasive aquatic plants or animals from the lake.
4. Allows or enhances enjoyment and use of the lake while preserving the lake from environmental degradation.

Public Service/Education:

1. Benefits the general public's use of Lake Minnetonka.
2. Makes Lake Minnetonka more accessible to persons unable, or choosing not to, access the lake by their own boat.
3. Encourages public participation in lake clean-up.
4. Promotes courteous boat operation.
5. Recognizes achievements in community service by individuals or groups that benefit Lake Minnetonka.
6. Advances the historical significance of Lake Minnetonka.

Further Information/Questions

Please contact LMCD Executive Director Greg Nybeck at (952) 745-0789 or at gnybeck@lmcd.org.

REVENUE	2012 BUDGET	2012 ACTUAL	2013 BUDGET	2013 ACTUAL	2014 BUDGET	2014 ACTUAL	2015 BUDGET
1. Solicitation Contributions	\$ 61,714.00	\$ 39,735.77	\$ -	\$ 37,744.67	\$ 40,850.00	\$ 36,703.13	\$ 40,000.00
2. Interest	\$ 2,000.00	\$ 1,083.00	\$ -	\$ -	\$ 750.00	\$ 696.00	\$ 1,000.00
3. STL Recognition Dinner	\$ 2,500.00	\$ 3,355.00	\$ -	\$ 2,805.00	\$ 2,500.00	\$ 3,135.00	\$ 5,740.00
4. Other Income (including auction proceeds)	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ 11,480.00
TOTAL REVENUE	\$ 66,214.00	\$ 47,173.77	\$ -	\$ 40,549.67	\$ 44,100.00	\$ 40,534.13	\$ 58,220.00
EXPENSES							
1. ADMINISTRATIVE							
a) Postage/Professional Services (Solicitation)	\$ 3,000.00	\$ 3,222.59	\$ -	\$ 3,144.23	\$ 3,250.00	\$ 3,514.32	\$ 1,500.00
b) Printing (Solicitation)	\$ 2,000.00	\$ 3,251.26	\$ -	\$ 3,479.25	\$ 3,500.00	\$ 3,406.60	\$ 600.00
c) Office Supplies	\$ 2,000.00	\$ 3,258.65	\$ -	\$ 2,166.86	\$ 2,250.00	\$ 2,393.93	\$ 600.00
Total Administrative	\$ 7,000.00	\$ 9,732.50	\$ -	\$ 8,790.34	\$ 9,000.00	\$ 9,314.85	\$ 2,700.00
2. PUBLIC SAFETY							
a) Water Patrol/Env. Services Equipment (1)	\$ 13,676.00	\$ 13,871.00	\$ -	\$ -	\$ 3,500.00	\$ 3,500.00	\$ 12,300.00
b) Special Deputy Court Fees	\$ 400.00	\$ -	\$ -	\$ -	\$ 200.00	\$ -	\$ -
c) Solar Buoy Lights Program (2)	\$ 4,000.00	\$ 4,356.49	\$ 3,000.00	\$ 3,091.57	\$ 5,000.00	\$ 4,376.82	\$ 3,000.00
d) Local Fire Department- Safety Equipment (3)	\$ 4,168.00	\$ 4,168.00	\$ -	\$ -	\$ 4,600.00	\$ 4,600.00	\$ 4,650.00
e) Hennepin County Sheriff's Office (4)							\$ 33,264.00
Total Public Safety	\$ 22,244.00	\$ 22,395.49	\$ 3,000.00	\$ 3,091.57	\$ 13,300.00	\$ 12,476.82	\$ 53,214.00
3. ENVIRONMENTAL							
	\$ 32,470.00	\$ 25,543.47	\$ -	\$ -	\$ -	\$ -	\$ -
4. PUBLIC SERVICE/EDUCATION							
a) Save the Lake Banquet Dinner (5)	\$ 4,500.00	\$ 5,707.77	\$ -	\$ 4,282.13	\$ 5,000.00	\$ 4,418.21	\$ 6,338.00
b) Fundraising Auction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,935.00
c) Watercraft Safety Education Program (6)	\$ -	\$ -	\$ 1,000.00	\$ 335.52	\$ 5,000.00	\$ 2,828.19	\$ 6,000.00
Total Public Service/Education	\$ 4,500.00	\$ 5,707.77	\$ 1,000.00	\$ 4,617.65	\$ 10,000.00	\$ 7,246.40	\$ 15,273.00
5. CONTINGENCY							
	\$ -	\$ 1,656.27	\$ -	\$ 366.15	\$ 11,800.00	\$ 149.69	\$ -
TOTAL EXPENSES	\$ 66,214.00	\$ 65,035.50	\$ 4,000.00	\$ 16,865.71	\$ 44,100.00	\$ 29,187.76	\$ 71,187.00
(1) Partial funding to Hennepin County for an electronic changeable message sign @ Spring Park public access							
(2) Replacement & limited expansion of red & green solar lights							
(3) Purchase of public safety equipment by the Mound Fire Department in 2015							
(4) Added Water Patrol presence on peak days and times (Memorial Day weekend through Labor Day)							
(5) Annual Banquet Dinner (expenses off-set by revenues received above)							
(6) Three courses are scheduled for 2015 (\$3,684 of funds dedicated for this project)							