

Minutes- Approved: 4/8/2026
 Meeting Type: Finance Committee Meeting
 Time/Date: 8:00pm CST, March 11, 2026
 Location: 112 E. 5th Street, #102 Chaska, Minnesota 55318



LOWER MINNESOTA RIVER
 WATERSHED DISTRICT

1. CALL TO ORDER AND ROLL CALL

President Barisonzi called the meeting to order at 7:00 PM CST.

Managers Present: Joseph Barisonzi, Carter McNew, Vinatha Viswanathan, Kyle Bakkum

Staff Present: Will Lytle, Damaris Canales

Others Present: Jean McGann

Action: Approval of the 2.11.26 Finance Committee meeting minutes									
1st:		2nd:							
Bak.	Y	Vin.	Y	Bar.	Y	McN.	Y		
Motion Carried									

2. PUBLIC COMMENT

No formal public comment was received.

3. NEW BUSINESS

The meeting transitioned into New Business regarding accounts receivable software. Barisonzi stated that he did not believe an extensive explanation was necessary, framing the recommendation as a straightforward need for a payment gateway-style software solution, such as Stripe, and encouraging forward movement on the item. Additional commentary acknowledged that the eventual implementation of the software would be coordinated with a future financial services contract and that no irreversible commitment would be made until broader financial systems decisions were finalized. The recommendation was characterized as a facilitative step that would allow preparatory work to proceed.

Additional context was provided by staff, who explained that this path forward had been considered previously and reviewed by legal counsel. The organization's attorney had evaluated the existing services agreement with CLA, including risks associated with transitioning away from that contract. Staff indicated that no substantial risks were

Minutes- Approved: 4/8/2026
 Meeting Type: Finance Committee Meeting
 Time/Date: 8:00pm CST, March 11, 2026
 Location: 112 E. 5th Street, #102 Chaska, Minnesota 55318



LOWER MINNESOTA RIVER
 WATERSHED DISTRICT

anticipated and that there was documentation supporting potential contract termination and invoice renegotiation, though those details were not presented at this time. The transition was characterized as expected and deliberate.

Action: To authorize the administrator to establish and manage an account with a secure software application for receiving funds for the purposes of accepting donations; cash share payments, permit and inspection fees and other digital contributions.									
1st:		2nd:							
Bak.	Y	Vin.	Y	Bar.	Y	McN.	Y		
Motion Carried									

Action: To adopt a cost recovery policy and to authorize staff to routinely update the supporting policies and fee schedule to reflect current practices, efficiencies, and costs.									
1st:		2nd:							
Bar.	Y	Vin.	Y	Bak.	Y	McN.	Y		
Motion Carried									

Action: To authorize the Administrator to renegotiate the invoice, solicit proposals from outside financial service providers, and reduce the CLA work plan to completion of the 2025 audit.									
1st:		2nd:							
Bak.	Y	Bar.	Y	Vin.	Y	McN.	Y		
Motion Carried									

Minutes- Approved: 4/8/2026
Meeting Type: Finance Committee Meeting
Time/Date: 8:00pm CST, March 11, 2026
Location: 112 E. 5th Street, #102 Chaska, Minnesota 55318



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

4. OLD BUSINESS

The discussion moved into Old Business, specifically on an update concerning the authorization and reconciliation bill. It was explained that, at the prior board meeting, members had requested a follow-up update after the board reviewed an unexpected invoice and discussed related issues involving audit procedures, board authorizations, and internal policies. Lytle reported that a quote had been requested from the State Auditor's Office and that staff were actively working to compile a comprehensive list of outstanding financial commitments. It was emphasized that this process required a deliberate and structured approach to avoid confusion or disorder in assembling financial obligations.

Additionally, he described a lengthy and contentious meeting with City of Shakopee staff, centered on differing interpretations of the organization's role in funding work that had already been completed. City representatives expressed concern that elevating the issue to their city council and city manager could result in a strongly negative response. At the same time, Lytle indicated that the city lacked the ability to absorb the costs independently without notifying governing bodies.

As a result of these discussions, both parties agreed that extreme positions either outright refusal to pay or immediate full payment were not viable. Instead, a set of intermediate next steps was developed. These steps were intended to preserve the strategic relationship between the organizations while also exploring ways to address at least a portion of the outstanding costs.

He then noted that, through creative problem-solving, there may be opportunities to identify new funding sources or cost-sharing mechanisms to mitigate or dissolve portions of the existing liability. It was also stated that the City of Shakopee acknowledged that the current board and staff were not the active decision-makers at the time the miscommunication occurred and that responsibility did not rest solely with the organization.

Lytle added that relevant materials including draft concepts, account reviews, and coding structures had been shared with potential financial service providers who may submit

Minutes- Approved: 4/8/2026
Meeting Type: Finance Committee Meeting
Time/Date: 8:00pm CST, March 11, 2026
Location: 112 E. 5th Street, #102 Chaska, Minnesota 55318



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

proposals. It was clarified for those present, including external participants, that these materials were preliminary and conceptual. Willingness was expressed towards collaborating with a future strategic financial partner to refine and right-size these systems so they would be operationally effective and aligned with organizational needs.

5. ADMINISTRATIVE REPORTS

Lytle began by informing the group that only limited financial information could be reliably provided, including the current fund balance, outstanding accounts payable, and projected fund balance after approximately \$2 million in payments anticipated for the month. He then addressed the primary reason for the significant upcoming expenditures, which related to construction project activity. It was explained that essential work had been completed, including placement of tow wood, but that seasonal thaw conditions and road restrictions required the contractor to temporarily leave the site for an estimated six-week period. Despite this interruption, staff reported that rising water levels had allowed completion of all critical work necessary to stabilize the site. This avoided the risk of project failure that could have occurred if unfinished elements had been left exposed.

The contractor requested a time extension due to seasonal constraints, and staff engaged in negotiations regarding whether a corresponding cost extension would be appropriate. The administrator reported that a cost extension was ultimately avoided, and that the project had progressed far enough to safely pause work without jeopardizing its integrity. The anticipated extension was characterized as a small, administrative grant time extension, with uncertainty as to whether formal board approval would be required. Lytle emphasized that without completing this stabilization work, the project could have faced severe delays, loss of funding, and inability to close out required reviews.

He noted that managing the project timeline had required significant care and negotiation but stated there were no major concerns at present and that the project was largely on track. This discussion led into an update on the Area Three budget amendment timeline, with staff indicating that the amendment would likely need to be delayed slightly. While the original hope

Minutes- Approved: 4/8/2026
Meeting Type: Finance Committee Meeting
Time/Date: 8:00pm CST, March 11, 2026
Location: 112 E. 5th Street, #102 Chaska, Minnesota 55318



LOWER MINNESOTA RIVER
WATERSHED DISTRICT

had been to complete it by the end of the first quarter, the administrator expressed a desire to proceed as soon as possible once the necessary financial details were fully understood.

In closing, Lytle addressed an administrative issue involving a printer and copier lease. It was reported that the contract could not be terminated early without incurring an approximately \$8,000 penalty due to a 16-month term. As a result, the organization would retain and use the equipment for the remainder of the contract. To prevent future late fees, staff implemented an advance payment process, including sending payments early and setting internal reminders, even though the vendor did not accept autopay. The administrator expressed hope that this issue would no longer present ongoing difficulties, while acknowledging the high cost of such equipment.

6. ADJOURNMENT

The meeting was adjourned at 9:00 PM CST.