



Please note the meeting will be held in person at the Carver County Government Center on the Wednesday, November 17, 2021. The meeting will also be available virtually.

# LOWER MINNESOTA RIVER WATERSHED DISTRICT

Lower Minnesota River Watershed District

7:00 PM

Wednesday December 15, 2021

Carver County Government Center

602 East Fourth Street, Chaska, MN 55318

Agenda Item	Discussion
1. Call to order	A. Roll Call
2. Approval of agenda	
3. Citizen Forum	<i>Citizens may address the Board of Managers about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 So are not needed for the Forum, the Board will continue with the agenda. The Board will take no official action on items discussed at the Forum, with the exception of referral to staff or a Board Committee for a recommendation to be brought back to the Board for discussion or action at a future meeting.</i>
4. Consent Agenda	<p><i>All items listed under the consent agenda are considered to be routine by the Board of Managers and will be enacted by one motion and an affirmative vote of a majority of the members present. There will be no separate discussion of these items unless a Board Member or citizen request, in which event, the items will be removed from the consent agenda and considered as a separate item in its normal sequence on the agenda.</i></p> <p>A. Approve Minutes November 17, 2021, Regular Meeting</p> <p>B. Receive and file November 2021 Financial reports (Monthly financial reports have not been received)</p> <p>C. Approval of Invoices for payment i. (Monthly financial reports have not been received)</p> <p>D. Receive and file November 2021 Citizens Advisory Committee meeting minutes</p> <p>E. Set 2022 meeting calendar</p> <p>F. Approve 2022 Dakota County Monitoring and Technical Assistance Work Plan &amp; Budget</p> <p>G. Approve 2022 Cost Share and Water Quality Improvement Grant Program</p>
5. Special agenda item	<p>A. Discussion with Representative Paul Torkelson</p> <p>B. Recognition of Manager Raby</p>
6. Public Hearing	A. Adopt 2022 Budget and Certify Property Tax Levy Payable 2022
7. New Business/ Presentations	<p>A. Audit and Financial Accounting Services Proposals</p> <p>B. Scott County LIDAR Funding Request</p>
8. Old Business	A. Lower Minnesota River East One Watershed One Plan

	<p>B. Burnsville Willow Creek Ravine Stabilization</p> <p>C. Cost Share Application - S. Mueller, 10745 Lyndale Bluffs Trail - no new information to report</p> <p>D. City of Carver Levee – no new information to report</p> <p>E. Dredge Management</p> <p style="padding-left: 20px;">i. Vernon Avenue Dredge Material Management site</p> <p style="padding-left: 20px;">ii. Private Dredge Material Placement</p> <p>F. Watershed Management Plan</p> <p>G. 2022 Legislative Action</p> <p>H. Education &amp; Outreach</p> <p>I. LMRWD Projects - See Administrator Report for project updates <b><i>(only projects that require Board action will appear on the agenda. Informational updates will appear on the Administrator Report)</i></b></p> <p style="padding-left: 20px;">i. Area #3 Eden Prairie</p> <p>J. Permits and Project Reviews - See Administrator Report for project updates <b><i>(only projects that require Board action will appear on the agenda. Informational updates will appear on the Administrator Report)</i></b></p> <p style="padding-left: 20px;">i. Shakopee Dental Office (LMRWD No. 2021-052)</p> <p style="padding-left: 20px;">ii. Kraemer Quarry DNR Permit Application (LMRWD No. 2021-053)</p> <p>J. MPCA Soil Reference Values - No new information since last update</p>
9. Communications	<p>A. Administrator Report</p> <p>B. President</p> <p>C. Managers</p> <p>D. Committees</p> <p>E. Legal Counsel</p> <p>F. Engineer</p>
10. Adjourn	Next meeting of the LMRWD Board of Managers is 7:00pm Wednesday, January 19, 2022.

Upcoming meetings/Events

- UMWA monthly meeting – Thursday, December 16, 2021, meeting will be virtual, contact District Administrator to attend
- Lower Minnesota River East 1W1P Informational Policy Committee – Thursday, December 16, 2021, 2:00 – 4:00 PM – LeSueur County Justice Center or virtual, contact District Administrator for more information

For Information Only

- **WCA Notices**
  - Notice of Decision – City of Shakopee – Quarry Lake Trail
  - Notice of Decision – City of Chanhassen – RSI Marine
  - Notice of Application – City of Burnsville - I-35 Trail
- **DNR Public Waters Work permits**
  - City of Shakopee – Shakopee Mdewakanton Sioux Community – Preliminary Well Construction Assessment
- **DNR Water Appropriation permits**
  - City of Savage – Circle K/Holiday Station – temporary Water Appropriation Permit for construction dewatering



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Minutes

Citizen Advisory Committee

Tuesday, November 2, 2021

Teleconference via WebEx

### 1. Call to Order and Roll Call

The meeting was called to order at 9 a.m. by President Diederichs. The following members were present: Judy Berglund, Craig Diederichs, Greg Genz, and Jenny Karkowski. In addition, the following individuals joined the meeting: Linda Loomis; Naiad Consulting, LLC; Lower Minnesota River Watershed District (LMRWD) Administrator; Jen Dullum; Young Environmental Consulting Group, LLC (YECG); and Carrie Jennings, Freshwater.

### 2. Approval of the Agenda

Berglund moved to approve the November agenda and this was seconded by Karkowski. Upon taking a vote, the following individuals voted in favor of the motion: Berglund, Diederichs, Genz, and Karkowski. The following voted against: none.

### 3. Approval of the August Minutes

Genz moved to approve the September minutes and this was seconded by Berglund. Upon taking a vote, the following individuals voted in favor of the motion: Berglund, Diederichs, Genz, and Karkowski. The following voted against: none.

### 4. Citizen Input on Non-Agenda Items

There was no input.

Theresa Kuplic joined the meeting.

### 5. New Business

#### a. Speaker Carrie Jennings, Freshwater

Linda Loomis introduced Carrie Jennings from Freshwater. Carrie is a hydrogeologist who has investigated sediment deposition in the Minnesota River. Throughout her career, Carrie has studied the landscape of the Minnesota River and mapped sediment deposition throughout the watershed. Her presentation will focus on sediment in the Minnesota River and its changes over time. Carrie noted that major sediment loads come from the Le Sueur and Blue Earth rivers. Tile drainage, wetland loss, and vegetation alteration are major factors in sediment deposition and increases in river flow. Approximately 200 tons of sediment per mile per year accumulate in the river channel. Lake Pepin, on the Mississippi River, is filling in nine times faster than pre-settlement. Recent legislation passed in Minnesota will provide financial incentives to landowners willing to temporarily store water on their property. The legislations' purpose is to hold water back in order to slow erosion. This program is administered by the Board of Water and Soil Resources (BWSR). After Carrie's presentation, she opened the floor for questions.

Greg Genz pondered the effects of increased flow from expanded growth in cities adjacent to the Minnesota River. Carrie noted that cities are regulated under state mandate to hold water back and slow stormwater runoff. The focus has largely been on tile drainage, which covers a larger percentage of the watershed, because there is no legal authority regulating agricultural runoff. Greg also asked if Freshwater was gauging the changes in the upper Mississippi watershed. Carrie stated that The Nature Conservancy and Friends of the Mississippi River (FMR) are leading that effort regarding the conversion of forest to cropland.

Craig Diederichs asked what the solution is to increased sediment deposition. Carrie replied that the water storage program from BWSR will help and that she would like to see demonstrated reductions in flow occur through this program.

Theresa Kuplic asked what citizens can do to help. Carrie told her that just by being on the Citizen Advisory Committee (CAC) is doing something. She noted that applying pressure to the BWSR advisory board is another way to help ensure that funds are spent efficiently and that the pilot program continues into the future. Judy Berglund suggested reaching out to local legislators. Greg Genz mentioned that working with barge operators and producers who use the river for transportation should be brought into the conversation.

6. Old Business

a. Review of Steep Slopes handout

Jen Dullum asked for feedback on the Steep Slopes handout draft. Comments included adding more contact information and project examples. Staff will review the CAC comments and deliver a new version for review and comment in December.

b. Review of rain and native garden external resources

The CAC was asked to review external resources related to rain and native gardens for possible inclusion on the LMRWD website. Positive feedback was received. Staff will wait to hear from more members if the resources are deemed appropriate.

c. Resident education materials

Staff will revise the Steep Slopes handout and begin developing a handout on rain barrels.

7. Communications

Jen Dullum shared a virtual event with the CAC. FMR is hosting Dr. John Anfinson on Tuesday, November 2, at 6 p.m. to discuss the future of the Mississippi River in the Twin Cities.

The CAC December meeting will be held virtually on Tuesday, December 7, at 9 a.m. Mark Nemeth from the Minnesota Department of Natural Resources (MNDNR) will speak about fish in the Minnesota River.

8. Adjournment

Berglund moved to adjourn the meeting and this was seconded by Kuplic. Upon taking a vote, the following individuals voted in favor of the motion: Berglund, Diederichs, Genz, Karkowski and Kuplic. The following voted against: none.



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 15, 2021

### Agenda Item

#### Item 4. E. - Set 2022 Meeting Schedule

#### Prepared By

Linda Loomis, Administrator

#### Summary

Every year the Board of Managers sets its meeting schedule for the following year. In the past couple of years, the date of the January Board of Managers has been rescheduled to earlier in the month before Manager Raby heads south. The District now has the capability to virtually include Managers that are out of town in meetings, so the meeting does not need to be rescheduled, unless the Board decides to do so.

Dates for regular meetings in 2022 are:

- Wednesday, January 19, 2021
- Wednesday, February 16, 2021
- Wednesday, March 16, 2021
- Wednesday, April 20, 2021
- Wednesday, May 18, 2021
- Wednesday, June 15, 2020
- Wednesday, July 20, 2021
- Wednesday, August 17, 2021
- Wednesday, September 21, 2021
- Wednesday, October 19, 2021
- Wednesday, November 16, 2021
- Wednesday December 21, 2021

Managers should check their schedules to see if there are any known conflicts that preclude them from being able to attend a meeting either in-person or remotely. In addition, the managers may want to consider dates for tours.

#### Attachments

LMRWD 2022 Schedule of Regular Meetings

#### Recommended Action

Motion to set 2022 meeting schedule.

## Lower Minnesota River Watershed District 2022 Schedule of Regular Meetings

<b><i>January 2022</i></b>	<b><i>February 2022</i></b>	<b><i>March 2022</i></b>	<b><i>April 2022</i></b>
<b>Meeting - January 19</b> <ul style="list-style-type: none"> <li>• Designate official newspaper</li> <li>• Authorize preparation of Annual Report</li> <li>• Designate official Depository</li> <li>• Annual Conflict of Interest reporting</li> <li>• Report of Outstanding Indebtedness to Counties</li> </ul>	<b>Meeting – February 16</b> <ul style="list-style-type: none"> <li>• <b>February 1</b> - Update CWF Grant in e-link deadline</li> <li>• Begin annual audit of LMRWD finances</li> </ul>	<b>Meeting – March 16</b> <ul style="list-style-type: none"> <li>• March 1 - Beginning of term of office for Managers</li> </ul>	<b>Meeting – April 20</b> <ul style="list-style-type: none"> <li>• <b>April 30</b> - Annual report due to BWSR and DNR</li> </ul>
<b><i>May 2022</i></b>	<b><i>June 2022</i></b>	<b><i>July 2022</i></b>	<b><i>August 2022</i></b>
<b>Meeting – May 18</b> <ul style="list-style-type: none"> <li>• <b>May 15</b> - Cost Share Program application deadline</li> <li>• Audit Report Presentation</li> </ul>	<b>Meeting - June 15</b> <ul style="list-style-type: none"> <li>• Financial Audit due to BWSR and OSA</li> <li>• Announce Cost Share Program Grants</li> <li>• Begin 2022 Budget process</li> <li>• Manager Per Diem reimbursement due (first half 2022)</li> <li>• Annual Report due to BWSR</li> </ul>	<b>Meeting – July 20</b> <ul style="list-style-type: none"> <li>• Receipt of first half distribution of ad valorem tax payable 2022</li> <li>• 2022 Budget review</li> <li>• Update written data access policy MS 13.025 (August 1 due date)</li> </ul>	<b>Meeting – August 17</b> <ul style="list-style-type: none"> <li>• Public hearing for budget adoption and preliminary certification of levy</li> <li>• Certification of Preliminary Levy (due to Counties September 15)</li> <li>• Adopt Budget before September 15 (MN Statute 103D.911)</li> <li>• Update data practices policy</li> <li>• 30-day notice of Bylaw revisions</li> </ul>
<b><i>September 2022</i></b>	<b><i>October 2022</i></b>	<b><i>November 2022</i></b>	<b><i>December 2022</i></b>
<b>Meeting – September 21</b> <ul style="list-style-type: none"> <li>• Election of Watershed Officers</li> <li>• Review By-Laws</li> <li>• Notify Counties of Expiring terms for Managers</li> </ul>	<b>Meeting – October 19</b> <ul style="list-style-type: none"> <li>• Update Cost Share Incentive and Water Quality Restoration Program</li> <li>• Authorize agreement for Annual Financial Audit</li> </ul>	<b>Meeting – November 16</b> <ul style="list-style-type: none"> <li>• Public hearing for budget adoption and final certification of levy</li> </ul>	<b>Meeting – December 21</b> <ul style="list-style-type: none"> <li>• Receipt of final distribution of ad valorem tax for tax payable 2022</li> <li>• Certification of final Levy due to counties</li> <li>• Manager Per Diem reimbursement due (second half)</li> <li>• Prepare dredge site activity report</li> <li>• <b>December 31</b> – End of Fiscal Year</li> <li>• <b>December 31</b> - Annual WOMP report due to MCES</li> </ul>



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 15, 2021

### Agenda Item

#### Item 4. F. - Approve 2022 Dakota County Monitoring and Technical Assistance Work Plan & Budget

#### Prepared By

Linda Loomis, Administrator

#### Summary

The LMRWD contracts with Dakota County Soil & Water Conservation District to monitor water resources in the area of the LMRWD that fall within Dakota County and to provide cost share and technical assistance to Dakota County residents. Monitoring services are mainly measuring the water levels in the calcareous fens; Nichols, Black Dog, Fort Snelling and Quarry Island. The County also offers an educational program, Landscaping for Clean Water. This class is offered free to residents. If those taking the class want to go further and put in a rain garden, they pay a fee and then get assistance designing and planning the rain garden. The County will offer a grant of \$250 to those residents.

No LMRWD residents signed up for classes in 2021. If no residents sign up the LMRWD does not pay for those services. Monitoring services are paid on a time and materials basis. The SWCD increased its fees for 2022 from \$80 to \$85 per hour and reduced the estimate of materials that will be used.

If the Board approves the work plan, the Joint Powers Agreement will be prepared and come to the Board for authorization at a future meeting. I have attached the reports the LMRWD received detailing the outcomes for the 2021 Landscaping for Clean Water program.

#### Attachments

2022 Monitoring and Technical Assistance Work Plan & Budget

2021 LCW Summary

2021 LCW Summary by Watershed

#### Recommended Action

Motion to approve 2022 Dakota County Monitoring & Technical Assistance Work Plan & Budget

**2022 Dakota County SWCD Work Plan and Budget  
Prepared for the  
Lower Minnesota River Watershed District**

<b>TASK – FEN WELL MONITORING (March – December)</b>	<b>COST ESTIMATE</b>
Fen Well Monitoring	10 monitoring trips x 5 hrs/trip 50 hours @ \$85/hour = \$4,250
Data Management, Reporting and Administration	40 hours @ \$85/hour = \$3,400
Site Maintenance	10 hours @ \$85/hour = \$850
Supplies	Chalk, rags, batteries, tools = \$100
<b>Subtotal</b>	<b>\$8,600</b>

<b>TASK – EDUCATION AND COMMUNITY ENGAGEMENT</b>	<b>COST ESTIMATE</b>
Landscaping for Clean Water Program – 100% virtual in 2022 (classes and design assistance) <ul style="list-style-type: none"> <li>• Create promotional materials for classes in partnership with Dakota County Cities and Watershed Orgs, organize course materials, and coordinate with partners.</li> <li>• Push social media posts to promote classes, attend community events to promote classes.</li> </ul>	12 hours @ \$85/hour = \$1,020
<b>Subtotal</b>	<b>\$1,020</b>

<b>TASK - TECHNICAL ASSISTANCE &amp; PROJECT IMPLEMENTATION</b>	<b>COST ESTIMATE</b>
<b>Cost Share Program – Landscaping for Clean Water</b> <ul style="list-style-type: none"> <li>• SWCD staff time for technical assistance for participants</li> <li>• Provide cost share to landowners for up to 6 Landscaping for Clean Water projects including raingardens, native plantings and shoreline stabilization projects consistent with SWCD cost share policies.</li> </ul>	Technical Assistance = \$3,000  Landowner Incentives: \$250/project x 6 projects = \$1,500
<b>Technical Assistance As Requested</b> <ul style="list-style-type: none"> <li>• SWCD staff time for technical assistance for projects <i>Only as requested by Lower Minnesota River WD</i></li> </ul>	100 hours @\$85/hour = \$8,500
<b>Subtotal</b>	<b>\$13,000</b>

**TOTAL AGREEMENT NOT TO EXCEED - \$22,620**



**GERNAL INFORMATION REGARDING THE FEN WELL MONITORING PLAN**

The Dakota County Soil and Water Conservation District (SWCD) shall conduct well monitoring activities at various fens located within the Lower Minnesota River Watershed District (LMRWD) from March 1, 2022 through December 31, 2022.

**Well Monitoring Activities**

Twenty eight piezometers of interest are located within the LMRWD (Table 1). The SWCD shall take water level measurements at each of the piezometers described in this project. Measurements will be made using a hand-cranked steel tape graduated in feet, tenths of feet, and hundredths of feet or an electronic water level meter. The equipment for measuring water level will be provided by the SWCD. Results shall be recorded manually and transferred to the Minnesota Department of Natural Resources (MN DNR) well monitoring database following all in-field measurements.

All piezometers will be monitored on a monthly basis, beginning March 2022 through December 2022.

**Table 1. Fen Monitoring Locations**

<b>Location</b>	<b>Total Number of Piezometers to be Monitored</b>
Fort Snelling Fen	13
Quarry Island Fen	2
Nichols Fen	13
<b>Total</b>	<b>28</b>

**Data Analysis and Project Reporting**

At the conclusion of the annual well monitoring effort, the SWCD shall provide the LMRWD District Administrator a report summarizing the findings resulting from annual monitoring activities. Monitoring data will be made available on the MN DNR Groundwater Level Data website

[http://www.dnr.state.mn.us/waters/groundwater\\_section/obwell/waterleveldata.html](http://www.dnr.state.mn.us/waters/groundwater_section/obwell/waterleveldata.html)

# 2021 LANDSCAPING FOR CLEAN WATER PROGRAM SUMMARY

DAKOTA COUNTY



SOIL & WATER  
CONSERVATION DISTRICT

**ENGAGING LANDOWNERS  
TO PROVIDE THEM THE SKILLS  
AND RESOURCES NEEDED TO  
IMPROVE WATER QUALITY  
IN THEIR COMMUNITIES.**

## LANDSCAPING FOR CLEAN WATER



“Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it is the only thing that ever has.”

—Margaret Mead



LAYOUT



MIDPOINT



FINAL PROJECT



## 2021 BY THE NUMBERS

- 3 GRANT ROUNDS
- 371 INDIVIDUALS PARTICIPATED IN INTRODUCTION CLASSES
- 96 INDIVIDUALS PARTICIPATED IN MAINTENANCE WORKSHOPS
- 52 PEOPLE PARTICIPATED IN THE OFFICE HOURS PROGRAM
- 142 PROJECTS DESIGNED AS PART OF VIRTUAL DESIGN WORKSHOPS
- 41 RAINGARDENS & NATIVE GARDENS & SHORELINES INSTALLED



The Landscaping for Clean Water program - Introduction class, Design course, and Maintenance workshop - was offered remotely again in 2021. Four Introduction classes were held live via Zoom during the spring. Staff with partner cities joined each class to host breakout sessions for the participants.

New this year, the Maintenance workshop was offered as a series of three virtual classes held live via Zoom, providing participants with season specific information on how to maintain and promote the health, performance, and beauty of their garden!

## 2021 FINANCIAL CONTRIBUTORS



# 2021 LANDSCAPING FOR CLEAN WATER PROGRAM SUMMARY

Thank you to everyone who joined the cause to reduce pollution, improve water quality, and increase pollinator habitat on your property this year! Participation at any level - watching the Introduction to Clean Water video, installing a project with the Design Course, or learning some tips and tricks on how to properly maintain your garden with the Maintenance Workshop series - helps to spread interest and know-how to all corners of Dakota County.

## Below is a summary of the 2021 participants by City.

### Apple Valley

Introduction class registrants	43
Projects designed	20
Installed raingardens	2
Installed native gardens	3

### Burnsville

Introduction class registrants	100
Projects designed	34
Installed raingardens	7
Installed native gardens	2
Installed shoreline planting	1

### Eagan

Introduction class registrants	44
Projects designed	24
Installed raingardens	2
Installed native gardens	3
Installed shoreline planting	1

### Hastings

Introduction class registrants	10
Projects designed	2
Installed native gardens	1

### Inver Grove Heights

Introduction class registrants	9
Projects designed	7
Installed raingardens	2
Installed native gardens	2

### Lakeville

Introduction class registrants	47
Projects designed	26
Installed raingardens	1
Installed native gardens	4

### Mendota Heights

Introduction class registrants	35
Projects designed	21
Installed raingardens	5
Installed native gardens	4

### Northfield

Introduction class registrants	2
Projects designed	1
Installed native gardens	1

### Randolph

Introduction class registrants	1
Projects designed	1
Installed native gardens	1

### Rosemount

Introduction class registrants	30
Projects designed	7
Installed raingardens	2
Installed native gardens	2

### South Saint Paul

Introduction class registrants	8
Projects designed	3
Installed raingardens	1

### West Saint Paul

Introduction class registrants	8
Projects designed	7
Installed raingardens	1
Installed shoreline planting	1

### Installed in partnership with Ramsey County

Raingardens—St. Paul	1
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### Non-Dakota County Introduction Participant Cities

Aitkin, Bloomington, Columbia Heights, Minneapolis, Minnetonka, Prescott, Prior Lake, Richfield, Savage, Shakopee, St Paul, Verndale



## 2021 PARTNERS

### Cities

- Apple Valley
- Burnsville
- Eagan
- Lakeville
- Mendota Heights
- Rosemount

### Dakota County

### Ramsey County



## FIFTEEN YEARS OF CLEAN WATER ACCOMPLISHMENTS

Workshop Participants  
 2007-2021 **5,136**

Projects Completed  
 2007-2021 **667**



## 2021 Landscaping for Clean Water Project Summary

### 2021 Landscaping for Clean Water Projects

#### Black Dog WMO

Total Available WS LCW Partner Funding	<b>\$13,500</b>
Landowner incentives	\$4,500
Technical Assistance	\$9,000

**Grants Available** **18**

Complete Projects 9

Project ID	First	Last	City	Practice	Sq ft	Cost Est.
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#### Round 1

1	21-LKV-054	Jakob	Kaup	Lakeville	Native Garden	340	\$964.00
2	21-BNV-064	Karin	Abramson	Burnsville	Raingarden	111	\$1,668.00
3	21-BNV-067	Michael	Spaulding	Burnsville	Raingarden	650	\$2,214.00
4	21-BNV-051	Megan	Dillman	Burnsville	Shoreline	620	\$1,096.00

#### Round 2

5	21-BNV-092	Jim	Jones	Burnsville	Native Garden	150	\$588.00
6	21-BNV-102	Patty	Field	Burnsville	Native Garden	100	\$293.00
7	21-BNV-082	Carrie & Mark	Cleveland	Burnsville	Raingarden	500	\$2,175.00
8	21-BNV-091	Sarah	Batz	Burnsville	Raingarden	250	\$961.00
9	21-LKV-111	Lisa & Greg	Henningsen	Lakeville	Native Garden	500	\$2,360.00

**3,221      \$12,319.00**

Total Projects
9

Avg. sf of Proj.
358

Average Cost
\$1,369

Project Type	Number
Raingarden	4
Native Garden	4
Shoreline	1

City	Raingarden	Native Garden	Shoreline
Burnsville	4	2	1
Lakeville	0	2	0

## 2021 Landscaping for Clean Water Project Summary

### 2021 Landscaping for Clean Water Projects

#### Eagan - Inver Grove Heights WMO

Total Available WS LCW Partner Funding	<b>\$9,000</b>
Landowner incentives	\$3,000
Technical Assistance	\$6,000

**Grants Available** **12**

**Complete Projects** **6**

Project ID	First	Last	City	Practice	Sq ft	Cost Est.
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#### Round 1

1	21-EGN-052	Brian	Quinn	Eagan	Native Garden	450	\$623.00
2	21-IGH-063	Joe	McMahon	Inver Grove Heights	Raingarden	130	\$486.00
3	21-EGN-050	Annette & Tom	Hedblom	Eagan	Shoreline	1,000	\$1,170.00

#### Round 2

4	21-EGN-093	Donna	Impola	Eagan	Native Garden	200	\$391.00
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#### Round 3

5	21-EGN-139	Sean	Danaher	Eagan	Raingarden	329	\$793.00
6	21-EGN-154	Gregory M	Zelenak	Eagan	Raingarden	250	\$708.00
						<b>2,359</b>	<b>\$4,171.00</b>

Total Projects
6

Avg. sf of Proj.
393

Average Cost
\$695

Project Type	Number
Raingarden	3
Native Garden	2
Shoreline	1

City	Raingarden	Native Garden	Shoreline
Eagan	2	2	1
Inver Grove Heights	1	0	0

## 2021 Landscaping for Clean Water Project Summary

### 2021 Landscaping for Clean Water Projects

#### Lower Mississippi River WMO

Total Available WS LCW Partner Funding	\$15,000
Landowner incentives	\$5,000
Technical Assistance	\$10,000

**Grants Available** **20**

Complete Projects 16

Project ID	First	Last	City	Practice	Sq ft	Cost Est.
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#### Round 1

1	21-IGH-056	Vanessa	Edwards	Inver Grove Heights	Native Garden	320	\$985.00
2	21-IGH-059	Emily	Tobias	Inver Grove Heights	Native Garden	220	\$348.00
3	21-MDH-057	Emily	Smith	Mendota Heights	Native Garden	1,113	\$1,424.00
4	21-IGH-060	Sara & Chris	Goodman	Inver Grove Heights	Raingarden	180	\$605.00
5	21-MDH-068	Jane	Bukacek	Mendota Heights	Raingarden	200	\$400.00
6	21-WSP-066	Analiесе	Miller	West Saint Paul	Raingarden	250	\$925.00
7	21-SSP-065	Carole &	Conama	South Saint Paul	Raingarden	134	\$1,037.00

#### Round 2

8	21-WSP-098	Alan & Sally	Ruvelson	West St Paul	Shoreline	375	\$600.00
9	21-MDH-095	Dan	Trudeau	Mendota Heights	Raingarden	270	\$1,180.00
10	21-MDH-101	Gretchen	Sjoholm	Mendota Heights	Raingarden	275	\$4,300.00

#### Round 3

11	21-MDH-144	Britt	Kringle	Mendota Heights	Raingarden	200	\$934.00
12	21-MDH-145	Richard	Kunkel	Mendota Heights	Raingarden	200	\$934.00
13	21-MDH-146	Dominique	Najjar	Mendota Heights	Native Garden	2,500	\$2,200.00
14	21-MDH-152	Michael	Wier	Mendota Heights	Native Garden	1,750	\$1,950.00
15	21-MDH-096	Sylvia &	Cuellar	Mendota Heights	Native Garden	150	\$474.00
16	21-STP-142	Katie	Heisel	St Paul	Native Garden	175	\$278.00

**8,312      \$18,574.00**

Total Projects
16

Avg. sf of Proj.
520

Average Cost
\$1,161

Project Type	Number
Raingarden	8
Native Garden	7
Shoreline	1

City	Raingarden	Native Garden	Shoreline
Inver Grove Heights	1	2	0
Mendota Heights	5	4	0
St Paul *	0	1	0
South St Paul	1	0	0
West St Paul	1	0	1

\* Completed in partnership with Ramsey County SWCD

## 2021 Landscaping for Clean Water Project Summary

<b>2021 Landscaping for Clean Water Projects</b>
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**Vermillion River JPO**

Total Available WS LCW Partner Funding	\$18,750
Landowner incentives	\$6,250
Technical Assistance	\$12,500

<b>Grants Available</b>	<b>25</b>
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**Complete Projects**

9
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Project ID	First	Last	City	Practice	Sq ft	Cost Est.
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**Round 1**

1	21-ROS-055	Kirsten	Armbrust	Rosemount	Native Garden	100	\$267.00
2	21-LKV-053	Angie	Lueschen	Lakeville	Native Garden	250	\$322.00
3	21-APV-061	Kevin	White	Apple Valley	Native Garden	136	\$520.00
4	21-APV-062	Michael	Klein	Apple Valley	Raingarden	200	\$515.00

**Round 2**

5	21-ROS-097	Cindy	Baron	Lakeville*	Raingarden	110	\$613.00
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**Round 3**

6	21-HAS-141	Katrina	Erickson	Hastings	Native Garden	356	\$1,260.00
7	21-ROS-149	Lori & Joseph	Steffen	Rosemount	Raingarden	300	\$1,013.00
8	21-LKV-153	Ben	Wood	Lakeville	Raingarden	213	\$452.00
9	21-APV-148	Brianna & Mark	Riofski	Apple Valley	Raingarden	100	\$573.00

**1,765      \$5,535.00**

Total Projects
9

Avg. sf of Proj.
196

Average Cost
\$615

Project Type	Number
Raingarden	5
Native Garden	4

City	Raingarden	Native Garden
Apple Valley	2	1
Hastings	0	1
Lakeville	2	1
Rosemount	1	1

\* Municipality = Lakeville; Address = Rosemount

## 2021 Landscaping for Clean Water Project Summary

<b>2021 Landscaping for Clean Water Projects</b>
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**North Cannon River**

Total Available WS LCW Partner Funding	\$2,250
Landowner incentives	\$750
Technical Assistance	\$1,500
<b>Grants Available</b>	<b>3</b>

Complete Projects 1

**Lower Minnesota River**

Total Available WS LCW Partner Funding	\$4,500
Landowner incentives	\$1,500
Technical Assistance	\$3,000
<b>Grants Available</b>	<b>6</b>

Complete Projects 0

**County Levy**

Complete Projects 0

Project ID	First	Last	City	Practice	Sq ft	Cost Est.
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**Round 1**

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**Round 2**

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**Round 3**

1	21-NOR-137	Bill	Bruhler	Northfield / Greenvale Township	Native Garden	185	\$895.00
						<b>185</b>	<b>\$895.00</b>

**Round 1**

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**Round 2**

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**Round 3**

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**Round 1**

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**Round 2**

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**Round 3**

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## 2021 Landscaping for Clean Water Project Summary

**2021 Landscaping for  
Clean Water Projects**

**Cancelled**

Project ID	First	Last	City	Practice	Sq ft	Cost Est.
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1	21-EGN-147	Joy	Ray	Egan	Native Garden	150	\$458.00
2	21-BNV-150	Windy	Therrior	Burnsville	Raingarden	150	\$1,081.00
3	21-LKV-094	Betsey & Matt	Hoeft	Lakeville	Native Garden	1,600	\$1,050.00
4	21-APV-140	Matthew	Detjen	Apple Valley	Native Garden	140	\$1,140.00
5	21-APV-103	Elizabeth	Olson	Apple Valley	Native Garden	400	\$915.00
6	21-BNV-104	Rachel A	Hames	Burnsville	Raingarden	250	\$1,598.00
7	21-RAN-151	Terri	Whitesong	Randolph	Native Garden	1,000	\$2,476.00
8	21-BNV-143	Leslie	Johnson	Burnsville	Raingarden	108	\$1,785.00
9	21-ROS-138	Yelena	Chesnokova	Rosemount	Native Garden	300	\$3,800.00

**LANDSCAPING FOR CLEAN WATER 2021 SUMMARY**

Total Projects Installed .....	41
Total Cost of Projects .....	\$41,494.00
Average Cost of Projects .....	\$1,012.05
Total Sq Ft of Projects .....	15,842
Average Sq Ft Size of Project .....	386



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 15, 2021

### **Agenda Item**

#### **Item 4. G. Approve 2022 Cost Share and Water Quality Improvement Grant Program**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

The Cost Share and Water Quality Improvement Grant Program for 2022 is attached for Board approval. The Program is the same as the 2021 program. One change to the program is a requirement that applicants complete an introductory Landscaping for Clean Water class through the Dakota County Soil & Water Conservation District.

Some Cities are interested in helping to make residents area of the program. This program will be reviewed by the Citizen Advisory Committee in 2021 for recommendations to the program.

A spreadsheet listing Cost Share Projects since 2014 is attached.

### **Attachments**

2022 Cost Share and Water Quality Improvement Grant Program guidelines

Cost Share spreadsheet 2014 to present

### **Recommended Action**

Motion to approve 2022 Cost Share and Water Quality Improvement Progra

# Lower Minnesota River Watershed District

## 2022 Cost Share Incentive and Water Quality Restoration Program

### Overview

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The Lower Minnesota River Watershed District ("LMRWD") values and supports efforts made by residents to help achieve the goals of the LMRWD. Through the Cost Share Incentive and Water Quality Restoration Program (the "Program"), the LMRWD hopes to engage citizens in community actions that protect local lakes, rivers, streams, wetlands and fens.

This Program implements Policy 2.2 of the LMRWD's 2018-2027 Comprehensive Watershed Management Plan (the "Plan"), which is to prevent further degradation of water quality and Strategy 2.2.3 which is to provide educational, technical and financial assistance to landowners; to implement projects that have water quality, water quantity, channel maintenance, trout stream, fen or wetland restoration or aquatic habitat benefit within the LMRWD; and to help achieve the goals of the Plan.

### Purpose

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Cost Share provides funding assistance to public or private landowners within the LMRWD to carry out projects that support one or more of the following goals:

1. Improve, protect or restore water quality of lakes, rivers, streams, wetlands or fens.
2. Increase the capacity of the watershed to store water.
3. Reduce bluff, streambank, or main stem erosion.
4. Protect or restore groundwater resources.
5. Enhance navigation on the Minnesota River, excluding dredging projects.
6. Reduce the impact of invasive species on lakes, streams, rivers, wetlands or fens.
7. Preserve, protect or restore native plant and wildlife habitats with emphasis on lakes, streams, rivers, wetlands and fens.
8. Provide public education benefits and engage the public in stewardship.

### Available Funds

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The LMRWD has allocated \$20,000 for the Program in 2022. The minimum grant amount is \$500. The maximum levels of cost share funding will provide up to %50 of the cost of a project up to a maximum of: \$2,500 per single family residential project; \$7,500 per neighborhood, townhome, condominium or lake association project; or \$20,000 per commercial/industrial or municipal project. The Board of Managers reserves the right to consider and award funding exceeding the stated maximums on a case by case basis. Cost share dollars are reimbursed upon submittal of a project report and paid receipts. Grant recipients are eligible to apply for one cost share grant per year.

### Eligibility within LMRWD

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- Residents
- Non-profit and religious organizations
- Local government units
- Public and private schools
- Businesses and corporations

## *Additional Eligibility Requirements*

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- Project must be located within the LMRWD.
- Private property owners must attend an introductory Landscaping for Clean Water class offered by Dakota County Soil & Water Conservation District.
- Funding will not be awarded for work required as part of a permit requirement.
- Funding may be awarded toward the incremental cost of Best Management Practices (BMPs) that will provide water-quality treatment beyond permit requirements.

## *Eligible Expenses*

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Applications must be submitted to and approved by the Board of Managers of the LMRWD before the project begins. Projects that are completed, or in progress, prior to application, are not eligible for funding. If the final project costs are less than the amount approved for funding, the LMRWD's contribution is limited to 50% of actual cost incurred. It is the primary intent of the program to reimburse for the design and implementation of the project. Aesthetic elements and other costs not directly related to the construction or implementation of the project will not be reimbursed. Labor and other in-kind contributions can be used for the required 50% match. Labor may be credited at \$18.00 per hour. In-kind labor costs cannot exceed the cost of material of the project. Eligible BMPs could include:

- Buffer strips
- Rain gardens
- Shoreline, streambank, or riverbank restoration
- Pervious pavers and porous concrete or asphalt
- Unique solutions for soil erosion and sediment control practices
- Native habitat restoration with priority given to waterways, lakes, buffers and ponds
- Volume reduction and runoff treatment practices (Infiltration basins & trenches, cisterns, green roofs & bio-filtration systems)
- Other innovative stormwater runoff treatment or volume reduction management practices

Eligible studies/investigations could include:

- Water quality management and restoration
- Water quantity management and restoration
- Groundwater management and restoration
- Unique resource (fen, trout stream) management and restoration
- BMP feasibility and restoration

## *Application Submittal and Approval*

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The LMRWD will accept new applications until May 15, 2022. If funds remain, applications will continue to be accepted until all funds are used. Applications can be downloaded from the LMRWD website. Completed applications can be submitted via e-mail or US mail and must include all information requested.

Applications will be reviewed by the District Administrator and may be reviewed by the Technical Consultant for the District, which will make funding recommendations to the full Board of Managers.

Once available funding has been consumed, applications will no longer be reviewed and applicants will be informed of the situation. Applicants are required to submit a grant application that includes the following:

1. Signed and dated application form
2. Narrative of proposed project
3. Location map
4. Record of property ownership
5. Construction/installation site plan, designs and specifications
6. Estimate of water captured and pollution removed (if applicable)
7. Itemized budget
8. Contractor bid (if using)
9. Plant list (if applicable)
10. Accounting of in-kind contribution of labor and materials, if any

Applications can be sent via e-mail to: naiadconsulting@gmail.com

Applications can be sent via US Mail to: Linda Loomis  
Lower Minnesota River Watershed District  
112 E. 5th Street #102  
Chaska, MN 55318

### *Funding Agreement*

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Each applicant selected is required to enter into a Cost Share Grant and Maintenance Agreement with the LMRWD defining the obligations of the applicant and the LMRWD. The amendment of any terms of the agreement will be by mutual written agreement signed by all parties to the original agreement.

The agreement includes, but is not limited to, such items as promoting and acknowledging LMRWD sponsorship, reporting, payment schedule, terms of the agreement and use of funds, cost overruns and cancellation. The agreement also allows the LMRWD access to the project area for evaluation and promotion of the project. The applicant is responsible for securing all permits necessary for the work.

For projects receiving \$10,000 or more, the LMRWD may require an agreement for maintenance of the project up to ten (10) years.

### *Conformance to Plans*

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The LMRWD will not reimburse costs expended for construction of a project that does not substantially conform to the approved plans, designs and/or specifications. The LMRWD will not reimburse costs expended for partial completion of a BMP. However, LMRWD staff will work in earnest with applicants to address unexpected conditions, changes in conditions or other eventualities that affect the construction or implementation of a BMP. If necessary a modification of the cost-share agreement will be presented to the Board of Managers for approval. The applicant must provide documentation to support the modification. Early communication with LMRWD staff is advised.

### *Submitted Information*

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All information, including, but not limited to applications, conceptual designs, contractor bids, cost estimates, final designs and specifications, copies of permits and proof of expenditures is subject to disclosure to the public when submitted to the LMRWD, except where specifically protected as non-public by state law.

### *Reporting Requirements*

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Within 30 days of completion of the project, the grant recipient must complete and submit a project summary report to the LMRWD using the work plan, timeline and budget submitted as part of the application. Grantees will be required to include original receipts of the expenses, digital or hard copy photos of events, and electronic copies of all education materials produced.

### *Maintenance Requirements*

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Maintenance of the project is the responsibility of the grant recipient. Cost share recipients must commit to maintain their project for the duration of its "expected effective life" (see table below). The LMRWD encourages landowners to maintain projects in perpetuity; but the effective life period listed below is the minimum number of years that the LMRWD requires the grant recipient to maintain a project. The LMRWD will not provide cost share funding for restoration of a project, the loss of functionality of which, in the opinion of the LMRWD, was caused by the recipient or present landowner.

<b>BMP</b>	<b>Effective life (years)</b>
<b>Wetland restoration</b>	10
<b>Filter strip/buffer (vegetative)<sup>1</sup></b>	5
<b>Rain garden</b>	5
<b>Shoreline/streambank stabilization (vegetative)</b>	5
<b>Pervious hard surfaces (pavers, concrete, asphalt)</b>	10
<b>Infiltration basins (above and below ground)</b>	10

<sup>1</sup>Only the minimum required upland buffer width is eligible for funding

### *For More information*

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You can contact the Lower Minnesota River Watershed District with questions by e-mail to the LMRWD Administrator Linda Loomis at [naiadconsulting@gmail.com](mailto:naiadconsulting@gmail.com) or by telephone at 763-545-4659.

## Evaluation Criteria

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The selection committee will determine the eligibility of an application based upon an established set of criteria using a scaled point system. Criteria considered include: Project Type, Project Location, Water Quality Improvement, Erosion Control, Commercial and Recreational Navigation, Public Outreach. An application must score at least 30 points to be considered eligible for the Cost Share Program.

Please keep the following in mind when developing your project and filling out your application:

### **Project Type**

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What type of project?                      **BMP (10 pts.):**                      **Study/investigation**                      **(5 pts.)**

### **Project Location**

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1. Is the project tributary to an MPCA-listed impaired water (excluding mercury), trout stream or fen?  
**YES, direct connection (10 pts.):**                      **YES, within subwatershed (5 pts.):**                      **NO (0 pts.)**
2. If NO, is the project tributary to a lake, stream, ditch, fen, or DNR-Protected Water Wetland?  
**YES, direct connection (10 pts.):**                      **YES, within subwatershed (5 pts.):**                      **NO (0 pts.)**

### **Water Quality Improvement**

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Improves and protects water quality through BMP implementation or potentially improves and protects water quality through investigation.                      **Score 0 – 10**

#### ***Unique Resources Protection and Improvement***

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Implements controls intended for protection of and/or improvements to fish and wildlife habitat and/or outdoor recreational opportunities of the LMRWD's Unique Resources, or for studies thereof.                      **Score 0 – 10**

#### ***Surface Water Rate and Volume Control***

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Implements controls intended for reduction and/or minimization of the rate and volume of water that drains off the property/study area; or studies thereof.                      **Score 0 – 10**

### **Erosion Control**

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Implements controls intended for minimization of erosion and/or sedimentation to downstream waters; or studies thereof.                      **Score 0 – 10**

### **Commercial and Recreational Navigation**

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Project or study enhances navigation on the Minnesota River.                      **Score 0 – 10**

### **Public Outreach**

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Based upon willingness of applicant to allow signage, tours and public site visits; public visibility of the site; diversity of practices; potential educational opportunities.                      **Score 0 – 10**

	A	B	C	D	E	F	G	H
1	Applicant	Application year	Address of Project		Grant requested	Amount Approved	Amount reimbursed	
2	South West Metro Educational C	2014	401 East 4th Street, Chaska		\$ 1,187.00	\$ 1,187.00	\$ 3,601.00	
3	Continental Machine	2014	5505 West 123rd Street, Savage		\$ 2,255.25	\$ 2,255.25	\$ -	Project never completed
4	Scott County SWCD	2014		Rain Gardens	\$ 1,750.00	\$ 1,750.00	\$ -	No applications were received in 2014, the LMRWD and the SWCD have since agreed that the LMRWD would applications as they came in under the TACS (Technical Assistance and Cost Share) section of the agreement between us.
5	South West Metro Educational C	2014	Carver County Government Center		\$ 800.00	\$ 800.00	\$ 1,237.76	
6							\$ 4,838.76	
7								
8	City of Savage	2015	Dakota Ravine		\$ 5,000.00	\$ 5,000.00	\$ -	Project completed without LMRWD participation
9							\$ -	
10								
11	Chimney Pines Home Owners A	2016	Spyglass Drive, Eden Prairie	Storm Water Pond buffer	\$ 2,373.39	\$ 2,373.39	\$ 2,773.39	
12							\$ 2,773.39	
13								
14	Chimney Pines Home Owners A	2017	Spyglass Drive, Eden Prairie	Storm Water Pond buffer	\$ 2,314.30	\$ 2,314.30	\$ 2,314.30	
15	Janezich	2017	10217 Tenth Avenue Circle, Bloomington	rain gardens, rock gabion	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
16	Forde	2017	99112 2nd Avenue S. Bloomington	rain gardens	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
17	Carver County	2017	Carver County Government Center	turf replacement	\$ 8,336.00	\$ 8,336.00	\$ 3,555.19	
18	Unity of the Valley	2017	4011 Hwy. 13, Savage	rain garden			\$ 750.00	completed through Scott SWCD
19	Rathjen	2017	7326 132nd Circle, Savage	rain garden			\$ 500.00	completed through Scott SWCD
20							\$ 12,119.49	
21								
22	Bergo	2018	727 7th Street, Chaska	rain garden	\$ 2,281.73	\$ 2,281.73	\$ 2,338.48	
23	Chimney Pines Home Owners A	2018	Spyglass Drive, Eden Prairie	Storm Water Pond buffer	\$ 2,270.74	\$ 2,270.74	\$ 1,791.82	
24	City of Carver	2018	Main St. & Broadway	sump manholes	\$ 4,800.00	\$ 4,500.00	\$ -	reimbursement not requested yet
25	Larson	2018	10831 Quebec Avenue, Bloomington	rain barrels & tree	\$ 2,220.00	\$ -	\$ -	Project not approved as submitted
26	Siedenfeld/Zepeda	2018	3113 Chelsea Court, Burnsville	rain garden			\$ 250.00	Landscaping for Clean Water
27	Schwartz	2018	3100 Chelsea Court, Burnsville	rain garden			\$ 250.00	Landscaping for Clean Water
28	Glassen	2018	1437 Valley Drive, Burnsville	rain garden			\$ 250.00	Landscaping for Clean Water
29	Carver County	2018	Audubon/East Creek Diversion Channel	prairie restoration	\$ 1,200.00	\$ 1,200.00	\$ -	project never completed
30	Freshwater	2018		historical landslide project	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
31							\$ 14,880.30	
32								
33	Chimney Pines Home Owners A	2019	Spyglass Drive, Eden Prairie	Storm Water Pond buffer	\$ 5,703.32	\$ 2,770.74	\$ 2,129.17	
34	Rathjen	2019	MNDNR property in Savage	oak savannah restoration	\$ 1,627.40		\$ 1,327.08	
35	Freshwater	2019	Study	nonlyphenol study	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	project completed in 2021 delayed because of COVID
36	Glassen	2019	1437 Valley Drive, Burnsville	rain garden	\$ 785.00		\$ 250.00	Applicant went through Dakota Landscaping for Clean Water program
37	MN River Congress	2019	Legislative	water storage initiative	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	grant spread across 2 years
38							\$ 18,706.25	
39								
40	Braun	2020	10312 Portland Ave. Bloomington	cistern for irrigation	\$ 2,418.00	\$ 2,418.00	\$ 2,018.00	\$400 withheld until final report received
41	Sullivan	2020	4419 W. Old Shakopee Rd. Bloomington	rain garden	\$ 1,240.50	\$ 1,240.50	\$ 1,240.50	
42	Larson	2020	1033 Sunnyridge, Carver	rain garden	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	







# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 15, 2021

### Agenda Item

#### Item 5. A. – Special Agenda Item

#### Prepared By

Linda Loomis, Administrator

#### Summary

The Board invited Representative Paul Torkelson to the Board meeting to discuss items of concern to the District. Representative will join the meeting virtually. The Board discussed some issues at previous board meetings that they wanted to bring up with Representative Torkelson. One item was the idea of combining watershed districts and soil & water conservation districts. A report was prepared in 2007 by the office of the State Auditor that looked at the complexities of water management in the State of Minnesota. While some things have changed since the report was prepared much has not. I believe those advocating for combining SWCDs and watershed districts are simply trying to simplify the management of waters in the state. A link to the report is attached below.

The second issue concerns the Water Storage Initiative that was passed by the legislature in 2021 and the use of the \$2 million that was appropriated. There needs to be additional funding from the state and funds should be spent implementing projects, not more study or capacity building.

At the MAWD conference there was a lot of discussion about the use of funds from the Clean Water Legacy program. The concerns of the MAWD members in attendance for the business meeting was that CWF were being used for capacity building for SWCDs. This came up in the discussion of one of the resolutions proposed. The consensus of the membership present was that MAWD adopt the resolution that CWF not be used for capacity building of any level of government.

Lastly, an update provided by the MAWD Executive Director stated that MAWD had signed on to support federal legislation – the Mississippi River Restoration and Resilience Initiative. It was reported that this legislation would organize the Mississippi River Water Management Organization like the Red River Basin Commission. This may be a topic that we want to discuss with Representative Torkelson. I have included a link below to the federal bill.

#### Attachments

[OLA – Evaluation Report: Watershed Management](#)  
[Mississippi River Restoration and Resilience Initiative](#)

#### Recommended Action

No action recommended



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 15, 2021

### **Agenda Item**

#### **Item 5. B. – Recognition of Manager Raby**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

Manager Raby informed the Board that he has moved out of the district. He has agreed to stay on the Board until Hennepin County appoints a replacement, his term of office expires, or he decides to retire from the Board. Since Manager Raby annually travels for the winter months, it is possible this will be his last in person meeting and I wanted to make sure we didn't miss the opportunity to thank him in person.

The District wishes to recognize Manager Raby and his service to the District. An award has been ordered to be presented to Manager Raby and a resolution has been prepared recognizing Manager Raby's contributions to the LMRWD.

### **Attachments**

RESOLUTION 21-13 A RESOLUTION OF APPRECIATION FOR SERVICE AND CONTRIBUTION OF DAVID RABY TO THE LOWER MINNESOTA RIVER WATERSHED DISTRICT

### **Recommended Action**

Motion to adopt Resolution 21-13 and present Manager Raby with award

Manager \_\_\_\_\_ introduced the following resolution and moved its adoption,

RESOLUTION 21-13

LOWER MINNESOTA RIVER WATERSHED DISTRICT  
BOARD OF MANAGERS

A RESOLUTION OF APPRECIATION FOR SERVICE AND CONTRIBUTION OF DAVID RABY TO  
THE LOWER MINNESOTA RIVER WATERSHED DISTRICT

WHEREAS, the Lower Minnesota River Watershed District (the "District") is a special purpose unit of government established in accordance with Minnesota State Statute 103D; and

WHEREAS, under said Statute, the District is charged with the responsibility for the management of storm water, to protect persons and property from flooding, to protect and preserve the water quality of lakes, streams, rivers and wetlands within the boundaries of the District and downstream receiving waters. In addition to the duties, for which the District was created, of Local Sponsor for the IJS Army Corps of Engineers maintenance of the Nine Foot Navigation Channel; and

WHEREAS, David Raby has served as a Manager, representing Hennepin County, on the Board of Managers for the District from 2015 to the present, serving as Treasurer from 2015 to 2017, and 2020 to 2021 Secretary/Treasurer 2017 to 2020 and Assistant Treasurer 2021 until his departure from the Board; and

WHEREAS, David has freely and generously given his time and knowledge, expertise and talent to serve the public and protect the environment; and

WHEREAS, David has provided his professional expertise, leadership and guidance to the District with vision, integrity, an open mind and a conscientious dedication to the mission of the District; and

WHEREAS, David provided leadership to the District, during the development of the District's dredge management operations; the Plan clarification in 2016 and the most recent Plan Amendment/Update; development of rules; and many other activities and projects, as well as an overarching concern for the Minnesota River; and

WHEREAS, David has always treated the public, staff and fellow commissioners with respect and courtesy, and offered advice and counsel to the District with fairness and common sense.

NOW THEREFORE BE IT RESOLVED that the Lower Minnesota River Watershed District Board of Managers hereby expresses its sincere and grateful appreciation to David Raby for his many years of distinguished service to the Lower Minnesota River Watershed District and the public.

Adopted by the Board of Managers of the Lower Minnesota River Watershed District this 15th day of December 2021.

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Jesse Hartmann, President

Attested:

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Lauren Salvato, Secretary



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 15, 2021

### Agenda Item

#### Item 6. A. – Adopt 2022 Budget and Certify Property Tax Levy Payable 2022

#### Prepared By

Linda Loomis, Administrator

#### Summary

At the August 2021 Board meeting, in accordance with MN Statutes, the Board of Managers gave preliminary approval of the proposed budget for 2022 and preliminary certification of levy of taxes payable 2022 on properties within the LMRWD. The only changes that have been made to the proposed budget since August is that \$75,000 of the

The total budget approved in August was One Million Thirty-Five Thousand and 00/100 Dollars (\$1,035,000.00), representing a decrease of \$30,000 from 2021. Two lines were not completed when the budget was presented in August. (Local Water Plan Reviews and Project Reviews). This change the total budget to One Million One Hundred Fifteen Thousand and 00/100 Dollars (\$1,115,000.00), which is an increase of \$50,000 over the 2021 budget.

The final levy for taxes payable in 2022 of Seven Hundred Twenty-Five Thousand Dollars (\$725,000). The levy was not change when the budget was revised. This is the same amount as the levy of taxes payable in 2021. Notice of the public hearing was published in the December 5<sup>th</sup> and December 12<sup>th</sup> Editions of the StarTribune newspaper.

Managers should adopt the revised 2022 budget and certify the final levy. Resolution 21-12 Adopting 2022 Budget and Certification of Property Tax Levy for Taxes Payable 2022 is attached, as well as the 2021 budget and other supporting documents.

#### Attachments

2022 Budget for final adoption

Updated Budget Explanation

Resolution 21-12 Adopting 2022 Budget and Final Certification of Property Tax Levy for Taxes Payable 2022

#### Recommended Action

Open Public Hearing and take public input

Motion to adopt Resolution 21-12 and authorize District Administrator to Certify Final Levy to Counties

## Proposed Levy 2022

General Fund	250,000.00
Planning and Implementation Fund	475,000.00
One time levy to balance channel fund	-

**Apportioned Payable 2022 Levy**                      **725,000.00**

<u>County</u>	<u>Net Tax Capacity % Distribution</u>	<u>Apportioned Payable 2022 Levy</u>
Carver	5.7603%	41,762.18
Dakota	9.9522%	72,153.45
Hennepin	42.3399%	306,964.28
Scott	41.9476%	304,120.10
<b>Watershed Total</b>	<b>100.0000%</b>	<b>725,000.00</b>

2022 proposed LMRWD Budget for Administration Operations  
2020 Adopted Budget/Actuals - 2021 Adopted Budget/YTD/Projected - 2022 Proposed

Account	Adopted 2020	2020 Actual	Adopted 2021	YTD 2021 (Through 10/31/21)	Projected 2021	Adopted 2022
Expenses:						
65 Wages-General	\$ -		\$ -	\$ -	\$ -	\$ -
66 Severance Allowance	\$ -					
67 Benefits	\$ -		\$ -	\$ -	\$ -	\$ -
68 PERA Expense	\$ -		\$ -			
69 Payroll Tax (FICA/Medicare)	\$ -		\$ -	\$ -	\$ -	\$ -
70 Unemployment compensation	\$ -		\$ -			
71 Manager Per Diem	\$ 11,250.00	\$ 4,875.00	\$ 11,250.00	\$ 3,625.00	\$ 11,250.00	\$ 11,250.00
72 Manager Expense (mileage/food/registrations)	\$ 3,000.00	\$ 256.83	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00
73 Telecommunications-Cell-Internet/Phone	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
74 Office Supplies	\$ 300.00	\$ 76.54	\$ 300.00	\$ 86.75	\$ 300.00	\$ 300.00
75 Meeting Supplies/Expense	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
76 Rent	\$ 7,800.00	\$ 8,450.00	\$ 7,800.00	\$ 5,850.00	\$ 7,800.00	\$ 7,800.00
77 Dues	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ -	\$ 7,500.00	\$ 7,500.00
78 Miscellaneous-General	\$ 3,000.00	\$ 1,870.50	\$ 3,000.00	\$ 1,158.00	\$ 3,000.00	\$ 3,000.00
79 Training & Education	\$ 1,500.00	\$ 285.00	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00
80 Insurance & Bonds	\$ 10,000.00	\$ 9,399.00	\$ 11,000.00	\$ 9,762.00	\$ 11,000.00	\$ 11,000.00
81 Postage	\$ 500.00	\$ 96.86	\$ 375.00	\$ 19.40	\$ 375.00	\$ 375.00
82 Photocopying	\$ 1,000.00	\$ 34.41	\$ 875.00	\$ 2.43	\$ 875.00	\$ 875.00
83 Legal Notices-General	\$ 1,500.00	\$ 2,707.20	\$ 1,500.00	\$ 826.00	\$ 1,500.00	\$ 1,500.00
84 Subscriptions & License Fees	\$ -	\$ 475.42	\$ 250.00	\$ 162.00	\$ 250.00	\$ 250.00
85 Mileage	\$ 5,000.00	\$ 1,696.12	\$ 5,000.00	\$ 487.60	\$ 5,000.00	\$ 5,000.00
86 Taxable meal reimbursement	\$ 500.00	\$ 52.86	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
87 Lodging/ Staff Travel	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00
88 Accounting/Financial Services	\$ 5,500.00	\$ 5,215.70	\$ 5,382.00	\$ 4,064.50	\$ 5,382.00	\$ 5,580.00
89 Audit Fees	\$ 15,000.00	\$ 14,525.00	\$ 15,000.00	\$ 15,265.00	\$ 15,265.00	\$ 15,000.00
90 Professional Services-General	\$ 121,050.00	\$ 97,931.25	\$ 120,168.00	\$ 44,737.50	\$ 120,168.00	\$ 104,970.00
91 Legal Fees-General	\$ 10,000.00	\$ 6,878.50	\$ 10,000.00	\$ 8,303.50	\$ 10,000.00	\$ 10,000.00
92 Engineering-General	\$ 20,000.00	\$ 49,930.10	\$ 20,000.00	\$ 67,085.67	\$ 67,085.67	\$ 35,000.00
93 Equipment-General	\$ -	\$ -	\$ -	\$ -	\$ -	
94 Equipment-Maintenance	\$ 500.00	\$ 334.37	\$ 500.00	\$ 233.87	\$ 500.00	\$ 500.00
95 Equipment-Lease	\$ 2,500.00	\$ 2,857.70	\$ 2,500.00	\$ 1,344.80	\$ 2,500.00	\$ 2,500.00
96 Newsletter Expense(Web Articles)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
97 Lobbying	\$ 20,000.00	\$ 18,333.37	\$ 20,000.00	\$ 15,000.03	\$ 20,000.00	\$ 20,000.00
<b>98 Total Expense for Administration:</b>	<b>\$ 250,000.00</b>	<b>\$ 233,781.73</b>	<b>\$ 250,000.00</b>	<b>\$ 178,014.05</b>	<b>\$ 297,350.67</b>	<b>\$ 250,000.00</b>



2022 Proposed Total Budget  
2020 Adopted Budget/Actuals - 2021 Adopted Budget/YTD/Projected - 2022 Proposed

	Account	2020 Adopted	2020 Actual	2021 Adopted	2021 YTD (thru 10/31/21)	Projected 2021	Proposed 2022
	<b>Revenues:</b>						
	General Property Tax						
1	Carver County	\$ 42,833.00	\$ 47,147.51	\$ 42,871.42	\$ 23,378.86	\$ 42,871.42	\$ 41,762.18
2	Dakota County	\$ 70,735.35	\$ 67,616.35	\$ 72,959.65	\$ 39,196.42	\$ 72,959.65	\$ 72,153.45
3	Hennepin County	\$ 321,491.83	\$ 315,715.12	\$ 318,293.13	\$ 158,180.81	\$ 318,293.13	\$ 306,964.28
4	Scott County	\$ 289,939.83	\$ 72,725.74	\$ 290,875.80	\$ 112,935.73	\$ 290,875.80	\$ 304,120.10
	<b>Total Levy:</b>	<b>\$ 725,000.01</b>	<b>\$ 503,204.72</b>	<b>\$ 725,000.00</b>	<b>\$ 333,691.82</b>	<b>\$ 725,000.00</b>	<b>\$ 725,000.00</b>
5	Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	MCES WOMP Grant	\$ 5,500.00	\$ 5,500.00	\$ 5,000.00	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00
7	State of MN Grant for Dredge Material Management	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00
8	Metro-Area Watershed Based funding grants	\$ 91,021.00	\$ -	\$ -	\$ 63,866.00	\$ 63,866.00	\$ 63,866.00
9	License Revenue from placement of dredge	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 64,371.00	\$ 64,371.00	\$ 25,000.00
10	Revenues from sale of dredge material	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00
11	Permit Fees	\$ -	\$ 5,500.00	\$ -	\$ 20,344.25	\$ 20,344.25	\$ -
12	Miscellaneous Income	\$ -	\$ 5.00	\$ -	\$ 252.15	\$ 252.14	\$ -
	<b>Total Revenues:</b>	<b>\$ 1,091,521.01</b>	<b>\$ 754,209.72</b>	<b>\$ 1,000,000.00</b>	<b>\$ 727,025.22</b>	<b>\$ 1,123,833.39</b>	<b>\$ 1,063,866.00</b>
	<b>Expenses:</b>						
13	<b>Administration (from Administrative Budget Page)</b>	\$ 250,000.00	\$ 233,781.73	\$ 250,000.00	\$ 183,288.05	\$ 297,350.67	\$ 250,000.00
	<b>Cooperative Projects</b>						
14	Eden Prairie Bank Stabilization -Area #3	\$ 35,000.00	\$ 27,045.65	\$ 100,000.00	\$ 112,594.07	\$ 112,594.07	\$ 100,000.00
15	Eagle Creek	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Gully Erosion Contingency	\$ -	\$ 78,657.38	\$ -	\$ 4,395.65	\$ 4,395.65	\$ -
17	USGS	\$ 19,700.00	\$ 10,091.50	\$ -	\$ -	\$ -	\$ -
18	Ravine Stabilization at Seminary Fen in Chaska	\$ 55,200.00	\$ -	\$ -	\$ -	\$ -	\$ -
19	Riley Creek Cooperative Project with RPBCWD	\$ 74,565.67	\$ -	\$ -	\$ 150,000.00	\$ 150,000.00	\$ -
20	Seminary Fen Ravine Restoration site A	\$ -	\$ 97.50	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -
21	Seminary Fen Ravine C-2	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00	\$ -
	<b>509 Plan Budget</b>						
	Resource Plan Implementation						
22	Watershed Resource Restoration Fund						\$ 120,000.00
23	Gully Inventory	\$ 80,000.00	\$ 51,714.34	\$ -	\$ 44,582.28	\$ 44,582.28	\$ -
24	Minnesota River Corridor Management Project	\$ -	\$ -	\$ 75,000.00	\$ 36,706.00	\$ 75,000.00	\$ -
25	TH 101 Ravine/Shakopee	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ 35,000.00	\$ -
26	Assumption Creek Hydrology Restoration Project	\$ -	\$ -	\$ -	\$ 2,125.50	\$ 2,125.50	\$ -
27	Carver Creek restoration Project	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
28	Groundwater Screening Tool Model	\$ 50,000.00	\$ -	\$ -	\$ 408.00	\$ 408.00	\$ -
29	Eagle Creek (East Branch) Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Minnesota River Floodplain Model Feasibility Study	\$ -	\$ 260.00	\$ -	\$ -	\$ -	\$ -
31	Schroeder's Acres Park/Savage Fen Stormwater Management P	\$ 181,055.00	\$ -	\$ -	\$ -	\$ -	\$ -
32	Downtown Shakopee Stormwater BMPs		\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
33	PLOC Realignment/Wetland Restoration	\$ -	\$ 162.50	\$ 70,000.00	\$ -	\$ 70,000.00	\$ 30,000.00
34	Spring Creek Project	\$ -	\$ 1,223.62	\$ 75,000.00	\$ 4,002.50	\$ 75,000.00	\$ -
35	West Chaska Creek Project	\$ -	\$ 34,490.96	\$ -	\$ -	\$ -	\$ -
36	Sustainable Lakes Management Plan (Trout Lakes)	\$ 50,000.00	\$ 1,223.62	\$ -	\$ -	\$ -	\$ 50,000.00
37	Geomorphc Assessments (Trout Streams)	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
38	Fen Stewardship Program	\$ 25,000.00	\$ 78,714.21	\$ 25,000.00	\$ 23,241.47	\$ 25,000.00	\$ 25,000.00
39	District Boundary Modification Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
40	East Chaska Creek Bank Stabilization Project	\$ -	\$ 40,960.90	\$ -	\$ 77,457.31	\$ 77,457.31	\$ -
41	East Chaska Creek Water Quality Treatment Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
42	Minnesota River Sediment Reduction Strategy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
44	Local Water Management Plan reviews	\$ 8,000.00	\$ 16,289.96	\$ 15,000.00	\$ 1,285.50	\$ 15,000.00	\$ 5,000.00
45	Project Reviews	\$ 20,000.00	\$ 118,581.68	\$ 50,000.00	\$ 86,322.58	\$ 86,322.58	\$ 75,000.00
46	Monitoring	\$ 65,000.00	\$ 16,279.80	\$ 75,000.00	\$ 19,407.00	\$ 75,000.00	\$ 75,000.00
47	Watershed Management Plan		\$ -				
48	Next Generation Watershed Management Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
49	Plan Clarification and proposed rules/Rule implementation	\$ 56,000.00	\$ 27,830.79	\$ -	\$ -	\$ -	\$ -
50	Plan Amendment	\$ -	\$ -	\$ 10,000.00	\$ 2,846.29	\$ 10,000.00	\$ -
51	Vegetation Management Standard/Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
52	Public Education/Citizen Advisory Committee/Outreach Program	\$ 30,000.00	\$ 50,187.10	\$ 30,000.00	\$ 50,687.14	\$ 50,687.14	\$ 75,000.00
53	Cost Share Program	\$ 20,000.00	\$ 9,043.64	\$ 50,000.00	\$ 6,434.50	\$ 50,000.00	\$ 20,000.00
	<b>Nine Foot Channel</b>						
54	Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
55	Dredge site operations	\$ -	\$ -	\$ -	\$ 102.00	\$ 102.00	\$ 240,000.00
56	Dredge Site Restoration	\$ 315,000.00	\$ 459,845.30	\$ 240,000.00	\$ -	\$ 240,000.00	\$ -
57	<b>Total Non-administrative Expenses:</b>	<b>\$ 1,204,520.67</b>	<b>\$ 1,022,700.45</b>	<b>\$ 890,000.00</b>	<b>\$ 657,597.79</b>	<b>\$ 1,293,674.53</b>	<b>\$ 865,000.00</b>
58	<b>Total Administrative Expenses (from line 13)</b>	<b>\$ 250,000.00</b>	<b>\$ 233,781.73</b>	<b>\$ 250,000.00</b>	<b>\$ 183,288.05</b>	<b>\$ 297,350.67</b>	<b>\$ 250,000.00</b>
59	<b>Total Expenses</b>	<b>\$ 1,454,520.67</b>	<b>\$ 1,256,482.18</b>	<b>\$ 1,140,000.00</b>	<b>\$ 840,885.84</b>	<b>\$ 1,591,025.20</b>	<b>\$ 1,115,000.00</b>
60	Revenue less Expenses	\$ (362,999.66)	\$ (502,272.46)	\$ (140,000.00)	\$ (113,860.62)	\$ (467,191.81)	\$ (51,134.00)
61	Beginning Fund Balance - January 1			\$ (1,256,482.18)	\$ (1,256,482.18)		\$ (1,396,482.18)
62	Total Revenue			\$ 1,000,000.00	\$ 727,025.22		\$ 1,063,866.00
63	Total Expenses			\$ (1,256,482.18)	\$ (840,885.84)		\$ (1,115,000.00)
64	Ending Fund Balance - December 31 (bold figures are projected)			<b>\$ (1,396,482.18)</b>	<b>\$ (1,370,342.80)</b>		<b>\$ (1,447,616.18)</b>

2022 Budget Explanation of line items

Project funding proposed in the 2022 Budget is taken from Table 4-1 Implementation Program Budget found in Section 4 of the LMRWD Watershed Management Plan. Explanations for certain lines follow.	
<b>Line #</b>	<b>Cooperative Projects</b>
	<i>Cooperative Projects are those projects that are intended to be completed by the LMRWD with other partners</i>
14	<p><b>Eden Prairie Bank Stabilization - Area #3</b></p> <p>The LMRWD received a Clean Water grant for this project under BWSR's Watershed Based Funding Program. The LMRWD has allocated \$100,000 in 2022 for this project. The Board was informed at the July 21, 2021 meeting that the contract with Inter-Fluve to validate previous recommendations and provide preliminary design services has been cancelled. After meeting with the City of Eden Prairie, it was decided that the City and the LMRWD approach the State of MN to help with the cost to remediate this area to prevent a catastrophic slope failure. The LMRWD will need to work with BWSR to revise the scope of the project in terms of the grant and reach out to Inter-Fluve, giving them the right of first refusal, to assist with revising the scope of the project. This work will assist the LMRWD when reaching out to legislators to fund the project. The Board granted authorization to staff to work with Frenette Legislative Advisors to lobby for funding construction of this project. A proposal from Inter-Fluve is on the December meeting agenda.</p>
	<b>509 Plan Budget</b>
22	<p><b>Watershed Resource Restoration Fund</b></p> <p>This fund implements Goals 2 and 3, which are to protect, improve and restore surface water and ground water quality within the District. This program will fund projects sponsored by LGUs and were not identified at the time the Plan was adopted. Since the preliminary approval of the 2022 budget in August, the Board accepted a request from the City of Burnsville to partner on the stabilization of a ravine along Willow Creek. \$75,000 of this line will be set aside for that project. A request has been received from Scott County to partner in the collaborative LIDAR collection project. Scott County requested \$5,000 from the LMRWD to this project. This project is on the December 2021 agenda for discussion. If authorized by the Board funding for that project would come from this line item.</p>
32	<p><b>Downtown Shakopee Stormwater BMPs</b></p> <p>This project received a Watershed Based Funding Grant. The project is to study the stormwater of downtown Shakopee, which currently drains untreated to the Minnesota River. The purpose of the study is to identify BMPs to treat storm water before it reaches the River. The LMRWD received a one-year extension for this the grant received for this project.</p>
33	<p><b>Prior Lake Outlet Channel re-alignment</b></p> <p>This project also received a Watershed Based Funding Grant. The project will create meanders in the Prior Lake Outlet Channel (PLOC) in an attempt to reduce the amount of sediment carried to the Minnesota River. The LMRWD received a one-year extension for this the grant received for this project.</p>
36	<p><b>Sustainable Lakes Management Plan (Trout Lakes)</b></p> <p>This project will study the trout lakes within the LMRWD and develop a management plan for the lakes. This project was started and has been waiting for responses from the cities.</p>
38	<p><b>Fen Stewardship Program</b></p> <p>This project is a partnership between the LMRWD, the MN DNR and the Metropolitan Council. The effort will develop a management plan to protect, preserve and possibly restore calcareous fens within the LMRWD.</p>
44	<p><b>Local Water Management Plan Reviews</b></p> <p>The LMRWD has not yet approved the Local Water Management Plans for Savage and</p>

2022 Budget Explanation of line items

	Mendota. Some Cities' Plans are in the process of being updated due to LMRWD rules, which required cities to amend their official controls to conform to the rules.
45	<p><b>Project Reviews</b></p> <p>This item includes costs incurred by the LMRWD to review non-LMRWD projects in cities that have either opted to have the LMRWD review projects or have not yet received a Municipal Permit.</p> <p>Eden Prairie and Chaska have opted to have the LMRWD review projects within the boundaries of the LMRWD. The LMRWD is also responsible for reviewing MNDOT, and MAC (Metropolitan Airport Commission) projects and for the unincorporated areas of the District. Burnsville, Chanhassen and Savage intend to apply for a Municipal Permit, but permits have not been approved for these cities yet. Shakopee was granted a partial Municipal Permit at the November 2021 Board meeting.</p>
46	<p><b>Monitoring</b></p> <p>The LMRWD has contracted for monitoring of water resources within the District. Monitoring of resources in Carver County is done by the Carver WMO. Monitoring in Dakota County and Scott County are done by the Dakota and Scott County Soil &amp; Water Conservation Districts, respectively. The only resource in Hennepin that is monitored by the LMRWD is Ike's Creek. Ike's Creek is being monitored by the Metropolitan Council and the cost of monitoring is being paid for by the Minnesota Valley Refuge Friends.</p> <p>The LMRWD intends to conduct a comprehensive review of its monitoring program to evaluate whether monitoring is providing the information needed to manage resources within the District.</p>
47-51	<p><b>Watershed Management Plan Amendment</b></p> <p>Staff is planning an update to the Watershed Management Plan; primarily to update Table 4-1 Implementation Program Budget for 2018 - 2027. \$10,000 was included in the budget 2021 for amending the Plan. This amount should be enough to cover any Plan Amendment.</p>
52	<p><b>Public Education/CAC/Outreach Program</b></p> <p>The 2022 projected costs the LMRWD plans to spend on public education include</p> <ul style="list-style-type: none"> <li>• Citizen Advisory Committee (CAC).....20,950.00</li> <li>• Master Water Steward Program.....\$2,500.00</li> <li>• Continue School &amp; NGO Engagement.....\$22,500.00</li> <li>• Continue District Signage.....\$3,000.00</li> <li>• LMRWD website update/maintenance.....\$10,000.00</li> <li>• Rain Garden Workshops/Landscaping for Clean Water.....\$2,250.00</li> <li>• Freshwater Society "Ice Out/Loon In".....\$800.00</li> <li>• MN River Boat Tour.....\$8,000.00</li> <li>• Sponsorship of Salt Symposium and Water Summit.....\$500.00</li> <li>• Social Media.....\$4,500.00</li> </ul> <p><b>TOTAL:.....\$75,000.00</b></p> <p>Staff will continue to refine the education budget with input from the CAC.</p>
Line #	<b>Nine Foot Channel</b>
54-56	<p><b>Transfer from General Fund</b></p> <p>A deficit was built up in the Channel Fund, which was eliminated in 2019. All expenses incurred for managing dredge and maintenance of the dredge site are covered by the grant from the state of Minnesota. The transfer that was budgeted in 2020 was not necessary and a mid-year budget adjustment was done in August 2020 to reassign the money allocated for a transfer to the Channel Fund. \$80,000 was reassigned to the Gully Inventory.</p>

2022 Budget Explanation of line items

Line #	Administrative Budget
71	<p><b>Manager Per Diem</b>                      This figure is calculated for 5 Managers, using a per diem of \$125/meeting and 1.5 meetings per month per manager.</p>
77	<p><b>Dues</b>                      MAWD dues were included at \$7,500. Staff is recommending that the MAWD dues be included in the budget.</p>
88	<p><b>Accounting /Financial Services</b>                      The agreement for financial services with Carver County will expire at the end of 2021. Carver County Informed the LMRWD that they can no longer provide accounting services to the LMRWD. Redpath and Company informed the LMRWD that they do not have the capacity to continue to conduct the Annual Audit of the LMRWD finances. The LMRWD issued RFP s for both services. This item is on the December Board meeting agenda.</p>
92	<p><b>Engineering</b>                      This line has been increased to better reflect the actual cost of general engineering expenses. Costs incurred by the District that are charged to this line include preparation for monthly board meeting, Board meeting attendance of technical consultant. To offset the increase to this line, line 86 was reduced. Line 86 is the line that administrative services (Naiad Consulting) are charged to. More administrative service fees can be charged to directly to project budgets than has been done in the past.</p>

Manager \_\_\_\_\_ introduced the following resolution and moved its adoption:

LOWER MINNESOTA RIVER WATERSHED DISTRICT

RESOLUTION 21-12

ADOPTING 2021 BUDGET AND CERTIFICATION OF  
PROPERTY TAX LEVY FOR TAXES PAYABLE 2021

WHEREAS, in August 2021, the Board of Managers of the Lower Minnesota River Watershed District ("LMRWD") gave preliminary approval of a proposed total budget of One Million One Hundred Fifteen Thousand and 00/100 Dollars (\$1,115,000.00) for the fiscal year commencing January 1, 2022; and

WHEREAS the 2021 budget requires Seven Hundred Twenty-Five Thousand Dollars and 00/100 (\$725,000) to be raised from an ad valorem tax levy on taxable property located in the LMRWD, for the purpose of paying administrative expenses (Minnesota Statutes § 103D.905 Subd. 3) of Two Hundred Fifty Thousand Dollars (\$250,000) and providing for a planning and implementation fund (Minnesota Statutes § 103B.241) of Four Hundred Seventy-Five Thousand Dollars (\$475,000).

NOW, THEREFORE, BE IT RESOLVED, that the Secretary, in accordance with Minnesota Statutes, shall certify an ad valorem tax of Seven Hundred Twenty Five Thousand Dollars and 00/100 (\$725,000) to the Auditors of the following Counties: Carver, Dakota, Hennepin and Scott apportioned according to the attached Schedule A, which sum to be raised by a levy on all taxable property in the Lower Minnesota River Watershed District payable in the year 2022 and for the purposes noted above as provided in Minnesota Statutes, Sections 103D.911 and 103D.915;

BE IT FURTHER RESOLVED by the Board of Managers of the LMRWD that the proposed 2022 Budget is hereby approved and adopted as the final budget for 2022.

Adopted by the Board of Managers of the Lower Minnesota River Watershed District this 15th day of December 2021.

\_\_\_\_\_  
Jesse Hartmann, President

ATTEST:

\_\_\_\_\_  
Lauren Salvato, Secretary

The motion for the adoption of the foregoing resolution was seconded by President Hartmann and upon a vote being taken thereon, the following voted in favor thereof: Amundson, Hartmann, Mraz, Raby and Salvato; and the following voted against the same: None. Whereupon said resolution was declared passed and adopted, this 15th day of December 2021, signed by the President and his signature attested by the Secretary.



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 15, 2021

### Agenda Item

#### Item 7. A. – Audit and Financial Accounting Services

#### Prepared By

Linda Loomis, Administrator

#### Summary

The LMRWD issued a Request for Proposal (RFP) for Audit Services and for Financial Accounting Services. The RFPs were sent to 15 firms that provide government accounting services and had offices located in the Metro-area. The RFP was published in the State Register November 8<sup>th</sup> and again on November 15<sup>th</sup>. Proposals were due December 7<sup>th</sup>.

Two proposals were received – one for audit services from Global Portfolio Consulting and one for accounting services from Clifton Larson Allen. Both firms are qualified to perform the work required.

The cost in the proposal for audit services is \$35,682 for performing the 2021 audit and \$27,548 for 2022. There is an option for two additional years of audit services estimated to increase by approximately 2.5% per year. The cost is substantially higher than the cost incurred by the District in the past and exceeds what is in the 2022 budget; \$15,000.

The cost for accounting services is \$25,438 for 2022, \$26,320 for 2023, and \$27,268 for 2024. This too is a substantial increase from what the LMRWD was paying Carver County; \$5,382 in 2021. The 2022 budget includes \$5,580 for accounting services. The LMRWD will be able to manage this increase in costs in 2022 by using fund balance to cover the increased costs. However, it is likely that the District will need to increase its levy for taxes payable in 2023 to cover the increase in the cost to the District for financial services. Staff can also review the CIP list to see if there are projects that have been completed and have a balance remaining that could be re-allocated to financial services, or projects that the District has decided are unfeasible to complete.

For reference here are links to the RFPs:

- [Audit Services RFP](#)
- [Accounting Services RFP](#)

#### Attachments

[Proposal from Global Portfolio Consulting, LLC](#)

[Proposal from CliftonLarsonAllen \(CLA\) LLP](#)

#### Recommended Action

Motion to select Global Portfolio Consulting LLC as the audit service provider for fiscal years ending 2021 and 2022 and direct the District Administrator to enter into a contract with Global Portfolio Consulting, LLC with the review and assistance of legal counsel

Motion to select CliftonLarsonAllen LLP as the accounting services provider for fiscal years 2021, 2022 and 2023 and direct the District Administrator to enter into a contract with CLA with review and assistance of legal counsel.



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 15, 2021

### Agenda Item

#### Item 7. B. – Scott County LiDAR Funding Request

#### Prepared By

Linda Loomis, Administrator

#### Summary

Scott County will be part of a collaborative LiDAR data collection project. The U. S. Geological Survey (USGS) and the State of Minnesota are heading up the project and is asking Counties in project areas to contribute \$58,000 to the project. Scott County has asked the LMRWD to contribute \$5,000 to the project. They have commitments from the Scott County WMO for \$20,000 and the Prior Lake/Spring Lake Watershed for \$5,000. The County is reaching to cities to partner, but so far has no commitments.

This will be high resolution LiDAR and data would be available to the LMRWD through the State and the County's GIS site. The cost for the entire project is roughly \$3.4 million. USGS will contribute about 40% of the cost. The State will pick up half of the remaining 60% and the counties will evenly split up the rest of the cost; which is \$58,000.

Here is a [link](#) to additional information about the project. LiDAR is a valuable tool for flood hazard planning and assessing slope characteristics. If the Board determines to fund the project, funding could come from the Watershed Resource Fund line in the budget. Carver, Dakota and Hennepin Counties are all part of this effort, however, my contacts at those counties did not have any information or any idea whether or not those counties would ask for contributions. I suspect I would need to contact GIS Specialists rather than the Natural/Water resources divisions.

Since portions of the LMRWD lie within four counties, it may be possible that they will ask for contributions too. The Board could set aside similar funds for other counties, and/or reduce the amount for Scott County. It is possible that other counties will not ask for contributions.

In addition to the link already provided there is additional information on the USGS's [3D Elevation Program website](#) and the State's [Minnesota LiDAR Hub](#).

#### Attachments

No attachments

#### Recommended Action

Provide direction to staff



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 15, 2021

### Agenda Item

#### Item 8. A. – Lower Minnesota River East One Watershed One Plan

#### Prepared By

Linda Loomis, Administrator

#### Summary

The Board should discuss LMRWD representation on the Policy Committee for this project. The Board decided it was important for the LMRWD to have input into the development of the One Watershed One Plan (1W1P) for the Lower Minnesota River HUC 8 (Hydrologic Unit Code)\*. The Lower Minnesota River HUC 8 has been split into two for development of the 1W1P. The LMRWD was invited to be an active participant to the Lower MN River East and adopted a Resolution in 2020 indicating its intent. I have been involved on the Planning Committee for this project. BWSR awarded a grant to begin development of the 1W1P and the committee is now ready to begin the work of developing the plan.

The LMRWD is entitled to representation on the Policy Committee. The representative should be a member of the Board. The first meeting of the Policy Committee is planned for December 16, 2021 from 2:00 to 4:00 PM. Meetings are held in person with an option to join virtually. Manager Raby had volunteered to represent the LMRWD, but with his planned retirement from the Board, the Board should discuss who will replace him.

A draft Memorandum of Agreement (MOA) has been prepared and each participating party will be asked to sign the MOA. This is a draft document which is under review by the county attorneys and legal counsel for other parties. I have attached the MOA and suggest that legal counsel review it on behalf of the LMRWD.

The LMRWD has been involved peripherally with the Lower MN River West 1W1P. The District was not part of the planning for the Lower MN River West, but has been invited to be part of the Technical Advisory Group (TAG). I have been attending meetings of the TAG. The next meeting is scheduled for December 16, 2021 from 2:00 to 4:00 PM.

#### Attachments

Resolution 20-04 Expressing and Intent to Participate in One Watershed Planning and Supporting a Planning Grant Application

Draft Memorandum of Agreement

Lower Minnesota River East Planning Area Map

Agenda for Lower Minnesota River East 1W1P Informational Policy Committee Meeting

#### Recommended Action

Motion to appoint a Manager (and Alternate) to represent the LMRWD on the Lower MN River East 1W1P Policy Committee and authorize legal counsel review of Memorandum of agreement



\*Hydrologic Unit Codes - The United States is divided and sub-divided into successively smaller hydrologic units which are classified into four levels: regions, subregions, accounting units, and cataloging units. The hydrologic units are arranged or nested within each other, from the largest geographic area (regions) to the smallest geographic area (cataloging units). Each hydrologic unit is identified by a unique hydrologic unit code (HUC) consisting of two to eight digits based on the four levels of classification in the hydrologic unit system. More information can be found at the US Geological Survey website using this [link](#).

**RESOLUTION # 20-04**

**RESOLUTION OF THE LOWER MINNESOTA RIVER WATERSHED DISTRICT BOARD OF MANAGERS**

**Expressing and Intent to Participate in One Watershed Planning and Supporting a Planning Grant Application**

Manager Raby offered the following Resolution and moved its adoption, seconded by Manager Hartmann:

**WHEREAS**, the Lower Minnesota River Watershed District (LMRWD) exists in a portion of One Watershed Planning Area 56 as established by the Board of Water and Soil Resources (BWSR); and

**WHEREAS**, other watershed districts, watershed management organizations, counties and county soil and water conservations districts in Planning Area 56 have expressed an interest in initiating One Watershed Planning and in applying for a Planning Grant from the BWSR; and

**WHEREAS**, all of the interested entities, including the LMRWD, are required by statutes chapters 103B, 103C or 103D to prepare an adopt a water management plan for their organization or entity; and

**WHEREAS**, One Watershed Planning facilitates coordination of water management priorities, goals and actions across the Planning Area and between entities; and

**WHEREAS**, One Watershed Planning results in a One Watershed One Plan (watershed management plan) that may be adopted by the participating entities to replace their individually required plans under statutes chapters 103B, 103C and 103D; and

**WHEREAS**, notwithstanding the recent adoption of the LMRWD's Comprehensive Watershed Management Plan (2019) and the significant time and resources involved in developing that plan, the Board of Managers finds merit in coordinating with its neighboring entities in a One Watershed Planning effort and in seeking a Planning Grant to facilitate coordination and development of a One Watershed One Plan for Planning Area 56.

**THEREFORE, BE IT RESOLVED**, that the LMRWD Board of Managers intends to participate in One Watershed Planning for Planning Area 56 should the process move forward; and

**FURTHER**, the Board supports the efforts of other entities within Planning Area 56 to seek a Planning Grant from the BWSR for the planning effort; and

**FURTHER**, given the recent adoption of the LMRWD Comprehensive Watershed Management Plan, the Board reserves any decision on whether to adopt a subsequent One Watershed One Plan to replace its current plan. Rather, the Board, by intending to participate fully the planning process, seeks to coordinate its existing priority, goals and actions with any subsequent One Watershed One Plan.

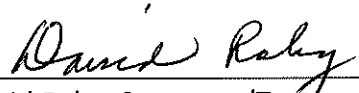
The question was on the adoption of the Resolution and there were 3 yeas and 0 nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
FREY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RABY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HARTMANN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Upon vote, the President declared the Resolution adopted.


  
 \_\_\_\_\_  
 Jesse Hartmann, President

ATTEST:

  
 \_\_\_\_\_  
 David Raby, Secretary/Treasurer

I, David Raby, Secretary/Treasurer of the Lower Minnesota River Watershed District, do hereby certify that I have compared the above Resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I hereunto set my hand this 18<sup>th</sup> day of March 2020.

  
 \_\_\_\_\_  
 David Raby, Secretary/Treasurer

## MEMORANDUM OF AGREEMENT

This agreement (Agreement) is made and entered into by and between:

The Counties of Le Sueur, Rice, and Scott by and through their respective County Board of Commissioners, and

The Le Sueur, Rice, and Scott Soil and Water Conservation Districts, by and through their respective Soil and Water Conservation District (SWCD) Board of Supervisors, and

The Lower Minnesota River Watershed District (LMRWD), by and through their respective Board of Managers, and

The Scott Watershed Management Organization (SWMO), by and through their respective Board of Managers,

Collectively referred to as the "Parties."

**WHEREAS**, the Counties of this Agreement are political subdivisions of the State of Minnesota, with authority to carry out environmental programs and land use controls, pursuant to Minnesota Statutes Chapter 375 and as otherwise provided by law; and

**WHEREAS**, the Soil and Water Conservation Districts (SWCDs) of this Agreement are political subdivisions of the State of Minnesota, with statutory authority to carry out erosion control and other soil and water conservation programs, pursuant to Minnesota Statutes Chapter 103C and as otherwise provided by law; and

**WHEREAS**, the Watershed Districts and Watershed Management Organizations of this Agreement are political subdivisions of the State of Minnesota, with statutory authority to carry out conservation of the natural resources of the state by land use controls, flood control, and other conservation projects for the protection of the public health and welfare and the provident use of the natural resources, pursuant to Minnesota Statutes Chapters 103B, 103D and as otherwise provided by law; and

**WHEREAS**, the parties to this Agreement have a common interest and statutory authority to prepare, adopt, and assure implementation of a comprehensive watershed management plan in *Lower Minnesota River East Watershed* to conserve soil and water resources through the implementation of practices, programs, and regulatory controls that effectively control or prevent erosion, sedimentation, siltation and related pollution in order to preserve natural resources, ensure continued soil productivity, protect water quality, reduce damages caused by floods, preserve wildlife, protect the tax base, and protect public lands and waters; and

**WHEREAS**, with matters that relate to coordination of water management authorities pursuant to Minnesota Statutes Chapters 103B, 103C, and 103D with public drainage systems pursuant to Minnesota Statutes Chapter 103E, this Agreement does not change the rights or obligations of the public drainage system authorities.

**WHEREAS**, the Parties have formed this Agreement for the specific goal of developing a plan pursuant to Minnesota Statutes § 103B.801, Comprehensive Watershed Management Planning, also known as *Lower Minnesota River East One Watershed, One Plan*.

**NOW, THEREFORE**, the Parties hereto agree as follows:

1. **Purpose:** The Parties to this Agreement recognize the importance of partnerships to plan and implement protection and restoration efforts for the Lower Minnesota River East Watershed (*see Attachment A with a map of the planning area*). The purpose of this Agreement is to collectively develop and adopt, as local government units, a coordinated watershed management plan for implementation per the provisions of the Plan. Parties signing this agreement will be collectively referred to as Lower Minnesota River East Watershed Partnership.
2. **Term:** This Agreement is effective upon signature of all Parties in consideration of the Board of Water and Soil Resources (BWSR) Operating Procedures for One Watershed, One Plan; and will remain in effect until 1-year after the term of the BWSR One Watershed, One Plan Planning Grant Agreement, unless canceled according to the provisions of this Agreement or earlier terminated by law.
3. **Adding Additional Parties:** A qualifying party within Lower Minnesota River East Watershed desiring to become a member of this Agreement shall indicate its intent by adoption of a board resolution prior to a date that is six months from the BWSR One Watershed, One Plan Planning Grant Agreement execution. The party agrees to abide by the terms and conditions of the Agreement; including but not limited to the bylaws, policies and procedures adopted by the Policy Committee.
4. **Withdrawal of Parties:** A party desiring to leave the membership of this Agreement shall indicate its intent in writing to the Policy Committee in the form of an official board resolution. Notice must be made at least 30 days in advance of leaving the Agreement. BWSR has identified the following parties as required parties for this agreement: Le Sueur County and Le Sueur SWCD. If one of the required Parties according to the BWSR Operating Procedures for One Watershed One Plan withdraws from this agreement, it does not make this MOA null and void. Should this occur, the remaining Parties will hold discussions with BWSR representatives regarding the reallocation of reassignment of duties, grant funds, and future projection of the project as a whole.
5. **General Provisions:**
  - a. **Compliance with Laws/Standards:** The Parties agree to abide by all federal, state, and local laws; statutes, ordinances, rules and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which the Agreement is responsible.
  - b. **Indemnification:** Each party to this Agreement shall be liable for the acts of its officers, employees or agents and the results thereof to the extent authorized or limited by law and shall not be responsible for the acts of any other party, its officers, employees or agents. The provisions of the Municipal Tort Claims Act, Minnesota Statute Chapter 466 and other applicable laws govern liability of the Parties. To the full extent permitted by law, actions by the Parties, their respective officers, employees, and agents pursuant to this Agreement are intended to be and shall be construed as a “cooperative activity.” It is the intent of the Parties that they shall be deemed a “single governmental unit” for the purpose of liability, as set forth in Minnesota Statutes § 471.59, subd. 1a(a). For purposes of Minnesota Statutes § 471.59, subd. 1a(a) it is the

intent of each party that this Agreement does not create any liability or exposure of one party for the acts or omissions of any other party.

- c. **Records Retention and Data Practices:** The Parties agree that records created pursuant to the terms of this Agreement will be retained in a manner that meets their respective entity's records retention schedules that have been reviewed and approved by the State in accordance with Minnesota Statutes § 138.17. The Parties further agree that records prepared or maintained in furtherance of the agreement shall be subject to the Minnesota Government Data Practices Act. At the time this agreement expires, all records will be turned over to the Fiscal Agent for continued retention.
- d. **Timeliness:** The Parties agree to perform obligations under this Agreement in a timely manner and keep each other informed about any delays that may occur.
- e. **Extension:** The Parties may extend the termination date of this Agreement upon agreement by all Parties.
- f. **Termination:** The parties anticipate that this Agreement will remain in full force and effect through the term of the grant agreement with BWSR and until canceled by all parties, unless otherwise terminated in accordance with law or other provisions of this Agreement. The parties acknowledge their respective and applicable obligations, if any, under Minn. Stat. Section 471.59, Subd. 5 after the purpose of the Agreement have been completed.
- g. **Amendment:** The Parties may modify this Agreement upon approval by the majority. Any amendment to this Agreement shall be in writing, adopted by each party in the same manner as the original Agreement.
- h. This is a collaborative effort by the Parties and as such, no employees shall be hired as part of this planning project.

6. **Administration:**

- a. **Establishment of Committees for Development of the Plan.** The Parties agree to designate one representative, who must be an elected or appointed member of the governing board, to a Policy Committee for development of the watershed-based plan and may appoint of one or more technical representatives to an Advisory Committee for development of the plan in consideration of the BWSR Operating Procedures for One Watershed, One Plan.
  - i. The Policy Committee will meet as needed to decide on the content of the plan, serve as a liaison to their respective boards, and act on behalf of their Board. Each representative shall have one vote.
  - ii. Each governing board may choose one alternate to serve on the Policy Committee as needed in the absence of the designated member.

- iii. The Policy Committee will establish bylaws by within 6-months of the date of the BWSR One Watershed, One Plan Planning Grant Agreement to describe the functions and operations of the committee(s).
  - iv. The Advisory Committee will meet monthly or as needed to assist and provide technical support and make recommendations to the Policy Committee on the development and content of the plan. Members of the Advisory Committee may not be a current board member of any of the Parties.
- b. **Submittal of the Plan.** The Policy Committee will recommend the plan to the Parties of this agreement. The Policy Committee will be responsible for initiating a formal review process for the watershed-based plan conforming to Minnesota Statutes Chapters 103B and 103D, including public hearings. Upon completion of local review and comment, and approval of the plan for submittal by each party, the Policy Committee will submit the watershed-based plan jointly to BWSR for review and approval.
- c. **Adoption of the Plan.** The Parties agree to adopt and begin implementation of the plan within 120 days of receiving notice of state approval, and provide notice of plan adoption pursuant to Minnesota Statutes Chapters 103B and 103D.
7. **Fiscal Agent:** Scott Soil and Water Conservation District will act as the fiscal agent for the purposes of this Agreement and agrees to:
- a. Accept all responsibilities associated with the implementation of the BWSR grant agreement for developing a watershed-based plan.
  - b. Perform financial transactions as part of grant agreement and contract implementation.
  - c. Annually provide a full and complete audit report.
  - d. Provide the Policy Committee with the records necessary to describe the financial condition of the BWSR grant agreement.
  - e. Retain fiscal records consistent with the agent's records retention schedule until termination of the agreement (at that time, records will be turned over to *(Fiscal Agent)*).
  - f. Administration of the grant with BWSR for the purposes of developing a watershed-based plan, including reporting, process oversight, consistent planning and update meetings with BWSR staff, and overall coordination of the process.
8. **Grant Administration:** Le Sueur County will act as the grant administrator for the purposes of this Agreement and agrees to provide the following services:
- a. Accept all day-to-day responsibilities associated with the implementation of the BWSR grant agreement for developing a watershed-based plan, including being the primary BWSR contact for

the *One Watershed, One Plan* Grant Agreement and being responsible for BWSR reporting requirements associated with the grant agreement.

- b. Provide the Policy Committee with the records necessary to describe the planning condition of the BWSR grant agreement.
  - c. Coordination and facilitation of Steering Team meetings including establishing date, location, time, space, technology needs, taking meeting notes and sending out meeting minutes, and any necessary accommodations such as refreshments.
  - d. Retain fiscal records consistent with the Day-to-Day agent's records retention schedule until termination of the agreement (at that time, records will be turned over to *(Fiscal Agent)*).
9. The following parties agree to provide the following services to the Lower Minnesota River East Watershed Partnership:
- a. Additional work tasks and responsibilities will be identified in the work plan and sub agreements.
10. **Authorized Representatives:** The following persons will be the primary contacts for all matters concerning this Agreement:

Le Sueur County

Joseph Martin or successor  
County Administrator  
88 South Park Ave  
Le Center, MN 56057  
Telephone: (507) 357-8220

Le Sueur Soil and Water Conservation District

Michael Schultz or successor  
District Manager  
181 W Minnesota Street  
Le Center, MN 56057  
Telephone: (507) 419-0365

Rice County

Sara Folsted or successor  
County Administrator  
320 Third Street NW  
Faribault, MN 55021  
Telephone: (507) 332-6100

Rice County Soil and Water Conservation District

Steve Pahs or successor  
District Manager  
1810 30<sup>th</sup> Street NW  
Faribault, MN 55021  
Telephone: (507) 332-5408

Scott County

Lezlie Vermillion  
County Administrator  
200 4<sup>th</sup> Avenue W  
Shakopee, MN 55379  
Telephone: (952) 496-8100

Scott Soil and Water Conservation District

Troy Kuphal or successor  
District Director  
7151 W 190<sup>th</sup> Street Suite 125  
Jordan, MN 55352  
Telephone: (952) 492-5425



Lower Minnesota River Watershed District

Jesse Hartmann or successor  
Watershed District President  
112 E 5<sup>th</sup> Street #102  
Chaska, MN 55318  
Telephone: (952) 856-5880

Scott Watershed Management Organization

Virgil Pint or successor  
Water Management Organization Chair  
200 4<sup>th</sup> Avenue W  
Shakopee, MN 55379  
Telephone: (952) 496-8177

**IN TESTIMONY WHEREOF** the Parties have duly executed this agreement by their duly authorized officers.

**PARTNER: Lower Minnesota River Watershed District**

APPROVED:

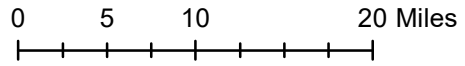
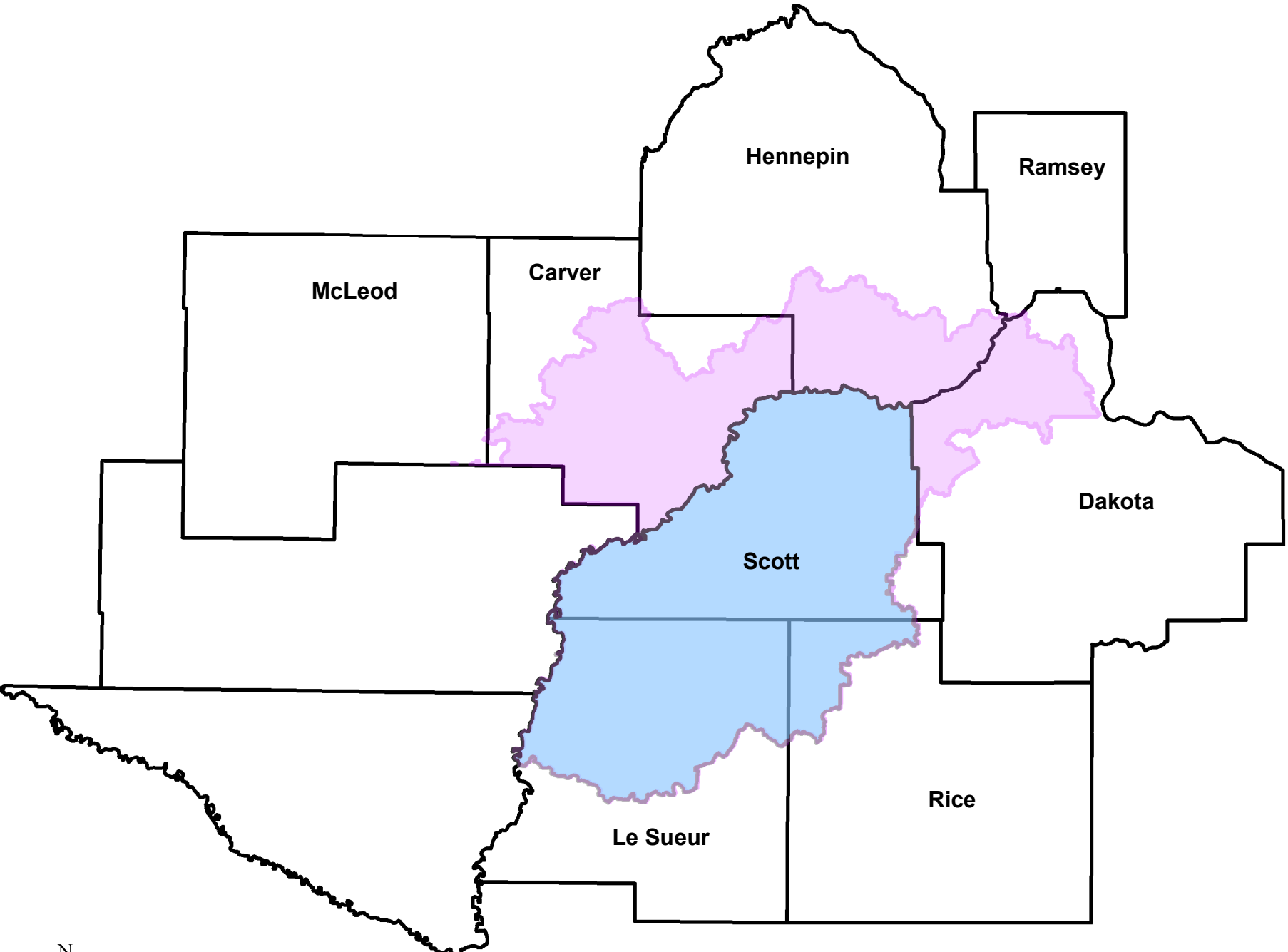
BY: \_\_\_\_\_  
President of the Watershed District Board                      Date

BY: \_\_\_\_\_  
Secretary of the Watershed District Board                      Date



**Attachment A**

*(insert map of planning area)*

# Lower Minnesota River East 1W1P Planning Boundary



### Legend

-  Lower Minnesota River East 1W1P Planning Boundary
-  Planning Area 56

# Agenda

## Lower Minnesota River East 1W1P Informational Policy Committee Meeting

**Date & Time:** 2:00-4:00pm, Thursday, December 16, 2021

**Location:**

Le Sueur County Justice Center-EOC Room, 435 East Derrynane Street, Le Center, MN 56057

or

Webex

<https://lesueurcounty.webex.com/lesueurcounty/j.php?MTID=mb068358f3632e9b943a8d305dd1af970>

Meeting number: 2486 196 9438

Password: 3iTRPwPpY77

- |                       |  |
|-----------------------|--|
| <b>2:00pm -2:05pm</b> | Welcome & Review Agenda  |
| <b>2:05pm -2:25pm</b> | Ice Breaker  |
| <b>2:25pm -2:45pm</b> | BWSR Introduction to 1W1P  |
| <b>2:45pm -3:05pm</b> | Share Experiences with 1W1P  |
| <b>3:05pm -3:25pm</b> | Draft Memorandum of Agreement (MOA)  |
| <b>3:25pm-3:40pm</b>  | Draft Budget & Timeline  |
| <b>3:40pm-3:50pm</b>  | Set Meeting Schedule   |
| <b>3:50pm-4:00pm</b>  | Introduction to Next Steps <ul style="list-style-type: none"><li>• Election of Officers</li><li>• Bylaws</li><li>• Hiring Consultant</li></ul> |



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 15, 2021

### Agenda Item

#### Item 8. F. – Watershed Management Plan

#### Prepared By

Linda Loomis, Administrator

#### Summary

The LMRWD adopted its Watershed Management Plan (the Plan) in October Of 2018. After adoption of the Plan, the District drafted rules to implement the plan. Rules were adopted in February 2020. Municipalities with property within the jurisdiction of the LMRWD were given until May 2020 to bring their official controls into conformance with the LMRWD rules. The LMRWD extended the date for conformance to September of 2020 upon the request of several municipalities.

The Board Managers of the LMRWD determined municipalities were the appropriate body to permit projects within the LMRWD and developed a Municipal Permit within its rules. Municipal Permits were granted to a municipality once official controls of the municipality conformed to the LMRW rules. In the meantime, the LMRWD reviewed all projects and issued individual project permits. The LMRWD retains permit authority for those municipalities (Eden Prairie and Chaska) that have chosen not to apply for a Municipal Permit (or within the floodplain in the cities of Bloomington, Carver and Shakopee) and for projects that fall within unincorporated areas of the District, Metropolitan Airport Commission properties, and MnDOT rights-of-way.

As the LMRWD has reviewed projects it became apparent that revisions to the rules were necessary. LMRWD staff has been working to revise rules. A schedule of the rules revisions is contained in the attached *2022 Projects and Program Workplan* dated December 10, 2021, prepared by Young Environmental Consulting Group, LLC.

Additionally, projects contained in Table 4-1: Lower Minnesota River Watershed District - Implementation Program Budget for 2018 -2027 of the Plan have either been completed or are underway. Staff recommends that Table 4-1 be updated and amended. Updates to the work plans of the Implementation projects are addressed in the *2022 Projects and Programs Workplan*. Here is a link to [Section 4](#) of the Plan, which includes Table 4-1.

#### Attachments

Lower Minnesota River Watershed District—2022 Projects and Programs Workplan

#### Recommended Action

No action recommended – for information only

# Technical Memorandum

<b>To:</b>	Linda Loomis, Administrator Lower Minnesota River Watershed District
<b>From:</b>	Della Schall Young, CPESC, PMP Owner/Principal Scientist
<b>Date:</b>	December 10, 2021
<b>Re:</b>	Lower Minnesota River Watershed District—2022 Projects and Programs Workplan

Below and attached are workplans for projects and programs planned for the 2022 calendar year. Some of the projects presented were planned for either 2020 or 2021 but were postponed to 2022.

## 1. Watershed Management Plan Amendment

Since the completion of the Watershed Management Plan (Plan) in 2018, the District has authorized and overseen the completion of most of its capital improvement projects (CIPs). In 2022, Chapter 4 (“Implementation Program”) of the Plan will be updated to incorporate additional CIPs and studies identified in the supporting studies. The District’s 2020 approved budget allocated \$50,000 to complete the rules, of which \$28,000 remains for this effort.

## 2. Rules Amendment

Starting in 2021, Linda Loomis, administrator for the Lower Minnesota Watershed District (LMRWD and District), Katy Thompson, Kaci Fisher, and Della Young, Young Environmental Consulting Group (Young Environmental), along with John Kolb Rinke Noonan, have been working on the proposed administrative revision to the District’s rules. The revisions have gone through one round of internal staff comments, with one meeting remaining before February 2022 between Katy and John to finalize the proposed revisions. Once the revisions have been finalized, the redlined version will be shared with the LMRWD managers for consideration before their approved version is shared with the technical advisory committee and the

Minnesota Board of Soil and Water Resources. The approved budget allocated \$10,000 of the 2021 to this effort.

### 3. Municipal (LGU) and Individual Projects Permit Programs

**Municipal LGU permits:** During 2021, the cities of Bloomington, Carver, Eagan, Mendota Heights, and Shakopee received permits to administer specified applicable rules within their respective boundaries. The focus in 2022 will be to permit the cities of Burnsville, Chanhassen, and Savage. The cities of Chaska and Eden Prairie have asked the District to continue to administer permits within their boundaries.

**Individual project permits:** As of Monday, November 22, 2021, the District had processed 133 rules review requests. Below is a list of how the requests broke down (see also the attached illustration, Figure X). Because five cities have received their municipal LGU permits from the District, we expect the rule review requests to decrease:

- 25 permits issued
- 8 open permit applications (three active, five conditionally approved)
- 42 pre-permit inquiries (meeting requests, information reviews, etc.)
- 14 reviews that were unattached to permit applications
- 4 grant application reviews
- 4 EAW/EIS reviews, three of which became permit applications
- 1 city municipal conditional use permit review
- 10 Minnesota Department of Natural Resources MPARS reviews, six of which became permit applications
- 12 Wetland Conservation Act (WCA) reviews; four WCA reviews became permit applications
- 3 reviews initiated and then cancelled by the applicant(s)

### 4. Education and Outreach (E&O) Program

The 2022 workplan includes continuing management of the citizen advisory committee, social media activities, signage design and placement, school engagement efforts, and partnerships for community outreach and engagement activities. The plan also includes assisting with the District's website and enhancing the cost-share program information and developing a training program. The approved budget allocated \$75,000 of the 2022 budget to this effort.

The E&O program's 2021 summary and 2022 workplan are attached as separate documents.

### 5. CIPs are listed below, and workplans are attached:



- a. Area 3 Stabilization Project – Attached is the revised workplan to support the development and completion of the comprehensive study, secure bonding funding funds from the legislature and other applicable grants.
- b. Assumption Creek Hydrology Study—The approved budget allocated \$10,000 of the 2019 budget to this effort. Although expected to be completed in 2021, this project was postponed to 2022.
- c. Calcareous Fens:
  - i. Groundwater Recharge Value Engineering Workshop—The approved workplan allocated \$7,500 of the 2021 budget to this effort. The workshop was held this past summer, and the final recommendations are underway.
  - ii. Gun Club Lake Stormwater Intrusion Project—The approved workplan allocated \$23,750 of the approved 2021 budget to this effort. Although expected to be completed in 2021, this project was postponed to 2022.
  - iii. Seminary Fen Management Plan—The approved workplan allocated \$53,000 from the approved 2021 budget to this effort. The vegetation survey or relevés was completed between March and November 2021. The comprehensive management plan began in November 2021 and is expected to be completed in 2022.
- d. Dredge Management Site – The workplan for this project is not attached. For 2022, tasks outline (such as the culvert analysis and upgrade and road improvements) in the grant agreement with the State of Minnesota will be completed.
- e. East Chaska Creek Project—The workplan for this project is not attached. It is 98 percent complete pending release of the retainage in 2022.
- f. Gully Inventory and Condition Assessment—The approved workplan allocated \$74,900 of the approved 2021 budget to this effort. Work began in 2021 and included the fieldwork and presentation by the interns; the documentation is expected to be completed in 2022.
- g. Minnesota River Corridor Management Plan—The approved 2020 and 2021 budgets allocated \$75,000 and \$25,00, respectively, to this effort. Work began in March 2021, and the stakeholder engagement, outreach, and documentation are expected to be completed in June 2022.

- h. Minnesota River Floodplain Study—The approved 2019 budget allocated \$30,000 to this effort. Although expected to be completed in 2021, this project was postponed to 2022.
- i. Spring Creek Hydrology and Hydraulics Project—The approved workplan allocated \$26,200 of the \$75,000 budget in 2020 to this effort. Work began in October 2021, and the documentation is expected to be completed in February 2022.
- j. Trout Waters Projects:
  - i. Sustainable Lakes Management Plan (SLMP)—The approved budget allocated \$50,000 in 2022. Draft SLMPs were completed in 2020, and the District has been waiting for feedback from the communities to finalize them. We expect to receive comments no later than March 2022 when we will finalize the SLMPs. Once finalized, the remaining budget will be spent on implementing board-approved management strategies. Updated workplan is not attached.
  - ii. Trout Streams Management Plan—The approved workplan allocated \$49,500 of the 2020 budget to this effort. The preliminary draft of the management plan was completed in December 2020. Review by staff is underway. Once staff reviews have been completed, the document will be sent to partners for comments before the draft final document is presented to the board for consideration.

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Area 3 Minnesota Riverbank Stability Project: Design

WORKPLAN—March 2, 2021 (Revised May 14, 2021, and December 10, 2021)

The Lower Minnesota River Watershed District (LMRWD) has been studying and collaborating with the City of Eden Prairie (City) to monitor the erosion occurring along the north bank of the Minnesota River since 2011. In 2020 it was estimated that the continued erosion of the riverbank and subsequent failure of the bluff slope above it have caused approximately 100,000 tons of soil and sediment to enter the river at a rate of 5,000 tons per year. The continued erosion of the riverbank is contributing to the increased turbidity and excess nutrients within the lower Minnesota River.

After 10 years of collecting monitoring data, the District is ready to move forward with a design to stabilize the riverbank and prevent future erosion of the bluff toe and further contributions to the excess sediment and nutrient loadings to the river.

#### **Summary**

<i>Outcome:</i>	<u>Conceptual rendering of bluff and riverbank stabilizations</u> , 60 and 90 percent construction plans, specifications, and engineer's estimate
<i>Project stakeholders:</i>	City of Eden Prairie, Hennepin County
<i>Timeline for completion of project:</i>	March 2021– <u>June 2022</u>
<i>Total project budget<sup>1</sup>:</i>	\$201,105–\$206,705 <u>\$260,711–\$266,311</u>

#### **Objective 1. Project Management: Underway**

This objective consists of managing the project scope, submittals, schedule, and budget and providing periodic communications from Inter-Fluve to the LMRWD staff via email and phone and from staff to the Board. Project coordination meetings to maintain communication with stakeholders will be necessary. The following meetings are planned:

~~*Task 1-1: Kickoff meeting:* LMRWD staff and Inter-Fluve will meet virtually to discuss the project scope and schedule.~~

~~*Task 1-2: Stakeholders' kickoff meeting:* LMRWD staff will lead a kickoff meeting with identified stakeholders.~~

*Task 1-3: Design review meetings:* Inter-Fluve will present the project design and provide an update at the end of the 60 percent and 90 percent tasks to LMRWD staff and project partners before the comment period for each task begins.

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<sup>1</sup> Where referenced, the LMRWD staff consists of the District's administrator and technical consultants' budget.

*Task 1-4: Board updates:* LMRWD staff will provide update memos to the Board summarizing the alternatives workshop and again following the 60- and 90-percent design review meetings and will provide project schedule updates as necessary.

*Timeline for completion:* ~~March–September 2021~~ March 2021–April 2022

*Deliverables:* Invoices, meeting agendas and summaries, Board update memos

*Estimated budget:* \$24,100–\$25,000 (LMRWD: \$9,296–\$10,196; Inter-Fluve: \$14,804)

## **Objective 2. Alternatives Review and Validation: Done**

*Task 2-1: Alternatives review and analysis:* ~~Inter-Fluve will review the data provided, identify gaps, and supplement or update the data and analysis to confirm the failure drivers of the slope and risks to the site. It will conduct a limited drone survey and construction survey (including bathymetry and detailed land survey) to support the development of the designs and develop a hydraulic analysis that includes ice analysis, boat wake, and geotechnical considerations. Inter-Fluve will summarize its findings in a technical memorandum with the criteria used, alternatives reviewed, and final recommendation.~~

*Task 2-2: Alternatives workshop:* ~~Inter-Fluve will present the findings of its alternative analysis and discuss the results with LMRWD staff, City, and county stakeholders at a workshop and provide a meeting summary to attendees. LMRWD staff will review the design recommendation memo, attend the alternatives workshop, and provide feedback on the work completed to date.~~

*Task 2-3: Individual agency meetings:* ~~LMRWD staff will coordinate with individual agencies to provide them with project updates and coordination of any necessary reviews.~~

*Timeline for completion:* ~~March–May 2021~~

*Deliverables:* ~~Alternatives review memo, workshop meeting agenda and summary, agency meeting agendas and summaries~~

*Estimated budget:* ~~\$77,505–\$78,405 (LMRWD: \$10,341–\$11,241; Inter-Fluve: \$67,164)~~

## **Objective 3. 60 Percent Design: On hold pending completion of Objective 6.**

*Task 3-1: 60 percent design development:* Inter-Fluve will develop 60 percent design plans based on the recommended design stakeholders select at the Objective 2 alternatives workshop. It will update the hydraulic analysis to reflect the proposed design, develop a preliminary plan set, and facilitate a design review meeting with LMRWD.

*Task 3-2: 60 percent design package review:* Interfluve will provide LMRWD staff with the 60 percent design package including construction plans, the design memorandum, and the permitting matrix. LMRWD staff will review the package and complete the comment resolution log for the selected consultant. LMRWD will return comments to Interfluve within two weeks.

*Timeline for completion:* ~~May–July 2021~~

*Deliverables:* 60 percent design package, design review meeting agenda and summary, completed comment log

*Estimated budget:* \$43,700–\$45,100 (LMRWD: \$13,289–\$14,689; Inter-Fluve: \$30,411) To be determined (TBD)

#### **Objective 4. Permitting**

*Task 4-1: Pre-permit meetings:* Using the 60 percent plans, LMRWD staff will independently confirm the permit matrix by coordinating with the identified agencies to present the project and confirm specific permit requirements and timelines. Permits will likely be needed from the MnDNR, USACE, LMRWD, City of Eden Prairie, US Coast Guard, MPCA, Environmental Quality Board, Minnesota State Historic Preservation Office, and other agencies.

*Task 4-2: Specialty permitting:* LMRWD Staff will complete a Phase 1 analysis for historic and cultural resources and threatened and endangered species. LMRWD will use this information for the joint permit application. Additional work may be necessary, depending on the results of the Phase 1 analysis, but it has not been included in this workplan.

*Task 4-3: Permit applications:* LMRWD staff will draft permit applications based on the 60 percent plans Inter-Fluve provided and apply for applicable permits including an LMRWD permit, the joint permit application for the MnDNR and USACE, and public waters permit. Agency review comments will be compiled and provided to the selected consultant in Task 6.

*Timeline for completion:* ~~July 2021–September 2021~~ January–August 2022

*Deliverables:* Permit applications, Phase 1 analysis and summary

*Estimated budget:* \$17,900–\$19,700 (LMRWD: \$17,900–\$19,700; Inter-Fluve: \$0)

#### **Objective 5. 90 Percent Design Review: On hold pending completion of Objective 6.**

*Task 5-1: 90 percent design development:* Inter-Fluve will develop 90 percent design plans based on the comments provided at the end of Tasks 4-3 and 5-3. The plan set will be updated to incorporate these comments, develop an engineer's estimate and final permit matrix, and provide draft specifications for review.

*Task 5-2: 90 percent design package review:* LMRWD staff will review the 90 percent design package including revisions to construction plans, the design memorandum, and the permitting matrix. LMRWD staff will conduct a complete review of the draft technical specifications and preliminary engineer's estimate and will finish the comment resolution log for the selected consultant.

*Timeline for completion:* ~~June 2021–July 2021~~ TBD

*Deliverables:* Board update memo

*Estimated budget:* \$37,900–\$38,500 (LMRWD: \$6,305–\$6,905; Inter-Fluve: \$31,595) TBD

## **Objective 6. Bluff Concept Design and Rendering**

Task 6-1: Preliminary slope concept analyses: Barr will perform preliminary engineering analyses on a cross-section through the bluff to evaluate three general concepts to stabilize the slope and control seepage: 1) leaving the bluff as is, 2) grading the bluff back to a gentler slope, and 3) implementing a geotechnical-structural solution. The results of the slope concept analyses will be summarized in a technical memo.

Task 6-2: Conceptual design and renderings: Inter-Fluve will develop a conceptual design for the removal of the City's stormwater pond and adjacent riverbank protection structures and recommendations for appropriate treatment of the pond bank segment. The results of the stormwater pond removal analyses will be summarized in a technical memo. An artist will combine the slope recommendations from Task 6-1 with Inter-Fluve's recommendations for the riverbank stabilization and develop three renderings: 1) a plan view that includes Area 3, the City stormwater pond, and the upper bluff; 2) an oblique view of the City stormwater pond area; and 3) an oblique view of the Area 3 bluff. The nontechnical graphics produced will be suitable for the public, legislators, and potential funding agencies. Additionally, Inter-Fluve and Barr will develop an Engineer's Opinion of Probable Construction Cost for the proposed work. LMRWD staff will conduct a complete review of the draft technical memorandums, costs, and renderings and will provide the Board with updates.

Timeline for completion: December 2021–March 2022

Deliverables: Board update memos including technical memos, conceptual renderings of recommended slope, and riverbank stabilization

Estimated budget: \$59,606 (LMRWD: \$8,100; Inter-Fluve: \$29,501; Barr: \$22,005)

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Assumption Creek Hydrology Assessment

WORK PLAN—~~August 10, 2020~~ (Revised December 10, 2021)

#### Summary

<i>Outcome:</i>	Assumption Creek Hydrology Assessment, to be used as a supplemental report for the Trout Streams Gaps Analysis and Seminary Fen Management Plans. Building off the 2019 <i>Trout Streams Geomorphology Study</i> and the 2020 <i>Fens Suitability Gaps Analysis</i> , this assessment will focus on the hydrogeology of the system and the contributing stormwater inflows.
<i>Project partners:</i>	Minnesota Department of Natural Resources (MNDNR), US Army Corps of Engineers (USACE), Carver County, and City of Chaska
<i>Timeline for completion of project:</i>	<del>September–December 2020</del> September 2021–June 2022
<i>Total project budget:</i>	\$27,200–\$30,000

#### Objective 1. Project Management

*Task 1-1: Project plan development and project management.* Finalize the workplan; assign project tasks; determine whether additional resources are needed; set dates for deliverables; generate and maintain project schedule and Gantt chart.

*Deliverables:* invoices and project updates

*Estimated budget:* \$2,500–\$3,000

#### Objective 2. Data Collection and Review - Done

*Task 2-1: Gather the available information.* Collect background resource information from previous District efforts, including the *Strategic Resources Evaluation Plan*, *Geomorphic and Habitat Assessments of Trout Streams in the Lower Minnesota River Watershed District*, and *LMRWD Fen Sustainability Plan* as well as from public resources, including the City of Chaska, Minnesota Department of Natural Resources, and US Army Corps of Engineers. Together, with the current Trout Streams Strategic Management Plan project, develop a standardized e-mail for LMRWD to send to project partners notifying them about the project and advising that they may be contacted by Young Environmental staff.

*Task 2-2: Desktop analysis.* From the information collected in Task 2–1, perform a historic aerial photo analysis of the Assumption Creek watershed and develop a comprehensive list of past land uses and activities that may have altered the surface water and groundwater hydrology near Assumption Creek. Review soils data to identify areas of potential groundwater recharge in the watershed and review land-use changes from the historic aerial photo analysis. A simple hydrology model may also be developed to determine the potential surface water runoff contribution to the creek and downstream Seminary Fen.

*Timeline for completion:* ~~September 2020~~ March 2022

*Deliverables:* Standardized e-mail to project partners, desktop analysis, project partner meeting agendas, and summaries.

*Estimated budget:* \$5,400–\$5,800

#### Objective 3. Field Work

*Task 3-1: Complete gaps analysis for Assumption Creek.* Evaluate the data collected in Objective 2 for any gaps that would be necessary to restore the hydrology and groundwater connection for Assumption Creek. Review the data for evidence of channel instability, including the presence of mid-channel bars in the east reach. Additionally, this task will include coordination with Barr to reevaluate the 2019 recommendations and others to aid in closing these gaps.

*Task 3-2: Collect field data.* Visit the locations south of Flying Cloud Drive on Assumption Creek that were inaccessible during the 2019 field work because of flooding on the Minnesota River and perform geomorphology and habitat assessments following the same methodology and procedures used in 2019. The 2019 report completed by Barr Engineering included recommendations for additional field work: 1) Collect additional flow measurements upstream and downstream of Seminary Fen to quantify baseflow conditions; and 2) If site conditions allow, assess the portion of Assumption Creek downstream of Flying Cloud Drive with the same methodology and procedures used in 2019.

*Timeline for completion:* ~~September–October 2020~~ March 2022–August 2022

*Deliverables:* gaps analysis and field data collection

*Estimated budget:* \$6,900–\$7,600

#### **Objective 4. Documentation**

*Task 4-1: Generate draft outline.* Generate a draft annotated outline that documents the findings and recommendations of Objectives 2 and 3 and that outlines opportunities that may exist to restore the groundwater hydrology.

*Task 4-2: Develop the draft report.* Build on the annotated outline and develop the draft report documenting the methods, assumptions, procedures, results, and recommendations. Submit the draft report to the District and project partners for consideration and written feedback.

*Task 4-3: Present approach and preliminary recommendations.* Present the approach and preliminary recommendations to the project partners and the District's managers.

*Task 4-4: Finalize the report.* Finalize the draft report and incorporate project partners', district administrators', and managers' written feedback.

*Timeline for completion:* ~~October–December 2020~~ September 2021 – June 2022

*Deliverables:* annotated outline, draft report, preliminary plan presentation, and final report

*Estimated budget:* \$12,400–\$13,600



LOWER MINNESOTA RIVER WATERSHED DISTRICT

**Calcareous Fens**

WORK PLAN—August 3, 2020 (Revised December 10, 2021)

*During 2019–2020, the District completed a comprehensive review of the calcareous fens within its jurisdiction, and the review is documented in the 2020 Fen Sustainability Gaps Analysis for Carver, Dakota, and Scott Counties Minnesota report (Report). The fens are Gun Club Lake North and South Fens, Nicols Meadow Fen and Black Dog Fen in Dakota County, Seminary Fen in Carver County, and Savage Fen in Scott County. The report recommends a number of activities necessary to protect and preserve these high value resources. The recommendations for priority action are presented below and are based on partner interest and the available information.*

**Summary**

*Outcome:* various reports and analysis  
*Project partners:* Minnesota Department of Natural Resources (DNR), US Fish and Wildlife Service (USFWS), stakeholder organizations, other partner agencies  
*Timeline for completion of project:* ~~October 2020–December 2021~~ March 2021–August 2022  
*Total project budget:* \$87,000–\$109,250

**Objective 1. Groundwater Recharge Value Engineering Workshop (Workshop is Done, Recommendations Underway)**

*Task 1-1: Value Engineering Workshop.* Over the past few years, the District has considered numerous methods of understanding the sustainability of calcareous fens within its jurisdiction, including modeling and predicting the effects of permitted pumping and climate on the system as well as monitoring and tracking both dynamic and static water levels of the fens. Through a facilitated two- to three-hour workshop, we will bring groundwater professionals together to review the available information on the fens and the District’s goals to develop the best approach for understanding fen groundwater management sustainability.

*Timeline for completion:* two months  
*Deliverables:* invitational e-mail, agenda, review package, and instructions and outcomes summary  
*Estimated objective 1 budget:* \$5,000–\$7,500

**Objective 2. Gun Club Fen Stormwater Intrusion Study (January – June 2022)**

*Task 2-1: Stormwater Intrusion Study.* During spring 2020, the DNR approached the District about investigating a scar that has formed within the Gun Club North Fen (see the attached map). This study will investigate the sources of the stormwater channeled toward the fen and will generate concept plans to mitigate the flow upstream and/or diffuse it when it enters the fen to correct the scar.

*Timeline for completion:* three months  
*Deliverables:* draft and final feasibility study  
*Estimated objective 2 budget:* \$17,000–23,750

### **Objective 3: Seminary Fen Management Plan - Underway**

*Task 3-1. Complete the Fen Management Plan.* Over the past ten years or so, the DNR, Metropolitan Council, and other stakeholders have convened a workgroup focused on protecting the Seminary Fen. The appears to have stalled, but the *Fen Sustainability Gaps Analysis* completed by the District should be used to reignite the workgroup to complete the management plan. The work would consist of facilitating workgroup discussions focused on reviewing the outcomes of the *Fen Sustainability Gaps Analysis*, the pending *Trout Streams Study*, and participating in the value engineering workshop to develop a comprehensive management plan for the fen.

*Timeline for completion:* twelve months

*Deliverables:* agendas, meeting summaries, and the draft and final management plan

*Estimated budget:* \$45,000–\$53,000

*Task 3-2. Complete Vegetation Study (Relevé) – **Completed November 2021.*** ~~The DNR has identified five locations within the Seminary Fen relevé plots to be completed. For these relevés, as with the ones being completed on Gun Club Lake and the Nicols Meadow fens, the DNR recommends that the studies are completed with two separate field visits—one in June or early July and the other in August or early September. The dual survey ensures all species are visible and identifiable during one of the two visits.~~

*Timeline for completion:* ~~five months~~

*Deliverables:* ~~floristic quality assessment and summary observations~~

*Estimated budget:* ~~\$20,000–\$25,000~~

LOWER MINNESOTA RIVER WATERSHED DISTRICT

**GULLY 2: SOUTH SIDE OF THE MINNESOTA RIVER DESKTOP ASSESSMENT AND  
FIELD INVENTORY AND CONDITION ASSESSMENT**

WORK PLAN—July 31, 2020 (Revised December 10, 2021)

*Using the Minnesota River as a focal point, this project will examine issues facing the river's complex natural system, which is a shared resource and a place where varied interests and other systems converge. This work will build upon the 2020 Gully Inventory and Condition Assessment report by identifying potential gullies that were not inspected or assessed in the original 2007 Gully Inventory. Using GIS software and supplemental fieldwork, this work will identify potential gullies that are contributing to the flow and sediment accumulation of the Minnesota River from the cities of Burnsville, Eagan, Savage, and Shakopee as well as develop recommendations for future field work to assess the condition of these gullies.*

**Summary**

*Outcome:* Identify and make recommendations for future field work and condition assessments of gullies located in the cities of Burnsville, Eagan, Savage, and Shakopee within the Lower Minnesota River Watershed District.

*Timeline for completion:* January 2021—~~September 2021~~ June 2022

*Project partners:* Minnesota Department of Natural Resources (MnDNR), US Fish and Wildlife Service (USFWS), Trout Unlimited, City of Burnsville, City of Eagan, City of Savage, City of Shakopee, Dakota County, and Scott County

*Audience (For whom this plan is intended):* Cities and counties within the Lower Minnesota River Watershed District (LMRWD) and resource and land use professionals

*Total project budget:* \$67,600–\$74,900

**Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize the workplan, assign project tasks, determine if additional resources are needed, set dates for deliverables, and generate and maintain project schedule/Gantt chart.

*Timeline for completion:* 5–12 months

*Estimated budget:* \$3,300–\$4,000

**Objective 2. Desktop Analysis - Done**

*Task 2-1: Review background information.* ~~As part of the 2020 Gully Inventory and Assessment Project, the Young Environmental staff collected information from public resources for all cities within the District. Information was extracted for only the sites visited as part of the 2007 Inventory, and the south side of the District was not reviewed as part of that scope. The compiled information will be reviewed, and municipalities within this study area may be contacted for additional information and to determine areas of concern, proposed projects, and completed projects that may affect future field work and surveys. In addition, this task will include coordination with the USFWS and Minnesota Department of Natural Resources to gain permission to perform survey work on their land.~~

*Task 2-2: Gully erosion susceptibility analysis.* ~~From the information collected and reviewed in Task 2-1, we will identify and map potential gullies as well as proposed and completed municipal projects that may address gully erosion. Contact partners (identified above) for additional information as needed. Develop a Gully Erosion Susceptibility Analysis and map using geospatial data to estimate which areas within the southern LMRWD~~

watershed may be susceptible to gully erosion. The analysis will include MnDNR LiDAR data, soil types, land use and land cover, and surficial geology.

*Task 2-3: Fieldwork prioritization.* From the map of potential and unassessed sites developed in Task 2-2, we will identify additional data that may be needed to complete future field work. We will work with project partners as needed, including coordinating meetings with the municipalities to discuss draft findings and incorporating their input into the final technical memorandum recommendations.

*Task 2-4: Technical memo.* Develop a list of recommendations to guide future field work assessments. The methodology developed for the desktop analysis will be documented and results and recommendations presented in a technical memorandum to be appended to the final 2020 Gully Inventory Report as a supplemental appendix.

*Timeline for completion:* 4–6 weeks

*Estimated budget:* \$5,500–\$6,200

### **Objective 3. Field Work – 90 Percent Complete**

*Task 3-1: Collect new gully waypoints and field condition assessments.* Following the same methodology developed for the 2020 Gully Inventory and Condition Assessment, conduct site visits to each of the identified gullies from objective 2. As before, Young Environmental will use interns to collect photographs, waypoint locations, and notes detailing the condition of each of the gullies using the same field data collection sheets developed as part of the 2020 Gully Inventory and Assessment Project.

*Task 3-2: Collect drone survey bids.* Following the completion of the 2020 field season, a final list will be compiled of the sites that were inaccessible because of steep slopes or other safety concerns. We will have local drone experts assess the final list and create mapping to determine if a drone survey is feasible. If a drone survey is determined to be feasible, a separate scope of work will be developed to complete it.

*Task 3-3: Gully ranking.* Based on the gully condition assessment, Young Environmental will rate the identified and assessed gullies in the LMRWD using the same methodology developed in the 2020 Gully Inventory and Assessment report. Criteria to be used will include the potential for sediment loading into the Minnesota River, proximity to HVRA or 303-listed impaired waterbody, and interest by project partners.

*Timeline for completion:* 8–12 weeks, dependent on weather

*Estimated budget:* \$52,100–\$57,400

### **Objective 4. Documentation**

*Task 4-1: Draft technical memorandum.* Develop a technical memorandum that presents the methods, results, and recommendations from the 2020–21 fieldwork and append to the final 2020 Gully Inventory and Condition Assessment report. The draft memorandum will be provided to the district and partners for comment.

*Task 4-2: Finalize technical memorandum and append to final 2020 Gully Inventory and Condition Assessment Report.* Submit the final technical memorandum and findings to the District and project partners. Append final technical memorandum to the final report for documentation.

*Timeline for completion:* 4 weeks

*Estimated budget:* \$6,600–\$7,300

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Minnesota River Corridor (MRC) Plan

WORK PLAN—~~August 3, 2020~~ (Revised December 10, 2021)

*Using the Minnesota River as a focal point, this project will examine issues facing the river's complex natural system, a shared resource and a place where varied interests and other systems converge. The results of this project will be a multi-purpose corridor plan that will serve as a guiding document among all the political jurisdiction and agencies. It will seek to create a new foundation for cooperation and strategic financial investments that can provide multiple benefits.*

*The plan will examine pressures on the river from inside the watershed and expand to consider areas upland of the watershed, considering the river is itself a complex natural system and a shared resource, where varied interests such as recreation and commerce systems converge. The outcome will be the development of a shared vision and effective implementation to identify and focus effort on maximizing public benefits, including: (1) create greater understanding of the Lower Minnesota River Corridor and its landscape, (2) demonstrate a desired future for the river and how change in the surrounding landscape can help attain this future, (3) suggest a structure or framework by which the vision can be implemented, and (4) identify shared community and public values that form the basis of the project.*

*Potential management strategies will also be identified as part of the process to improve water quality, integrate wildlife habitat and outdoor recreation, and create a framework for a more sustainable economic development within the watershed. The plan will also recognize the role private landownership has in the development of the watershed and will provide landowners with tools and opportunities to become more involved and implement best practices.*

### **Summary**

<i>Outcome:</i>	Minnesota River Corridor (MRC) Plan
<i>Project Partners:</i>	Residents and business owners of LMRWD, Minnesota Board of Water and Soil Resources (BWSR), Minnesota Department of Natural Resources (DNR), US Army Corps of Engineers (USACE), US Coast Guard, US Fish and Wildlife Service (USFWS), Friends of the Mississippi, Minnesota Valley Refuge Friends, stakeholder organizations, other partner agencies
<i>Timeline for Completion of Project:</i>	<del>September 2020–June 2021</del> (March 2021 – December 2022)
<i>Total Project Budget:</i>	\$83,800–\$100,000

### **Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize the workplan; assign project tasks; determine if additional resources are needed; set dates for deliverables; generate and maintain project schedule/gantt chart.

*Timeline for Completion:* 8 – 10 months

*Deliverables:* Invoices and project updates

*Estimated Objective 1 Budget:* \$8,200–\$9,800

### **Objective 2. Collect and Review Data**

*Task 2-1: Review and build on past efforts.* Gather previous plans and studies from partners' websites, past LMRWD studies and projects, and available online data sources. Review to develop a comprehensive list of resources that exist within or near the District that address water quality, habitat and natural resources, land uses and community plans, recreation opportunities, and infrastructure or other intersecting systems. Done

*Task 2-2: Preliminary issue identification and qualitative analysis.* Using the information collected in Task 2-1, review the data to identify key issues or concerns, shared values or goals, and projected growth within the watershed. Develop a list of the priority sites or issues as a starting point for public engagement activities. Done

*Task 2-3: GIS mapping.* Develop watershed mapping to characterize the Lower Minnesota River Corridor by: water quality, habitat and natural resources, land uses and community plans, recreation opportunities, and infrastructure or other intersecting systems. Maps will be developed to document the current conditions across the Corridor, as well as map the needs related to the Corridor Plan goals.

*Timeline for Completion:* September 2020 (March 2021 – March 2022)

*Deliverables:* Development of data matrix and identification of key issues within the watershed from previous studies, preliminary mapping of existing watershed conditions

*Estimated Objective 2 Budget:* \$14,400–\$17,300

### **Objective 3. Partnering and Public Engagement**

*Task 3-1: Contact potential project partners and outreach.* Reach out to project partners: municipal partners, county partners, DNR, USEFWS, BWSR, landowners (business, agricultural, and residential), recreation and stewardship agencies, and other partner agencies with an introductory email and request for a point of contact for those interested in participating in the MRC and technical advisory group process. These points of contact will be asked to participate in future discussions with the District to help identify major issues. Done

*Task 3-2: Focus Groups.* Three information gathering sessions will be held with randomly-selected residential, business, and agricultural landowners located within the watershed and with stewardship and recreation organizations. Participants will be asked to provide their insights into how they value the river, changes they have seen in the river over time, regulatory issues, and what they hope the plan would accomplish. These meetings will be held virtually. Another information gathering session will be held with local watershed organizations may also be contacted for advice for proceeding with issues identification and advertising for public workshops, particularly for any public engagement lessons-learned while in the midst of the COVID19 pandemic. Such organizations may include Friends of the Mississippi River and the Vermillion River Watershed District.

*Task 3-3: Partner Workshops.* Review the proposed process and objectives with partners for their endorsement, solicit feedback, and learn how their expertise and knowledge of the resource can lend itself to the project. Facilitate a virtual open house to characterize the partners' perspective of the watershed and the key issues identified in Objective 2. Three workshops will be held virtually and are generally discussed below:

#### *Workshop 1: A River Worth Protecting*

The goal of the first workshop is to introduce attendees to the MRC Plan and identify priorities for water quality, habitat, appropriate recreation, and future growth opportunities. The workshop will be broken into regional sessions, by county.

#### *Workshop 2: Working Together*

The second workshop will offer participants the opportunity to review and refine the draft concepts for the full corridor plan.

#### *Workshop 3: Putting the Plan into Action*

The third workshop will allow the participants to refine the corridor concepts that comprise the Corridor Plan vision. Input will be sought on how the plan will be coordinated and implemented.

*Task 3-4: Open House.* The draft Minnesota River Corridor Plan will be released for public review and presented at an open house during the public review and comment period. The session will be unstructured to allow for project team members to answer questions and engage participants in discussion about the draft plan. A summary of the received comments will be provided and incorporated into the final document.

*Task 3-5: Surveys.* ~~Develop an online survey to be incorporated on the LMRWD website to solicit feedback from residents, businesses, and those with an interest in the LMRWD. This survey will be used to determine what the public believes are the key issues facing the District.~~ Done

*Task 3-6: Regulation Review.* ~~With the adoption of District Rules in February 2020, we propose to incorporate time into the MRC to check in with partners on the permitting process. While the substance of the rules is not new, the regulatory process is and there may be room for improvement to facilitate the implementation of the rules and permits, as well as reduce costs for the District. Part of this task will include a review of the LMRWD processes to other metro watershed districts and state level water regulation.~~ Done

*Task 3-7: Issue Identification and Qualitative Analysis Update.* From the feedback and issues identified in this public outreach activities we will update the preliminary issue identification and qualitative analysis.

*Timeline for Completion:* ~~September 2020–June 2021~~ September 2021–June 2022

*Deliverables:* Agendas, facilitation, and summaries for all meetings, workshops and open houses specified above

*Estimated Objective 3 Budget:* \$18,400–\$25,800

#### **Objective 4. Corridor Plan**

*Task 4-1: Generate draft outline.* Generate draft annotated outline for the MRC Plan, with the following goals cited from the LMRWD's 2018 Watershed Management Plan:

- G1. Create greater understanding of the Lower Minnesota River Corridor and its landscape,
- G2. Demonstrate desired future for the river and how change in the surrounding landscape can help attain this future
- G3. Suggest a structure or framework by which the vision can be implemented
- G4. Identify shared community and public values that form the basis of the project.

Task 4-2: MRC Infographic.

*Task 4-2: Draft the Lower Minnesota River Corridor Plan.* Utilize information gathered from local resources, partners, previous LMRWD projects, goals, and objectives/strategies to draft the plan. Circulate draft among project partners for written feedback and allow for a two-week review period.

*Task 4-3: Draft Plan for Public Comment and Review.* Incorporate the project partner feedback, finalize the draft plan and make available for a 30-day public comment period.

*Task 4-4: Final Plan.* Incorporating comments received during the public comment period, the final report will be updated, finalized and presented to the Board for acceptance.

*Timeline for Completion:* ~~December 2020–June 2021~~ September 2021–June 2022

*Deliverables:* Draft report for internal review, public draft report for public comment, and final report

*Estimated Objective 4 Budget:* \$42,800–\$47,100

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Lower Minnesota River Floodplain Development Procedures and Model Action Plan

WORK PLAN—August 9, 2020 (Revised December 10, 2021)

#### **Summary**

<i>Outcome:</i>	Floodplain Regulation Procedures and Model Action Plan
<i>Project partners:</i>	Minnesota Department of Natural Resources (MNDNR), US Army Corps of Engineers (USACE), Dakota County, Carver County, Scott County, Hennepin County, and the fourteen LMRWD Partner Cities
<i>Timeline for completion:</i>	<del>August through December 2020</del> January– June 2022
<i>Total project budget:</i>	\$27,000–\$30,000

#### **Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize the work plan, assign project tasks, determine whether additional resources are needed, set dates for deliverables, generate and maintain project schedule/Gantt chart.

*Deliverables:* Invoices, project updates

*Estimated budget:* \$2,500–\$3,000

#### **Objective 2. Data Collection and Review**

*Task 2-1: Gather available information.* Collect background resource information from previous District permits as well as from public resources, including existing modeling data from the MnDNR, Letter of Map Changes from FEMA, and direct requests LMRWD partner cities listed above. Develop standardized email for LMRWD to send to project partners notifying them about the project and advising that they may be contacted by Young Environmental staff.

*Task 2-2: Desktop analysis.* From the information collected in Task 2-1, develop a comprehensive list of items needed to regulate floodplain development effectively and fairly within the District. This task will also develop a comprehensive list of available stormwater and floodplain models in the District, including date last updated and software platform used.

*Timeline for completion:* ~~August through October 2020~~ Three months

*Deliverables:* Standardized email to project partners, draft floodplain development procedures criteria, available models

*Estimated budget:* \$5,500–\$6,000

#### **Objective 3. Project Partner Coordination**

*Task 3-1: Solicit input from project partners.* Reach out to all project partners to solicit input on floodplain development regulation, current floodplain permitting procedures, available floodplain models, and interest in cooperatively working with the District to develop a regional floodplain model. This task will begin following LMRWD notification to project partners in Objective 2.



*Task 3-2: Assess project partner input.* We will assess project partner responses from Task 3-1 to refine the floodplain development procedures developed in Objective 2 and look for opportunities to develop a regional LMRWD floodplain model. This task will outline opportunities and constraints related to developing a regional LMRWD model, including modeling platforms, data needs, and recommendations.

*Timeline for completion:* ~~September through October 2020~~ Two months

*Deliverables:* Project partner meeting agendas and summaries, refinements to floodplain development procedures criteria, available model outline

*Estimated budget:* \$6,200–\$7,000

#### **Objective 4. Documentation**

*Task 4-1: Generate draft outline.* Generate a draft annotated outline that documents the findings and recommendations of Objectives 2 and 3 and build the foundation for a LMRWD Model Action Plan.

*Task 4-2: Develop the draft report.* Build on the annotated outline; develop the draft LMRWD Model Action Plan documenting methods, assumptions, procedures, results, and recommendations. Submit draft report to the District and project partners for consideration and written feedback.

*Task 4-3: Finalize the report.* Finalize LMRWD Model Action Plan, incorporating project partners', district administrator's, and managers' written feedback.

*Timeline for completion:* ~~October through December 2020~~ Three months

*Deliverables:* Annotated outline, draft plan, preliminary plan presentation, final plan

*Estimated budget:* \$12,800–\$14,000

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Spring Creek Hydrology and Hydraulics Study

WORK PLAN – August 3, 2020 (Revised December 10, 2021)

#### Summary

<i>Outcome:</i>	Spring Creek hydrology and hydraulics study to validate the proposed 2019 stabilization designs for 112 5 <sup>th</sup> Street West and 404 Broadway Street in Carver, MN.
<i>Project Partners:</i>	Minnesota Department of Natural Resources (MNDNR), U.S. Army Corps of Engineers (USACE), Carver County, and City of Carver
<i>Timeline for Completion of Project:</i>	<del>September through December 2020</del> (August 2021 – March 2022)
<i>Total Project Budget:</i>	\$20,900–\$26,200

#### Objective 1. Project Management

*Task 1-1: Project plan development and project management.* Finalize the workplan; assign project tasks; determine whether additional resources are needed; set dates for deliverables; generate and maintain project schedule/Gantt chart.

*Timeline for Completion:* September 2020

*Deliverables:* Invoices and project updates

*Estimated Budget:* \$2,500–\$3,000

#### Objective 2. Data Collection and Review - Done

*Task 2-1: Gather available information.* ~~Collect available background resource information and modeling data from public resources including the City of Carver, the Minnesota Department of Natural Resources, and the U.S. Army Corps of Engineers. Hydrology information from the USGS StreamStats website also will be reviewed to determine if it is appropriate for this project in lieu of developing a separate hydrology model. Any available soils data also will be collected to evaluate the potential for scour and sediment transport. The data collected and used will be summarized in a technical memorandum in Objective 5.~~

*Timeline for Completion:* September 2020

*Estimated Budget:* \$2,600–\$2,900

#### Objective 3. Hydrology Model - Done

*Task 3-1: Develop a hydrology dataset for the hydraulic modeling.* ~~Evaluate the StreamStats data collected in Objective 2 and determine if it is appropriate to use these flows for the hydraulic modeling. If the error associated with the StreamStats data is determined to be too high or uncharacteristic of the flows occurring in Spring Creek, then develop a preliminary HEC HMS model to determine design flows for the Spring Creek watershed. Flows to be determined include bankfull (approximately 1– to 2-year event), 10-year, 50-year, 100-year, and 500-year flood events, consistent with FEMA requirements for floodplain submittals.~~

*Task 3-2: Evaluate changes in hydrology and watershed.* ~~The 2019 Spring Creek Assessment Summary conducted by Barr included recommendations to evaluate changes in hydrology from the larger Spring Creek watershed to determine what the area may experience in the future and aid in the design of stabilization measures. Using the LMRWD “Climate Assessment” memorandum developed as part of the 2020 LMRWD “Fens~~

~~Sustainability Gaps Analysis,” we also will estimate future hydrologic conditions as influenced by climate change and future land use changes in the City of Carver.~~

~~Timeline for Completion: September through October 2020~~

~~Deliverable: Design flows for existing conditions as well as predicted conditions~~

~~Estimated Budget: \$2,300–\$5,400~~

## **Objective 4. Hydraulic Model -Done**

~~Task 4-1: Develop preliminary model: Using HEC-RAS, we will develop a 1D model of the lower Spring Creek existing conditions, from the confluence with the Minnesota River to approximately 6<sup>th</sup> Street West in the City of Carver, consistent with current FEMA floodplain standards. Using the design flows developed in Objective 3, the existing conditions and future hydrologic conditions will be evaluated and water surface elevations, velocities, and stream power within the channel will be determined. Preliminary results will be presented in tabular and graphical form for review.~~

~~Task 4-2: Quality control and review: Barr Engineering will provide a review of the hydrology and hydraulic models and results developed in Tasks 3 and 4 to ensure compatibility with regional and federal floodplain standards and to confirm that best engineering practices have been applied. Barr Engineering will provide Young Environmental with a summary of specific comments that should be addressed in Task 4-3.~~

~~Task 4-3: Finalize models: Based on the comments received by Barr Engineering in Task 4-2, Young Environmental will update the hydrologic and hydraulic models and revise the result tables and figures.~~

~~Task 4-4: Evaluate 2019 proposed designs: The 2019 Barr report included the Carver SWCD conceptual plans for two residences along Spring Creek (112 5<sup>th</sup> Street West and 404 Broadway Street). Those proposed designs will be reevaluated based on the updated channel flows and velocities determined in Task 4-3. Recommendations will be made to improve the resilience of the proposed stabilization measures for long term success.~~

~~Timeline for Completion: October through November 2020~~

~~Deliverables: HEC-RAS modeling, results, and maps; design recommendations~~

~~Estimated Budget: \$5,700–\$6,300~~

## **Objective 5. Documentation – 50 Percent Complete**

~~Task 5-1: Develop a draft technical memorandum: Develop a draft technical memorandum that will document the data collected, methods and software used, and results from the hydrologic and hydraulic models. Based on the results from the hydraulic modeling, the proposed stabilization designs will be evaluated, and any proposed revisions will be presented. The draft memo will be submitted to the District and city partners for consideration and written feedback.~~

~~Task 5-2: Finalize the Report: Finalize draft report and incorporate project partners, district administrator, and managers’ written feedback.~~

~~Timeline for Completion: November–December 2020 November 2021 – February 2022~~

~~Deliverables: Draft and final memo and results~~

~~Estimated Budget: \$7,800–\$8,600~~

LOWER MINNESOTA RIVER WATERSHED DISTRICT  
**Trout Streams Gaps Analysis and Long-Term Strategic Management Plan**

WORK PLAN—May 15, 2020 (Revised December 10, 2021)

**Summary**

*Outcome:* Trout Streams Gaps Analysis and Long-Term Strategic Management Plan:

*Project Partners:* Minnesota Department of Natural Resources (MNDNR), US Fish and Wildlife Service (USFWS), Trout Unlimited, City of Burnsville, City of Eagan, City of Bloomington, City of Savage, City of Shakopee, City of Chaska, City of Chanhassen, Dakota County, Carver County, Scott County, Hennepin County, and the public.

*Timeline for Completion of Project:* June 2020–December 2021

*Total Project Budget:* \$42,000–\$49,500

**Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize the workplan; assign project tasks; determine whether additional resources are needed; set dates for deliverables; generate and maintain project schedule/Gantt chart.

*Deliverables:* Invoices and project updates

*Estimated Budget:* \$2,500–\$3,000

**Objective 2. Data Collection and Review - Done**

*Task 2-1: Gather available information.* Collect available information on all of the viable trout streams within the Lower Minnesota River Watershed District (LMRWD or District) from public resources, including LiDAR data and cold water resources management plans from the MNDNR, historical aerial photos, and information generated and produced from the 2019 *Geomorphic and Habitat Assessments of Trout Streams in the Lower Minnesota River Watershed District*. Develop standardized email for LMRWD to send to project partners notifying them about the project and advising that they may be contacted by Young Environmental staff.

*Task 2-2: Desktop analysis.* From the information collected in Task 2-1, develop a comprehensive list of items needed to effectively manage trout streams as well as areas of needed research. Generate a sustainable trout habitat criteria list based on the comprehensive list, detailing the ideal habitat characteristics necessary for a healthy and sustainable trout stream. This task will also develop a trout stream strategic plan framework based on the MNDNR's 2004–2015 Strategic Plan for Coldwater Resources Management in Southeast Minnesota for long-range planning, management, and operation of these cold water resources.

*Timeline for Completion:* June–July 2020

*Deliverables:* Standardized email to project partners, sustainable trout habitat criteria list, and cold water resource strategic plan framework

*Estimated Budget:* \$7,000–\$9,000

**Objective 3. Gaps Analysis -Done**

*Task 3-1: Complete gaps analysis for each viable trout stream.* Using the sustainable trout habitat criteria list generated in Task 2-2, evaluate each viable trout stream data and knowledge for gaps. This task assumes some work with project partners, as needed.

~~Timeline for Completion: July–August 2020~~

~~Deliverable: Gaps analysis~~

~~Estimated Budget: \$4,000–\$5,000~~

#### **Objective 4. Long-term Strategic Management Plan – 80 Percent Complete**

*Task 4-1: Complete the long-term strategic management plan.* Using the cold-water resources strategic plan framework developed in Objective 2 and outcomes of Objective 3, develop a ten-year strategic plan for each viable trout stream within the District. These adaptive plans will define the individual and specific management actions required to achieve the goals in the cold-water resources strategic plan and draft annual operational plans.

~~Timeline for Completion: August–September 2020~~ August 2020 – June 2022

*Deliverables:* High-level themes, goals, strategies, and operational plans

*Estimated Budget:* \$6,500–\$7,500

#### **Objective 5. Partner Engagement – 90 Percent Complete**

*Task 5-1: Solicit input from project partners.* Host two workshops with project partners to solicit input. The first workshop will be held following the completion of the gaps analysis in Objective 3, and we will ask the participants to review and comment on the cold water resources strategic plan framework generated in Objective 2 and the outcome of Objective 3. The second workshop will be held following the completion of the long-term strategic planning in Objective 4.

~~Timeline for Completion: July and September 2020~~ July 2020 – June 2022

*Deliverables:* Workshop agendas and summaries for two workshops

*Estimated Budget:* \$4,500–\$5,500

#### **Objective 6. Documentation – 75 Percent Complete**

~~*Task 6-1: Generate Draft Outline:* Generate a draft annotated outline that documents the assumptions, methodology, and results of Objectives 2–5.~~

~~*Task 6-2: Develop the Draft Report:* Build on the annotated outline, develop the draft report documenting methods, assumptions, procedures, results, and recommendations.~~

~~*Task 6-3: Present Approach and Preliminary Plan:* Present approach and preliminary findings to the project partners and the district’s managers.~~

~~*Task 6-4: Finalize the Report:* Finalize draft report, incorporating project partners, district administrator, and managers written feedback.~~

~~Timeline for Completion: June–October 2020~~ June 2020 – June 2022

*Deliverables:* Annotated outline, draft report, preliminary plan presentation, and final report

*Estimated Budget:* \$17,500–\$19,500



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, December 15, 2021

### **Agenda Item**

#### **Item 8. G. - 2022 Legislative Action**

#### **Prepared By**

Linda Loomis, Administrator

#### **Summary**

Lisa Frenette, Frenette Legislative Advisors (FLA), legislative liaison for the LMRWD has been in touch with Representative Hansen, chair of the House Environment and Natural Resources Committee and Senator Ingebrigtsen, chair of the Senate Environment and Natural Resources Committee to talk to them about using the funds appropriated to the LMRWD for dredge management for sediment reduction projects. The LMRWD also want to talk to them (and other legislators) about additional projects in the district, such as Area #3 in Eden Prairie, the Carver Levee improvements and the Shakopee River bank stabilization.

The LMRWD has retained the services of FLA since late 2017. At the time the LMRWD retained FLA the LMRWD agreed to pay an annual fee for legislative services. There was some back and forth regarding an agreement, but it was never executed. An agreement is attached that will just formalize the relationship between the LMRWD and FLA. The agreement has a one-year term and an annual fee of \$20,000 (which is what has been paid since 2017) to be paid in monthly installments. Some minor changes have been made to the agreement since it was reviewed by legal counsel.

#### **Attachments**

CONSULTING AGREEMENT BETWEEN THE LOWER MINNESOTA RIVER WATERSHED DISTRICT AND FRENETTE LEGISLATIVE ADVISORS

#### **Recommended Action**

Motion to approve Agreement between the LMRWD and FLA and authorize execution

**CONSULTING AGREEMENT BETWEEN  
THE LOWER MINNESOTA RIVER WATERSHED DISTRICT  
AND FRENETTE LEGISLATIVE ADVISORS**

This Agreement is entered into between Frenette Legislative Advisors (FLA) and the Lower Minnesota River Watershed District (LMRWD). In consideration of the mutual terms and conditions set forth herein, including the obligations of mutual consideration, the sufficiency of which is hereby acknowledged, LMRWD and FLA agree as follows:

1. Scope of Work

FLA will perform the LMRWD legislative support services related to the function and interests of the LMRWD. These services may include but are not limited to:

- a) seeking state financial resources for the LMRWD navigational channel maintenance and operation responsibilities and obligations related to the MN River 9-foot channel;
- b) promoting legislation aimed at reducing sedimentation and erosion in the Minnesota River Valley; developing governmental structures or programs to implement coordinated projects to reduce sedimentation and erosion in the Minnesota River; and establishing basin-wide initiatives to fund grade stabilization and other practices to reduce sedimentation and erosion in the Minnesota River; and
- c) consulting with the LMRWD between legislative sessions to develop legislative and policy priorities to be implemented in subsequent years.

Additional services may be added to this scope of work by amendment to this contract and may include additional compensation as determined by the parties.

2. Independent Contractor

FLA is an independent contractor under this Agreement. FLA shall select the means, method and manner of performing the Services. Nothing in this Agreement is intended or should be construed to make FLA the agent, representative or employee of the LMRWD. Personnel performing the Services on behalf of FLA or a subcontractor shall not be considered employees of the LMRWD and shall not be entitled to any compensation, rights or benefits of any kind from the LMRWD.

FLA confirms and acknowledges it is not entitled to any employment benefits of any kind in association with the Services rendered under this Agreement, including health insurance, retirement benefits, paid vacation or sick leave.

FLA acknowledges that it is obligated to comply with all state and federal tax requirements and is responsible for reporting and paying all income and self-employment tax with respect to income derived from his performance of the Services under this Consulting Agreement.

3. Subcontract and Assignment

Contractor shall not assign, subcontract or transfer any obligation or interest in this Agreement or any of the Services without LMRWD's written consent. Written consent to any subcontracting, assignment or transfer shall not relieve FLA from his responsibility to perform any part of the Services, nor in any respect its warranty, insurance, indemnification, duty to defend or agreement to hold harmless with respect to the

Services. FLA shall incorporate this Agreement as an exhibit to any assignment, subcontract or transfer agreement.

4. Warranty and Indemnification

Contractor warrants that she will perform the Services in accordance with usual standards of professional care. Contractor shall indemnify, defend and hold harmless the LMRWD, its officers, board members, employees and agents from any and all actions, costs, damages and liability of any nature to the degree they are the result of any professional negligence or other action or inaction of Contractor or her subcontractor or assignee that form the basis for the Contractor or her subcontractor's or assignee's, liability in law or equity.

The LMRWD shall indemnify, defend and hold harmless Contractor and her agents from any and all actions, costs, damages and liabilities of any nature to the degree that they are the result of any action or inaction by the LMRWD that is the basis for the LMRWD's liability in law or equity.

5. Payment for Services

The LMRWD shall represent the LMRWD on legislative issues for 2022. LMRWD agrees compensate FLA in the amount of \$20,000 for services beginning January 1, 2022, through December 31, 2022, payable in monthly installments of \$1,666.67 beginning January 1, 2022, through December 31, 2022

Payment will be made within 30 days of receipt of invoice. Consistent with its ethical obligations, FLA may withdraw for non-payment.

6. Termination

The Agreement shall remain in force from January 1, 2022, through December 31, 2022.

The LMRWD may terminate this Agreement at its convenience, by a written termination providing sixty (60) days notice by certified mail, stating specifically what prior authorized or additional services is required for FLA to complete. FLA shall receive full compensation for all authorized work performed prior to the receipt of notice of termination. In the event of termination of this Agreement on or after May 1, 2022, FLA shall receive full compensation for services under this agreement. The remainder of the \$20,000 payment for services not previously paid shall become due and payable on June 1, 2022 or 30 days after receipt of notice of termination.

7. Waiver

The failure of either party to insist on the strict performance by the other party of any provision or obligation under this Agreement, or to exercise any option, remedy or right herein, shall not waive or relinquish such party's rights in the future to insist upon strict performance of any provision, condition or obligation, all of which shall remain in full force and affect. The waiver of either party on one or more occasion of any provision or obligation of this Agreement shall not be construed as a waiver of any subsequent breach of the same provision or obligation, and the consent or approval by either party to or of any act by the other requiring consent or approval shall not render unnecessary such party's consent or approval to any subsequent similar act by the other.



Notwithstanding any other term of this Agreement, the LMRWD waives no immunities in tort. This Agreement creates no rights in and waives no immunities with respect to any third party.

8. Insurance

At all times during the term of this Agreement, FLA shall have and keep in force the following insurance coverage:

A. Automobile liability: For any personal vehicle used in performing the Services, combined single limit each occurrence coverage for bodily injury and property damage covering all owned and non-owned vehicles, \$1 million.

B. General liability: \$1 million each occurrence and aggregate, covering completed operations and contractual liability.

9. Compliance with Laws

FLA shall comply with the laws and requirements of all federal, state, local and other governmental units in connection with performing the Services, and shall procure all licenses, permits and other rights necessary to perform the Services. FLA will not commence work until it has completed the necessary registration as a lobbyist under state law.

FLA hereby acknowledges that all of the data it creates, collects, receives, stores, uses, maintains, or disseminates in performing the Services may be subject to the requirements of the Government Data Practices Act of Minnesota Statutes Ch. 13, and that FLA must comply with those requirements as if it were a covered government entity.

10. Continuation of Obligation

It is understood and agreed that document retention requirements shall survive the completion of the Services and the term of this Agreement as required by law.

11. Choice of Law, Venue and Jurisdiction

This Agreement shall be construed under and governed by the laws of the State of Minnesota.

12. Whole Agreement

The entire agreement between the two parties is contained herein and this Agreement supersedes all oral agreements and negotiations relating to the subject matter hereof. Any modification of this Agreement shall be valid only when reduced to writing as an amendment to this Agreement and signed by the parties hereto.

**IN WITNESS WHEREOF**, intending to be legally bound, the parties hereto execute and deliver this Agreement.

**Frenette Legislative Advisors**

**LOWER MINNESOTA RIVER  
WATERSHED DISTRICT**

\_\_\_\_\_  
Lisa Ann Frenette

\_\_\_\_\_  
By

Its \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 15, 2021

### **Agenda Item**

#### **Item 8. H. – Education & Outreach**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

The Citizens Advisory Committee (CAC) met on December 7<sup>th</sup> and heard Rebecca Haug, Young Environmental Consulting Group speak about the Municipal Separate Storm Sewer System (MS4) permit. Next month Mark Nemeth from DNR Fisheries will speak to the CAC about the importance of the Minnesota River to aquatic habitats and fisheries.

The *2022 Projects and Programs Workplan* presented under agenda Item 8.F. – Watershed Management Plan has a recap of the 2021 Education and Outreach activities and detail of what the LMRWD hopes to accomplish in 2022. I have separated the Education & Outreach 2022 workplan from the total document and attached it to this summary.

Managers should offer comments to the workplan and approve the workplan.

### **Attachments**

Education and Outreach 2021 Year-End Activities Report

Education and Outreach 2022 workplan

### **Recommended Action**

Motion to approve 2022 Education and Outreach workplan

# Technical Memorandum

**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Jen Dullum, Education and Outreach Coordinator  
Della Schall Young, CPESC, PMP

**Date:** December 10, 2021

**Re:** Lower Minnesota River Watershed—Education and Outreach 2021 Year-End  
Activities Summary

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Young Environmental Consulting Group, LLC (Young Environmental) was retained by the Lower Minnesota River Watershed District (LMRWD or District) to administer the 2020–2022 public education and outreach plan. A workplan was created and approved in August 2020. The following presents a summary of project activities undertaken and completed in 2021.

## **Citizen Advisory Committee (CAC)**

In early January 2021, Young Environmental contacted seven residents who expressed interest in joining the CAC. Young Environmental developed an online application form that was shared with the interested residents and made available on the District's website. Five individuals completed the application, were vetted, and were recommended to the LMRWD board for appointment to the CAC. Below is a list of completed activities in chronological order.

- 1) February and March 2021
  - a. LMRWD board appointed five citizens to the CAC
- 2) March 2021
  - a. Developed an orientation packet for the CAC that was approved by the LMRWD board
  - b. Facilitated two orientation sessions with newly appointed CAC members
- 3) April 2021
  - a. Drafted bylaws for consideration by the CAC
  - b. CAC held its first official meeting, adopted its bylaws, and submitted them to the LMRWD board for consideration
  - c. LMRWD board approved the CAC's bylaws

4) May through December 2021

- a. CAC held monthly meetings virtually May through July and in person in August through October at various sites within the District. Meetings returned to the virtual space in November.
- b. Developed three handouts for tabling events and the LMRWD's website with input from the CAC: Introduction to the LMRWD, Rain and Native Plants, and Steep Slopes (undergoing review). Development of a rain barrel handout is underway.
- c. Reviewed and provided comments to the LMRWD administrator on enhancements to the website for public consumption.

### **Website**

Young Environmental facilitated the review of the LMRWD by professionals from Nine Mile Creek Watershed District, Ramsey-Washington Metro Watershed, and Barr Engineering Company. They provided comments on the look, functionality, and presentation of information for public consumption. Young Environmental compiled their comments, and those of the CAC, and presented them to the LMRWD board at the February 2021 meeting.

### **Social Media**

Social media was recommended by Young Environmental to replace written quarterly articles in February 2021. The LMRWD board approved the recommendation. Since the approval, Young Environmental has developed and presented quarterly content calendars to LMRWD's administrator. In addition, Young Environmental has managed the District's social media presence on Facebook, Instagram, and Twitter. The social media analytics are presented in Attachment A.

### **District Signage**

Young Environmental reviewed potential signage locations at river crossings along the Minnesota and Credit rivers. Based on the information discovered for river crossing signs, additional signs on major interstate corridors and other transportation systems along the Minnesota River were rendered complete. Young Environmental assessed crossings on minor trunk highways or county roads at Assumption, Bluff, East Chaska, Chaska, Kennaley's, Black Dog, Nine Mile, Riley, Purgatory, and Eagle creeks. One location, along Flying Cloud Drive/CSAH 61 at Riley Creek, remains a potential for additional signs.

In tandem with investigating river crossing locations, Young Environmental examined locations for interpretive signs near high value resource areas and at District project sites. Locations reviewed include Seminary Fen, Boiling Springs, East Chaska Creek, and Eagle Creek/Savage Fen. Of those, East Chaska Creek and Eagle Creek/Savage Fen were suitable for interpretive signage. Below is a list of completed activities related to interpretive signs in chronological order. See the enclosed signage location map.

- 1) July 2021—LMRWD board approved two locations for interpretive signage: Eagle Creek/Savage Fen and East Chaska Creek stabilization project.

- 2) October 2021—LMRWD board approved signage contractor.
- 3) November 2021—Contract approved.
- 4) November—Young Environmental began work with signage contractor and local partners to develop signage messaging and graphics. The project is set to be completed by the end of March 2022.

## **Schools and NGO Engagement**

### Schools

In early 2021, Young Environmental identified 18 public and private K–12 schools and their respective after-school programming and school-sponsored clubs that might benefit from District watershed education and outreach resources. See attached Public School's Map. Young Environmental reviewed current Minnesota Academic Standards to identify the most appropriate grade level and specific academic class for incorporating watershed education. Existing state, regional, and local partnerships and curriculum were explored. Below is a chronological outline of progress to date.

- 1) May 2021—Young Environmental contacted 18 schools within and adjacent to the District boundary to determine partnership opportunities.
  - a. In May, Burnsville High School responded with interest. Young Environmental met with four interested science teachers from the high school and started investigation into programming that would fit the needs of Burnsville High School while also aligning with the District watershed management plan.
  - b. Contacted Friends of the Minnesota Valley, Three Rivers Park District, Great River Greening, Wilderness Inquiry, Dakota County Soil and Water Conservation District (SWCD), and the City of Burnsville for potential programming partnership.
- 2) June 2021—The SWCD and the City of Burnsville began communication with Young Environmental about partnership to bring programming to Burnsville High School.
- 3) August 2021—The LMRWD board approved an outreach plan for Burnsville High School.
  - a. Young Environmental reached out to potential partners, including Friends of the Minnesota Valley, for possible collaboration.
- 4) September 2021—Young Environmental continued discussion with Burnsville High School teachers on potential programming.
- 5) October 2021—Young Environmental, SWCD, City of Burnsville, and Burnsville High School met to discuss partnerships and programming option for students. Programming discussions are ongoing.

- a. Young Environmental, LMWRD District Administrator, and Friends of the Minnesota Valley met to discuss programming roles and responsibilities related to River Watch. They agreed to the following:
    - i. Young Environmental will continue outreach to local schools offering partnership opportunities.
    - ii. If local schools are interested in the River Watch program, Young Environmental will connect interested parties. River Watch will then lead that effort.
    - iii. Friends of the Minnesota Valley will similarly connect the LMRWD and Young Environmental to potential partners if other educational opportunities are to be explored.
- 6) November 2021—Young Environmental received communication from the Bloomington Public Schools college/career readiness program coordinator regarding partnership opportunities. This conversation is ongoing.

#### NGOs, other partners, and activities

In June 2021, Young Environmental reached out to several District cities and partners, including Bloomington, Burnsville, Chaska, Eden Prairie, Savage, Shakopee, and the Carver County Water Management Organization, regarding in-person public outreach events (e.g., Earth Day and fall cleanup programs). A list of public events the District may participate in was submitted to the LMRWD board for approval in July.

Young Environmental created a nature bingo card and scavenger hunt game for at-home activities, both of which were shared through the District's social media channels.

#### **District Tour**

In June 2021, the LMRWD Board approved staff to develop a District tour for managers and CAC. The tour was planned to highlight District projects and high value resources. Young Environmental worked with the District administrator to determine locations and scope of the tour. Young Environmental and Barr Engineering developed a tour handout. Young Environmental planned the tour route, invited local partners, and presented at two of the tour stops.

#### **Recommendations**

Based on 2021 activities, Young Environmental's recommendations are reflected in the proposed 2022 workplan.

Twitter

**2021 Q1 Post**

	<b>Impressions</b>	<b>Engagements</b>	<b>Likes</b>	<b>Link Clicks</b>	<b>Retweets</b>
60th Anniversary Video	155	5	0	0	0
World Wildlife Day	179	8	1	0	0
Tree Trimming	182	3	1	0	1
Pick up poop	223	3	0	0	2
Join the CAC	864	21	1	0	1
Board meeting	137	0	0	0	0
Household leaks	149	1	1	0	0
Rain barrel	131	4	1	0	0
International Day of Forests	170	1	0	0	1

**2021 Q2 Post**

	<b>Impressions</b>	<b>Engagements</b>	<b>Likes</b>	<b>Link Clicks</b>	<b>Retweets</b>
Bass Pond project	90	0	0	0	0
Clean-up for clean water	171	5	1	0	1
Board meeting	86	0	0	0	0
Trout stream fishing opener	656	22	5	0	2
Lower Riley Creek project	90	3	1	0	0
Earth Day	347	12	4	0	1
Cost share	137	6	1	0	0
Arbor Day	76	0	0	0	0
Where your water comes from	77	0	0	0	0
American Wetlands Month	78	4	1	0	0
Goldfish	81	0	0	0	0
Board meeting	79	0	0	0	0
Fishing Opener	88	1	0	0	0
Rain barrel	417	12	3	0	2
Pet waste	222	2	1	0	1
Memorial Day	76	0	0	0	0
Downspout redirect	80	4	0	0	0
Storm drains	79	1	0	0	0
Board meeting	84	0	0	0	0
Composting	119	1	0	0	1
Amazon Fulfillment Center	354	11	1	0	0
Summer	311	3	1	0	1
Eagle Creek project	87	1	1	0	0



Twitter

**2021 Q3 Post**

	<b>Impressions</b>	<b>Engagements</b>	<b>Likes</b>	<b>Link Clicks</b>	<b>Retweets</b>
4th of July	142	6	2	0	1
Construction permits	63	0	0	0	0
Trail closures	92	0	0	0	0
Sprinkler spruce up	57	1	1	0	0
Adopt a Drain	55	1	1	0	0
Blue Green Algae	253	16	3	0	3
Cost share	47	4	2	0	0
Lawn mower	316	16	6	0	3
Nat'l Water Quality Month	42	0	0	0	0
Water smart landscaping	36	0	0	0	0
Native landscaping	42	3	1	0	0
Lawn clippings	43	0	0	0	0
Interns at Board meeting	40	3	0	0	0

**2021 Q4 Post**

	<b>Impressions</b>	<b>Engagements</b>	<b>Likes</b>	<b>Link Clicks</b>	<b>Retweets</b>
Leaf raking	44	1	1		0
Interns work experience	45	0	0		0
Pelicans	85	3	1		0
Fall yard care	153	3	1		1
Raindrop map	54	1	0		0
Metro Childrens Water Festival	65	5	0		1
Trout streams	26	1	1		0
Rain barrel	176	20	3		4
Adopt A Drain	88	9	2		1
Construction permits	13	0	0		0
Daylight saving	45	0	0		0
America Recycles Day	19	0	0		0
Take a Hike Day	23	0	0		0
Feeding deer in winter	24	0	0		0
Follow the LMRWD	26	1	0		0
Pick up pet poop	28	4	0		1

\*as of Dec 1, 2021

Facebook

<b>2021 Q1 Post</b>	<b>Reach</b>	<b>Likes</b>	<b>Comments</b>
60th Anniversary Video	31	3	1
World Wildlife Day	21	3	0
Tree Trimming	19	2	0
Pick up poop	19	3	0
Join the CAC	15	2	0
Board meeting	13	2	0
Scott SWCD webinar	19	2	0
Household leaks	15	2	0
East Chaska Creek project	18	3	0
Rain barrel	14	0	0
International Day of Forests	15	2	0

\* post shared by others

Facebook

**2021 Q2 Post**

**Reach Likes Comments**

Bass Pond project	18	5	0
Adopt a Drain video	13	1	0
Clean-up for clean water	15	2	0
Board meeting	13	0	0
Trout stream fishing opener	17	3	0
Lower Riley Creek project	15	3	0
Earth Day	15	2	0
Cost share*	33	4	0
Arbor Day	15	1	0
Where your water comes from	18	1	0
American Wetlands Month	15	1	0
Goldfish*	35	3	0
Scott SWCD stabilize your shore	16	0	0
Board meeting	13	0	0
Fishing Opener	13	1	0
Rain barrel	16	2	0
Interns	21	3	0
Prior Lake Outlet Channel project	21	2	3
Pet waste	12	1	0
Memorial Day	11	0	0
Free Parks Day	10	0	0
Downspout redirect	9	2	0
Storm drains*	21	2	0
Scott SWCD stabilize your shore	5	0	0
Invasive species ID	10	0	0
Board meeting	10	0	0
Take a kid fishing	13	2	0
Salt Symposium	7	0	0
Composting	11	3	0
Amazon Fulfillment Center	19	4	0
Trace a raindrop	4	0	0
Summer	17	4	0
Apply for the Board	13	2	0
Eagle Creek project	19	3	0
Join the CAC	18	4	0

Facebook

**2021 Q3 Post**

**Reach Likes Comments**

Gully Inventory	13	2	0
4th of July	16	2	0
Jefferson HS rain garden	26	4	0
Construction permits	12	1	0
Jumping worms	9	0	0
Starry Trek	9	0	0
KSTP goldfish	7	0	0
Judy Berglund	15	0	0
Trail closures	12	1	0
Scott SWCD Plant native prairie*	10	2	0
Board meeting	10	1	0
Sprinkler spruce up	10	1	0
Adopt a Drain	8	0	0
Bingo card	12	2	0
Blue Green Algae	6	0	0
Drought	9	1	0
Cost share	8	1	0
Lawn mower	13	2	0
Nat'l Water Quality Month	8	2	0
Craig Diederichs	8	0	0
Native landscaping	11	2	0
Board meeting	9	0	0
Lawn clippings	11	1	0
Interns at Board meeting	13	1	0
Scavenger hunt	13	1	0
Join the CAC	11	1	0
Invasive species	11	2	0
Greg Genz	21	2	0
Plan review meeting	12	1	0
Fens assessment	28	4	1
Labor Day	15	2	0
Board meeting	9	0	0
Interns	24	4	0
Jenny Karkowski	20	2	0
9-11	13	1	0
Fall fertilizing	11	0	0
Frist day of fall	17	1	0
National Parks Day	16	2	0
World Rivers Day	13	2	0
Theresa Kuplic	16	0	0

Facebook

**2021 Q4 Post**

	<b>Reach</b>	<b>Likes</b>	<b>Comments</b>
Leaf raking	14	1	0
Interns work experience	12	1	0
Pelicans	11	1	0
Fall yard care	10	1	0
Board meeting	10	0	0
Raindrop map	14	0	0
Metro Childrens Water Festival	8	0	0
Trout streams	17	1	0
Rain barrel	13	1	0
Adopt A Drain	6	1	0
Construction permits	12	1	0
Daylight saving	19	2	0
Board meeting	9	0	0
America Recycles Day	13	2	0
Take a Hike Day	13	2	0
Feeding deer in winter	15	3	0
Follow the LMRWD	13	0	0
Pick up pet poop	12	2	0

\*as of Dec 1, 2021

Instagram

<b>2021 Q1 Post</b>	<b>Reach</b>	<b>Likes</b>	<b>Comments</b>
60th Anniversary	30	10	3
Join the CAC	40	4	0
Board meeting	34	3	0
Household leaks	34	5	0
East Chaska Creek project	43	3	0
Rain barrel	41	4	0
International Day of Forests	36	1	0

<b>2021 Q2 Post</b>	<b>Reach</b>	<b>Likes</b>	<b>Comments</b>
Board meeting	36	3	0
Trout fishing opener	35	2	0
Lower Riley Creek project	37	2	0
Earth Day	32	3	0
Arbor Day	37	3	0
Nat'l Drinking Water Week	45	1	0
Goldfish	35	4	0
Rain barrel	53	5	0
Interns	44	4	0
Pet waste	46	2	1
Memorial Day	24	0	0
Downspout redirect	42	7	0
Storm drains	34	5	1
Composting	37	3	0
Amazon Fulfillment Center	47	2	0
Summer	44	4	0

\*post shared by others

Instagram





<b>2021 Q3 Post</b>	<b>Reach</b>	<b>Likes</b>	<b>Comments</b>
Gully inventory	46	3	0
4th of July	32	0	0
Jefferson HS rain garden	55	10	0
Judy Berglund	41	3	0
Lawn mower	39	1	0
Craig Diederichs	39	2	0
Native plants	49	8	0
Grass clippings	45	4	0
Interns at Board meeting	43	2	0
Join the CAC	68	15	0
Greg Genz	43	2	0
Fens assessment	43	4	0
Labor Day	35	3	0
Interns	58	6	0
Jenny Karkowski	32	1	0
9-11	29	1	0
Fall fertilizer	34	3	0
First day of fall	24	2	0
National Parks Day	23	1	0
World Rivers Day	40	3	0
Theresa Kuplic	36	4	0

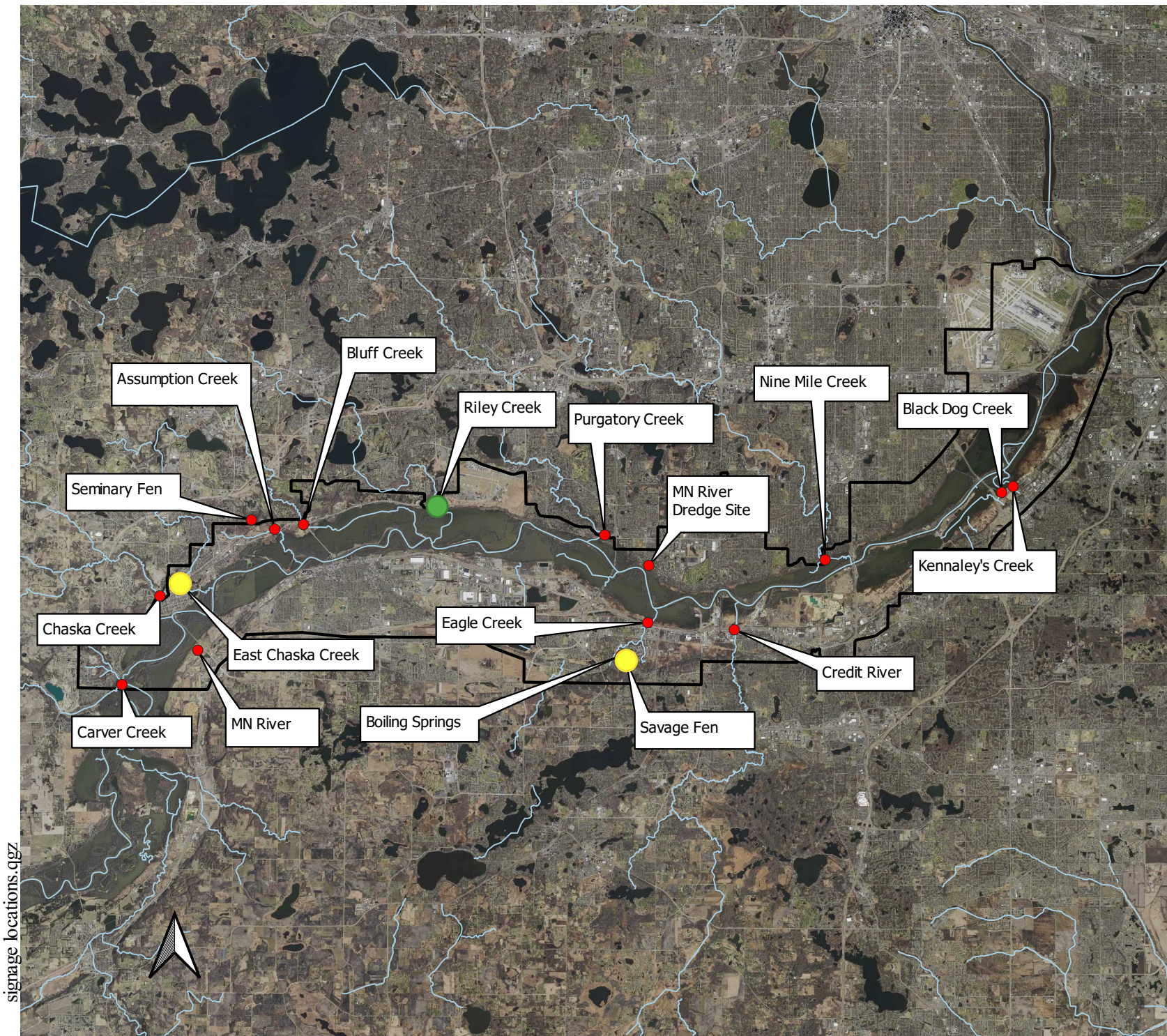
<b>2021 Q4 Post</b>	<b>Reach</b>	<b>Likes</b>	<b>Comments</b>
Leaf raking	37	4	0
Interns work experience	29	0	0
Pelicans*	33	4	2
Fall yard care	32	4	0
Raindrop map	27	2	1
Metro Childrens Water Festival	23	1	0
Trout streams	54	9	1
Rain barrel	38	3	0
Adopt A Drain	40	3	0
Construction permits	31	4	0
Daylight saving	34	3	0
America Recycles Day	42	1	0
Take a Hike Day	27	3	0
Feeding deer in winter	42	3	0
Follow the LMRWD	35	1	1
Pick up pet poop	30	3	0

\*as of Dec 1, 2021

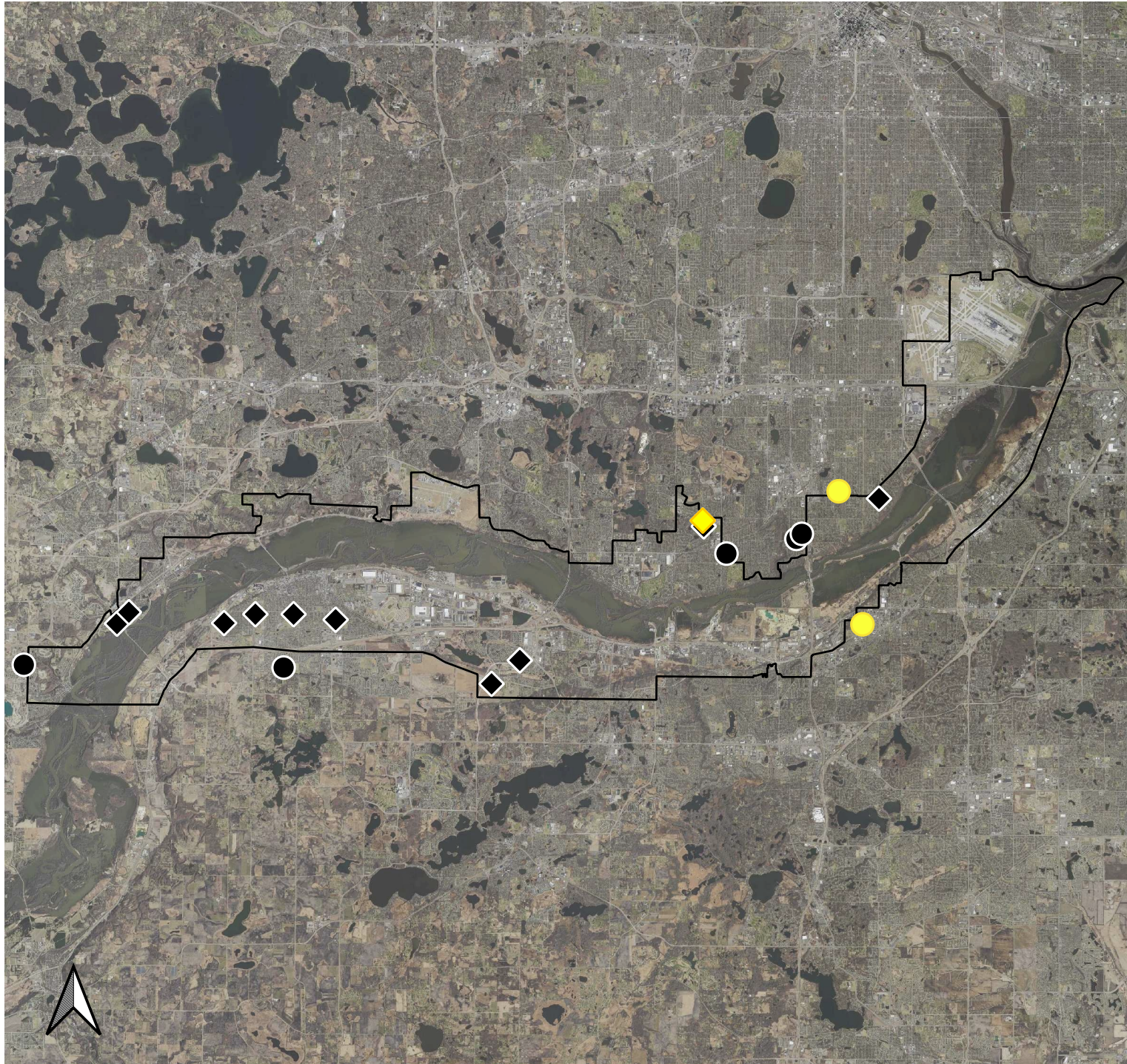
# 2021 Crossing and Interpretive Signage Project

## LEGEND

-  LMRWD\_Boundary
-  2021 Interpretive Signage Locations
-  Potential 2021 River Crossing Locations
-  Not Feasible












## Schools in and adjacent to the LMRWD

### LEGEND

For Legend Only

-  Out of LMRWD  
Boundary - response
-  Out of LMRWD  
Boundary - no response
-  Inside LMRWD  
Boundary - response
-  Outside LMRWD  
Boundary - no response
-  LMRWD\_Boundary



## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### 2022 Public Education and Outreach Plan

WORK PLAN—December 10, 2021

#### **Summary**

<i>Outcome:</i>	2022 Public Education and Outreach Plan
<i>Project partners:</i>	City partners, residents, and businesses of the District; US Fish and Wildlife Service (USFWS); US Army Corps of Engineers (USACE); and nongovernmental organizations (NGOs)
<i>Timeline for completion of project:</i>	January–December 2022
<i>Total project budget:</i>	2022: \$65,688–\$75,000

#### **Objective 1. Citizen Advisory Committee (CAC)**

*Task 1.1: Maintain a CAC of five members or more.* In 2021, the District formed its newest CAC, and it currently consists of five members. Young Environmental will continue to search for CAC members using social media, municipal partners, and other groups within the District for assistance.

*Task 1.2: Plan and facilitate CAC meetings.* Young Environmental will develop monthly meeting agendas with input from the District and the CAC. As part of agenda development, Young Environmental may also organize speakers and visits to project and high-value resource sites at the request of the CAC.

*Task 1.3: Monitor and assist the CAC.* Young Environmental will draft a meeting summary or notes with the secretary, provide technical information, and support and host the virtual and in-person meetings.

*Deliverables:* CAC membership roster, meeting agendas and summaries

*Estimated budget:* \$11,040–\$13,248

#### **Objective 2. Social Media**

*Task 2.1: Maintain social media sites.* District Facebook, Instagram, and Twitter accounts were established in 2021. Young Environmental will continue to build a following on the District's social media channels, create quarterly content calendars, and maintain posting frequency on the District's platforms. Instagram has been the best-performing social media platform for the District. To continue to build followers on this platform, Young Environmental will continue to gather and take photos of District resources for posting.

*Deliverables:* Quarterly content calendar, weekly posting to social media accounts, monitoring and maintenance of accounts, gathering images

*Estimated budget:* \$11,040

### **Objective 3. District Signage**

*Task 3.1: Signage.* Young Environmental will continue to identify sites for LMRWD project and District resource signage; it will make recommendations to the administrator for proposed sign locations, such as Minnesota River crossings, calcareous fens, trout streams, and High Value Resource Areas, and District projects. Young Environmental will continue to work with local partners on locations and messaging and with the current signage contractor for design and fabrication and will provide estimates to the Board of Managers for the cost of signs for up to five sites.

*Deliverables:* Recommendations for District sign locations, design and fabrication cost memorandum

*Estimated budget:* \$8,280 (contracted services with Studio Lola not included)

### **Objective 4. Schools Engagement**

*Task 4-1: Partnerships.* In 2021, Young Environmental investigated local educational programming for schools and compiled a list of potential partners and programs. Young Environmental reached out to 18 schools within and adjacent to the District boundary to offer education opportunities for students. To date, only one school has responded with interest. Young Environmental will continue to explore the opportunity to partner with this school and expand its reach to schools outside the District boundary in partner cities. Young Environmental will develop an education strategy plan for each interested school with a list of recommended partners and activities for the 2022–23 academic year and present this plan to the board for approval before implementation.

*Task 4-2: K–12 resources.* Because of the lack of perceived interest from local schools, Young Environmental will work to provide K–12 educational resources on the District website and promote these resources to local educators but make them available to all website users. Young Environmental will reach out to local government and NGO partners for ideas and shared resources to develop and promote.

*Deliverables:* Education strategy plan and presentation to the board

*Estimated budget:* \$11,040–\$13,248

### **Objective 5. Community Outreach and Engagement**

*Task 5-1: Partnership.* In 2021, Young Environmental completed an assessment of government, nonprofit, and NGO programming and compiled a list of potential partners and programs. Young Environmental will continue to evaluate existing and established education and/or sustainability programs and partnerships with local cities, counties, nonprofits, and NGOs; continued outreach to these partners is planned in 2022.

*Task 5-2: Local events.* In 2021, Young Environmental completed an assessment of events for community outreach through local cities and counties. In 2022, criteria will be provided to help staff determine participation in events and programming. Young Environmental will develop a list of potential events and programs based on these criteria. The CAC will be invited to participate in these events.

*Task 5-3: Tabling materials.* In 2021, Young Environmental developed several handouts that may be brought to community tabling events. Based on information from the CAC, Young Environmental will develop additional handouts with thought given to the audience and local community issues (steep slopes, unique resource features, etc.). Young Environmental will explore cost-share tie-in to handouts

regarding rain barrels, rain gardens, native plants, etc. Young Environmental will also investigate the creation, purchase, and/or loan availability of interactive displays and present cost findings to the board.

*Task 5-4: Cost share publicity.* If Objective 6, below, is approved, Young Environmental will create publicity around the updated cost share program. Young Environmental will develop social media posts, press releases, and other materials to promote the District's cost share program and associated training.

*Deliverables:* 2022 events list, interactive display presentation to the board, publicity for cost share program

*Estimated budget:* \$11,040–\$15,456

### **Objective 6. Cost Share Program and Training**

*Task 6-1: Program enhancement.* Young Environmental will review and enhance current cost share information and add an online application form to the district website with a schedule and time frame for applications to be submitted and reviewed.

*Task 6-2: Program development.* Young Environmental will work with local entities to integrate learning and technical support for applicants that are approved for the program (i.e., Landscaping for Clean Water through the Dakota County Soil and Water Conservation District). Where existing programs are unavailable, Young Environmental will develop a training program based on existing local programming to facilitate applicants' successful cost share projects.

*Deliverables:* Updated application and online version will be created, training program developed

*Estimated budget:* \$4,896

### **Objective 7. Website Assistance**

*Task 7.1: Website updates.* In 2021, Young Environmental has been compiling water resource data for District water bodies. Over the course of 2022, Young Environmental will be responsible for populating these data on the District's website. Young Environmental will also assist the District with comprehensive content management of the site.

*Deliverables:* Developing individual water body website pages, updating, and maintaining website content

*Estimated budget:* \$8,832



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 15, 2021

### Agenda Item

#### Item 8. I. – LMRWD Projects

#### Prepared By

Linda Loomis, Administrator

#### Summary

##### i. Area # 3 Eden Prairie

At the November 2021 Board meeting the Board of Manager was advised that LMRWD staff met with the City Eden Prairie to discuss Area #3. It was decided that the best option was to work together to address the area holistically rather than to only stabilize the riverbank. Inter-Fluve was given an opportunity to continue work on this project considering the change in direction.

Inter-Fluve has provided A Scope Proposal for Concept Design and Rendering – so that the City and the LMRWD can approach the State of Minnesota for financial assistance to stabilize and protect the area. Young Environmental Consulting Group has also provided a Task Order for its work on this project. Both documents are attached for the Board's review.

The LMRWD received a \$127,732 Watershed Based Funding Grant for this project. The district has contacted Steve Christopher, the BWSR Area Hydrologist for the LMRWD. We are working to address the change in the scope of this project in terms of the grant. The workplan that was submitted to BWSR is contained in the workplan information presented under Item 8. F. – Watershed Management Plan.

#### Attachments

Inter-Fluve Area 3 Bluff Concept Design and Rendering – Scope Proposal  
YECG/Barr Engineering Task Order Form for Consultant Agreement – Task 2021-10

#### Recommended Action

Motion to approve Inter-Fluve Scope Proposal and authorize a contract for services as proposed  
Motion to approve YECG/Barr Engineering Task Order and authorize a contract for services as proposed



December 3, 2021

Ms. Linda Loomis  
Lower Minnesota River Watershed District  
112 E. 5<sup>th</sup> Street, #102  
Chaska, Minnesota 55318

**RE: Area 3 Bluff Concept Design and Rendering - Scope Proposal**

Dear Linda:

Inter-Fluve, Inc (Inter-Fluve) is grateful for the opportunity to provide the Lower Minnesota River Watershed District (LMRWD) with this proposed scope of services for the conceptual design and rendering development for the Area 3 Bluff and downstream “pond” area. The following scope provides an efficient approach to delivering the desired rendering that will effectively communicate the conceptual design to legislators, potential funders, and the public.

Per our meeting on November 23, 2021 Inter-Fluve understands that LMRWD is seeking to develop a high-level conceptual design for the Area 3 Bluff and downstream area that includes the removal of the City of Eden Prairie stormwater pond. We understand that Barr will be providing a bluff protection concept for inclusion in our rendering that complements the removal of the pond, and we have included coordination with Barr’s team in our scope of services outlined below.

Please let us know if you would like to see revisions or additions to the scope of services outlined below. We are excited about the opportunity to reengage with LMRWD on this interesting project.

**PROPOSED SCOPE OF WORK**

The following tasks outline Inter-Fluve’s proposed scope of work. All deliverables will be provided to LMRWD in electronic form unless noted otherwise.

**1. Project Management and Meetings**

Throughout the project, Inter-Fluve will coordinate with Young Environmental and Barr Engineering to coordinate the conceptual design and rendering deliverable. This scope includes a total of four virtual meetings: 1) one kickoff meeting with Young Environmental, 2) one check in meeting with Young Environmental, and 3) two project coordination meetings with Barr Engineering. Inter-Fluve is available to host these

meetings via Zoom and provide meeting agendas (with input from Young Environmental and Barr Engineering, as appropriate) and notes for each meeting.

Inter-Fluve's project manager, Maren Hancock, will manage communications, coordination, the project schedule, invoicing, and the project budget. We assume that two invoices will be submitted during the duration of this project.

## **2. Conceptual Design and Graphics**

Inter-Fluve will develop a conceptual design for removal of the City's stormwater pond and adjacent bank protection structures. The concept design will include appropriate treatment recommendations for the reconstructed pond bank segment. We do not plan on revising the design for a launchable toe within Area 3 as developed by Inter-Fluve during the previous conceptual design phase. Concept design of the upper slope protection for the whole project area will be designed by Barr Engineering. This conceptual design will be documented in an artist-produced graphic comprised of 3 renderings: 1) a plan view that includes Area 3, the City Stormwater Pond and the upper bluff, 2) an oblique view of the City Stormwater Pond area, and 3) an oblique view of the Area 3 bluff. We can also include up to two insets or close ups that portray process or specific detail. This graphic will be produced at a scale at which the graphic is legible and can be used within a PowerPoint presentation, printed as a tabloid (11"x17") sheet, and produced as a 24"x36" poster board. The rendering will be developed for use by the intended audience (legislators, potential funders, the public, etc.) and will be non-technical in nature. We understand that the rendering will need to communicate the proposed concept design to gain funding support for the project.

Our team will also provide an Engineer's Opinion of Probable Construction Cost (EOPCC) for the work that will include an AACE cost range commensurate with the level of design. The EOPCC will include the estimates provided previously for Area 3 as well as the proposed pond removal and bank reconstruction. This cost estimate is anticipated to be blended with Barr's recommendation for slope stability.

The basis of the conceptual design will be documented in a brief memorandum that will serve as Addendum #2 to the Technical Memorandum entitled *Area 3 Findings and Alternative Review Memorandum* dated May 18, 2021.

### Deliverables

- Artist-rendered graphic as an electronic file (.pdf) for LMRWD's use and printing. If desired, Inter-Fluve can include production and printing of the rendering via addendum or revised proposal.
- The EOPCC as an electronic file (.pdf)
- Addendum #2 as an electronic file (.pdf)

**SCHEDULE**

The deliverables will be provided to LMRWD within nine weeks of authorization to proceed. The schedule is based on an assumption that Barr’s conceptual design can be provided within five weeks of authorization to proceed, and that meetings and review schedules with LMRWD can be coordinated to accommodate this schedule.

**FEE**

The fee for Inter-Fluve’s scope of work for this project is \$29,500<sup>i</sup>. A fee table is provided below.



Area 3 Concept Design and Rendering

**ESTIMATED HOURS**

BY RESOURCE

	Engineering Principal \$260	Geo./Eco. Principal \$260	Senior Staff \$185	Staff \$150	Admin \$81	Artistic Rendering \$138	Total
	J. Kusa	M. Melchior	M. Hancock	N. Jordan	A. Cole	M. Richards	
<b>Task 1: Project Management and Meetings</b>							
1.1 Project Management	-	-	8	-	2	-	\$ 1,642
1.2 4 Virtual Meetings	4	-	10	2	-	-	\$ 3,190
1.3 Coordination with Barr	1	1	4	-	-	-	\$ 1,260
SUB TOTAL	5	1	22	2	2	-	
<b>TASK 1 TOTAL ESTIMATE</b>	<b>\$ 6,092</b>		<b>Hours Total</b>	<b>32</b>	<b>27</b>	<b>Labor Total</b>	<b>\$ 6,092</b>

**Task 2: Conceptual Design**

2.1 Design Analysis and Sketching	1	2	5	8	-	2	\$ 3,180
2.2 Artistic Rendering	1	1	4	-	-	95	\$ 14,323
2.3 Internal Meetings, Review and QAQC	2	2	2	2	-	2	\$ 1,985
2.4 Addendum	1	1	4	8	1.5	-	\$ 2,582
2.5 EOPCC	1	1	2	3	-	-	\$ 1,340
SUB TOTAL	6	7	17	21	2	99	
<b>TASK 2 TOTAL ESTIMATE</b>	<b>\$ 23,409</b>		<b>Hours Total</b>	<b>152</b>	<b>146</b>	<b>Labor Total</b>	<b>\$ 23,409</b>

**TOTAL ESTIMATE \$ 29,501**

**LABOR TOTAL \$ 29,501**

Thank you,

Maren Hancock, PE  
Project Manager  
651-295-4656  
[mhancock@interfluve.com](mailto:mhancock@interfluve.com)

Jonathon Kusa, PE, LEED AP  
CEO  
541-490-8230  
[jkusa@interfluve.com](mailto:jkusa@interfluve.com)

<sup>i</sup> This does not include Barr Engineering’s fee.



# TASK ORDER FORM FOR CONSULTANT AGREEMENT Task 2021-10

This Task Order is entered into and authorized by PRIME this 3rd day of December 2021, by and between **Young Environmental Consulting Group, LLC** (hereinafter called Young Environmental) and **Barr Engineering Co.** (hereinafter called Barr).

The parties agree that the Barr shall perform the following Services in accordance with the terms of the Agreement dated August 1, 2020:

## **1. Scope of Services for the Area 3 Bluff Preliminary Concept Analysis Project:**

This Task Order is for technical services related to Task Order 2021-10, Area 3 Bluff Preliminary Concept Analysis. In November 2021, Young Environmental requested Inter-Fluve to develop an illustration depicting toe protection (at Area 3) and removal of a City of Eden Prairie pond (downstream of Area 3). Young Environmental also requested that Barr coordinate with Inter-Fluve to provide them with a concept of bluff protection (at Area 3) for inclusion in their illustration. No specific concept preference related to bluff protection performance requirements was provided to Barr.

Because the last detailed analysis of Area 3 slopes was performed over 10 years ago (by Wenck Associates), Barr recommends performing some preliminary engineering analyses as part of this Task Order. We will use results of the preliminary analyses to establish feasible performance expectations such that the bluff protection concept(s) can be developed for inclusion in Inter-Fluve's illustration. In general, potential bluff protection concepts consist of leaving bluff as-is (Concept 1), grading bluff back to a gentler slope (Concept 2), and implementing a geotechnical-structural solution (Concept 3). Results of the preliminary analyses will be summarized in a technical memorandum. Depending on the results of the preliminary engineering analyses, concept sketches of Concepts 2 and/or 3 will be included in the memorandum, which can then be incorporated into Inter-Fluve's illustration.

This Task Order assumes coordination with Young Environmental and Inter-Fluve and will include one kickoff meeting, two project meetings, and one round reviewing the Inter-Fluve draft illustration prior to finalizing. All meetings are assumed to be virtual.

The proposed technical services will occur in two phases:

- Task A – Preliminary Concept Analyses: Barr will perform preliminary engineering analyses on a cross section through the bluff.
  - Preliminary analyses will be based on information and/or data that is currently available from Young Environmental and Inter-Fluve
  - Preliminary analyses may include slope stability and seepage analysis (using Geo-Studio software by Geo-Slope, Ltd.) to assess factors of safety and piezometric impacts
  - Three general concepts will be analyzed:
    1. Existing bluff left as-is
    2. Grading bluff to gentler slope
    3. Constructing geotechnical-structural system (for example reinforced soil slope, retaining wall, ground anchors, etc.)
  - Results of preliminary analysis will be summarized in a technical memorandum
- Task B – Coordinating Inter-Fluve Illustration: Barr will develop concept sketches of Concepts 2 and 3.
  - Concept sketches of bluff protection will be provided to Inter-Fluve for incorporation into a comprehensive illustration
  - Barr will review draft of illustration prior to finalizing

- Task C – Project Management and Team Meetings: Barr will perform project management and attend team meetings.
  - Barr will participate in 1 virtual kickoff meeting with Young Environmental and Inter-Fluve
  - Barr will participate in 2 virtual project meetings with Young Environmental and Inter-Fluve

Deliverables: Technical memorandum summarizing preliminary analyses (Task A) and including bluff protection concept sketches (Task B)

Cost estimate: \$22,005 (see attached table for staff hours, billing rates and costs for each task)

**Assumptions**

- 1) Inter-Fluve will provide a CADD files of Area 3 surfaces to assist preliminary analyses.
- 2) Where necessary, CADD information will be supplemented with simplified assumptions and/or publicly available topo information.
- 3) All meetings will be virtual.
- 4) Young Environmental will coordinate and schedule meetings with Inter-Fluve and Barr.

**2. Compensation:**

The basis of compensation for the above Services shall be the hourly rate per the Barr’s rate sheet, subject to a not-to-exceed cap of \$22,005 without further authorization.

**3. Schedule:**

Technical memorandum (end of Task A) will be provided within 5 weeks of notice-to-proceed.

IN WITNESS WHEREOF, the parties have made and executed this Task Order as of the day and year first above written.

**PRIME: Young Environmental Consulting Group, LLC**

**CONSULTANT: Barr Engineering Co.**

By: \_\_\_\_\_

By: Karen L. Chandler

Name: Della Nyondi Schall Young

Name: Karen Chandler

Title: Owner/Principal

Title: Vice President



Project Name: Area 3 Bluff Preliminary Concept Analysis Project  
 Client Name: Young Environmental  
 Date: 12/3/2021  
 Approved by: KLC

Name (Last, First)	Chandler, Karen	Turpin-Nagel, Katelyn	Theroux, Brent	Sharpe, Jacob	Grosser, Aaron	Joupe, Max					
Billing Rate	\$ 185.00	\$ 120.00	\$ 180.00	\$ 115.00	\$ 210.00	\$ 135.00					
Project Role	Vice President	Project Manager	Senior Geotechnical Engineer	Geotechnical Engineer	Vice President	Engineering Technician/Designer	Subtotal Hours	Subtotal Costs	Expenses	Project Total	Percentage of Total
<b>Preliminary Concept Analysis</b>											
Review available data/information			4.0	4.0			8.0	\$ 1,180.00	\$ -	\$ 1,180.00	
Develop assumed analysis parameters			4.0	4.0	1.0		9.0	\$ 1,390.00	\$ -	\$ 1,390.00	
Analyze existing bluff slope (Concept 1)			4.0	6.0	1.0	8.0	19.0	\$ 2,700.00	\$ -	\$ 2,700.00	
Analyze shallower bluff slope (Concept 2)			4.0	6.0	1.0		11.0	\$ 1,620.00	\$ -	\$ 1,620.00	
Analyze structural solution (Concept 3)			4.0	8.0	1.0		13.0	\$ 1,850.00	\$ -	\$ 1,850.00	
Summarize preliminary analysis in memo			8.0	12.0	2.0		22.0	\$ 3,240.00	\$ -	\$ 3,240.00	
<b>Subtotal</b>	0.0	0.0	28.0	40.0	6.0	8.0	82.0	\$ 11,980.00	\$ -	\$ 11,980.00	<b>54%</b>
<b>Coordinating Inter-Fluve Illustration</b>											
Provide sketch of Concept 2 to Inter-Fluve			4.0	6.0		8.0	18.0	\$ 2,490.00	\$ -	\$ 2,490.00	
Provide sketch of Concept 3 to Inter-Fluve			4.0	6.0		8.0	18.0	\$ 2,490.00	\$ -	\$ 2,490.00	
Review draft of Inter-Fluve illustration			4.0	4.0	1.0		9.0	\$ 1,390.00	\$ -	\$ 1,390.00	
<b>Subtotal</b>	0.0	0.0	12.0	16.0	1.0	16.0	45.0	\$ 6,370.00	\$ -	\$ 6,370.00	<b>29%</b>
<b>Project Management &amp; Team Meetings</b>											
Project management	2.0	10.0					12.0	\$ 1,570.00	\$ -	\$ 1,570.00	
Kick off meeting	2.0	2.0	2.0	2.0			8.0	\$ 1,200.00	\$ -	\$ 1,200.00	
Project meetings (assume two)			3.0	3.0			6.0	\$ 885.00	\$ -	\$ 885.00	
<b>Subtotal</b>	4.0	12.0	5.0	5.0	0.0	0.0	26.0	\$ 3,655.00	\$ -	\$ 3,655.00	<b>17%</b>
<b>Project Total</b>	4.0	12.0	45.0	61.0	7.0	24.0	153.0	\$ 22,005.00	\$ -	\$ 22,005.00	

<b>Assumptions:</b>	Inter-Fluve to provide CADD surface file of bluff slope to assist preliminary analyses.
	CADD information will be supplemented with Mntopo information or simplified assumptions.
	All meetings will be virtual.



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, December 15, 2021

### Agenda Item

#### Item 8. J. – Permits and Project Reviews

#### Prepared By

Linda Loomis, Administrator

#### Summary

##### i. **Shakopee Dental Office (LMRWD No. 2021-052)**

This project proposes to build a new Dental Office in Shakopee at 8350 Hansen Avenue. Staff has reviewed the application. Details of the project are contained in the attached Technical Memorandum – Shakopee Dental Office (LMRWD No. 2021-052) dated December 7, 2021. Conditional approval is recommended subject to receipt of a copy of the NPDES permit, contact information of the contractor and the name and contact information of the person(s) responsible for inspection and maintenance of erosion and sediment control measures.

#### Attachments

Technical Memorandum – Shakopee Dental Office (LMRWD No. 2021-052) dated December 7, 2021

#### Recommended Action

Motion to conditionally approve – Shakopee Dental Office (LMRWD No. 2021-052), subject to receipt of a copy of the NPDES permit, contact information of the contractor and the name and contact information of the person(s) responsible for inspection and maintenance of erosion and sediment control measures.

##### ii. **Kraemer Quarry DNR Permit Application (LMRWD No. 2021-053)**

The LMRWD received notice that Kraemer Mining and Materials, Inc. and Cemstone Products Company applied with the MN DNR for a water appropriation permit. The DNR asked for comments. Young Environmental Consulting Group reviewed the application on behalf of the LMRWD. A Technical Memorandum dated December 5, 2021 is attached. Comments have been provided to the DNR.

#### Attachments

Technical Memorandum Kraemer Quarry DNR Permit Application (LMRWD No. 2021-053) dated December 5, 2021

#### Recommended Action

No action is recommended – for information only

# Technical Memorandum

**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Kaci Fisher, Environmental Scientist  
Katy Thompson, PE, CFM

**Date:** December 7, 2021

**Re:** Shakopee Dental Office (LMRWD No. 2021-052)

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Tarr Group (the applicant) has applied for an individual project permit from the Lower Minnesota River Watershed District (LMRWD) to develop a dental office in the City of Shakopee (City), as shown in Figure 1. The applicant has provided site plans for the Shakopee Dental Office project (Project) and the permit application.

The Project involves constructing a 4,260-square-foot office building, associated parking, and three biofiltration basins. The Project would disturb approximately 1.2 acres and create 0.79 acres of new impervious surfaces. The Project is not located within the High Value Resource Area, Steep Slopes Overlay District, or 100-year floodplain.

Because the Project was submitted prior to the City receiving its LMRWD municipal permit on November 17, 2021, it requires an LMRWD individual permit and is subject to LMRWD permitting review.

## Summary

<u>Project Name:</u>	Shakopee Dental Office
<u>Purpose:</u>	Construction of a dental office
<u>Project Size:</u>	1.2 acres disturbed; 0.01 acres existing impervious; 0.79 acres new impervious
<u>Location:</u>	Southeast of intersection of County Road 21 and

Hansen Ave, Shakopee, MN 55379 (PID  
274310010)

LMRWD Rules: Rule B—Erosion and Sediment Control

Recommended Board Action: Conditional approval

## Discussion

The District has received the following documents for review:

- LMRWD permit application; received November 5, 2021
- LMRWD permit review fee of \$750; received November 12, 2021
- Authorization of Agent form; received November 29, 2021
- Civil plans by Tarr Group; dated November 2, 2021; received November 5, 2021
- Stormwater narrative by Tarr Group; dated October 29, 2021; received November 5, 2021

The application was deemed complete on November 29, 2021, and the documents received provide the minimum information necessary for permit review.

### Rule B—Erosion and Sediment Control

The District regulates land-disturbing activities that affect one acre or more under Rule B. The proposed project would disturb approximately 1.2 acres within LMRWD. The applicant has provided erosion and sediment control and stormwater pollution prevention plans. The Project generally complies with Rule B; however, a copy of the NPDES permit and contact information for the contractor and person(s) responsible for inspection and maintenance of all erosion and sediment control features are required before the final LMRWD permit can be issued.

### Additional Considerations

The Project does not trigger Rule D, so treating stormwater from new impervious surfaces is not required under LMRWD rules. However, the City requires stormwater management, and the applicant provided a stormwater narrative that explains that runoff from the site will be routed to the regional Hansen Pond on the north side of Hansen Avenue and was part of the Hansen Avenue—Eagle Creek Watershed Drainage Study. Hansen Pond was designed to provide water quality treatment and rate control from this drainage area and the proposed project.

The existing stormwater infrastructure would not meet the City's requirement of one inch of stormwater value from the impervious surfaces, so the applicant has proposed three on-site biofiltration basins to meet the volume reduction requirement. The two west

biofiltration basins include forebays to provide pretreatment, and the east biofiltration basin will use a three-foot-long grass filter strip for pretreatment.

### **Recommendations**

Staff recommends conditional approval of the Project, conditioned on the receipt of the following:

- Copy of NPDES permit
- Contact information of the contractor
- Contact information for the person(s) responsible for erosion and sediment control

### **Attachments**

- Figure 1—Shakopee Dental Office Project Location Map



Figure 1: Shakopee Dental Office Project Location



**LEGEND**

- |  |                  |  |                               |  |                   |
|--|------------------|--|-------------------------------|--|-------------------|
|  | Project Location |  | Pavement                      |  | 100-yr Floodplain |
|  | Dental Office    |  | Public Waterways              |  | Floodway          |
|  | Biofiltration    |  | Public Waterbodies            |  | 500-yr Floodplain |
|  | Building         |  | High Value Resource Area      |  | Parcel Boundaries |
|  | Concrete         |  | Calcareous Fens               |  | County Boundaries |
|  |                  |  | Trout Streams                 |  | LMRWd Boundary    |
|  |                  |  | Steep Slopes Overlay District |  |                   |

**LMRWd Watershed Location Map**





# Technical Memorandum

**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Kaci Fisher, Environmental Scientist  
Katy Thompson, PE, CFM

**Date:** December 5, 2021

**Re:** Kraemer Quarry DNR Permit Application (LMRWD No. 2021-053)

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Kraemer Mining and Materials, Inc. (Kraemer), and Cemstone Products Company (Cemstone) have applied for a Water Appropriation Permit from the Minnesota Department of Natural Resources (DNR) to pump 15 million gallons per year from the CPC Burnsville Well within the Kraemer Quarry in the City of Burnsville (City). The Kraemer Quarry project (Project) is located within the Lower Minnesota River Watershed District (LMRWD or District).

The Project does not propose land-disturbing activities or the creation of new impervious surfaces. It is not located within the High Value Resource Area or Steep Slopes Overlay District; however, it is entirely within the mapped 100-year floodplain of the Minnesota River.

The City does not have a municipal permit from the District, so the Project may be subject to LMRWD permitting review for an LMRWD individual permit. Young Environmental Consulting Group has reviewed the DNR Water Appropriation Permit for potential applicable District rules; a project summary and comments on the permit application are provided below.

## Summary

Project Name: Kraemer Quarry

Purpose: Pumping from well

<u>Project Size:</u>	0.0 acres disturbed; 0.0 acres new impervious
<u>Location:</u>	2300 Cliff Road West, Burnsville, MN 55377 (Parcel ID 02-03210-76-010)
<u>LMRWD Rules:</u>	None
<u>Recommended Board Action:</u>	Informational only

## Discussion

The District received the following documents for review:

- Location Map with 1.5 mile radius scale; received November 10, 2021
- Location Map with 5 mile radius scale; received November 10, 2021
- Aerial well location map; received November 10, 2021
- MPARS Resource Review Report; dated March 12, 2021; received November 10, 2021
- Preliminary well assessment request email by Joe Richter (DNR); dated March 15, 2021; received November 10, 2021
- DNR well construction assessment form by Kraemer; dated March 12, 2021; received November 10, 2021
- Re: Preliminary Well Construction Assessment Internal Memo by DNR; dated March 22, 2021; received November 10, 2021
- Re: DNR Preliminary Well Construction Assessment; Tracking No. 2021-0620 by Joe Richter; dated March 23, 2021; received November 10, 2021
- Proposed Cemstone Well email by Joe Richter; dated March 30, 2021; received November 10, 2021
- Re: Assessment Tracking No. 2021-0620 email by Joe Richter; dated March 31, 2021; received November 10, 2021
- Cemstone Well on Kraemer Leased Property email by Jesrin Gaier (Kraemer); dated April 26, 2021; received November 10, 2021
- Lease Agreement Amendment Number Four between Kraemer and Cemstone; dated March 2021; received November 10, 2021
- Cemstone Permit Application 2021-2922 email by Joe Richter; dated July 28, 2021; received November 10, 2021
- DNR Water Appropriation Permit application by Cemstone and Kraemer; dated July 7, 2021; received November 10, 2021
- Well pumping report by Cemstone; dated April 27–28, 2021; received November 10, 2021
- Well boring construction record by Minnesota Department of Health; dated April 28, 2021; received November 10, 2021

- Guide to the Collection of Well Capacity Test Data by DNR; dated November 20, 2018; received November 10, 2021

### Background

Cemstone, as the lessee, has an agreement with Kraemer, the landowner, to build and use a well for the manufacture of ready-mix concrete. Cemstone had previously used City water, but there were issues with water temperature and a water hammer that damaged equipment. The City could not fix the issues, and it supported Cemstone drilling its own well. In March of 2021, Cemstone asked DNR for a preliminary assessment of constructing a well, and DNR recommended that water be appropriated from a deeper aquifer so as not to affect groundwater supply to the fens and that Cemstone provide a groundwater technical review.

DNR approved a well construction down to 520 feet to reach the Wonewoc Aquifer; construction was completed on April 28, 2021, and water withdrawal began on June 10, 2021. DNR stated that after the well was drilled, and before using the well, the applicant must apply for a DNR Water Appropriation Permit or amend the existing Water Appropriation Permit. The well has a pumping rate of 300 gallons per minute and is proposed to pump 15 million gallons per year. The appropriated water will be used in the manufacture of concrete and will not be discharged to any receiving waters.

### District Comments

It is unlikely a permit from LMRWD will be needed for this Project because there was no land disturbance associated with the new well; however, if there are future changes that include any fill within the 100-year floodplain or disturbances greater than one acre, then a permit will be needed.

The DNR application appears to imply that the newly constructed well will be used instead of the previously operated City well. The District requests confirmation as to whether this assumption is correct.

Additionally, the District would like to request a copy of DNR's groundwater technical review that Joe Richter requested be completed by Amanda Yourd in his email dated July 28, 2021.

### **Recommendations**

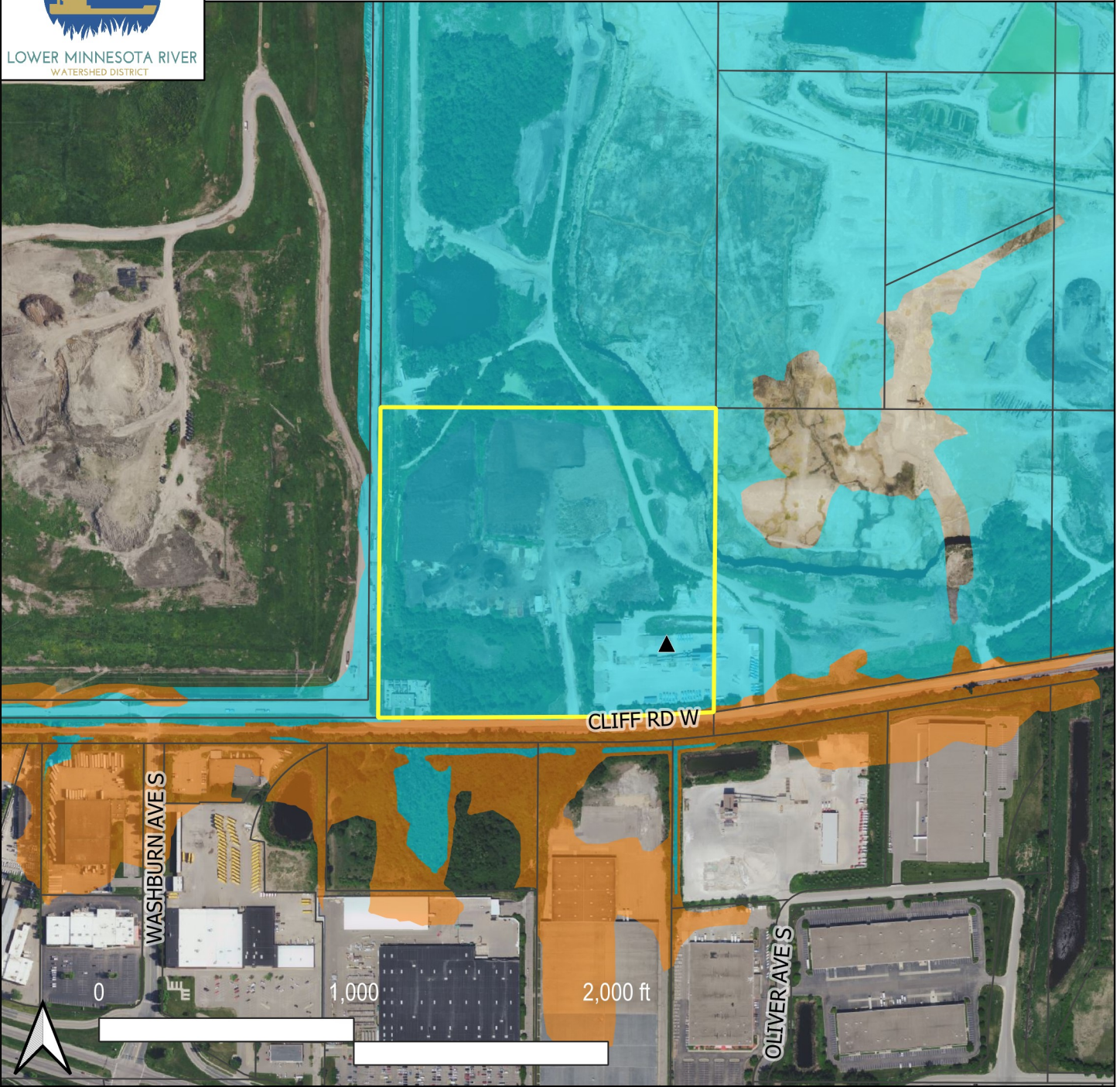
No Board action required at this time. This memo will also be submitted to DNR as part of the Water Appropriations Permit comment period.

### **Attachments**

- Figure 1 – Kraemer Quarry Location Map



Figure 1: Kraemer Quarry Project Location



**LEGEND**

-  Project Location
-  Kraemer Quarry
-  CPC Burnsville Well
-  Public Waterways
-  Public Waterbodies
-  High Value Resource Area
-  Calcareous Fens
-  Trout Streams
-  Steep Slopes Overlay District
-  100-yr Floodplain
-  Floodway
-  500-yr Floodplain
-  Parcel Boundaries
-  County Boundaries
-  LMRWD Boundary

**LMRWD Watershed Location Map**

