



ADMINISTRATIVE OFFICE: 3235 Fernbrook Lane N • Plymouth, MN 55447
763.553.1144 • Fax: 763.553.9326

January 14, 2020

Representatives
Pioneer-Sarah Creek Watershed
Management Commission
Hennepin County, Minnesota

*The meeting packet for this meeting
may be found on the Commission's website:
[http://www.pioneersarahcreek.org/minutes--
meeting-packets.html](http://www.pioneersarahcreek.org/minutes--meeting-packets.html)*

Dear Representatives:

A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission will be held Thursday, January 21, 2021, at 6:00 p.m. This will be a **virtual** meeting.

Until further notice, all meetings will be held online to reduce the spread of COVID-19. **To join a meeting, click** <https://us02web.zoom.us/j/845974640?pwd=YTFON1hMaXdRRXdzL1lyREw1ak5rQT09>, which takes you directly to the meeting.

OR, go to www.zoom.us and click **Join A Meeting**. Meeting ID is **845 974 640**. As of September 27, 2020, meetings require a passcode. **The passcode for this meeting is water.**

If your computer is not equipped with audio capability, dial into one of the numbers below with **passcode 978624**

+1 929 205 6099 US (New York)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US

+1 312 626 6799 US (Chicago)
+1 346 248 7799 US (Houston)
+1 301 715 8592 US

Meetings remain open to the public via the instructions above.

In order to ensure a quorum for the regular meeting, please telephone 763.553.1144 or email me at amy@jass.biz to indicate if you or your Alternate will be attending. It is your responsibility to ascertain that your community will be represented at the meeting

Regards,

Amy A. Juntunen, Administrator
AAJ:tim

cc: Alternates
Paul Stewart, Kirsten Barta, HCEE
Brian Vlach, TRPD
Joel Jamnik, Attorney
Diane Spector, Wenck Assocs.

Andrew Vistad, Kaci Fisher, Hakanson-Anderson
City Clerks
Met Council
official newspapers
MPCA
BWSR
DNR

Z:\Pioneer-SarahCreek\Meetings\Meetings 2021\1 notice.doc



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REGULAR MEETING AGENDA

January 21, 2021 • 6:00 p.m.

The meeting packet can be found on the Commission's website:

<http://pioneersarahcreek.org/pages/Meetings/>

1. Call to Order.
2. Approve Agenda.*
3. Consent Agenda.
 - a. December meeting minutes.*
 - b. January Claims/Treasurer's Report.*
4. Open forum.
5. Action Items.
 - a. Project Review 2020-001 Park Place Storage, Minnetrista.*
 - b. Project Review 2020-006 Gaalswyck Acres, Greenfield.*
 - c. Project Review 2020-007 CSAH 92 Safety Improvements, Independence.*
 - d. Accept 2020 Work Plan in Review.*
 - e. Consider Responses to Solicitation of Interest Proposals.*
 - f. Annual Appointments.

1) Official newspaper, <i>Crow River News</i>	3) Deputy Treasurer, Judie Anderson
2) Official depositories, US Bank, the 4M Fund	4) Auditor, Johnson & Company, Ltd.
6. Old Business.
7. New Business.
 - a. 2021 Work Plan.*
8. Watershed Management Plan. *(also see next page.)*
9. Education.
10. Project Updates.
 - a. Lake Rebecca SWA RFP.*
 - b. Finalizing BWSR Grants (Baker Ravine, shoreline restoration/carp barrier)
11. Communications.
 - a. Request for statements of economic interest.*
12. Staff Reports.
 - a. Engineer's Report.*
 - b. HCEE Report.*
13. Commissioner Reports.
14. Other Business.
15. Adjournment. (Next scheduled meeting: February 18, 2021). Z:\Pioneer-SarahCreek\Meetings\Meetings 2021\1 agenda.docx



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REGULAR MEETING

Minutes

December 17, 2020

1. **CALL TO ORDER.** A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order at 6:05 p.m., Thursday, December 17, 2020, by Chair Joe Baker via online Zoom.

Present: Mark Workcuff, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; John Fay, Maple Plain; Pat Wulff, Medina; John Tschumperlin, Minnetrista; Kaci Fisher, Hakanson-Anderson; Brian Vlach, Three Rivers Park District (TRPD); and Amy Juntunen, JASS.

Also Present: Scott Johnson, Medina; Kris Guentzel and Paul Stewart, Hennepin County Environment and Energy (HCEE); and Diane Spector, Wenck Associates.

2. **AGENDA.*** Motion by Fay, second by Daniels to approve the agenda as presented. *Motion carried unanimously.*

3. **CONSENT AGENDA.** Motion by Tschumperlin, second by Daniels to approve the Consent Agenda as presented. *Motion carried unanimously.*

- a. **October Regular Meeting Minutes.***
- b. **November Monthly Claims/Treasurer's Report.***
- c. **December Monthly Claims/Treasurer's Report.***

4. **OPEN FORUM.**

5. **ACTION ITEMS.**

Resolution 2020-01 Adopting the Fourth Generation Plan.* The Board of Water and Soil Resources (BWSR) committee was very complimentary and recommended approval by the BWSR board with no conditions. One comment made was to encourage the involvement of youth in watershed education. The BWSR board approved the Plan earlier today. Motion by Tschumperlin, second by Wulff to approve Resolution 2020-01, adopting the Pioneer-Sarah Creek Watershed Management Commission Fourth Generation Watershed Management Plan. *Motion carried unanimously.*

6. **OLD BUSINESS.**

7. **NEW BUSINESS.**

a. The **biennial solicitation of interest** was published December 14, 2020 in the *State Register*. Responses will be reviewed at the January meeting.

b. **2020 Work Plan in Review.*** Included in the meeting packet is a draft of the activities undertaken by the Commission in 2020 in response to the work plan approved at its March 19, 2020 meeting. Staff requested the Commissioners to review and comment by January 15, 2021.

c. **2021 Work Plan.** The 2021 work plan will be sent to Commissioners for review prior to the January meeting. The 2021 work plan and 2020 work plan in review must be approved by the March meeting for inclusion in the 2020 Annual Activity Report.

8. **WATERSHED MANAGEMENT PLAN.**

9. **EDUCATION.** Juntunen will provide the link to the **Watershed PREP video**, a classroom lesson for fourth grade students, to all Commissioners and staff. This video is available on the West Metro Water Alliance website and can be shared by anyone. This lesson meets state standards for science curriculum in the fourth grade, where

Greenfield • Independence • Loretto • Maple Plain • Medina • Minnetrista

*Included in meeting packet.

students are typically introduced to the water cycle. The lesson educates students about watersheds, stormwater runoff, and water quality.

10. GRANT UPDATES.

a. **Ardmore Carp Barrier.*** The carp barrier installation was completed on November 30, 2020. This project started through a carp biomass/population assessment in 2017 which estimated the carp biomass in Lake Ardmore at 205kg/ha after the removal of 3,000 lbs. of carp. The estimated biomass in Lake Independence was 114 kg/ha. This was followed by a carp movement study in 2018-2020 which determined that Ardmore is the primary nursery area and resulted in the recommendation to install a carp barrier to restrict movement between Lake Independence and Lake Ardmore within the Ardmore channel.

TRPD will continue pit-tag monitoring to evaluate the effectiveness of the barrier in 2021 and complete another biomass assessment after the recent fish kill. A removal may be completed to achieve a 100 kg/ha biomass. A fish assessment will determine if the bluegill population can then control the carp population. A vegetation assessment will also be completed. Generally, TP improvement after carp removal is most noticeable in shallow lakes

The overall project cost was \$58,092.08. The Lake Independence shoreline stabilization project was completed earlier in 2020 at a cost of \$35,312.52 as part of a combined project to use the Watershed-based Implementation Funding (WBIF) from BWSR at a total combined cost of \$93,404.60. These projects were funded through: WBIF-\$45,478.52; Hennepin County Opportunity Grant-\$20,000, TRPD-\$18,926.08, and PSCWMO and Medina-\$4,500 each.

b. **Shriners Drainage Scope of Work.*** As this project progresses, a need for an RFP to study the 700 acre subwatershed was identified in order to address concerns of drainage on all neighboring properties when flow is restored, and how restoration may impact nutrient flow into Lake Rebecca. The current drainage is clogged. The SWA will identify nutrient loading hotspots and identify BMPs to prevent excess nutrients and sediments from reaching Lake Rebecca. Hennepin County will publish the RFP. A JPA may be proposed for PSCWMO to partner with Hennepin County on this project. Commissioners were asked to comment on the scope of work and ensure the PSCWMO is a willing partner for this SWA. The project on the Shriners property will be separate from the SWA. Staff will bring cost estimates to the January meeting. At this point, the Commission has not committed to any financial support.

[Fay departed 7:00 p.m.]

11. COMMUNICATIONS.

12. STAFF REPORT.* (See Engineer's Report)

a. **Project Review 2020-006, Gaalswyck Acres, Greenfield.*** Revised plans were received December 9 but not reviewed yet.

b. The **JB gully stabilization project** was reviewed by Staff. This is a 400 linear foot project. The cost for stabilization is approximately \$100 per linear foot.

b. **HCEE Report.*** Kirsten Barta is no longer employed by Hennepin County. Due to a hiring freeze, the position will not be filled for a few months.

HCEE Staff are updating the **Dancehall Creek SWA** to new land use as the area is developed.

HCEE Staff have begun the **Spurzem Creek SWA**. The project presents some unique challenges with the Loretto WWTP and a large landfill. The final report is due December 31, 2021. There is potential for in-lake and wetland work to be completed as part of the SWA and HCEE may request financial assistance for that work, which will need to be contracted.

State cost-share funds were used to install a rock chute last week at Fox Creek Estates to fix an eroding gully in Greenfield and to fix an eroding channel at 4635 Lake Sarah Drive in Independence. The Fox Creek

Estates project is complete and the Lake Sarah Drive project is scheduled.

Staff is completing a scope of work for repairs of drain tile blockages at the **Shriners property**.

A grassed waterway was installed last year at the **Windsong Golf Club**. The project passed the one-year inspection. Staff are working with Wright County SWCD on a gully stabilization project on the property.

Landowners at **1215 Copeland Rd** reached out with concerns regarding heavy sedimentation and watercourse shifting in Pioneer Creek. Staff are working with Wright County SWCD engineers and will involve an NRCS technician to complete a property analysis for potential BMPs. Projects may leverage federal EQUIP funds.

13. COMMISSIONER REPORTS.

a. **Workcuff** noted that a public hearing was held regarding the Ag Preserve zoning change. The City's motivation is to allow development. The Ag Preserve requires land to remain undeveloped for a minimum of 8 years. This change would allow some owners to end that requirement sooner, if they chose to do so, but does not require all land to come out of Ag Preserve. There are currently about 700 acres in Greenfield classified as Ag Preserve.

b. **Tschumperlin** stated that there are two new Councilmembers in Minnetrista. The Mayor was re-elected. Tschumperlin anticipates remaining on the Commission but there will be a new Alternate.

c. **Wulff** anticipates remaining on the Commission as the Medina representative. She may request to move to the Commissioner appointment with McLaughlin as Alternate. Wulff requested the Minnesota Campaign Finance Board disclosure form.

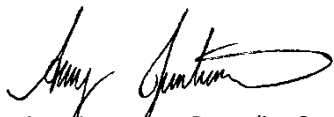
d. **Baker** noted that Lake Sarah is pursuing a Hennepin County Grant for AIS prevention. LSIA received this grant last year and used the funds to complete a lake-wide survey of residents and an assessment of users at the landing to raise awareness of AIS. That project is due for completion by January 31, 2021. LICA also considered applying for the AIS grant to hire a consultant to complete a CLPW survey. Vlach noted that TRPD monitors CLPW in Lake Independence and will share their data.

14. OTHER BUSINESS.

The **next regular meeting** is scheduled for January 21, 2021 and will be held online again via Zoom link <https://zoom.us/j/845974640>.

15. **ADJOURNMENT.** There being no further business, motion by Wulff, second by Tschumperlin to adjourn. *Motion carried unanimously.* The meeting was adjourned at 7:42 p.m.

Respectfully submitted,



Amy Juntunen, Recording Secretary
AAJ:tim

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Pioneer-Sarah Creek Watershed
Income Statement
Compared with Budget
For the Twelve Months Ending December 31, 2020

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	Current Month Actual	Year to Date Actual	Year to Date Budget	Year to Date Variance	2019 YTD
Revenues					
Member Dues	\$ 0.00	\$ 103,800.00	\$ 103,800.00	0.00	\$ 100,000.00
Lake Sarah TMDL Imple	0.00	4,900.52	0.00	4,900.52	5,398.46
Project Review Fees	5,850.00	12,500.00	6,000.00	6,500.00	14,074.00
CIP Income	0.00	28,000.00	28,000.00	0.00	28,000.00
CIP Cost Share Reimbursement	36,000.00	36,000.00	0.00	36,000.00	
Grant-Baker Park Ravine	0.00	166,400.00	0.00	166,400.00	114,001.31
Grant-WBIF 2019-2021	0.00	0.00	0.00	0.00	0.00
WCA Admin Fees	0.00	0.00	0.00	0.00	850.00
Interest and Dividend Income	6.35	2,129.23	9,000.00	(6,870.77)	12,135.95
Total Revenues	41,856.35	353,729.75	146,800.00	206,929.75	274,459.72
Expenses					
Engineering/Consulting	5,538.00	11,358.73	47,000.00	(35,641.27)	24,953.06
Administrative Expense	4,078.62	31,854.76	36,000.00	(4,145.24)	31,299.35
Adm-Project Reviews	86.57	598.07	1,000.00	(401.93)	1,141.98
Adm-CIP Mgmt	127.15	394.07	2,500.00	(2,105.93)	158.49
WCA - Admin/Legal Expenses	9.75	9.75	0.00	9.75	254.95
Adm - Tech Support	0.00	0.00	800.00	(800.00)	
Legal Expense	31.00	62.00	500.00	(438.00)	356.50
Audit Expense	0.00	4,500.00	4,500.00	0.00	4,500.00
Insurance	(409.00)	2,580.00	3,100.00	(520.00)	2,690.00
Website	144.30	1,015.06	1,800.00	(784.94)	536.65
TAC Meetings	0.00	0.00	3,000.00	(3,000.00)	
Lakes Monitoring - TRPD	8,100.00	8,100.00	8,100.00	0.00	8,100.00
Lakes Monitoring - CAMP	760.00	760.00	1,520.00	(760.00)	760.00
Lake Sarah TMDL Implementation	0.00	4,900.52	0.00	4,900.52	5,398.46
Stream Monitoring	9,500.00	9,500.00	9,500.00	0.00	7,120.00
Education	105.00	1,670.08	4,000.00	(2,329.92)	950.15
Education-Events	0.00	0.00	500.00	(500.00)	
Invertebrate Monitoring	0.00	0.00	1,000.00	(1,000.00)	750.00
Grant Writing	0.00	0.00	1,000.00	(1,000.00)	
Management Plan	0.00	29,417.20	20,000.00	9,417.20	613.50
Mgmt Plan - Admin	97.50	2,467.03	1,000.00	1,467.03	970.09
Capital Improvement Project	39,166.00	46,591.03	28,000.00	18,591.03	8,000.00
CIP Baker Ravine	0.00	342,204.66	0.00	342,204.66	114,001.31
Total Expenses	67,334.89	497,982.96	174,820.00	323,162.96	212,554.49
Net Income	(\$ 25,478.54)	(\$ 144,253.21)	(\$ 28,020.00)	(116,233.21)	\$ 61,905.23

Pioneer-Sarah Creek Watershed
Balance Sheet
December 31, 2020

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ASSETS

Current Assets		
Cash-4M Fund	\$ 369,622.41	
Accounts Receivable	<u>10,500.00</u>	
Total Assets		<u>\$ 380,122.41</u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	<u>\$ 25,099.73</u>	
Total Liabilities		25,099.73
Capital		
Next Generation Plan Fund	25,000.00	
Retained Surplus	278,034.93	
CIP Fund	115,505.51	
Grant Fund-Baker Ravine	51,576.45	
Grant fund - Watershed Based	29,159.00	
Net Income	<u>(144,253.21)</u>	
Total Capital		<u>355,022.68</u>
Total Liabilities & Capital		<u>\$ 380,122.41</u>

**Pioneer-Sarah Creek Watershed
Cash Disbursements Journal
For the Period From Jan 1, 2021 to Jan 31, 2021**

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
1/15/21		51200	Legal	31.00	
		10100	Campbell Knutson		31.00
1/15/21		50100	Engineering - Project Review	3,542.00	
		50100	General Engineering	409.00	
		10100	Hakanson Anderson Associates, Inc.		3,951.00
1/15/21		51100	Administration	1,508.38	
		51100	Meeting-related	549.18	
		51100	Bookkeeping/TR/Audit	372.06	
		58210	Management Plan	86.45	
		51400	Website	100.75	
		57000	Education	35.00	
		51120	Project Reviews	36.91	
		10100	Judie Anderson's Secretarial Service		2,688.73
1/15/21		56110	2020 CAMP	760.00	
		10100	Metropolitan Council		760.00
1/15/21		51100	RFP for Professional Services	69.00	
		10100	Minnesota's Bookstore (State Register)		69.00
1/15/21		56100	2020 TRPD Lake Monitoring	8,100.00	
		56400	2020 TRPD Stream Monitoring	9,500.00	
		10100	Three Rivers Park District		17,600.00
1/15/21		51300	Insurance 2/1/2021 - 1/31/2022	257.00	
		10100	Auto-Owners Insurance Company		257.00
Total				25,356.73	25,356.73

CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
(651) 452-5000

Pioneer-Sarah Creek Watershed Mgmt. Commission
c/o Ms. Judie A. Anderson
3235 Fernbrook Lane
Plymouth MN 55447

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December 31, 2020
Account # 1478-0000G
159

RE: GENERAL MATTERS
SERVICES RENDERED TO DATE:

			HOURS	
12/03/2020	JJJ	Emails Judie, review report on plan adoption process/status.	0.20	31.00
		AMOUNT DUE	0.20	31.00
		TOTAL CURRENT WORK		31.00
		PREVIOUS BALANCE		\$31.00
03/25/2020		Payment - thank you		-31.00
		TOTAL AMOUNT DUE		<u>\$31.00</u>

Amounts due over 30 days will be subject to a finance charge of
.5% per month (or an annual rate of 6%). Minimum charge - 50 cents.

CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
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Pioneer-Sarah Creek Watershed Mgmt. Commission
c/o Ms. Judie A. Anderson
3235 Fernbrook Lane
Plymouth MN 55447

Page: 1
December 31, 2020
Account # 1478G

SUMMARY STATEMENT

PREVIOUS BALANCE	FEES	EXPENSES	CREDITS	PAYMENTS	BALANCE
1478-0000 RE: GENERAL MATTERS					
SERVICES RENDERED TO DATE:					
31.00	31.00	0.00	0.00	-31.00	<u>\$31.00</u>

Amounts due over 30 days will be subject to a finance charge of
.5% per month (or an annual rate of 6%). Minimum charge - 50 cents.



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

Pioneer Sarah Watershed Management Commission
3235 Fernbroke Lane
Plymouth, MN 55447

Invoice number 45271
Date 12/15/2020

Project PSC205 2020-006 GAALSWYK ACRES

Professional Services Provided Through 11/30/2020

MUNICIPAL REVIEW

MUNICIPAL REVIEW

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad REVIEW NUMBER 2	11/23/2020	4.00	92.00	368.00
Andrew Vistad REVIEW NUMBER 2	11/24/2020	5.50	92.00	506.00
PROFESSIONAL FEES SUBTOTAL				874.00
MUNICIPAL REVIEW SUBTOTAL				874.00
AMOUNT DUE THIS INVOICE				874.00

Invoice Summary

	Current Billed	Prior Billed	Total Billed
Total	874.00	1,334.00	2,208.00



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

Pioneer Sarah Watershed Management Commission
3235 Fernbroke Lane
Plymouth, MN 55447

Invoice number 45272
Date 12/15/2020

Project **PSC901-2020 GENERAL ENGINEERING
FOR PIONEER SARAH WMC 2020**

Professional Services Provided Through 11/30/2020

GENERAL ENGINEERING

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad	11/11/2020	2.00	92.00	184.00
<i>GULLY STABILIZATION EXHIBIT AND ESTIMATE</i>				
PROFESSIONAL FEES SUBTOTAL				184.00
GENERAL ENGINEERING SUBTOTAL				184.00
AMOUNT DUE THIS INVOICE				184.00

Invoice Summary		Current Billed	Prior Billed	Total Billed
	Total	184.00	4,402.21	4,586.21



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

Pioneer Sarah Watershed Management Commission
3235 Fernbroke Lane
Plymouth, MN 55447

Invoice number 45330
Date 01/13/2021

Project **PSC201 NIKE STORAGE SITE**

Professional Services Provided Through 12/31/2020

MUNICIPAL REVIEW

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>DEVELOPMENT REVIEW NUMBER 1</i>	12/15/2020	1.00	92.00	92.00
Andrew Vistad <i>DEVELOPMENT REVIEW NUMBER 1</i>	12/28/2020	8.50	92.00	782.00
Andrew Vistad <i>DEVELOPMENT REVIEW NUMBER 1</i>	12/30/2020	7.50	92.00	690.00
PROFESSIONAL FEES SUBTOTAL				1,564.00
MUNICIPAL REVIEW SUBTOTAL				1,564.00
AMOUNT DUE THIS INVOICE				1,564.00

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	1,564.00	598.00	2,162.00



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

Pioneer Sarah Watershed Management Commission
3235 Fernbroke Lane
Plymouth, MN 55447

Invoice number 45331
Date 01/13/2021

Project **PSC205 2020-006 GAALSWYK ACRES**

Professional Services Provided Through 12/31/2020

MUNICIPAL REVIEW

MUNICIPAL REVIEW

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad REVIEW NO 3	12/10/2020	4.50	92.00	414.00

PROFESSIONAL FEES SUBTOTAL 414.00

MUNICIPAL REVIEW SUBTOTAL 414.00

AMOUNT DUE THIS INVOICE 414.00

Invoice Summary		Current Billed	Prior Billed	Total Billed
	Total	414.00	2,208.00	2,622.00



3601 Thurston Avenue
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Anoka, MN 55303

Pioneer Sarah Watershed Management Commission
3235 Fernbroke Lane
Plymouth, MN 55447

Invoice number 45332
Date 01/13/2021

Project **PSC206 2020-007 CSAH & TH12
SAFETY IMPROVEMENTS**

Professional Services Provided Through 12/31/2020

MUNICIPAL REVIEW

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>HIGHWAY IMPROVEMENTS REVIEW NO 1</i>	12/29/2020	6.50	92.00	598.00
Andrew Vistad <i>HIGHWAY IMPROVEMENTS REVIEW NO 1</i>	12/30/2020	1.00	92.00	92.00
PROFESSIONAL FEES SUBTOTAL				690.00
MUNICIPAL REVIEW SUBTOTAL				690.00
AMOUNT DUE THIS INVOICE				690.00

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	690.00	0.00	690.00



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

Pioneer Sarah Watershed Management Commission
3235 Fernbroke Lane
Plymouth, MN 55447

Invoice number 45333
Date 01/13/2021

Project **PSC901-2020 GENERAL ENGINEERING
FOR PIONEER SARAH WMC 2020**

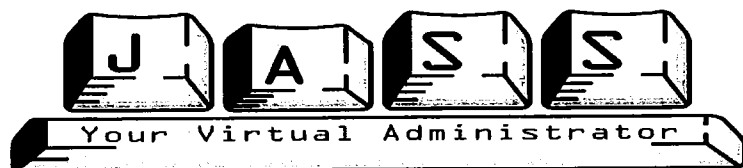
Professional Services Provided Through 12/31/2020

GENERAL ENGINEERING

Professional Fees

	Date	Hours	Rate	Billed Amount
Kaci Fisher <i>REVIEWING MEETING AGENDA ITEMS</i>	12/16/2020	0.50	90.00	45.00
Kaci Fisher <i>COMMISSIONER MEETING</i>	12/17/2020	2.00	90.00	180.00
PROFESSIONAL FEES SUBTOTAL				225.00
GENERAL ENGINEERING SUBTOTAL				225.00
AMOUNT DUE THIS INVOICE				225.00

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	225.00	4,586.21	4,811.21



Pioneer-Sarah Creek Watershed Management Commission
3235 Fernbrook Lane Plymouth, MN 55447

3235 Fernbrook Lane
Plymouth MN 55447

January 15, 2021

General Administration					Total Project Area	
Administrative		60.00	0.000			
Administrative	12.40	65.00	806.000			
Administrative - virtual	0.58	70.00	40.600			
Office Support	7.50	60.00	450.000			
Public storage	1.00	86.24	86.240			
Data Processing/File Mgmt		60.00	0.000			
Reimbursable Expense	125.54	1.00	125.540	1,508.380	Administration	
Meeting packets, attendance, Minutes and Meeting follow-up						
Administrative		60.00	0.000			
Administrative	1.86	65.00	120.900			
Admin - virtual	4.45	70.00	311.500			
Reimbursable Expense	116.78	1.00	116.780	549.180	Meeting-related activities	
Bookkeeping						
Bookkeeping	0.5	60.00	30.000			
Bookkeeping, budget, audit requests	4.41	65.00	286.650			
Treasurer's Reports	0.58	65.00	37.700			
Audit Prep		65.00	0.000		Bookkeeping/TRs	
Reimbursable Expense	17.71	1.00	17.710	372.060	Audit Prep	
Management Plan and Amendments						
Administrative		60.00	-			
Administrative	1.33	65.00	86.45			
Administrative - Virtual		70.00	0.00			
Reimbursable Expense		1.00	0.00	86.45	Management Plan	
Website						
Weebly hosting - 1 year		1.00	0.000			
Pages, links, uploads	1.55	65.00	100.750			
Administrative		65.00	0.000	100.750	Website	
Education, Strategic Planning						
Administrative		55.00	0.000			
Administrative		65.00	0.000			
Administrative - Virtual - Watershed Partners, et	0.50	70.00	35.000			
Reimbursable Expense		1.00	0.000	35.000	Education	
Project Reviews						
Administrative		60.00	0.000			
Administrative	0.42	65.00	27.300			
File Management/Archiving		50.00	0.000			
Reimbursable Expense	9.61	1.00	9.610	36.910	Project Reviews	
			2,688.730	2,688.730		



INVOICE

Invoice No: 0001118031
 Invoice Date: 12/21/20
 Page: 1 of 1

Please Remit To:

Metropolitan Council
 Environmental Services
 PO Box 856513
 Minneapolis MN 55485-6513
 United States

Customer Number:

7195

Payment Terms:

Due 30 dys

Due Date:

1/20/21

Bill To:

PIONEER-SARAH WATERSHED MGMT COMMISSION
 JUDIE ANDERSON
 c/o Jass Inc
 3234 Fernbrook Ln
 Plymouth MN 55447
 United States

AMOUNT DUE:**\$ 760.00 USD**

Amount Remitted

For account questions: metcar@metc.state.mn.us

Line	Identifier	Description	Quantity	UOM	Unit Amt	Original Net Amount
1	CAMP	Citizen-Assist-Monitor-Prj	1.00	EA	760.00	760.00

Quantity of lake sites: 1 at \$760 each.

Subtotal:

 760.00

Contract: 20R028

Quantity of lake sites: 1 at \$760 each.
 2020 Citizen-Assisted Monitoring Program

For questions about this bill, please contact Brian Johnson at 651-602-8743 or Brian.Johnson@metc.state.mn.us.

ANY UNPAID BALANCE OVER 30 DAYS FROM DATE OF INVOICE WILL BE SUBJECT TO A FINANCE CHARGE AT THE RATE OF 1.5% PER MONTH (18% PER YEAR)

Amount Due:**\$ 760.00**

G0203 001
DEPT OF ADMIN/PMD
MINNESOTA'S BOOKSTORE
50 SHERBURNE AVENUE, SUITE 309
ST. PAUL MN 55155

m1 DEPARTMENT OF
ADMINISTRATION
INVOICE

Customer No: 7002129
Payment Terms: Due in 30
Due Date: January 16, 2021
Invoice: 00000637479
Invoice Date: December 17, 2020
From Date: December 14, 2020 To Date: December 14, 2020
Purchase Order:
Page: 1 of 1

Bill To:

PIONEER-SARAH CREEK WATER
ACCOUNTS PAYABLE
3235 FERNBROOK LN
PLYMOUTH MN 55447

AMOUNT DUE: 69.00

For billing questions, please call 651-201-3204

Original

Line	Identifier	Description	Qty	UOM	Unit Amt	Net Amount
1		State Register Vol. 45 #24	4.00	EA	13.50	54.00
2		Affidavit	1.00	EA	15.00	15.00
		RFP for Professional Services for Administrative, Legal, and Technical Consulting				
					Subtotal:	69.00
					Amount Due:	69.00

Bill To:
PIONEER-SARAH CREEK WATER
ACCOUNTS PAYABLE
3235 FERNBROOK LN
PLYMOUTH MN 55447

Customer No: 7002129
Payment Terms: Due in 30
Due Date: January 16, 2021

Address Change? If yes, Check box.
Write correct address on back. →

☐

Please Remit To:
DEPT OF ADMIN/PLANT MANAGEMENT
MINNESOTA'S BOOKSTORE
50 SHERBURNE AVENUE
SUITE 309
ST. PAUL MN 55155

Amount Due: 69.00

Amount Remitted

G0203 7002129ZZZZZZZZ 0 00000637479ZZZZZZZZZZ 9 0000006900

Affidavit of Publication **in the *Minnesota State Register***

State of Minnesota
County of Ramsey
City of St. Paul

IT IS HEREBY SWORN, that I, the undersigned Business Representative,
as Authorized Representative of the *State Register*, published by the State
of Minnesota Department of Administration, hereby certify that the attached
State Register magazine is a true and correct copy wherein was printed:

Request for Interest Proposals - Professional Services for Administrative, Legal,
and Technical

The above-named notice appeared on page 657, Volume 45, Number 24, on
Monday 14 December 2020.

That notice was submitted for publication in the *State Register* by:

Judie Anderson

as authorized representative of:

Pioneer-Sarah Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

and was published in the form authorized by the submitting agency's
representative and according to the established format of the editor of
the *State Register*.

Dated: Thursday 17 December 2020



Notary:

A handwritten signature in dark ink, appearing to be "S. Plemmons", written over a horizontal line.

Minnesota State Register
660 Olive Street
St. Paul, MN 55155



Remit To:
Three Rivers Park District
Revenue Department

3000 Xenium Lane North
Plymouth, MN 55441
763-559-6715

INVOICE²¹

INVOICE #: 2000000195
INVOICE DATE: 12/15/2020
CUSTOMER # 00010
AMOUNT DUE: 9,500.00

AMOUNT PAID: \$ _____

PIONEER-SARAH CREEK
WATERSHED MANAGEMENT DISTRICT
JUDIE ANDERSON
3235 FERNBROOK LANE
PLYMOUTH, MN 55447

-PAYMENT IS DUE UPON RECEIPT-

Please detach this payment stub at the dotted line and remit it with your payment. Make checks payable to Three Rivers Park District and write your invoice number on your check.

DATE	DESCRIPTION	AMOUNT
12/15/2020	STREAM MONITORING	9,500.00

Notes:

THIS INVOICE IS TO REQUEST REIMBURSEMENT FOR 2020 STREAM MONITORING SERVICES.

THE STREAM MONITORING DATA WILL BE SENT TO YOU SEPARATELY.

IF YOU HAVE ANY QUESTIONS REGARDING THIS INVOICE, PLEASE CONTACT BRIAN VLACH, THREE RIVERS PARK DISTRICT SENIOR WATER RESOURCES MANAGER, AT 763.694.7846 OR AT BRIAN.VLACH@THREERIVERSPARKS.ORG.

THANK YOU

INVOICE #: 2000000195
CUSTOMER # 00010

Total Invoice: 9,500.00
Credits Applied: 0.00
Payments Applied: 0.00
Invoice Balance: 9,500.00

Thank you for your prompt attention to this invoice. We appreciate your patronage.

-Three Rivers Park District-



Remit To:
Three Rivers Park District
Revenue Department

3000 Xenium Lane North
Plymouth, MN 55441
763-559-6715

INVOICE²²

INVOICE #: 2000000194
INVOICE DATE: 12/15/2020
CUSTOMER # 00010
AMOUNT DUE: 8,100.00

AMOUNT PAID: \$ _____

PIONEER-SARAH CREEK
WATERSHED MANAGEMENT DISTRICT
JUDIE ANDERSON
3235 FERNBROOK LANE
PLYMOUTH, MN 55447

-PAYMENT IS DUE UPON RECEIPT-

Please detach this payment stub at the dotted line and remit it with your payment. Make checks payable to Three Rivers Park District and write your invoice number on your check.

DATE	DESCRIPTION	AMOUNT
12/15/2020	LAKE MONITORING	8,100.00

Notes:

THIS INVOICE IS TO REQUEST REIMBURSEMENT FOR 2020 LAKE MONITORING SERVICES.

THE LAKE MONITORING DATA WILL BE SENT TO YOU SEPARATELY.

IF YOU HAVE ANY QUESTIONS REGARDING THIS INVOICE, PLEASE CONTACT BRIAN VLACH, THREE RIVERS PARK DISTRICT SENIOR WATER RESOURCES MANAGER, AT 763.694.7846 OR AT BRIAN.VLACH@THREERIVERSPARKS.ORG.

THANK YOU

INVOICE #: 2000000194
CUSTOMER # 00010

Total Invoice: 8,100.00
Credits Applied: 0.00
Payments Applied: 0.00
Invoice Balance: 8,100.00

Thank you for your prompt attention to this invoice. We appreciate your patronage.

-Three Rivers Park District-

MN INSURANCE GROUP INC
15250 WAYZATA BLVD STE 103
WAYZATA MN 55391-1423
INVOICE

Auto-Owners INSURANCE

LIFE • HOME • CAR • BUSINESS

Phone 1-800-288-8740 Fax 517-391-5101
www.auto-owners.com

Please contact your agent with questions at:
(952) 930-3661

Billing/Account Information	
Statement Date	01-12-2021
Account Number	011357772
Payment Plan	FULL PAY
Due Date	02-01-2021

PIONEER SARAH CREEK WATERSHED
MANAGEMENT COMMISSION
3235 FERNBROOK LN N
PLYMOUTH MN 55447-5325

Summary of Billing/Account Activity					
Previous Balance	Payments	Policy Activity	Fees	Total	Minimum Due
\$0.00	\$0.00	\$257.00	\$0.00	\$257.00	\$257.00

fold and detach here

0045966

06-0540-00

Auto-Owners
INSURANCE

PIONEER SARAH CREEK WATERSHED
MANAGEMENT COMMISSION
3235 FERNBROOK LN N
PLYMOUTH MN 55447-5325

Billing/Account Information	
Account Number	011357772
Due Date	02-01-2021
Total	\$257.00
Minimum Due	\$257.00

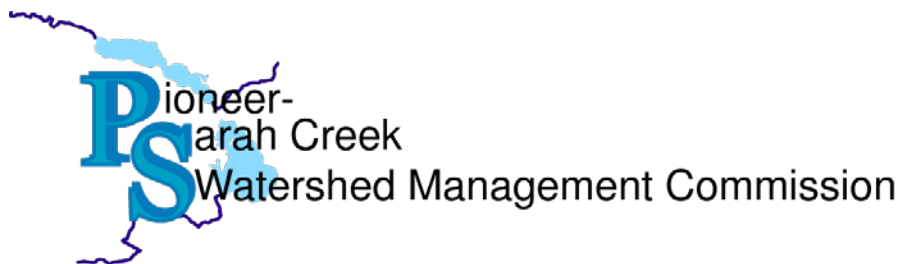
For updates to your billing address, mark Address Change below
and fill out the back of this stub.

____ Address Change

Please make checks payable to:

AUTO-OWNERS INSURANCE
PO BOX 740312
CINCINNATI, OH 45274-0312

1000001135777200000000000000000002570000000257005



ADMINISTRATIVE OFFICE: 3235 Fernbrook Lane N • Plymouth, MN 55447
 763.553.1144 • Fax: 763.553.9326 • Email: judie@jass.biz
 TECHNICAL OFFICE: 3601 Thurston Avenue • Anoka, MN 55303
 Phone: 763-427-5860 • Fax: 763-427-0520 •
 Email: andrewv@haa-inc.com

Park Place Storage **Minnetrista, Project #2020-001**

Project Overview: Park Place Storage is proposing the redevelopment of two existing lots totaling 12.27 acres. The lots are located in Minnetrista along Nike Road west of County Road 92. The proposed site plan consists of 6 storage unit buildings with paved parking. Commission's stormwater management plan requires compliance for Stormwater Management (Rule D) and Erosion Control (Rule E).

Applicant: Paul Jorgensen, 4630 Quebec Ave N, New Hope, MN 55428. Phone: 952-250-2163. Email: Paulj@parkplacestorage.net

Agent/Engineer: Jacobson Engineers & Surveyors, 21029 Heron Way, Lakeville, MN 55044. Phone: 952-469-4324. Email: jacobson@engsurv.com

Exhibits:

- 1) PSCWMC Request for Plan Review dated February 12, 2020.
- 2) Project review fees for commercial/industrial development, \$3,950.00.
- 3) Nike Storage site plans by Jacobson Engineers & Surveyors dated December 31st, 2020.
- 4) Drainage Narrative for Nike Storage Site by Jacobson Engineers & Surveyors dated December 31st, 2020.

Findings:

- 1) A complete application was received December 19, 2020. The initial 60-day decision period expires on February 17, 2021.
- 2) The existing land use is a commercial facility with various buildings and associated impervious surfacing.
- 3) The City of Minnetrista is the LGU in charge of administering the 1991 Wetland Conservation Act on this site.
 - o No wetlands are proposed to be impacted from this project.

Stormwater Management (Rule D):

- 4) The stormwater for the site generally flows from the south through the site to the northeast, discharging into a drainage swale located in an agricultural field to the north of the site.
- 5) Stormwater is proposed to be managed by parking lot inlets, storm sewer and a filtration basin. Rate control is accomplished by an outlet control structure located on the east side of the filtration basin.

Drainage area = 56.5 acres to wetland	2-yr (cfs)	10-yr (cfs)	100-yr (cfs)
Pre-Development Rates	7.46	19.83	56.57
Post-Development Rates	0.30	0.57	5.15

- 6) Operation and Maintenance plan agreement for the stormwater basin and pre-treatment structures must be approved by the City and the PSCWMC and recorded on this property title. A copy of the recorded document with the Hennepin County Document Number must be provided to the Commission.

Recommendation: Approval Contingent upon:

1. An Operation and Maintenance plan agreement for the stormwater facilities (sump manholes and filter basins) must be approved by the City and the PSCWMC and recorded on this property title. A copy of the recorded document, with the Hennepin County Document Number, must be provided to the Commission.

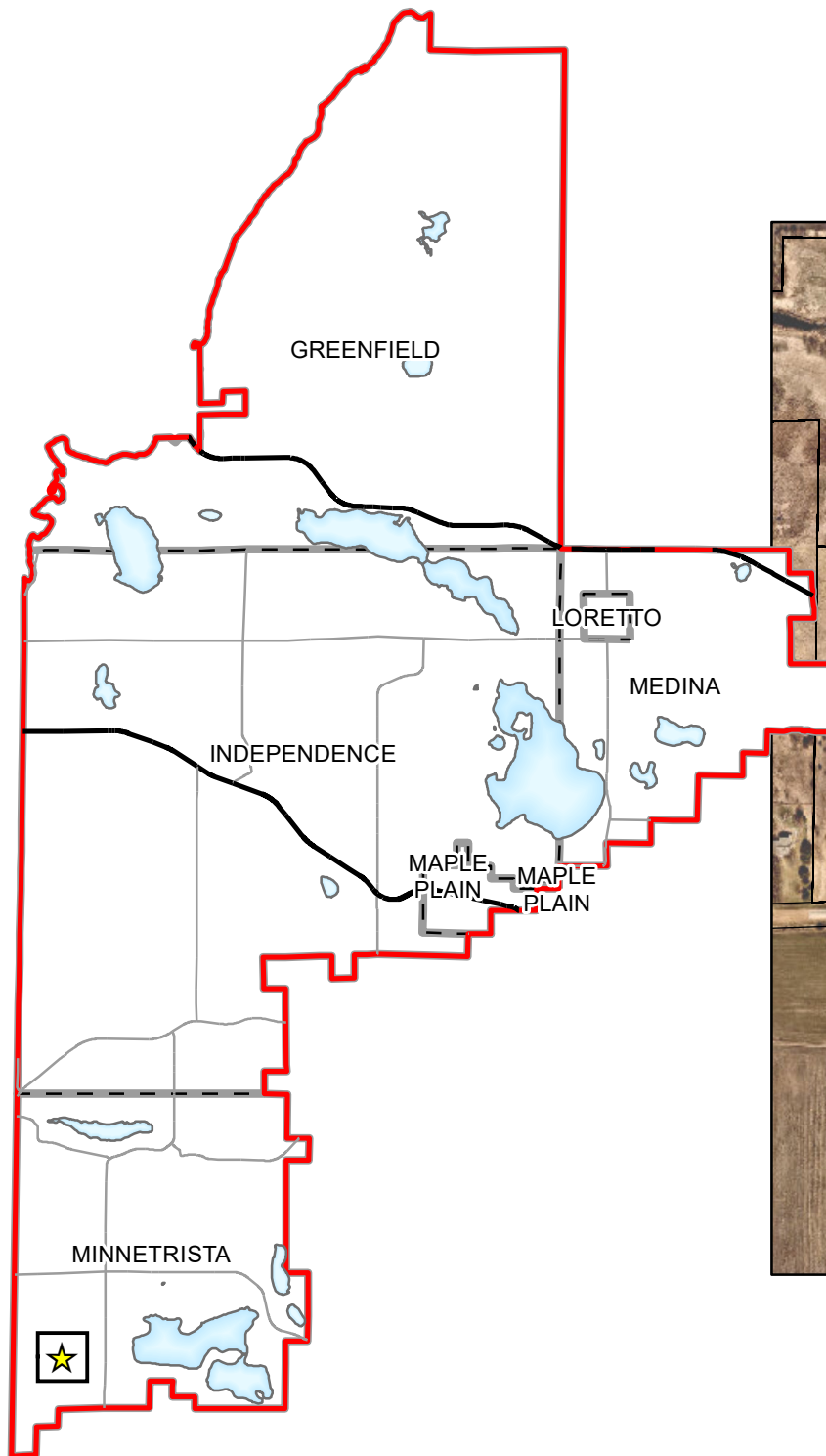
Advisor to the Commission



Andrew Vistad, PE

December 7, 2021

Date





Gaalswyk Acres **Greenfield, Project #2020-006**

Project Overview: Gaalswyk Acres is a 4 lot 43.4-acre residential development. The residential property is located within the City of Greenfield, and the review was initiated upon their request. The Commission's management plan requires compliance for Stormwater Management (Rule D), Erosion Control (Rule E), and Buffer Strips (Rule I).

Applicant: Roland and Caitlyn Gaalswyk, 1515 Sherwood Road, Shoreview, MN 55126. Phone: 612-432-5254. Email: caitlynsmith@mac.com

Agent/Engineer: Sathre-Bergquist, Inc., 150 South Broadway, Wayzata, MN 55391. Phone: 951-476-6000. Email: schmidt@sathre.com

Exhibits:

- 1) PSCWMC Request for Plan Review received September 24, 2020
- 2) Project review fees for project, \$2,550.00
- 3) Certificate of Survey, dated August 21, 2020
- 4) Grading Plans, dated December 16, 2020
- 5) Stormwater Management Plan, dated December 16, 2020
- 6) Wetland Delineation Report, dated July 30, 2020
- 7) SWPPP, dated December 16, 2020

Findings:

- 1) A complete application was received September 24, 2020. The initial 60-day decision period expires on November 23, 2020. 60 Day decision extended until March 1, 2021.
- 2) The applicant proposes to divide a 43.4-acre parcel into 4 rural type residential lots.
- 3) The City of Greenfield is the LGU in charge of administering the 1991 Wetland Conservation Act on this site.
 - o No wetlands are proposed to be impacted from this project.

Stormwater Management (Rule D):

- 4) The stormwater for the site generally flows from the north through the site to the south, discharging into Dance Hall Creek. Dance Hall Creek flows to the south under Highway 55 and into Lake Sarah.

Gaalswyk Acres
PSC205_2020-006
January 4, 2021

- 5) Stormwater is proposed to be managed by ditches, swales, and culverts. No stormwater ponds are proposed with this development. Rate control is accomplished by ditch checks as well as the development of row crops into grassed lots.

Drainage area = 56.5 acres to wetland	2-yr (cfs)	10-yr (cfs)	100-yr (cfs)
Pre-Development Rates	61.68	130.9	295.8
Post-Development Rates	49.3	92.9	153.9

Recommendation: Approval contingent upon;

- 1) An Operation and Maintenance plan agreement for the stormwater facilities (filtration swale) must be approved by the City and the PSCWMC and recorded on this property title. A copy of the recorded document, with the Hennepin County Document Number must be provided to the Commission.

Advisor to the Commission



Andrew Vistad, PE

January 4, 2021
Date



CSAH 92 Safety Improvements **Independence, Project #2020-007**

Project Overview: Hennepin county is proposing safety improvements to the intersection of TH12 and CSAH 92 which will result in the construction of an overpass and roundabout. The south section of CSAH 92 will be realigned creating a new crossing of the outlet for Lake Robina. The new stream crossing will consist of installing 2 box culverts. Multiple filtration basins and ditch checks will be installed to manage the stormwater runoff from the project. The proposed project is located within the City of Independence. The Commission's management plan requires compliance for Stormwater Management (Rule D), Erosion Control (Rule E), Floodplain Alteration (Rule F), Bridge and Culvert Crossings (Rule H), and Buffer Strips (Rule I).

Applicant: Nathan Ellingson, Hennepin County Public Works, 1600 Prairie Drive, Medina, MN 55340. Phone: 612-596-0375. Email: nathan.ellingson@hennepin.us

Agent/Engineer: Brian Hauth, Sambatek, Inc., 12800 Whitewater Drive, Suite 300, Minnetonka, MN 55343. Phone: 763-746-1631. Email: bhauth@sambatek.com

Exhibits:

- 1) PSCWMC Request for Plan Review received December 4, 2020
- 2) Project review fees for project, \$5,000.00
- 3) Drainage Design Report, dated August, 2020
- 4) Grading Plans, dated September 9, 2020
- 5) Floodway Analysis, dated May, 2020
- 6) CSAH 92 Construction Plans, dated December 15, 2020

Findings:

- 1) A complete application was received December 7, 2020. The initial 60-day decision period expires on February 5, 2021.
- 2) The applicant proposes to realign CSAH 92 for safety reasons.
- 3) The City of Independence is the LGU in charge of administering the 1991 Wetland Conservation Act on this site.

Stormwater Management (Rule D):

- 4) The stormwater for the site generally flows along highway 12 towards Lake Robina and the Unnamed Creek that flows to the south, the Unnamed Creek flows south and west eventually discharging into Ox Yoke Lake.
- 5) Stormwater is proposed to be managed by ditches, swales, storm sewer, and filtration basins. Rate control is accomplished by ditch checks as well as the construction of 2 filtration basins located at opposite ends of the project.

Drainage area = 269.36 acres to creek	2-yr (cfs)	10-yr (cfs)	100-yr (cfs)
Pre-Development Rates	152.21	321.36	648.85
Post-Development Rates	118.72	287.15	623.49

- 6) Stormwater rate control is measured at the southerly most point of the project. This does not take into consideration the rate of water that enters Lake Robina. Please add Lake Robina as an additional measure point to ensure that the rate of stormwater entering Lake Robina does not increase from existing conditions to proposed conditions.
- 7) Stormwater routing does not appear to follow the natural topography. Wetland 4 is shown to flow to the south directly into the unnamed tributary from Lake Robina. The natural topography does not agree with this as it appears that wetland 4 outlets into wetland 3 and then into Lake Robina. Additional analysis on stormwater routing is necessary.
- 8) The SWPPP provided with the plans labels the increase in impervious surfacing at 6.72 acres, Stormwater modeling indicates the creation of 4.98 acres of impervious surfacing. Please verify the correct value and update the plans/model accordingly.
- 9) The modeling of Lake Robina indicates that the outlet is a weir with an elevation is 8 feet above the lake water surface. This results in the lake basin not generating any stormwater flow under all storm events. The main Lake Robina appears to be a culvert please modify this basin to more accurately model the lake outlet.
- 10) Modeling of the North Pond and South Pond outlets does not match the details and elevations that are provided in the construction plans. The filtration drain tile from the filtration benches should be included in the model and routed through the outlet. Please update the model to accurately model those outlets.
- 11) Pond 50P East Pond is included in the stormwater model but does not appear to be included on the construction plans. Please update the plans or model accordingly.
- 12) Various ditch blocks and ditch checks are included in the stormwater model but do not appear in the construction plans. Please ensure that all modeled ditch blocks are included in the construction plans with top elevations labeled.


- 13) Multiple storage nodes in both existing and proposed models contain errors where water elevations are exceeding storage elevations. These errors are causing overall model errors and inaccuracies. Please review and correct all ponding nodes to ensure that outlet types/sizes and elevations are accurate, storage area elevations are not exceeded, and there is outflow when appropriate.

Erosion and Sediment Controls (Rule E):

- 14) Riprap is shown in the legend of the erosion and sediment control plans but instances of riprap around culvers are not displayed on the plans.

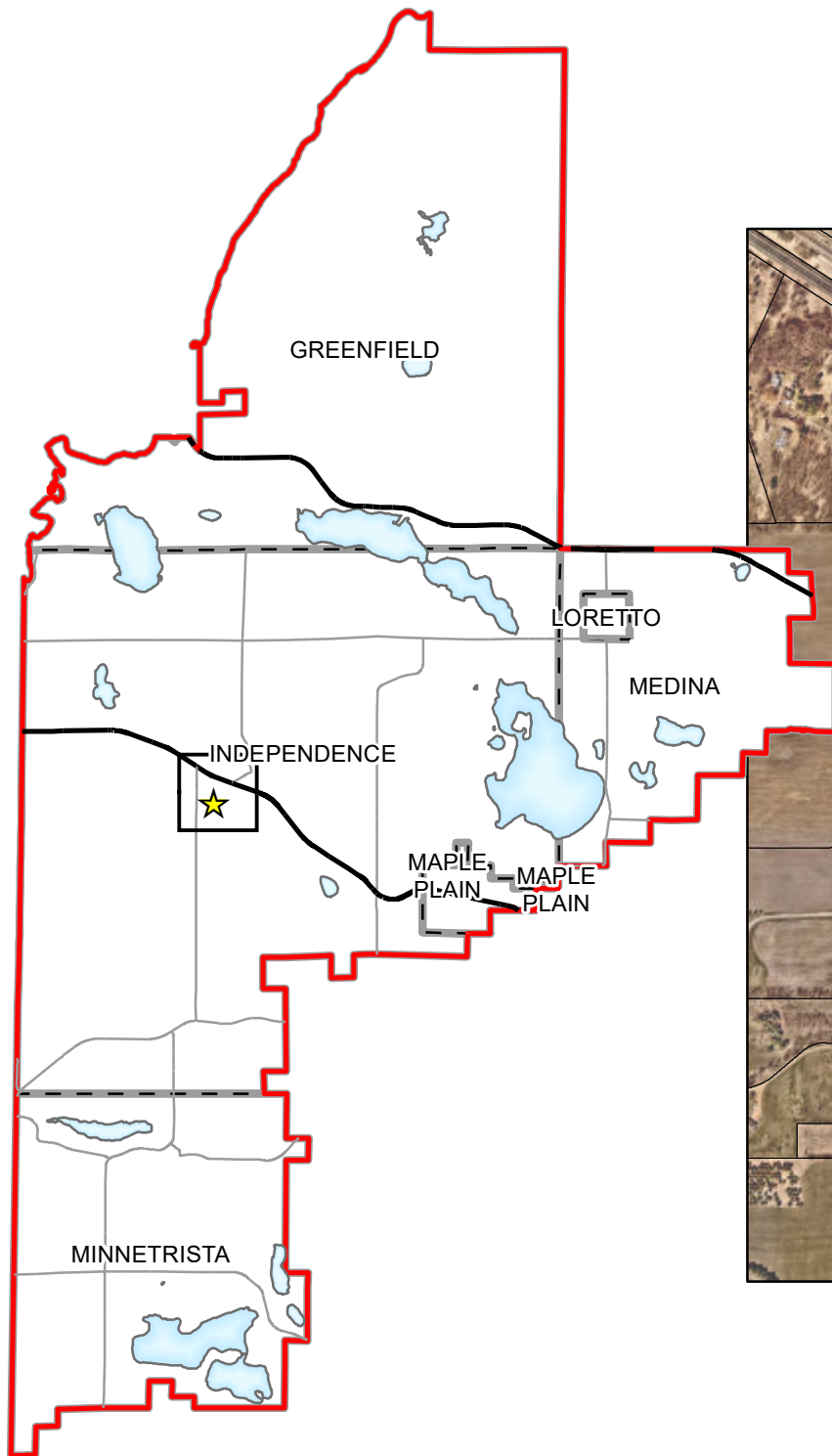
Recommendation: None at this time:

Advisor to the Commission



Andrew Vistad, PE

January 13, 2020
Date



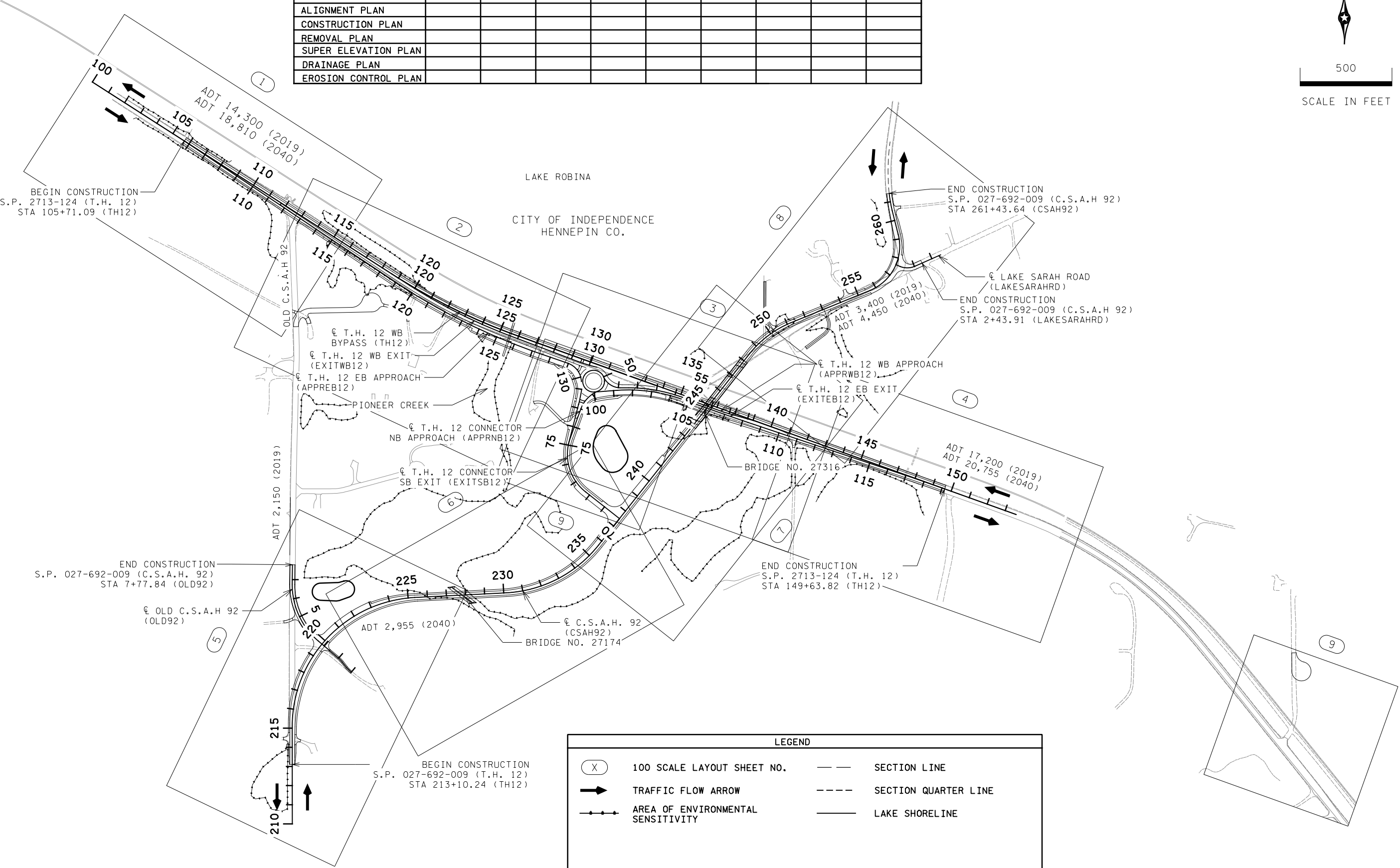
SHEET INDEX									
PLAN SHEET	SHEET NO	SHEET NO	SHEET NO	SHEET NO	SHEET NO	SHEET NO	SHEET NO	SHEET NO	SHEET NO
	1	2	3	4	5	6	7	8	9
ALIGNMENT PLAN									
CONSTRUCTION PLAN									
REMOVAL PLAN									
SUPER ELEVATION PLAN									
DRAINAGE PLAN									
EROSION CONTROL PLAN									

33



500

SCALE IN FEET



LEGEND			
(X)	100 SCALE LAYOUT SHEET NO.	---	SECTION LINE
→	TRAFFIC FLOW ARROW	----	SECTION QUARTER LINE
•••	AREA OF ENVIRONMENTAL SENSITIVITY	—	LAKE SHORELINE

7/9/2020 10:21:35 AM matthevoen

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NOT FOR
CONSTRUCTION

45% PLANS

DRAWN BY MCO MDG
DESIGNED BY RRS
CHECKED BY -



MINNESOTA STATE PROJECT NO.
2713-124 2713-124A 027-692-009

HENNEPIN COUNTY PUBLIC WORKS
GENERAL LAYOUT CSAH 92 SAFETY IMPROVEMENT AT TH 12

SHEET 1 OF 1



3235 Fernbrook Lane
Plymouth, MN 55447
(763) 553-1144
Fax: (763) 553-9326

December 10, 2020

To: Pioneer-Sarah Creek Commissioners
Fr: Amy Juntunen
Re: 2020 Work Plan in Review

Minnesota Rule 8410.0150 requires the Commission to submit to the Board of Water and Soil Resources a financial report, activity report and audit report for the preceding fiscal year. 8410.0150 Subp. 3 outlines the required content of the annual activity report. It includes an assessment of the previous year's annual work plan and development of a projected work plan for the following year.

2020 Work Plan in Review

A. ONGOING TECHNICAL AND ADMINISTRATIVE PROGRAMS

1. Continue to review local development/redevelopment plans for conformance with the standards outlined in the Commission's Third Generation Watershed Management Plan.

- a. Maintain the current flood profile of the creeks and their tributaries.
- b. Maintain the post-development 2-year, 10-year, and 100-year peak rate of runoff at pre-development level for the critical duration precipitation event.
- c. Maintain the post-development annual runoff volume at pre-development volume.
- d. Prevent the loss of floodplain storage below the established 100-year elevation.

As of December 7, 2020, the Commission has reviewed seven plans for conformance with its standards in 2020. Two projects each were in the cities of Greenfield, Medina, and Minnetrista, and one project was in the City of Independence. The Commission discontinued serving as the local government unit (LGU) for administering the Wetland Conservation Act (WCA) for the member cities effective January 1, 2020. The cities of Greenfield, Loretto and Maple Plain assumed that role on that date.

2. Adopt a 2021 operating budget.

a. Search for grant and other funds to supplement the regular budget. *The Commission participated in the Watershed-Based Implementation Funding meetings for the North Fork Crow and South Fork Crow major watershed areas to evaluate project proposed by partners and allocate funding. As of December 31, 2020, projects and costs have been submitted but allocations had not been finalized. The Commission also pursued Hennepin County Opportunity Grants to assist in funding the Ardmore Neighborhood projects and the Baker Park Ravine project. See Section D. for more information regarding grant-funded projects.*

b. Fund a capital improvement program to share in the cost of projects.

The Commission approved a \$141,800 operating budget for 2021 at their May 21, 2020 meeting. The total assessment to the cities (\$131,800) will remain the same as in 2020.

3. Continue to respond to recommendations included in the Board of Water and Soil Resources 2018 Level II Review and Assessment of the Commission's Progress toward its Third Generation Plan Objectives report.

a. Develop and implement a training plan for board members. *Staff began updating the handbook in 2020; however, this task was not completed and training will occur in 2021 after the update is finalized.*

- b. Make water quality data and trends easily accessible to the public. *The website was updated in 2020 to add lake report cards and stream monitoring data from past years.*
- c. Evaluate progress for the implementation of plan actions at a minimum of every two years, making sure to measure outcomes, not just outputs. Report on progress toward achieving resource improvement. *This information will be included in the 2020 Annual Activity Report.*
- 4. Conduct the biennial solicitation of interest proposals for administrative, legal, technical and wetland consultants. *The biennial solicitation will occur in December 2020 and selections made at the January 21, 2021 meeting.*
- 5. Publish a 2019 Annual Activity Report summarizing the Commission's yearly activities and financial reporting. *The 2019 Annual Activity Report was accepted at the Commission's April 16, 2020 meeting and forwarded to the Board of Water and Soil Resources per MN Statute. The Commission's 2019 Audit Report was accepted by the Commission at its June 18, 2020 meeting and submitted to the State Auditor online per compliance guidelines.*
- 6. Draft a 2021 Work Plan. *A draft 2021 work plan will be considered at the Commission's January 21, 2021 meeting.*

B. WATER QUALITY AND QUANTITY

- 1. Support the Commission's management goals for water quality. Continue to make progress to improve the lakes and streams in the watershed as well as protect those that are not impaired.
 - a. Improve water clarity in the impaired waters by 10% over the average of the previous ten years by 2023.
 - b. Maintain or improve water quality in the lakes and streams with no identified impairments.
- 2. Foster implementation of Best Management Practices (BMPs) in the watershed through technical and financial assistance.
 - a. Utilize the of Hennepin County's Rural Conservationist and their partner (the University of Minnesota's Agriculture Specialist) to promote, educate, and facilitate BMPs to target audiences, including direct and general outreach to identify and coordinate additional project implementation.
 - b. Identify projects eligible for the Hennepin County Natural Resources Good Steward Grant and Opportunity Grant programs.
 - c. Identify projects eligible for MN Clean Water Fund Grants and apply for one grant in 2020 to implement remaining projects from subwatershed assessments.
- 3. Operate a monitoring program sufficient to characterize water quantity and quality and biotic integrity in the watershed and evaluate progress toward TMDL goals. Partner with Three Rivers Park District (TRPD) to conduct water quality monitoring in the watershed. Bring stream and lake monitoring efforts into line with monitoring program outlined in the Third Generation Watershed Plan.
 - a. Partner with Three Rivers Park District (TRPD) to conduct bi-weekly water quality monitoring of "sentinel lakes" – Independence, Sarah, Little Long, and both basins of Whaletail. The 2020 budget allows the monitoring of five lakes. *Monitoring of the sentinel lakes occurred in 2020.*
 - b. Partner with Three Rivers Park District (TRPD) to conduct flow and water quality monitoring at two selected sites on Pioneer Creek and Sarah Creek. There will also be water quality and flow monitoring at two additional sites that flow into Lake Independence. The 2020 budget allows the monitoring of four sites. *Monitoring in 2020 occurred on Pioneer Creek at Copeland Road (PSC), Sarah Creek at County Road 92 (SCO), and Pioneer Creek at Pagenkopf Road (PSP).*

c. Participate in Metropolitan Council's Citizen Assisted Monitoring Program (CAMP). The Commission has budgeted funds to monitor two lakes in 2020. *Hafften Lake was monitored as part of CAMP in 2020. Results of the 2020 monitoring will be provided in the 2020 CAMP Report, available in 2021 at <https://metro council.org/Wastewater-Water/Services/Water-Quality-Management/Lake-Monitoring-Analysis/Citizen-Assisted-Monitoring-Program.aspx>.*

4. Support watershed residents and organizations as issues arise, providing general, technical, and financial assistance where appropriate.

C. EDUCATION

1. Annually evaluate the proposed Education and Outreach program and establish education and outreach activities for the coming year, including goals and strategies identified in the WRAPS study. These latter activities could be identified through a collaboration of the Technical Advisory Committee (TAC) and the Citizen Advisory Committee (CAC). A number of implementation strategies are identified in the Commission's Education and Outreach Plan found in Appendix E of the Third Generation Management Plan. *Review and make more realistic and feasible strategies during the development of the Fourth Generation Plan. \$4,500 is included in the budget for education and educational events.*

2. Educate Commissioners, member City Councils and Planning Commissions about watershed and water resources management. Sponsor watershed and water resources training opportunities such as NEMO (Nonpoint Education for Municipal Officials).

a. Hennepin County and/or partners will provide monthly presentations to Board members during the Board Meeting to update them on relevant topics and opportunities for program and project implementation. *Hennepin County Staff attended monthly meetings and provided updates regarding projects where the County is partnering with residents, TRPD and the Commission to implement water quality improvement projects including shoreline restoration, gully stabilization, pasture management, and other projects.*

3. Continue membership in WaterShed Partners, a coalition of more than 70 public, private and nonprofit organizations in the Twin Cities Metro area promoting public understanding that inspires people to act to protect water in their watershed through educational projects, networking, and resource sharing. *Take a more active role in WaterShed Partner activities. Encourage Loretto and Maple Plain to participate in WaterShed Partners' Adopt-A-Drain program.*

4. Participate with collaborative groups to pool resources to undertake activities in a cost-effective manner, promote interagency cooperation and collaboration, and promote consistency of messages. Use the Commission's, member cities', and educational partners' websites and newsletters, social media, co-ops, local newspapers and cable TV to disseminate educational materials to all stakeholders about actions they can take to protect and improve water quality.

5. Continue to maintain the Commission's website and Facebook page to provide news to residents of the watershed. *\$1,800 is included in the 2020 budget for this purpose. In 2020 there were 1,300 individual users accessing the website on 1,800 sessions. The pages most visited are: Home, Meeting Packets, Lake Sarah, Management Plan, Contact Us, Staff, Application Requirements, Locations and Maps, Commissioners, Meetings and Project Reviews.*

6. Provide opportunities for the public to learn about and participate in water quality activities. Seek education opportunities for youth. Provide opportunities for bridge-building between stakeholders.

a. Promote river stewardship through the River Watch program. Encourage participation by local school students and their teachers. *Funding for monitoring two sites is included in the 2020 budget. Due to the COVID-19 pandemic, volunteer macroinvertebrate monitoring was not conducted in 2020.*

b. Work in partnership with Hennepin County's Rural Conservationist to help build relationships with the agricultural community in the watershed in order to encourage TMDL implementation. **Hennepin County will update.**

c. Working in partnership with the Hennepin County Rural Conservationist, assist landowners to help them maintain compliance with the MN Buffer Law. **Hennepin County will update.**

d. In coordination with Hennepin County and TRPD, host up to two open houses annually to educate citizens on the Commission's functions and what project opportunities are available on their individual properties. *Due to the COVID-19 Pandemic, only one open house was held, virtually, on July 30, 2020. There were two attendees from the public. Public input on the Fourth Generation Management Plan was also solicited at this meeting.*

e. Work with Hennepin County to develop content-specific outreach materials related to the following topics:

- 1) Improving and maintaining soil health (includes cover crops)
- 2) Farm practices to maintain profitability while protecting water resources
- 3) Manure management
- 4) Financial resources for structural agricultural practices to protect water resources
- 5) Wetland rules and regulations
- 6) Opportunities for practices on lands under jurisdiction of the buffer law
- 7) Other general rural and urban outreach

D. STUDIES, PROJECTS AND CIPS.

1. Continue to support member cities as they identify studies and projects which benefit both the cities and the watershed.

a. The Lake Ardmore Neighborhood Projects will be constructed in 2020. *A shoreline stabilization was completed by the City of Medina in Lakeshore Park on Lake Independence.*

b. The Ardmore Channel Carp Barrier will be installed in 2020 to prevent carp movement between Ardmore Lake and Lake Independence. *The Ardmore Channel Carp Barrier was installed in November of 2020*

c. The Baker Park Reserve Campground Ravine Stabilization project is scheduled to be completed by mid-February 2020. *This stabilization project was substantially completed mid-February of 2020 and approved for final completion after an on-site inspection confirmed seed germination in May of 2020.*

d. Hennepin County will continue to respond to its 2019 postcard mailing to landowners in the watershed *and will conduct additional outreach in 2021.*

e. Plans continue to move forward on the City of Loretto's connection to the Met Council Environmental System (MCES), a regional wastewater system. Construction is scheduled to begin in 2020. *No movement on construction of this project has been ascertained. This project is not within the purview of the Commission.*

2. Coordinate with Hennepin County to complete one new subwatershed assessment in 2020 to identify additional project opportunities upstream of either Lake Sarah or Lake Independence. *Spurzem Creek Watershed is proposed.*

3. Complete any remaining feasibility analysis to construct outstanding 2019 and 2020 CIP projects (as shown in CIP spreadsheet dated April 2018):

- a. Wetland Restoration 18 (Sarah-Independence SWA)
- b. JB Gully Stabilization (Sarah-Independence SWA)
- c. Wetland Restoration 91 (Sarah-Independence SWA)
- d. Wetland Restoration 105 (Sarah-Independence SWA)

- e. Seasonal Pond 77 (Sarah-Independence SWA)
 - f. Wetland Restoration 2 (Dance Hall Creek SWA)
4. Continue to identify upland and aquatic Watershed-wide TMDL implementation projects.
 5. Prioritize BMPs identified in previously completed subwatershed assessments for implementation or further feasibility study. Continue to network with landowners to gain impetus toward completion of projects. *Continue to pursue projects in this subwatershed as opportunities become available. Work with Hennepin County, the City of Greenfield, and future property owners on potential projects and restoration of the old Leuer parcel.*
 6. Under a joint powers agreement with the Three Rivers Park District, complete Curly-leaf Pondweed turion surveys in Lake Sarah during a five-year control program, complete annual aquatic plant surveys in Lake Sarah to monitor the response of native macrophytes to the CLPW control program, and complete annual water quality monitoring to determine the effectiveness of the program in reducing phosphorus loading to the lake. *2020 is the third year of the second five-year JPA between the Commission and the Park District.*
 7. Annually convene the Technical Advisory Committee (TAC) for the purpose of receiving CIP applications from the member communities, reviewing them for validity, and recommendation to the Commission for incorporation on the Fourth Generation Plan CIP. *The TAC will meet as part of the Fourth Generation Plan development process to add new and update current projects to the Capital Improvement Plan.*
 - a. Prioritize capital projects in anticipation of funding during the next round of the Watershed-based Funding Project. *For the next biennium, BWSR's watershed-based funding will be distributed by major watershed instead of by county as it was for the pilot program. Pioneer-Sarah Creek falls within two major watersheds, the North Fork Crow and South Fork Crow. Meetings between the organizations involved will need to occur to determine how the funds will be distributed among the organizations. The total for the North Fork Crow watershed is \$91,000 and South Fork Crow is \$330,000. The Commission participated in these meetings and has submitted projects. Partners are still meeting to determine allocation as of December 31, 2020.*
 - b. *Consider a study for the Spurzem Chain once Loretto's wastewater treatment plant is closed and remediated.*
 8. Investigate providing cost-share assistance to landowners for implementation of projects that address erosion and reduce sediment and nutrient loading. State cost share funds, administered by Hennepin County, provides for reimbursement of up to 75% of the cost to construct a BMP.
 9. Partner with the DNR, USGS, MDH, and other agencies to educate the member cities and watershed community officials about groundwater issues and their relationship to stormwater management and surface water quality.
 - a. Develop and maintain a map showing the wellhead protection zones within its boundaries upon completion of a local wellhead protection plan for use in determining vulnerable areas that should be exempted from infiltration.
 - b. Develop and implement a program to provide technical and financial assistance to the member cities in identifying appropriate and cost-effective Best Management Practices to increase infiltration and groundwater recharge and reduce stormwater runoff.

E. PLANNING

1. Develop and approve the Fourth Generation Watershed Management Plan, due in 2020. *The Fourth Generation Plan will establish updated goals and policies for the lakes, streams, and wetlands in the watershed as well as set forth priorities for action for the period 2021-2030. These include actions to protect and improve water quality in watershed lakes and streams, as well as preserve wetlands in the watershed. The Fourth Generation Plan was adopted at the Commission's December 17, 2020 meeting.*

- a. The Commission will hold two to four Technical Advisory Committee (TAC) meetings over the first six months and is charged with helping to develop the Commission's Capital Improvement Plan. *Two TAC meetings were held, on March 16, 202 and May 29, 2020, for this purpose.*
 - b. The Commission will remain inclusive of citizen input about problems, issues, and needs in the watershed, and feedback on how the Commission should prioritize its actions and focus its resources. The Commission will also be responsive to citizens' valuable insight on education and outreach needs and opportunities. *The Commission may not utilize a formal CAC as part of the 4th Generation Planning process, namely because there are not enough citizens willing to volunteer for this committee. We will always welcome community input and will invite the public to review and comment on the Fourth Generation Plan. After the Plan is completed, we are open to the concept of a CAC if we have citizens willing to become involved. A community public input meeting for the Fourth Generation Plan was held on July 30, 2020 via Zoom. Two citizens attended.*
2. Develop a strategy for determining how to use metro watershed-based dollars allocated to the watershed.

Responses to Solicitations of Interest Proposals

Pioneer-Sarah Creek - 2021-2022		
Technical Consultants		
		Hakanson-Anderson
		Pegasus Group
		Resilience Resources
Legal Consultants		
		Campbell Knutson
Administrative Consultants		
		Judie Anderson's Secretarial Service, Inc.
Pioneer-Sarah Creek - 2019-2020		
Technical Consultants		
		Barr Engineering
		Graef
		Hennepin County Environment and Energy
Wetland Consultants		
		Barr Engineering
		Graef
		ProSource
Legal Consultants		
		Campbell Knutson
Administrative Consultants		
		Judie Anderson's Secretarial Service, Inc.

January 8, 2021

Joe Baker
Chairman, Pioneer-Sarah Creek Watershed Management Commission
3235 Fernbrook Lane North
Plymouth, MN 55447

RE: Letter of Interest for Technical Advisory Services

Dear Mr. Baker:

Hakanson Anderson is pleased to provide you with a letter of interest to continue providing the Pioneer-Sarah Creek Watershed Management Commission technical advisory services. We understand that the work will consist of reviewing development plans and designs, providing technical guidance and recommendations, applying hydrology and water quality models, meeting attendance, and other miscellaneous design and environmental services as directed by the Commission.

Hakanson Anderson is committed to providing high quality cost-effective service to its clients by maintaining low overhead rates. Our competitive billing rates are possible by maintaining high staff utilization and consistently managing our administrative, marketing, and other overhead costs.

The following list includes the three individuals that will continue to provide a majority of the services under this contract.

Principal in Charge

Shane M. Nelson, Vice President
(763) 852-0479
shanen@haa-inc.com

Water Resources Engineer

Andrew Vistad, P. E.
(763) 852-0484
andrewv@haa-inc.com

Environmental Specialist

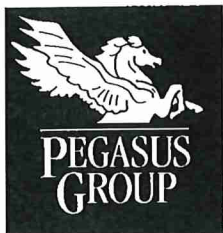
Kaci Fisher
(763) 852-0496
kacif@haa-inc.com

Once again, we appreciate the opportunity in providing you with our letter of interest for the Pioneer-Sarah Creek Watershed Management Commission Consultant. If you have any questions or need additional information please contact me at 763-852-0484.

Sincerely,
Hakanson Anderson



Andrew Vistad, Water Resources Engineer



One West Water Street, Suite 280 • St. Paul, MN 55107 • (651) 292-9102 • FAX (651) 292-9107

January 5, 2021

Pioneer-Sarah Creek Watershed Management Commission
 Attention: Joe Baker, Chair
 3235 Fernbrook Lane
 Plymouth, MN 55447

Re: Letter of Interest for Administrative, Legal and Technical Consulting Services – FY 2021-2022

Dear Mr. Baker,

Pegasus Group provides Owner Representative Services, managing the project planning, design, construction and post-construction processes for Owners. We are very familiar with public project delivery processes, having provided these services to the State of Minnesota and the Minnesota State Colleges and University system for twenty years.

Pegasus Group exclusively works for and represents owners and their interests in the project delivery process. This is a conscious business decision which enables us to have no inherent conflict of interest with the design or construction of a project. Simply put, we are an extension of the Owner's own resources. We focus on the Owner's goals to establish and manage the process of achieving the goals.

We do this by:

- helping the Owner define the project goals. This is done from the typical perspectives of scope, schedule and budget, but also with an eye to the short and long-term objectives of the Owner as well as from a community and political point of view.
- identifying the Owner's project delivery options and steps; assisting the Owner in determining the project delivery method best suited for each situation; identifying team members needed and their roles/responsibilities to the project team.
- ensuring the Owner understands their role and responsibility to the Project Team.
- leading RFP/selection process for project team members (Design Team, Construction Team, other Owner Consultants).
- detailing the Owner's decision-making process.
- representing the Owner. We serve as the information conduit for the Owner to members of the Project Team and outside entities as well as vice versa.
- establishing the Owner reporting requirements to support their organizational processes – budget, schedule, invoice payment, claims, change orders, etc.

We provide Owner's Representative Services through five different phases of a project:

- Conception/Initiation
- Planning/Design
- Execution/Construction
- Monitoring
- Close-out

BUILDING SUCCESSSM

www.pegasusgrp.net

The members of our staff that we propose to provide Owner's Representative Services include:

1. Pamela Bader, co-founder and Principal with Pegasus Group. Pam has an extensive background in providing public sector Owner's Representative services through all phases of a project. Prior to starting Pegasus Group, Pam was the Director of Design and Construction Services at the University of Minnesota. Her knowledge and experience with public process is extensive. Earlier in her career Pam became the second female licensed Master Plumber in the State of Minnesota, as such, she brings keen construction insight to the project. Pam recently completed a Plaza Renovation project with a rain garden at Minneapolis Community and Technical College and a Plaza Renovation project at the Minnesota Zoo in Apple Valley.
2. Eric Kruse, DBIA, co-founder and Principal with Pegasus. Eric is a results-oriented professional with extensive experience in the planning and development of projects. Eric was the Owner's Representative for Quinnipiac University's development of a second campus on a two-hundred-acre site. The project required new utilities, roads and civil infrastructure, including a detention pond system with a weir dam and outflow monitoring system. There was a high level of public interest in the project from the surrounding community and neighborhoods and extensive interaction with city officials and agencies. Eric will be your main contact with Pegasus Group and coordinate our team with your service needs.
3. Roger Wolff, Owner's Representative. Roger is a Licensed Building Inspector through the State of Minnesota. Roger has significant experience with project planning, the direct oversight of construction activities and coordination of the on-site inspection/quality assurance program. He will work closely with the Project Team to monitor the project schedule and maintain the project plan. He will ensure that the Commission has current information regarding project progress, issues/concerns and pending decisions. Roger has provided Owner's Representative services on numerous Minnesota State projects. Of particular relevance was Roger's oversight of the construction of Metropolitan State University's Jason R. Carter Science Education Center where the project team coordinated with the City of St. Paul, the Capital Region Watershed District and the MPCA's Petroleum Brownfields Program on project issues including utilities and roads, storm and water runoff management and petroleum contaminated soil cleanup.
4. Pamela Handt, Business Manager: Pam will provide administrative support including project budget/fund accounting and document management assistance.

2021 Hourly Rates

Principal	\$129 per hour
Owner's Representative	\$115 per hour
Business Manager	\$65 per hours

Additionally, Pegasus Group charges for direct project expenses at cost for items such as mileage, parking, copies, delivery services, etc.

Pegasus Group is a Certified Woman Owned Business Enterprise (WBE) and Certified Small Business Enterprise (SBE) that engages in the belief that the principals of diversity, equity and inclusion strengthen and enrich the lives of everyone. We have experience championing contract and workforce goals.

Thank you for the opportunity to provide you with this Letter of Interest, we look forward to the next steps in your selection process.

Sincerely,



Eric Kruse, Principal



Resilience RESOURCES LLC

4 January 2021

Mr. Joe Baker, Chair

Pioneer- Sarah Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

RE: Letter of Interest to Provide Technical Consulting Services, 2021-2022

Dear Mr. Baker,

Please consider Resilience Resources, LLC to provide Technical Consulting Services for the Pioneer- Sarah Watershed Management Commission in 2021 and 2022.

Company Bio:

Resilience Resources, LLC was founded by Rebecca Carlson in 2018. At Resilience Resources, we believe resilience in the natural and built environment is critical to health, well-being and prosperity for all. This belief drives our purpose: to support local, state and federal governments and private clients in cultivating resilience and managing risk through our expertise in planning, facilitation, science and engineering. We help our clients develop and achieve water, natural resource and infrastructure goals, develop partnerships and measure and communicate outcomes across stakeholders for the greater good

*Services we provide: Water Resources Engineering | Hydrologic and Hydraulic Modeling Solutions |
Water Quality Modeling | Design and Implementation for Water Quality | TMDL /OWOP |
Watershed Planning & Facilitation | Permitting and Development Review*

Why Resilience Resources:

- Resilience Resources has local knowledge in the Pioneer-Sarah Watershed and expertise in agricultural watersheds. Our founder partnered with Wenck to support your planning process, and has worked with your organization from time to time.
- As a small firm, Resilience Resources can offer focused attention from senior staff at a low overall cost. Ms. Carlson has been a watershed engineer for 20 years. She has a depth and breadth of experience in watershed-based management, design, review and implementation that watershed-based organizations need.
- Through our work with other watershed-based organizations, we have a proven track record of authority successful grants for watershed clients, and also of measurable improvements in water quality.

Our Team:

Resilience Resources has a team of engineers and scientists to cost effectively serve the Commission:

Rebecca Carlson, P.E. (MN)

Founder, CEO

Rebecca has provided engineering services to water and natural resources clients, focusing on watershed districts, for over almost 20 years prior to founding Resilience Resources. She brings her ***proven track record of achieving measurable water quality improvements in lakes and streams*** through design and implementation, as well as her expertise is in planning and implementation. She understands both the big picture and the engineering details. She knows that successful watershed organizations lay the groundwork for success: As the District Engineer for the Clearwater River Watershed District she secured grants to conduct the first watershed-wide TMDL studies in Minnesota after convincing the MCPA that that this was a cost-effective way to achieve water quality goals (now almost all TMDLs are considered on watershed scale based in part on the success of early projects in CRWD). After finalizing TMDLs and implementation plans, she went on to secure over \$3 million in grant dollars for implementation in the past 10 years; she has helped the District complete implementation of their 10-year plan, achieving significant and measurable water quality improvements. She designed the studies and conducted the hydrologic, hydraulic and water quality modeling. She developed each project: translating the raw data into concept plans to reach water resource goals. She authored the grants. She provided final design, construction support and effectiveness evaluations, bringing in and coordinating the critical elements of the team at each stage.

Kristine Jenson,

Senior Project Manager

Kristine has over 20 years of experience in the field of water resource management. She was a senior project manager for the Vadnais Lakes Area Water Management Organization for 10 years prior to joining Resilience Resources in 2018. She spent 10 years at the DNR prior to that. She brings planning, data analysis, field survey and project management expertise to our team.

Dennis Johnson, P.E.

Senior Engineer

Dennis is a practical and seasoned senior civil / agricultural engineer with over 30 years of experience. He has worked in the agricultural landscape his entire career and is sought out by name to provide engineering services for drainage and water resources issues. He brings his depth and breadth of experience with municipalities, watershed-based organizations, and agricultural land owners to our team along.

**Mike Johnson, P.E.
Engineer**

Mike is a civil structural engineer with 6 years of experience and expertise in civil and water resources engineering. He brings efficient engineering and design to the team.

We are willing to negotiate a monthly retainer with you to provide the services you are currently receiving at a comparable cost to what you pay now. For services outside the retainer, the hourly rates for our team are listed below:

Name	Hourly Rate
Rebecca Carlson, P.E.	\$165
Kristine Jensen	\$115
Dennis Johnson, P.E.	\$165
Mike Johnson, P.E.	\$135
Field Tech	\$100
Drafting	\$120

Thank you for your consideration. Please don't hesitate to call me at 612-408-7515 if you have questions or require further information.

Rebecca Carlson

Rebecca Carlson, P.E. (MN)
Founder
Resilience Resources, LLC

Encl.

Rebecca Carlson, PE (MN)

Founder



Areas of Expertise:

Watershed Engineering
Water Quality Data Analysis & Modeling
Hydrologic & Hydraulic Modeling (XP & EPA-SWMM, Hydrocad, HEC-RAS, HEC-HMS)
Lake and Stream Restoration
Rules Development & Permit Review
TMDL Study Design and Implementation
Groundwater Modeling (MLEAM),
Groundwater/ Surface Water Interaction
Comprehensive Natural Resource Planning

Education:

BS, Geologic Engineering with environmental emphasis; minor in Geology
PSMJ, Project Manager Boot Camp Training & Regular Refreshers
ArcView GIS Training
XP-SWMM Hydrologic and Hydraulic Model Training
Analytic Element Groundwater Modeling (MLEAM) Trainin
Dale Carnegie Course, Wenck Public
Speakers Training

Professional Experience:

2018- Present
Resilience Resources, LLC
Founder

2000-2018
Wenck Associates, Inc.
Principal

1998 - 2000
Leggette, Brashears & Graham, Inc.
Environmental Engineer

1997 - 1998
Delta Environmental, Inc.
Environmental Engineer Intern

1995 - 1997
University of Minnesota
Undergraduate Teaching Assistant
Lab Assistant

1993 - 1994
Bay West
Intern

Rebecca Carlson, P.E. (MN) Ms. Carlson has provided water resources engineering services to public and private clients for almost 20 years. She brings her ***proven track record of achieving measurable water quality improvements in lakes and streams*** through design and implementation, as well as her expertise in planning and implementation.

Rebecca is an experienced hydrologic, hydraulic and water quality modeler, having completed 29 EPA approved TMDLs herself- more than most companies as a whole. Her other areas of expertise include groundwater modeling and hydrogeology. She volunteers her time to develop and participate in public education programs about water resource protection.

Selected Experience

Mississippi River Bluff Stabilization, Coon Rapids, MN Ms. Carlson designed a stabilization project for a 30-foot-high bluff along the Mississippi River in Coon Rapids. The bluff was eroding due to an ill placed storm sewer outlet. The erosion was undercutting the bank on a college campus and was a safety threat to students and nearby structures. Ms. Carlson coordinated difficult construction conditions due to the steep slopes, as well as the regulatory and stakeholder approvals needed. The outcome was a stable bank with access to the shoreland which serves as an outdoor classroom for students.

Minnehaha Creek Bank stabilization, Edina, MN The City of Edina sought out Ms. Carlson to design a bank stabilization for an area in the Mill Pond on Minnehaha Creek adjacent to a roadway. She diagnosed the driver of the erosion: periodic inundation of poor soils causing erosion at the toe of the bank. The design solution needed to meet aesthetic demands of the residents, the infrastructure needs of the City, and the permitting needs of the TEP, the USACE and the local watershed district. Stakeholders with diverse and sometimes competing desires for the project posed a challenge, but the result was protection of Mill Pond and the creek, protection of the infrastructure and roadway, as well as meeting the aesthetic needs of the citizens while still being permitted and constructed.

Lake Augusta Ravine Stabilization, South Haven, MN Ms. Carlson repaired a severely eroded ravine in Annandale, MN. High groundwater saturated the soils in the ravine making the soils unstable, and the construction difficult. That, coupled

Rebecca Carlson

with surface runoff into the ravine was causing severe erosion, threatening a nearby road and delivering excess sediment to a downstream lake. The outcome was a stabilized ravine, reduced erosion, and protection of nearby infrastructure.

Clearwater River Watershed District, Upper Watershed Study, Project Identification and Prioritization. Ms. Carlson and her team conducted a map review, and watershed modeling/ analysis to identify areas on the landscape ideal for project implementation. Nutrient load reductions and cost estimates were then prepared for each project, and the projects were prioritized. This manual/ list of projects has been used by the District to implement projects and authorize cost share to reduce sediment and nutrient loading throughout the upper watershed.

Clearwater River and Kingston Wetland Dissolved Oxygen Restoration, Kingston, Minnesota. Ms. Carlson designed a restoration of the Clearwater River and the adjacent 500-acre wetland in Kingston, Minnesota. The wetland complex was exporting soluble phosphorus do downstream lakes, and depleting oxygen in the Clearwater River due to historical agricultural loads. The restoration of the channel geomorphology maintained and enhanced the wetland's habitat while reducing both oxygen demand and soluble phosphorus export downstream and maintained drainage benefits. The downstream river IBI score improved dramatically post restoration. Multiple years of monitoring results show greatly improved dissolved oxygen concentrations in that section of the Clearwater River compared with pre-project concentrations, as well as reductions in soluble phosphorus downstream.

Iron Enhanced Sand Filter Outlet located within a DNR WMA, Annandale MN. When water quality data showed that a wetland complex within a DNR WMA was exporting soluble phosphorus leading to lake impairments downstream, Ms. Carlson coordinated with DNR, USACE and other regulatory stakeholders to cultivate consensus around an outlet structure which included an iron enhanced sand filter. She conducted hydrologic, hydraulic and water quality modeling to support design. She designed and permitted the project and supported construction activity and post project monitoring and evaluation. The project balanced the natural resources protection needs for the WMA, the downstream water quality needs, as well as the regulatory drainage requirements.

School Section Lake Outlet Modifications. Ms. Carlson supported the repair and retrofit of a landlocked lake outlet to withstand ice damage and also balance operational needs to protect a trout stream receiving water. Rebecca modeled outlet hydraulics and runoff hydrology, evaluated groundwater in the area, prepared the design plans, supported construction, and coordinated with the DNR and other stakeholders on permitting. The project was constructed in 2018 and withstood a heavy ice heave year. She developed and implemented a telemetry monitoring program to align with the DNR operational requirements and support outlet operation that is protective of the trout stream while providing valuable data for a future trout stream restoration.

Shell Rock River Watershed District. Ms. Carlson prepared hydrologic and hydraulic models of the District using HEC-RAS and HEC-HMS to design a new outlet for Albert Lea Lake which drains an agricultural watershed. Ms. Carlson also designed the Shell Rock River Watershed Districts adaptive water quality-monitoring program. She analyzes data and models water quality in District lakes annually to identify opportunities for water quality, ecological, and hydrologic improvements for the District. Data is used to set management goals, design water quality improvement projects and direct CIP dollars efficiently for this newly formed watershed district.

Stormwater Capture and Reuse, Kimball, Minnesota. Ms. Carlson prepared the grant application to secure state funding to design and implement a stormwater capture and re-use facility in the City of Kimball. This small town in central Minnesota is surrounded by agriculture. The city's stormwater drained, untreated, into a trout stream and a chain of nutrient impaired lakes. The resulting project provides a source of irrigation water for an existing highly used baseball field while mitigating drainage and erosion issues in the park. Ms. Carlson went on to author an additional grant to implement Phase II of the project to provide further stormwater BMP retrofits for the City of Kimball to enhance the impact of the first project phase.

Targeted Fertilizer Application Project, Watkins, Minnesota. Ms. Carlson assisted the Clearwater River Watershed District in developing a program through which cost share is provided to farmers to conduct gridded test soils and variable rate fertilizer application. Rebecca authored the grant for the project and assisted in the coordination of the project. Local co-ops market the program with their existing clients to reduce administrative burden on the watershed district, and then provide the data back to the district for analysis. The project won the Environmental Initiative Award in 2014, and Minnesota Association of Watershed District Project of the Year in 2015.

Stearns County Ditches 15, 25, 51, and 11, Freeport, Minnesota. Ms. Carlson assisted the Drainage authority under Minnesota State Statute 103E through repair proceedings on these ditches. Work included field surveys to determine the ACSIC elevation, preparation of Engineers Reports, extensive work with regulators including the Minnesota DNR, USACE, and WCA authorities, coordination with residents, and construction support.

Rebecca Carlson

Sauk River Watershed District Comprehensive Plan, Sauk Centre, Minnesota. Ms. Carlson managed the Sauk River Watershed District comprehensive plan update. Through the planning process, Ms. Carlson helped the staff navigate through a stakeholder intensive process which identified obstacles and presented solutions. The plan lays out a management unit strategy to achieve water quality goals for lakes and streams within the 1,041 square mile agricultural watershed district in central Minnesota.

Clearwater River Watershed District Comprehensive Plan, Annandale Minnesota. Ms. Carlson managed the Clearwater River Watershed District comprehensive plan update. Following completion of its TMDL studies, the District undertook an early, proactive update to its comprehensive plan. The plan guides the District through policy associated with achieving lake and stream water quality goals in the 160 square mile agricultural watershed district in central Minnesota.

Chain of Lakes Improvement Project, Central Minnesota. Ms. Carlson has worked with watershed district staff and residents to isolate the cause of declining water quality in Cedar Lake near Annandale, Minnesota, and formulate a solution. Rebecca modeled water quality in each of the chain of lakes, and designed a suite of BMPs and innovative solutions to restore the ecological habitat of upstream shallow lakes, while protecting the water quality of the downstream water body. The project entailed extensive stakeholder involvement and coordination. The project is ongoing.

Clearwater River Watershed District-Wide TMDL Study. Ms. Carlson is the project manager for the ongoing Clearwater River Watershed District TMDL studies. For that study, Rebecca secured a series of grants for the CRWD to conduct TMDL studies of 14 impairments within the District including three on the Clearwater River and 11 lakes. Rebecca evaluated existing data, prepared the monitoring work plans and implemented monitoring. The project maximizes use of existing data and uses innovative modeling methods to minimize costs. Phase III of the project includes lake and in-stream water quality modeling and setting the TMDL. Ms. Carlson works closely with the Watershed District Administrator, Board of Managers, and MPCA staff to facilitate public meetings and coordinate the project. This project is ongoing.

Long Prairie River TMDL. Through this Clean Water Act study of the Long Prairie River, Wenck assessed the causes, spatial and temporal extent, and severity of dissolved oxygen depletion in the River. The Long Prairie watershed is host to predominantly agricultural land use, as well as some waste water point sources. Ms. Carlson analyzed existing data and identified additional data needs. Rebecca helped to develop a work plan for additional data collection and water quality modeling. She managed Phase II of the Long Prairie River TMDL study, the state's first DO TMDL. She coordinated a project team of local and state governments and implemented a monitoring program to meet data needs for future project phases. The intensive synoptic field studies included a time-of-travel dye study, continuous dissolved oxygen monitoring on the Long Prairie River.

Trout Hatchery, Southern MN. Ms. Carlson modeled hatchery discharge temperatures and recommended hatchery management strategies to protect a trout stream in an agricultural area and prevent pathogens from entering the hatchery.

Other MPCA TMDL Studies. Ms. Carlson is the project manager and senior technical staff for several other TMDL studies including:

- Elk River Watershed Management Organization TMDL studies (two lake nutrient impairments, one bacterium and two turbidity impairment, and three Dissolved oxygen impairments).
- Jessie Lake Nutrient Impairment
- Vadnais Area Lake TMDL for five lake nutrient impairments and Lambert Creek bacteria impairment

Prior Lake Spring Lake Watershed District. In addition to providing technical review of development permit applications for the District, reviewing rules, and drafting new rules, Ms. Carlson completed a study to compare cost and effectiveness of traditional stormwater management designs, high-intensity Low Impact Development (LID), and practical LID Best Management Practices (BMPs) to reduce runoff volumes and pollutant loadings. The findings were used to draft model stormwater management rules to apply to LID, volume management BMPs and nontraditional development and to craft incentive programs that encourage cities and developers to incorporate these techniques into their projects.

Ms. Carlson also uses the District's XP-SWMM models in ongoing design efforts to support the District's Outlet Channel Restoration Project, and also to guide the District's efforts to control runoff volume by evaluating the effect of proposed rules and volume mitigation strategies.

Rebecca Carlson

East Bethel Water Reclamation. Ms. Carlson prepared the conceptual design of groundwater infiltration galleries for the City of East Bethel, MN to infiltrate reclaimed water. The system is designed with a future vision of providing the reclaimed water to end users to conserve the states water resources and avoid simply discharging wastewater into receiving waters.

Minnehaha Creek Watershed District. Through adaptive management of the Minnehaha Creek Watershed District's on-going annual water quality and quantity monitoring program, Ms. Carlson helped the Board of Managers, District staff and residents visualize water quality and hydrologic data to aide in decision-making and design of capital improvements, public outreach and education, and policy making. She also:

- Coordinated the efforts of eight state and local government agencies and a team of Wenck field staff to collect more than 3,000 water quality samples annually
- Designed and managed the MCWD's database, including management of continuously collected data
- Analyzed water quality trends and pollutant loading for lakes and streams
- Modeled water quality
- Compiled data and analysis into annual Hydrologic Data reports for presentation to District staff, Board of Managers, and the public

Other Minnehaha Creek Watershed District Projects

Lake Minnetonka Model. Coordination and oversight of water balance, and water quality Model of Lake Minnetonka

Pathogen Study. Ms. Carlson analyzed the District's existing bacteria data, and prepared a technical memorandum with recommendations that were the scientific basis for the District's Pathogen policy.

Camp Coldwater Spring. Ms. Carlson analyzed hydrologic data including ground-water surface water interaction for the Camp Coldwater Spring case. She coordinated and prepared a technical memorandum presenting findings on Camp Coldwater. Conclusions from this technical memorandum helped the District win legal proceedings.

Aquatic Macrophytes. Ms. Carlson provided the District with technical information on Eurasian water milfoil nutrient cycling in lakes that helped the MCWD allocate funding and set policies on Eurasian water milfoil harvesting programs.

Public Relations, Public Education, Stakeholder Involvement and Facilitation

- Facilitated stakeholder involvement and conducted public meetings for the Clearwater River Watershed District TMDL Study and Cedar Chain of Lakes Improvement
- Close coordination with MCWD Education Coordinator and PR firm to produce press releases, and educational materials to promote water resource education
- Developed Communications Plan for Vadnais Lakes Area WMO



CAMPBELL KNUTSON

PROFESSIONAL ♦ ASSOCIATION

Direct Dial: (651) 234-6219
Email: jjamnik@ck-law.com

December 23, 2020

Roger N. Knutson
Elliott B. Knetsch
Joel J. Jamnik
Andrea McDowell Poehler
Soren M. Mattick
David S. Kendall
Henry A. Schaeffer, III
Alina Schwartz
Shana N. Conklin
James J. Mongé, III
Jerome M. Porter
Leah C.M. Koch
Meagan K. Kelley

Thomas J. Campbell*.

*Retired

Mr. Joe Baker, Chair
Pioneer-Sarah Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

RE: PIONEER-SARAH CREEK WATERSHED MANAGEMENT COMMISSION
-Letter of Interest for Legal Consulting Services

Dear Mr. Baker:

In conjunction with the Board's regular review of its consulting services, we want to express our strong interest in reappointment as attorneys for the Pioneer-Sarah Creek Watershed Management Commission ("WMO") for the fiscal years 2021 and 2022. We have represented the WMO since 1994 and have enjoyed our relationship with the organization. The following information is provided to assist in your review:

1. THE FIRM. Our firm name is Campbell Knutson, *Professional Association*, with a mailing address of Grand Oak Office Center I, 860 Blue Gentian Road, Suite 290, Eagan, Minnesota 55121. The firm is located near the intersection of I-494 and Dodd Road in Eagan. The firm has been located in the Eagan area since it was founded in 1986, and has been specifically located at the Grand Oak Office Center address since July 2015.

2. FIRM EXPERIENCE. Campbell Knutson focuses on providing municipal clients with competent, prompt, and cost conscious service. The firm employs 12 fulltime attorneys and 11 legal assistants. Our firm exclusively represents public sector clients. Campbell Knutson currently represents five other watersheds in the seven county area. The firm has been active in every aspect of watershed law including representing the League of Minnesota Cities during the original passage of the metropolitan water management planning and wetland conservation acts, drafting joint powers agreements, reviewing 509 Plans, advising clients on law and rule changes, reviewing grant applications and capital project procedures and WCA administration. Our practice of municipal law dovetails with our watershed practice. There is virtually no area of watershed law that we have not been involved with.

Grand Oak Office Center I
860 Blue Gentian Road
Suite 290
Eagan, Minnesota 55121
Main: 651-452-5000
Fax: 651-234-6237
www.ck-law.com

3. **PROFESSIONAL STAFF AVAILABLE TO THE WMO.** If selected, we propose that Joel Jamnik will continue to be the lead attorney for the WMO and will attend Board meetings, as needed. Andrea Poehler, Dave Kendall, Soren Mattick, James Mongé, Shana Conklin and Leah Koch would also be available to provide legal services to the WMO.

4. **ATTORNEY QUALIFICATIONS/EXPERIENCE.** Joel Jamnik is an honors graduate of William Mitchell College of Law. He is also an honors graduate of St. Cloud State University, majoring in Criminal Justice and Political Science. Joel was Legislative Counsel and Senior Intergovernmental Relations representative for the League of Minnesota Cities from 1983-1987, with primary responsibility for land use, environment, criminal law, transportation, personnel, public safety, and general government issues. He was the League's primary lobbyist for all DNR and BWSR matters, and worked extensively on shoreland and wetland legislation and rules. Joel is a shareholder of the firm and provides general municipal services for all of the firm's clients. Currently, Joel is the City Attorney for Arden Hills, Braham, Burnsville, Farmington, Monticello, Mora, and Woodland. He also serves as the lead attorney representing the Elm Creek Water Management Organization, the Eagan-Inver Grove Heights Watershed, the Black Dog Water Management Organization and the Lower Mississippi River Water Management Organization, and assists James Monge in providing legal services to the North Cannon River Watershed.

Individual resumés for Joel Jamnik, Andrea Poehler, Dave Kendall, Soren Mattick, James Mongé, Shana Conklin and Leah Koch are enclosed for your information as well.

5. **YEARS OF EXPERIENCE WITH WMO'S.** Campbell Knutson has represented seven other watersheds since 1982 and was appointed as attorneys for the Pioneer-Sarah Creek Watershed Management Commission and the Elm Creek Watershed Management Commission in 1994, was appointed as attorneys for the Eagan-Inver Grove Heights Watershed Management Organization in 2014 and was recently appointed as attorneys for the North-Cannon River Watershed in 2020. Campbell Knutson is highly experienced in water, zoning and land use law and recognizes the importance of meticulous drafting and interpreting skills as well as having a broad background in administrative and procedural requirements. All of the attorneys at Campbell Knutson are involved in representing our municipal clients, and the firm is well known for its expertise in watersheds, zoning, land use and planning.

6. **OTHER WMO'S REPRESENTED BY THE FIRM AND CONTACT INFORMATION FOR EACH.**

Black Dog
 Daryl Jacobson, Administrator
 (952) 895-4574

Eagan-Inver Grove Heights
 Ashley Gallagher, Administrator
 (651) 480-7781

Elm Creek
 Judie Anderson, Administrator
 (763) 553-1144

Lower Mississippi River
 Joe Barten, Administrator
 (651) 480-7784

Page 3
 December 23, 2020
 Pioneer-Sarah Creek Watershed Management Commission

North Cannon River
 Ashley Gallagher, Administrator
 (651) 480-7777

7. **HOURLY BILLING RATES FOR 2021 AND 2022.** Campbell Knutson proposes to provide general legal services to the Pioneer-Sarah Creek WMO at the following rates for the fiscal years of 2021 and 2022:

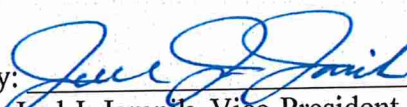
Attorneys	\$ 165.00/hour
Law Clerks	90.00/hour
Legal Assistants	90.00/hour

Services rendered are billed according to the actual time incurred, with a minimum increment of one-tenth of an hour. We would also bill for photocopies at \$.20/page and Westlaw at actual cost. The WMO would not be charged for any other items. For any of our work that the Commission passes through to developers we would bill in accordance with our firm's schedule of pass-through rates (generally \$200.00 to \$400.00 per hour depending on attorney, for example, Joel's current pass-through rate is \$250/hour).

We have enjoyed working with the WMO in the past and hope to continue our work relationship in the future. If you have any questions or require any additional information, please feel free to contact me.

Very truly yours,

CAMPBELL KNUTSON
Professional Association

By: 
 Joel J. Jamnik, Vice-President

JJJ/jmo

Enclosures



JOEL J. JAMNIK

Shareholder

jjamnik@ck-law.com
(651) 234-6219



PRACTICE AREAS

Joel has an extensive background in municipal law, including lobbying, land use planning and development, zoning, watershed management, contracts, personnel, data practices, and ordinance preparation.

PROFESSIONAL EXPERIENCE

From 1980 to 1997, Joel served as Research Assistant, Legislative Counsel and finally Senior Intergovernmental Relations Representative for the League of Minnesota Cities. Joel was primarily responsible for city-state relations in the areas of land use, environmental law, criminal law, transportation, personnel, public safety and general governmental policy. He was chief author of the Handbook for Minnesota Cities 1983-1995, and frequent presenter for the LMC and Government Training Services.

PROFESSIONAL MEMBERSHIPS

- Minnesota State Bar Association
 - o Public Law Section
- Dakota County Bar Association
- Minnesota Association of City Attorneys
 - o Past President and Board Member
- International Municipal Lawyers Association

EDUCATION

William Mitchell College
of Law
J.D., magna cum laude

St. Cloud State
University, B.A. with
honors (dual major in
CJS and Political
Science)

BAR ADMISSIONS

Minnesota

U.S. District Court,
District of Minnesota



**ANDREA
MCDOWELL
POEHLER**

Shareholder

apoehler@ck-law.com
(651) 234-6224



PRACTICE AREAS

Andrea attends Lakeville Planning Commission meetings and acts as an assistant city attorney for all of the firm's clients. Andrea specializes in the following areas of law:

- Real Estate
- Land Use
- Employment Law
- Housing and redevelopment authority law
- Economic development authority law

PROFESSIONAL EXPERIENCE

Before joining the firm, Andrea clerked for the Honorable Jack Davies of the Minnesota Court of Appeals. Andrea has been a member of the firm since 1993 and a shareholder since 2000.

PRESENTATIONS & PUBLICATIONS

- Minnesota Continuing Legal Education Presenter, 2015
 - o Land Use Law
- *Land Use, The Complete Real Estate Lawyer's Quick Answer Book*, 2015

EDUCATION

William Mitchell College
of Law

J.D., cum laude

St. Olaf College, B.A.
(dual major in English
and Mathematics)

**PROFESSIONAL
MEMBERSHIPS**

- Minnesota
Association of City
Attorneys
- Minnesota State Bar
Association, Public
Law Section & Real
Estate Section
- Sensible Land Use
Coalition
- American Planning
Association
- Dakota County Bar
Association
- 2016 Young Lawyer
Mentorship Program

BAR ADMISSIONS

Minnesota



DAVID S. KENDALL

Shareholder

dkendall@ck-law.com
(651) 234-6207



PRACTICE AREAS

David practices real estate litigation with an emphasis on eminent domain cases involving government takings of property for road expansion, improvement projects, access takings, and many other purposes. David has tried hundreds of cases before condemnation commissioners, judges, and juries.

David also practices general municipal and governmental law, working in the areas of zoning and land use, commercial real estate development, data practices, special assessment appeals, and permitting.

PROFESSIONAL EXPERIENCE

David recently joined the firm as a litigation specialist. Prior to joining the firm, David served as judicial law clerk for the Honorable Robert Varco in the Tenth Judicial District from 2000 to 2001; as Assistant Pine County Attorney, Pine City, Minnesota from 2001 to 2004; and as Partner with LeVander, Gillen, and Miller from 2004 to 2017.

PROFESSIONAL MEMBERSHIPS

- Minnesota State Bar Association
- Dakota County Bar Association
- First Judicial District Bar Association
- Minnesota County Attorney Association

ORGANIZATION

Rotary Club, 2009 - Present
Club President, 2014 - 2015

EDUCATION

University of Minnesota
Law School
Juris Doctorate (J.D.)
Cum Laude

Denison University,
Granville, Ohio
Bachelor of Arts (B.A.)

BAR ADMISSIONS

Minnesota

U.S. District Court,
District of Minnesota



SOREN M. MATTICK

Shareholder

smattick@ck-law.com
(651) 234-6217



PRACTICE AREAS

Soren provides general municipal services for all of the firm's clients. In addition, Soren handles all aspects of civil litigation on behalf of the firm's clients as well as code enforcement. He has been a land use instructor for Government Training Services.

PROFESSIONAL EXPERIENCE

Soren joined the firm in 2001 after spending five years with the Rice County Attorney's office and is a shareholder of the firm. Soren was an Assistant Rice County Attorney from 1997 to 2000, with primary responsibility for land use, waste management, and forfeiture issues.

PROFESSIONAL MEMBERSHIPS

- Minnesota State Bar Association
- Rice and Dakota County Bar Associations

EDUCATION

Hamline University Law
School
J.D.

Luther College, B.A.

BAR ADMISSIONS

Minnesota



JAMES J. MONGÉ III

Attorney

jmonge@ck-law.com
(651) 234-6201



PROFESSIONAL EXPERIENCE

James joined the firm in 2015. From 2000-2015 James served as a Senior Land Use Litigator, Property/Casualty Litigator, and Research Attorney for the League of Minnesota Cities. From 1998-2000, James served as judicial law clerk for the Honorable Paul T. Benshoof in the Ninth Judicial District.

James has an extensive background in municipal law, including land use, open meeting law, data practices, and ordinance drafting. He also has significant litigation experience.

NOTABLE CASES

Sawh v. Lino Lakes, 823 N.W.2d 627 (Minn. 2012) (city's determination that dog was a dangerous animal did not violate owner's constitutional right to procedural due process and was supported by a substantial basis in the record).

Ortell v. City of Nowthen, 814 N.W.2d 40 (Minn. App. 2012) (city's denial of application for a variance upheld).

Wessman v. City of Mankato, 2011 Minn. App. Unpub. LEXIS 597 (trial court's dismissal of plaintiff's substantive due process and temporary regulatory taking claims affirmed).

Hess v. Fergus Falls, 2007 Minn. App. Unpub. LEXIS 1061 (city decision to vacate right of way upheld).

EDUCATION

Marquette University
Law School J.D., 1998

Boston College
B.A., 1995

PROFESSIONAL MEMBERSHIPS

- Minnesota State Bar Association
- Wisconsin State Bar Association
- Ramsey County Bar Association
- Warren E. Burger Inn of Court

RECOGNITION

Super Lawyers
Rising Star, 2007 & 2008

BAR ADMISSIONS

Minnesota

Wisconsin

U.S. District Court,
District of Minnesota



SHANA N. CONKLIN

Attorney

sconklin@ck-law.com
(651) 234-6203



PROFESSIONAL EXPERIENCE

Prior to joining Campbell Knutson as an attorney, Shana served as a judicial law clerk for the Honorable Richard A. Zimmerman in the Ninth District of Minnesota. During law school, she clerked at the Saint Paul City Attorney's Office. In that role, she conducted administrative grievance hearings on behalf of the Public Housing Agency. In addition, she completed a summer clerkship with the U.S. Attorney's Office for the District of Minnesota.

PRACTICE AREAS

Shana joined the firm in 2013 and practices in the area of Municipal Law. She assists in representation on civil and criminal issues, and she provides legal advice to cities on a variety of issues. She assists with code enforcement cases, civil litigation, and policy review.

PROFESSIONAL MEMBERSHIPS

Criminal and Juvenile Justice Information Advisory Group
Coordinated Community Response (CCR) Member
Planning Committee
Minnesota State Bar Association
Public Law Section and Criminal Section
Dakota County Bar Association
Suburban Hennepin County Prosecutors' Association

PRESENTATIONS

Presenter at a Continuing Legal Education (CLE) Seminar: Padilla 201: Practical Challenges since *Padilla v Kentucky*, 2018

PUBLICATIONS

Juveniles Locked in Limbo: Why Pretrial Detention Implicates a Fundamental Right, Note, 96 MINN. L. REV. 2150 (2012).

EDUCATION

University of Minnesota
Law School
J.D., *magna cum laude*

University of Minnesota,
Twin Cities
B.A., *magna cum laude*

BAR ADMISSIONS

Minnesota

U.S. District Court,
District of Minnesota

RECOGNITION

ΦBK, Dean's List, Phi
Kappa Phi, Mortar Board
Honor Society



LEAH C.M. KOCH

Attorney

lkoch@ck-law.com
(651) 234-6226



PRACTICE AREAS

Leah practices general municipal and governmental law. Leah assists in providing all of the firm's municipal clients with civil legal services. Her work includes a wide range of projects, such as drafting ordinances and contracts, attending council meetings, and advising municipal staff on real-time legal questions.

PROFESSIONAL EXPERIENCE

Leah provides service to all the firm's municipal clients by drafting and reviewing documents and conducting legal research. Leah graduated from the University of St. Thomas in 2015 with a Bachelor of Arts in Political Science. In 2018, she graduated from University of St. Thomas School of Law.

Leah has a background in non-profit legislative advocacy including preparing legislative committee testimony, coordinating advocate outreach, and producing legislative reports. Prior to joining Campbell Knutson, Leah served as a judicial law clerk for the Honorable Thomas Pugh and the Honorable Timothy McManus in the First District of Minnesota. Leah contributed to the Minnesota Judicial Handbook under the supervision of the Honorable Jamie Cork.

PROFESSIONAL ASSOCIATIONS

- Minnesota State Bar Association
 - o Public Law Section
- Dakota County Bar Association
- Sensible Land Use Coalition

EDUCATION

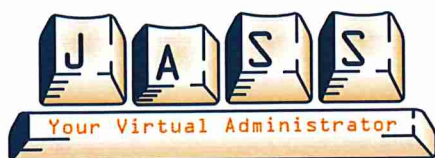
University of St. Thomas
Law School, J.D.

University of St. Thomas,
Master of Arts (M.A.)

University of St. Thomas,
Bachelor of Arts (B.A.)
Cum Laude

BAR ADMISSIONS
Minnesota

COMMUNITY
NorthStar Neighbors
Volunteer



3235 Fernbrook Lane
 Plymouth, MN 55447
 (763) 553-1144
 Fax: (763) 553-9326

January 4, 2021

Joe Baker, Chair
 Pioneer-Sarah Creek Watershed Management Commission
 3235 Fernbrook Lane
 Plymouth, MN 55447

Dear Mr. Baker:

In accordance with state law and the recent publication in the *State Register*, please accept this letter as an expression of JASS' interest in continuing to provide administrative services for the Pioneer-Sarah Creek Watershed Management Commission. Below is a brief listing of the services JASS currently provides to the Commission.

- Facilitates and attends regular, Technical Advisory Committee, budget and other special meetings. Establishes effective administrative procedures. Creates minutes, maintains documents of the Commission as governed by Minnesota Statute 138.17.
- Coordinates and facilitates strategic planning and implementation, provides project oversight.
- Acts as liaison between the Commission and the public, member communities, county, state and federal agencies, watershed management organizations, and the technical and legal advisors of the Commission. Facilitates communications among the Commission's members and stakeholders.
- Updates and maintains the Commission's website.
- Amy Juntunen, JASS' Vice President of Operations, serves as the Administrator for Pioneer-Sarah Creek, attending regular, committee, and special meetings of the Commission. She is also responsible for oversight of the Commission's financial transactions and internal controls of Commission financial management among JASS staff. She assists with the annual audit and development of the Commission's annual operating budget.
- Judie Anderson serves as Deputy Treasurer of the Commission and assists with annual reporting.
- Beverly Love is responsible for the day-to-day financial operations of the Commission and oversees administrative coordination for project reviews.
- Other staff members provide ongoing records maintenance, maintain the Commission website, coordinate meeting packets, and serve in various other ancillary roles.

JASS has the personnel and equipment to maintain an efficient and effective general office environment. Our current billing rates range from \$60.00/hour for office support to \$75.00/hour for meeting attendance and offsite administration.

In addition to the Pioneer-Sarah Creek Commission JASS also provides administrative services for the Shingle Creek, West Mississippi and Elm Creek and Mississippi Watershed Management Commissions, the Clearwater River Watershed District, and the West Metro Water Alliance (WMWA).

We will be happy to provide the Commissioners with any additional information they require.

Sincerely,

A handwritten signature in black ink, appearing to read "Judie A. Anderson". The signature is fluid and cursive, with the first name "Judie" being more prominent.

Judie A. Anderson
President

JAA:tim

Z:\Pioneer-SarahCreek\Consultants\2021\JASS_2021 PSC.doc



3235 Fernbrook Lane
 Plymouth, MN 55447
 (763) 553-1144
 Fax: (763) 553-9326

January 4, 2021

To: Pioneer-Sarah Creek Commissioners

Fr: Amy Juntunen

Re: 2021 Projected Work Plan

Minnesota Rule 8410.0150 requires the Commission to submit to the Board of Water and Soil Resources a financial report, activity report and audit report for the preceding fiscal year. 8410.0150 Subp. 3 outlines the required content of the annual activity report. It includes an assessment of the previous year's annual work plan and development of a projected work plan for the following year. The 2020 Work Plan accomplishments were accepted at the March 19, 2020 meeting.

The Commission's Fourth Generation Watershed Management Plan identifies issues, priorities and goals for the ten-year period 2021-2030. As a reminder, they are enumerated beginning on page 5 of this memo.

Following is a projected work plan for 2021. Review and comments are requested by March 12, 2021 so that they can be incorporated into the *2021 Annual Activity Report*.

2021 Projected Work Plan

A. WATER QUANTITY. Continue to review local development/redevelopment plans for conformance with the standards outlined in the Commission's Fourth Generation Watershed Management Plan.

1. Maintain the post-development 2-year, 10-year, and 100-year peak rate of runoff at pre-development level for the critical duration precipitation event.
2. Maintain the post-development annual runoff volume at pre-development volume.
3. Prevent the loss of floodplain storage below the established 100-year elevation.

B. WATER QUALITY. Support the Commission's management goals for water quality. Continue to make progress to improve the lakes and streams in the watershed as well as protect those that are not impaired.

1. Protect Lake Rebecca and achieve delisting of South Whaletail Lake.
2. Meet state standards in Spurzem, Half Moon, Ardmore, Independence, and Sarah Lakes, making progress toward their removal from the list of Impaired Waters.
3. Improve water quality in the impaired lakes by 10% over the average of the previous 10 years by 2030.
4. Maintain or improve water quality in lakes and streams with no identified impairments.
5. Conduct at TMDL/Wraps progress review every five years.
6. Foster implementation of Best Management Practices (BMPs) in the watershed through technical and financial assistance and through partnership development.

C. GROUNDWATER.

1. Promote groundwater recharge by requiring abstraction/infiltration of runoff from new development and redevelopment.

2. Protect groundwater quality by incorporating wellhead protection study results into development and redevelopment Rules and Standards.

D. WETLANDS.

1. Preserve the existing functions and values of wetlands within the watershed.

2. Promote wetland enhancement or restoration of wetlands in the watershed.

E. OPERATIONS AND PROGRAMMING.

1. Adopt a 2022 operating budget.

a. Search for grant and other funds to supplement the regular budget.

b. Fund a capital improvement program to share in the cost of projects.

c. Use the Fourth Generation Plan as guidance to budget monitoring projects.

d. Allocate education funding.

2. Convene a TAC meeting at least annually to identify and prioritize Capital Improvement Program (CIP) projects and share information.

a. Develop and maintain a map showing the wellhead protection zones within its boundaries upon completion of a local wellhead protection plan for use in determining vulnerable areas that should be exempted from infiltration.

b. Develop and implement a program to provide technical and financial assistance to the member cities in identifying appropriate and cost-effective Best Management Practices to increase infiltration and groundwater recharge and reduce stormwater runoff.

3. Prepare and implement an annual monitoring plan and provide annual reporting.

a. Partner with Three Rivers Park District (TRPD) to conduct bi-weekly water quality monitoring of “sentinel lakes” – Independence, Sarah, Little Long, and both basins of Whaletail. The 2021 budget allows the monitoring of five lakes.

b. Partner with Three Rivers Park District (TRPD) to conduct flow and water quality monitoring at selected sites. The Commission has budgeted funds to monitor four sites in 2021.

c. Participate in Metropolitan Council’s Citizen Assisted Monitoring Program (CAMP). The Commission has budgeted funds to monitor one lake in 2021.

d. Partner with Hennepin County to obtain macroinvertebrate monitoring by student volunteers through the RiverWatch program.

e. Partner with Hennepin County Environment and Energy (HCEE) to participate in the Wetland Health Evaluation Program (WHEP), a citizen volunteer wetland monitoring program.

4. Develop cost-share policy for opportunistic projects including projects funded by Hennepin County or other grants.

5. Develop a schedule to create Lake Management Plans for Lakes Independence, Sarah, and Ardmore.

6. Develop a schedule of subwatershed assessments to identify potential high loading areas for prioritization and potential BMP implementation.

7. Begin TMDL review and update for one lake.

8. Review biennial interest proposals and select administrative, legal and technical consultants for 2021-2022

9. Publish 2020 Annual Activity Report.

F. EDUCATION AND OUTREACH

1. Partner with HCEE, TRPD and other entities to expand education and outreach activities.

2. Maintain the Commission website, pioneersarahcreek.org, and Facebook page to provide news to the watershed residents including annual reports, lake and stream monitoring data, monthly meeting materials, project reviews, public notices, news releases, and other watershed- or city-related information. Participate in other forms of media: city newsletters, local newspapers, television, etc., to share useful information to stakeholders.

3. Convene Citizen Advisory Committees as needed to advise the Commission and assist in program development and implementation.

4. Provide education opportunities for Commissioners, elected and appointed officials, and other decision makers.

a. Complete handbook update.

5. Participate in collaborative groups to pool resources and undertake activities in a cost-effective manner, promote interagency cooperation, and promote consistency of messages.

6. Partner with HCEE and TRPD to undertake targeted education and outreach to landowners in the watershed.

7. Provide opportunities for the public to learn about and participate in water quality activities.

8. Enhance education opportunities for youth.

a. Explore opportunities for re-starting the RiverWatch program in a local school or with a Scout program.

HENNEPIN COUNTY

MINNESOTA

Project Overview:

Hennepin County, Three River's Park District, and the Pioneer Sarah Watershed Management Commission (Partners) are exploring opportunities to protect and restore land and water through conservation efforts and best management practices (BMP) in the subwatershed located between Lake Rebecca Park Reserve and Lake Sarah Regional Park (Exhibit 1). The partners are seeking several phases of analysis to identify ways to fulfill local and partner interest in conservation of the area.

Generally, this work entails a subwatershed assessment to identify BMP's that have the best cost benefit, supported by hydrologic modeling and BMP feasibility analysis. In addition, this scope also includes recommendations for management activities and habitat restoration, as well as drainage stabilization design.

Partners have layered interest in the following requested work efforts:

- 1) The project area is an important corridor between existing protected areas and water resources. This area encompasses existing conservation easements, private residents and businesses, and public park spaces. Engagement with landowners in this area suggests many community members have interest in further protecting and improving the natural and water resources of this area. The following described work will inform efforts to protect, restore, and connect these areas now and in the future. It will also provide Partners with a template for coordinated work efforts and funding acquisition.
- 2) Agricultural BMPs, restoration work, and drainage engineering identified and designed through this work scope will help to mitigate and improve surface water quality, including the recently de-listed Lake Rebecca. Furthermore, results from the described work effort will provide information needed for future alum treatments associated with Lake Rebecca.
- 3) Wetland areas protected in easements between Lake Sarah and Lake Rebecca encompass degraded tamarack swamp, sedge meadow, and shrub scrub communities. Partners are interested in the unique opportunity to enhance and restore this relatively rare system and to improve diversity, habitat quality, and water quality benefits in the adjacent easement and parkland areas.

- 4) In addition to the private residents and park district lands, this area also includes property owned by the Zuhrah Shrine Horsemen (ZSH). The county is working with the ZSH and the Natural Resource Conservation Service (NRCS) to develop a more sustainable grazing and boarding plan to better align with property limits, complicated by increased hydrology of the site as a result of increasing precipitation patterns and rising ground-water levels. The County is also providing guidance and technical assistance related to in-kind tile replacement on their property. Scoping of potential BMPs and drainage infrastructure, designed to alleviate flooding issues on their property while simultaneously mitigating downstream flow and water quality, will be a crucial piece of this work effort.

Scope of Work:

The Partners are requesting proposals from qualified consultants to provide the following:

Phase 1: Hydrologic Modeling and Groundwater Monitoring

Phase 1 seeks to understand surface flow through the identified subwatershed. Groundwater monitoring is of interest as this area has unique geologic, hydrogeologic, and topographic conditions. This phase seeks to establish a starting place for targeting BMPs and conservation efforts and improve understanding of local groundwater patterns that could inform future management efforts, such as an alum treatment.

- A) Consultant will provide Partners with mapping of surface hydrologic flow networks through the subwatershed (Exhibit 1 – blue hatching area).
 - Consultant will utilize appropriate hydrological models (e.g., HEC-HMS, ArcSWAT) for the landscape within the identified subwatershed. Please provide identification and rationale for selected model.
 - Consultant will provide surface flow path mapping indicating all water features heavily impacting surface flow (e.g., NWI, PWI, NHD, ditches, and tiles), subwatershed and watershed boundaries, and surface flow direction. Surface flow lines will be cartographically presented in a final map to represent relative flow volume.
 - Surface flow volume and timing will be estimated for all major inlets to Lake Rebecca, presented on a monthly basis.
 - Consultant will provide hydrologic modeling data and flowline Geographic Information Systems (GIS) feature classes to Partners along with a technical memo summarizing results. Consultant should assume two meetings with partners including a kick-off meeting and a meeting to present results.
 - Partners will be allowed to offer one round of edits to the provided maps and summary memo.

- B) Consultant will Investigate groundwater patterns within the glacier scour area (Exhibit 1 – yellow area) of the sub-watershed (ALTERNATE: TRPD staff monitors groundwater wells. Please provide costs for alternate option).
- Consultant will utilize automated data loggers (including loggers in shallow and deep wells, and barometric pressure loggers) and staff gauges at various locations within the glacial scour area.
 - Number and spacing of loggers should be sufficient to identify groundwater patterns and provide general ideas of groundwater flow but does not need to be exhaustive. Please include cost per logger unit in proposal.
 - Consultant will survey elevation and locations of well/staff gauge at installation and collect data periodically to ensure data accuracy and equipment functionality; this includes several times after large rain events.
 - Consultant will collect data over two years and summarize findings in a report. Report will include groundwater flow mapping. Consultants will also provide groundwater flow data and mapping shape files to Partners.
 - Consultant should assume two meetings with partners including a kick-off meeting and a meeting to present results. Kick-off meeting will be concurrent with kick-off meeting for Task A, resulting in 3 total meetings for Phase 1.
 - Partners will also be allowed to offer one round of edits to the provided maps and summary memo.
 - The ZSH Ranch is a working ranch and consultants should not assume permissible access to any private properties. As such, all field work needs to be coordinated through county staff to ensure field efforts accommodate pasturing and grazing rotation schedules and needs. The county will provide permissions once granted by private landowners and will manage all interactions with the landowners.

Anticipated Phase 1 Timeline

Activity	Deadline	Cost	Unit Cost
Kick-off Meeting for task A and B	March 12, 2021		
Task A			
Surface Hydrology Modeling Draft Memo	April 30, 2021		
Partner review and comment provided	May 31, 2021		
Final Hydrologic memo, presentation, and data provided	June 30, 2021		
Task B			
Kick-off Meeting	March 12, 2021		
Data Logger and staff gauge Installation	March 2021 (or when conditions allow)		
2021 Data summary memo	November 30, 2021		
On-going monitoring	Periodic from date of install through 2022		
Groundwater monitoring draft memo (2021 and 2022 data)	December 9, 2022		
Partner review and comment provided			
Final memo, maps, presentation, and data delivered			

Phase 2: Feasibility Analysis → Identification, Ranking, and Cost/Benefit of BMPs

Phase 2 seeks to identify potential structural BMPs and conservation practices to support water quality and habitat improvement in the identified subwatershed.

- A) The Consultant shall be responsible for completion of field survey work and hydrologic analysis in support of a feasibility study that includes BMP alternatives within the context of Partner objectives (i.e., improve subwatershed water quality, habitat quality, and connectivity) (Exhibit 1)).
 - The Consultant will identify structural BMP opportunities for the agricultural, rural residential, and parkland landscapes identified subwatershed (Exhibit 1). The Consultant shall tabulate identified structural BMPs and include the following information:
 - Name and description of each BMP.
 - Quantification of natural resource improvements relative to the above objectives described in (A). This should include quantification of annual modeled reductions in water quality parameters (e.g., TP, TSS, TN) for up to two scenarios: the current and climate-change-driven hydrologic regimes.
 - Estimate of BMP construction cost (total and cost/lb).
 - Estimate of design and administration cost (total and cost/lb).
 - Estimate of maintenance cost over project lifetime and a description of long-term maintenance needs (total and cost/lb).
 - Overall cost of BMP (total and cost/lb).
 - Identification of permitting requirements for identified practices.
 - Provide clear ranking of BMPs based on priority and cost/benefit.
 - Briefly describe any potential benefits related to habitat connectivity and wildlife livability.
 - The Consultant will identify the top five non-structural, conservation practices that could be applied within the subwatershed (e.g., manure or pasture management, septic replacement, or habitat restoration/protection). County staff will utilize these recommendations to target communication and outreach with rural landowners in the subwatershed.
 - Structural BMP and conservation BMP recommendations should avoid impacts to all existing infrastructure and limit impacts to existing pasture areas to the greatest extent possible. Management suggestions should also avoid impacting landowners' outside of the project area.
 - The feasibility study shall include a report with descriptions of methods and assumptions used to complete the study, a summary table comparing options (costs and impact as described above), and maps of structural BMP and conservation BMP locations.

- Consultant will provide a DRAFT version of BMP locations, for ground truthing by County staff. County staff will summarize ground truthing findings for Consultant within 2 weeks of being provided data and maps. Consultant should assume one meeting with partners to present results. Partners will also be allowed to offer two rounds of edits to the provided maps and summary memo.
- Partner staff shall make available any relevant, public GIS data and documentation associated with the project area the consultant deems useful for planning and recommendations, which are not accessible through publicly available sources. For example, GIS feature classes of desktop work or planning recommendations from Partners.

Anticipated Phase 2 Timeline

Activity	Deadline	Cost	Unit Cost
Kick-off Meeting	March 12, 2021		
Consultant provides County BMP Opportunity locations for ground truthing	April 30, 2021		
County provides results of ground truthing	May 14, 2021		
Consultant completes draft of BMP Feasibility Analysis	June 30, 2021		
Partner review and comment provided	July 31, 2021		
Final BMP Feasibility Analysis memo, presentation, and data provided	August 30, 2021		

Phase 3: Localized Design and Implementation

For locations, such as parcels or groups of parcels, that are identified as high priorities in the plan and/or by Partner outreach, Consultant will develop location-specific implementation alternatives that consider the combined benefit of BMPs. Two such locations, on the ZSH property and in Lake Rebecca, have already been identified as high priorities by Partners, and site designs are requested below.

- A) Consultant shall provide a tiered implementation analysis for BMPs identified for up to 10 parcels, not including the specific sites noted in Phases 3B and 3C. Analysis should present three levels of BMP alternatives that provide a range of natural resource benefit and cost options. This analysis will follow completion of the BMP Feasibility Analysis.
 - Alternatives analysis should tabulate BMPs and categorize them in three tiers.
 - Tier 1 = Highest priority BMPs: most cost-effective, impactful, and/or easy to install
 - Tier 2 = Moderate priority BMPs: reasonably but not highly cost-effective and impactful, may be more complicated to install
 - Tier 3 = Lower priority BMPs: minimally cost-effective or impactful, difficulty to install, but still worth investment
 - Tabular information will include running water quality models to determine cumulative benefits within each tier and across tiers.
 - County Staff will engage private landowners to identify willing parties and parcels for inclusion in this analysis.
- B) Consultant will work with Partners to select BMPs and drainage solutions for the ZSH property and adjacent parcels (Exhibit 1 - parcels with star). Consultant will then provide designs for selected efforts to partners.
 - Consultant shall be responsible for completion of required field survey work.
 - Consultant will provide CAD and PDF design files for BMPS and drainage solutions for engineer certified plans, and will outline solutions following the Tier 1-3 approach in Phase 3A.
 - The ZSH Ranch is a working ranch and consultants should not assume permissible access to any private properties. As such, all field work needs to be coordinated through county staff to ensure field efforts accommodate pasturing and grazing rotations schedules and needs. The county will provide permissions once granted by private landowners and will manage all interactions with the landowners.
- C) Phase 3 seeks to identify the design and engineering required to mitigate drainage degradation on the Lake Rebecca Park property identified on Exhibit 2.

- Consultant will work with TRPD staff to develop designs and provide cost estimates for stabilization and drainage improvement of the drainage areas identified in Exhibit 1 (pink outline).
- The Consultant shall be responsible for completion of required field survey work.
- Consultant will coordinate efforts with designs associated with Task Phase2 D.
- Consultant will provide CAD and PDF design files for engineer certified plans along with cost estimates for construction and vegetation.

Anticipated Phase 3 Timeline

Activity	Deadline	Cost	Unit Cost
Kick-off Meeting	March 12, 2021		
Consultant will have completed all necessary field work on ZSH Ranch (Phase 3B) and in Lake Rebecca Park (Phase 3C).	June 30, 2021		
ZSH Ranch and Lake Rebecca property designs drafts complete	August 30, 2021		
Consultant completes final designs for ZSH Ranch (Phase 3B) and Lake Rebecca Park channel stabilization (Phase 3C).	September 30, 2021		
Consultant completes up to 10 parcel-specific BMP alternative assessments	September 30, 2021		

Phase 4: Wetland and Habitat Restoration Investigations and Recommendations

Phase 4 seeks to understand the potential options for wetland and upland restoration across the project areas identified in Exhibit 2 (Green areas) along with the recommended restoration techniques and cost estimates to accomplish a quality (i.e., restore native communities in a way which is sustainable and improves habitat function and resiliency) outcome based on field assessment, investigation, and testing.

- A) Conduct initial plant community investigations (i.e., 1 field season of quadrat sampling) to inform restoration recommendations and identify good locations for future restoration technique field testing.
 - Quadrat sampling will be representative of plant communities found within Exhibit 2. This task does not require exhaustive sampling of all communities within the project area.
 - If long-term monitoring is needed to compile meaningful recommendations, the county will work with the consultant to provide a contract amendment to complete this additional task.
 - Consultants should not assume permissible access to any private properties. As such, all field work needs to be coordinated through county staff to ensure field efforts accommodate schedules and needs. The county will provide permissions once granted by private landowners and will manage all interactions with the landowners.
- B) Consultant will provide a habitat management plan for areas within Exhibit 2.
 - Provide anticipated costs, timelines, and permitting needs associated with recommended restoration activities.
 - Consultant should assume up to three meetings with partners including a kick-off meeting, field visit, and a meeting to present results. Partners will also be allowed to offer one round of edits to the provided maps and report.
 - Consultant will provide shape files of management areas, priority management items, and existing and desired plant communities.
 - Restoration recommendations should avoid impacts to all existing infrastructure and limit impacts to existing pasture areas to the greatest extent possible. Management suggestions should also avoid impacting landowners' outside of the project area.
 - Partner staff shall make available any relevant, public geographic information systems (GIS) data and documentation associated with the project area the consultant deems useful for planning and recommendations that is not accessible through public ally available sources. For example, shape files of Partner desktop work or planning recommendations.

Anticipated Phase 4 Timeline

Activity	Deadline	Cost	Unit Cost
Kick-off Meeting	March 12, 2021		
Consultant completes plant community investigation	November 30, 2021		
Consultant completes draft of the Habitat Management Plan	February 15, 2021		
Partner review and comment provided	February 28, 2021		
Final Habitat Management Plan, presentation, and data provided	March 30, 2021		

Figures

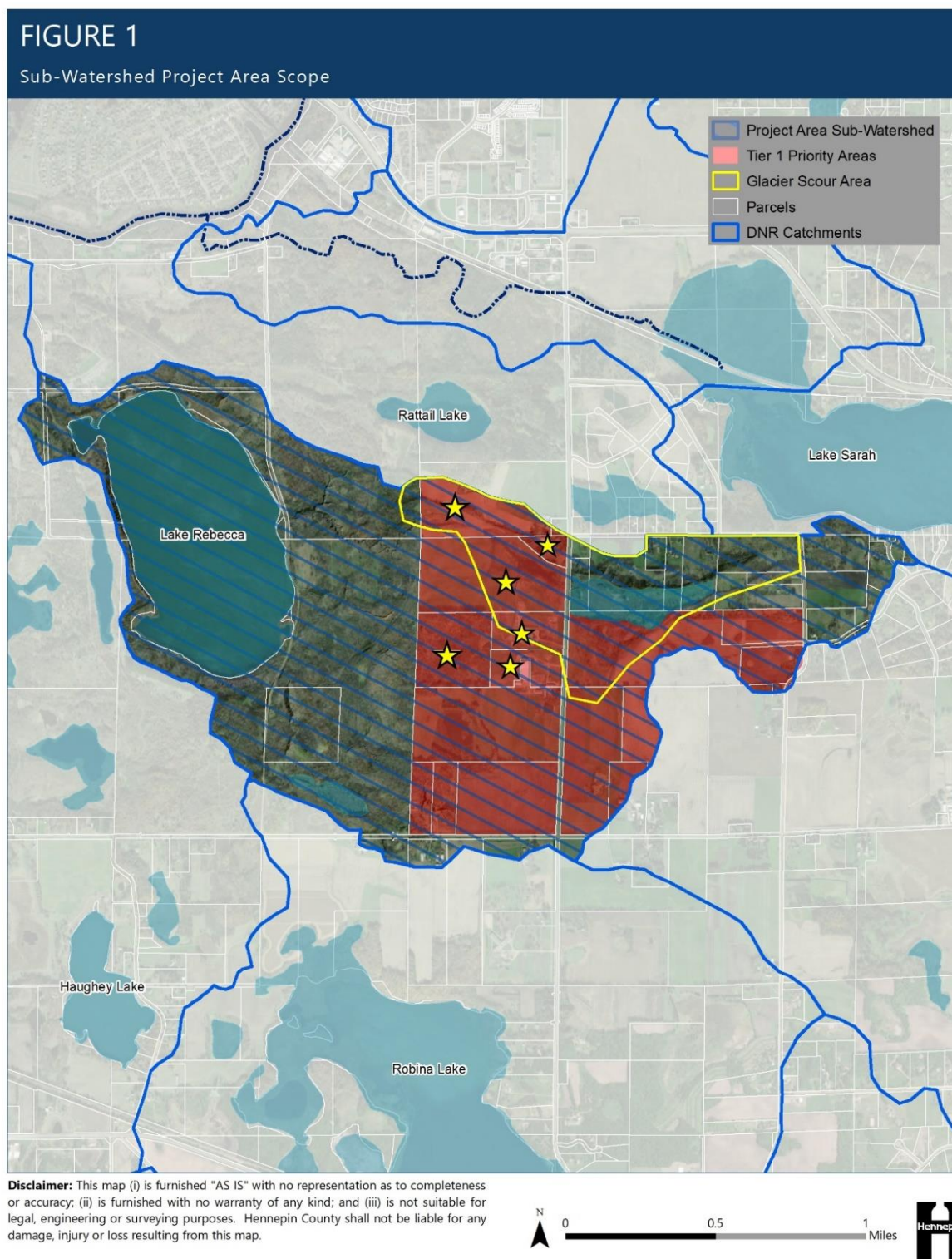
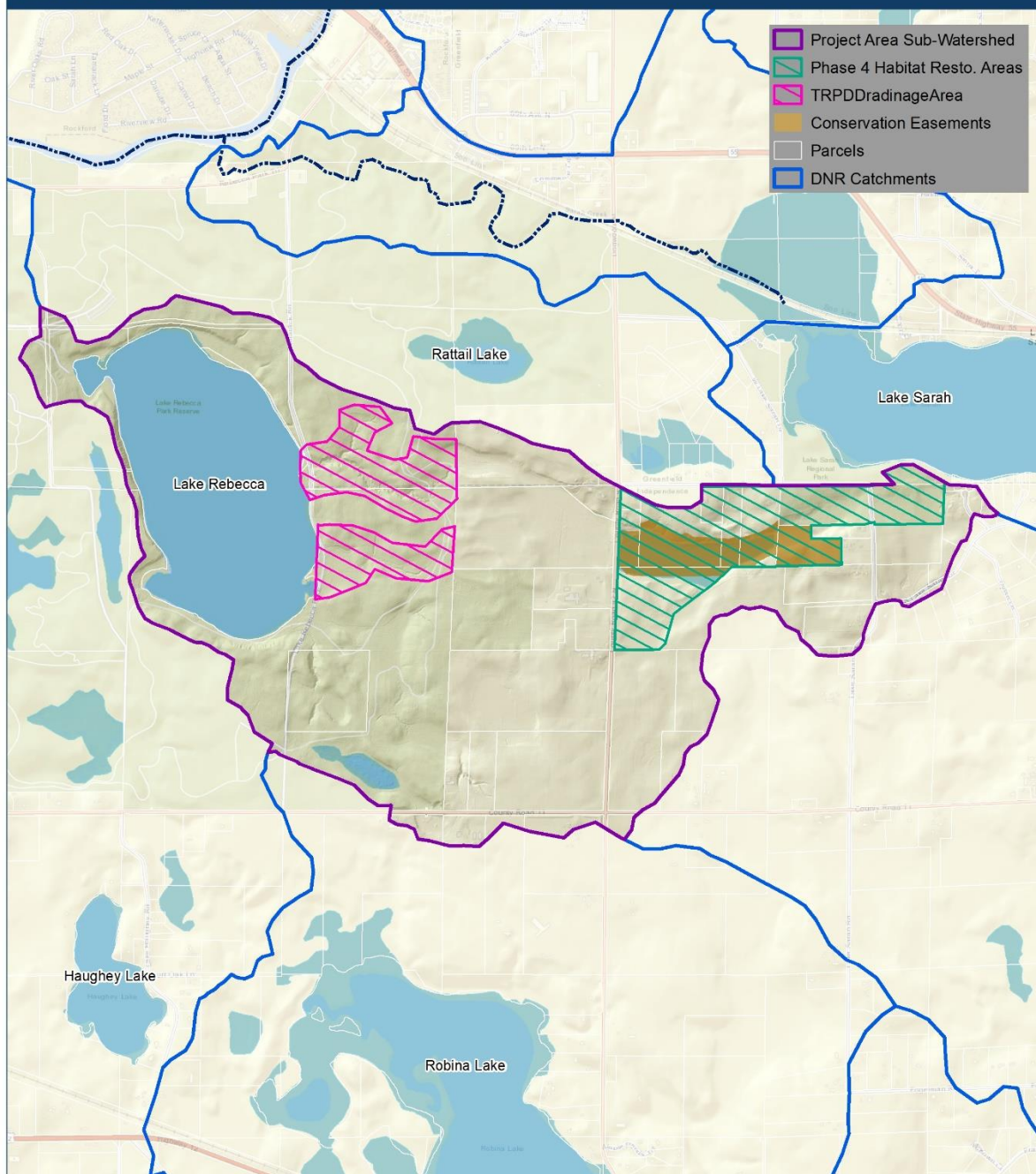


FIGURE 2

Sub-Watershed Project Area Scope



Disclaimer: This map (i) is furnished "AS IS" with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this map.



Publication date: 12/10/2020

Data sources: Hennepin County, MN DOT

Selection Timeline

The following represents the tentative schedule for this Request for Proposal (RFP). Any change to the 'Deadline for Questions' or 'Proposal Submission' dates will be advertised as an amendment to this RFP.

Activity	Deadline
Deadline for Questions to RFP	January 26, 2021@ 4:30 PM
Proposal Submission Deadline	February 3, 2021@ 4:30 PM
Evaluation of Proposals	February 4-5, 2021
Interviews (if any)	February 9-11, 2021
Consultant Selection	February 19, 2021
Finalize Scope/Contract	March 5, 2021

RESPONSE CONTENT

1. Identify the project manager and project team and qualifications.
2. Provide a detailed work plan: identify your approach to the work, your assumptions made while developing your response, the major tasks/phases to be accomplished in sequential order, due dates, and the proposed project schedule.
3. Budget/Cost proposal: include the estimated number of hours assigned and hourly rate for all personnel identified as part of the project team and any other anticipated project expenses including reimbursable items. Please provide separate cost estimates for each task and phase along with an overall total project cost.
4. Responders should make their proposal as brief as possible while creating a detailed work plan and budget. Limit proposals to no more than 8 pages (including appendices but excluding cover letter).



MINNESOTA

CAMPAIGN FINANCE BOARD

December 10, 2020

Judie Anderson
Pioneer-Sarah Creek Watershed Mgmt Commission
3235 Fernbrook Ln
Plymouth, MN 55447

From: Campaign Finance and Public Disclosure Board

Subject: Statement of interest requirements for your agency's public officials

You are receiving this notice because you are the contact person for an agency that has members or employees who are public officials. All public officials who served in 2020 must update their statements of economic interest in January 2021. In addition, public officials newly elected or re-elected in November 2020 must file original statements of economic interest after taking office in January 2021. The Board is asking for your help in reminding the public officials in your agency of these requirements. In doing so, please keep these things in mind:

- A public official who served in 2020 must review and recertify his or her statement **even if he or she left the public official position during the year, or if nothing on it has changed**. Please be sure that the public officials leaving your agency at the end of the year are aware of the filing requirement.
- The annual recertification must be filed **after January 1, 2021, but no later than January 25, 2021**. A public official who does not file a recertification by the deadline will be subject to the imposition of late filing fees and a potential civil penalty.
- Newly elected or re-elected public officials must file statements of economic interest for their new terms **after taking office in January**. A re-elected public official may file one statement that satisfies both the annual review and the new term requirement.
- The Board will send letters directly to all public officials in late December notifying them of the requirements that apply to them and giving them the information necessary to file online. Paper copies of the statement may be printed from the Board's website by any official unable to file online.

If you are not sure who in your agency is considered a public official, you can view the list of the public officials in your agency by entering your agency's name into the search box at <https://cfb.mn.gov/reports-and-data/officials-financial-disclosure/agency/>.

If you need to correct any inaccuracies on the list for your agency, or if you have questions about the reporting requirements in general, please contact Jodi Pope at 651-539-1183, 800-657-3889 or jodi.pope@state.mn.us.

Thank you in advance for your assistance.

MEMORANDUM

TO: Pioneer-Sarah Creek Watershed Management Commission
FROM: Andrew Vistad, Hakanson-Anderson
DATE: January 15, 2021
SUBJECT: Staff Report

- 1. 2016-05 Proto Labs Parking Lot Expansion, Maple Plain.** The Commission approved this project contingent upon three conditions. One condition remains open - receipt of an Operation and Maintenance agreement on the biofiltration basin per Staff findings dated September 6, 2016. The agreement has been signed but remains to be recorded on the property title.
- 2. 2017-03 Equestrian Facility (Bel Farms) Independence.** This is a 16.5-acre rural residential parcel located approximately 500 feet north of the intersection of CR6 and Nelson Road. The owner is proposing to construct a new garage/apartment, horse stall barn, indoor arena, outdoor arena, six grass and four sand paddocks for horses. Because this project disturbs greater than 1.0 acre and creates 3.1 acres of additional impervious area, it triggers the Commission's review for Rules D and E. Staff provided grading and erosion control approval contingent upon (1) the applicant assuming the risk and responsibility for any changes to the site plans necessary for final Commission approval and (2) the City of Independence approving a grading permit. In September 2017 the Commission approved the Stormwater Management Plan contingent upon receipt of an approved long-term pond/basin O&M plan between the landowner and City, to be recorded on the land title. No new information has been received.
- 3. 2017-05 Ostberg Equestrian Facility, Independence.** This is a 40-acre agriculture parcel located just southwest of the intersections of CSAH 6 and Game Farm Road. The owner is proposing to construct a new home, two garages, a horse stall barn, indoor arena, outdoor ring, eight horse paddocks and an access drive off of CSAH 6. The project will disturb 7 acres during construction and create 1.69 acres of new impervious areas. Because this project disturbs more than 1.0 acre and creates 1.7 acres of additional impervious area, it triggers the Commission's review for Rules D and E. There are also two wetlands that have been delineated on this site, so the Commission wetland buffer requirements (Rule I) are triggered. The project was approved by the Commission at their November 2017 meeting contingent upon receipt of an approved long-term pond/basin O&M plan between the landowner and the City, to be recorded on the land title. This information has not yet been received.
- 4. 2018-010 Chippewa Estates, Loretto.** This is a 1.54-acre parcel located in the far northeast corner of Loretto on Chippewa Road. The project is proposing to subdivide the lot into four single family residential lots and triggers the Commission's review for Rules D and E. At their August 16, 2018 meeting, the Commission approved Staff findings with three conditions regarding the operations and maintenance plan, sequencing, and retrofitting of the pond. The only remaining item necessary for final approval is the Operation and Maintenance agreement on the stormwater system. If the City chooses not to maintain the filter system, the applicant must provide an O&M maintenance plan that is acceptable to the City and the Commission and must be recorded on the title to the property.
- 5. 2018-017 Crow River Overlook, Greenfield.** This is a 42-acre agriculture parcel located on CR 10 just north of 84th Avenue. Approximately 38 acres are east of CR 10 and 4 acres are located west of CR 10 along the Crow River. The applicant proposes to subdivide the property into an 8 large lot residential development. Lot sizes will range from 2.85 acres up to 10.1 acres. One cul-de-sac street will be constructed for access to the lots, with one street platted for future access to the property east of this project. One additional outlot will remain on the west side of CR 10. This project was reviewed for Rules

RULE D – STORMWATER MANAGEMENT

RULE E – EROSION AND SEDIMENT CONTROL

RULE F – FLOODPLAIN ALTERATION

Language in red indicates current updates

* indicates enclosure

RULE G – WETLAND ALTERATION

RULE H – BRIDGE AND CULVERT CROSSINGS

RULE I – BUFFERS

D, E, F and I. Staff findings of January 16, 2019 were approved by the Commission at their January 17, 2019 meeting. Approval was contingent upon (1) an Operation and Maintenance agreement with city or HOA, (2) planting and seeding plans for the biofiltration basins and buffer areas that fall into the cropland areas that require seeding and (3) typical emergency overflow details noted on the plans. Items 2 and 3 have been completed; Staff are awaiting the O & M agreement.

6. 2019-03 John Sega 9255 CR 6, Independence. This is an existing 78-acre parcel located on CR 6 about one-quarter mile east of the county border. The owner is proposing to construct a new indoor riding arena, parking, drive lanes, future hay barn, shed and hot-walker ring. Because this project disturbs greater than 1.0 acres and creates 1.1 acres of additional impervious area, it triggers the Commission's review for Rules D and E. At their August meeting, the Commission approved this project conditioned on receipt of a long-term O & M plan meeting Commission requirements and recorded on the land title with a copy provided to the Commission.

7. 2019-05 Green Acres East, Greenfield. This is a six-lot residential subdivision proposed on 34 acres at Schendel Lake Drive and Pioneer Trail. Initial findings found the site plans did not meet the Commission's requirements. An updated wetland replacement plan was received on August 1 and re-noticed per WCA public notice requirements. An updated site plan was received on August 6. In their findings dated September 13, 2019 Staff recommended approval contingent upon (1) an operations and maintenance plan being developed for the infiltration basins and approved by the City of Greenfield and the Commission. The O & M plans must be recorded on the property titles on lots 4, 5 and 6 (unless an HOA will be responsible, then it will be required in the HOA deed documents) and (2) no wetland impacts can occur until (a) wetland replacement credit purchases from BWSR Bank Accounts 1546 and 1542 have been certified by BWSR or (b) a \$21,500 cash or letter of credit escrow is received by the Commission. This plan was originally approved with conditions by the Commission at the September 19, 2019 meeting.

The developer submitted significant site plan changes in October, removing wetland impacts and reducing the number of lots from six to three plus an outlot. An infiltration basin will still be installed on the outlot to mitigate future impervious surface. Because the plan revision is a reduction of the previously approved plan, Staff administratively approved the project contingent on the original requirement, an O&M agreement for the infiltration basin recorded on the property deed or association documents. No wetland impacts can occur from this project and any future wetland impacts will need to be reviewed by the WCA LGU to be approved.

8. 2019-08 Adams Pest Control, Medina. Adam's Pest Control is planning to expand their current Medina facility. This property is located on the north side of State Highway 55, just west of Willow Drive. The entire parcel is 46-acres, but only the southern portion (Lot 1-26.6 acres) is being proposed for development at this time. This site plan consists of two new buildings which includes an office building and a warehouse/maintenance building with parking. This project will disturb 10.9 acres and create 4.6 acres of new impervious areas. The Commission's stormwater management plan requires compliance with Rules D, E, F and I. At their November meeting, the Commission approved this project conditioned on an O&M plan for the basins being recorded on the title and provided to the Commission; construction sequencing details for the filter basins meeting Commission requirements; and wetland buffer planting and maintenance plans being provided for areas not in permanent vegetative cover.

9. 2020-001 Nike Storage Site, Minnetrista.* Park Place Storage is proposing the redevelopment of two existing lots totaling 12.27 acres. The lots are located in Minnetrista along Nike Road west of County Road 92. The proposed site plan consists of six storage unit buildings with paved parking. Commission's stormwater management plan requires compliance with Rules D and E.

12. 2020-004 Lake Ardmore Fish Barrier. Three Rivers Park District is proposing to build a fish barrier between Lake Ardmore and Lake Independence. The fish barrier will consist of aluminum grating mounted in galvanized steel supports. The purpose of the barrier is to prevent mature carp from spawning in Lake Ardmore. To facilitate easy cleaning a concrete slab is proposed upstream from the barrier. Erosion and scour protection is provided with riprap. The Commission's stormwater management plan requires compliance with Rules D and E.

13. 2020-005 Newstrum House & Barn. The City of Greenfield requested a site review for a proposed residential lot. The lot consists of a house, horse barn, and horse pastures. The lot is located just north of Lake Sarah along Dance Hall Creek. Provided plans do not indicate that enough impervious area will be created to require stormwater management. The site contains 2 wetlands 1 of which will require the buffer strip to be vegetated. The Commission's stormwater management plan requires compliance with Rules E and I.

14. 2020-006 Gaalswyk Acres, Greenfield.* Gaalswyk Acres is a 4 lot 43.4 acre residential development located in the City of Greenfield along Greenfield Road, south of Town Hall Drive. The residential development is providing filtration swales located in the ditches of the private driveways. The filtration swales are acting as rate control and also water quality management. Due to the location of the swales, there are some concerns to their long-term functionality so an O&M plan is required. Approval is recommended contingent on receiving an O&M that is recorded on the title and provided to the commission. This project was reviewed for Rules D, E, and I.

15. 2020-007 CSAH 92 Safety Improvements.* The intersection of CSAH 92 & TH 12 currently present safety issues for motorists. Hennepin county has produced a design that will realign CSAH92 and construct an overpass and roundabout to directly connect the norther and southern portions of the roadway. The construction will result in the creation of a new stream crossing of the Unnamed creek that connects Lake Robina with Pioneer Creek, which result in floodplain impacts. The current stormwater submissions contain errors that make determining the impacts of the project difficult. It is recommended that revisions are made and the plans and reports are resubmitted. This project was reviewed for Rules D, E, F, H, and I.

Gully Stabilization Meet with Joe and Paul on site on October 19th at a gully that leads into Lake Sarah. The gully is currently dry due to low rainfall in the fall. It was requested to examine the project and determine if a project is possible and the potential scope of the project. Based off of previous projects completed it is estimated that stabilization with rock would cost approximately \$100 per linear foot. The included map indicates that there is roughly 400 linear feet of bank that would benefit from stabilization and armoring.

HENNEPIN COUNTY

MINNESOTA

DATE: January 13, 2021

TO: Pioneer-Sarah Creek Watershed Management Commission

FROM: Paul Stewart and Kris Guentzel; Hennepin County Department of Environment and Energy

RE: January Commission Project, Program, and Education Updates

Metro One Watershed One Plan South Fork Crow River Watershed

New: On January 11th, the South Fork Crow Watershed-Based Implementation Fund (WBIF) Committee met to decide on funding projects within the watershed. Prior to the meeting, Committee members developed a project list and scoring system to objectively score and rank projects based on a variety of factors including project benefit to reach a pollutant load goal, impairment status of the benefiting waterbody, priority of benefiting waterbody in the watershed plan, secondary benefits, project readiness, and whether any supporting studies exist. Below are the projects that scored favorably and were chosen to be funded by the committee. The funding amount is shown in parenthesis.

- 1) Lake Independence SWA BMPs (\$115,000) – implementation of cost-effective BMPs as proposed in the subwatershed assessment.
- 2) Lake Rebecca Feasibility Analysis (\$30,000) – analysis to identify and rank conservation and restoration opportunities upstream of Lake Rebecca
- 3) Spurzem Creek BMPs (\$35,063) - implementation of cost-effective BMPs as proposed in the subwatershed assessment.

Pioneer-Sarah Creek Watershed Commission (PSCWMC) was chosen as the grant holder for the projects listed above. Next steps will be for PSCWMC to submit an eLINK budget request. Once approved, this would be followed by completion of a work plan. The work plan must be approved by March 30th.

Subwatershed Analyses

Dance Hall Creek Subwatershed Assessment BMPs Refinement

Update: Hennepin County staff continue to refine a working draft of a subwatershed assessment which will identify critical natural resource features and potential BMPs opportunities on soon-to-be-developed properties north of Lake Sarah in the Dance Hall Creek Subwatershed. County staff plan to complete a draft in the coming weeks and will share the draft with City of Greenfield staff and leadership to garner their feedback prior to submitting the RFP.

Previous: With recent increases in development and real estate interest in this area, our staff has decided to revisit the Dance Hall Creek Subwatershed Assessment to consider how changes to land use and property boundaries may impact both the type, location, extent, and efficacy of proposed BMPs. We expect this work to continue through the winter of 2020-2021 but be available for outreach to current and future landowners in Spring 2021.

Spurzem Creek Subwatershed Assessment

Update: County staff completed preliminary field work in December. These data will be digitized and used to update ACPF model information generated in November.

Previous: County staff held an internal project kick-off meeting on November 2nd. Early work on this project includes:

- Aggregation of Geographic Information System (GIS) data which will be used as inputs into various topographical and water quality models
- Development of model information sufficient to conduct field work yet this year (dependent on snow cover) Models our team will be utilizing include:
 - TauDEM – used to identify where water flows on the landscape, based on information we know (surface elevation from LiDAR, bridges, county culvert locations) and can reasonably interpret (township and private culverts). Can’t determine impact of tile.
 - Agricultural Conservation Planning Framework (ACPF) uses GIS information such as topography, land use, soil, and slope, along with NRCS field office technical guide and TauDEM outputs, to identify areas agricultural BMPs may be appropriate. This will be used in rural areas of the subwatershed.
 - Prioritize, Target, and Measure Application (PTMAApp) – can tell us what “benefit” (i.e. sediment or phosphorus capture) ACPF-proposed BMPs will have. This will be used wherever ACPF is used.
 - WinSLAMM – similar to PTMAApp, can estimate the “benefit” proposed BMPs in urban areas. This will be used for the portions of Loretto in the subwatershed.

Projects With Updates

Fox Creek Estates HOA (nearest address: 7235 Sterling Drive, Greenfield)

Update: The project, a rock chute to stabilize an active gully, was installed in early December. Construction, including excavation, re-grading, rock installation, and early restoration work, was quickly completed in a few days. The project has been certified by the design engineer. Photos of the project are below.

Previous: Landowner has finalized design and bid schedule and is working to find contractors to get a bid(s). HOA president contacted PSCWMC with concerns about developing gully south of Rebecca Park Trail and potential sediment loading into nearby wetland. County staff working with HOA president (Wayne Westerlund) to identify solutions. Survey was completed in October and design work was completed in November. Construction is proposed in December.



Figure 1: View from the top of the rock chute.



Figure 2: View from base of the rock chute.



Figure 3: View from County Road 50, looking southeast towards the rock chute

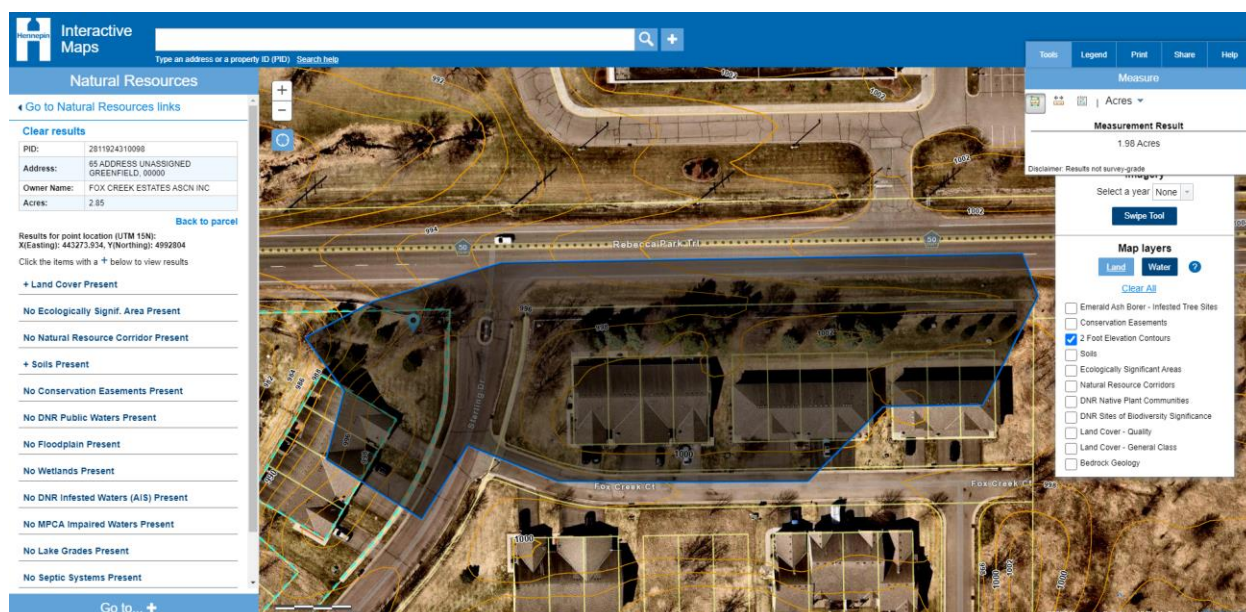


Figure 4: Overview of project location (the blue pin) and contributing 1.98 acre drainage area, delineated in blue. The drainage area is ~50% impervious.

4635 Lake Sara Road, Independence

Update: Construction was delayed in December and must now be completed in spring.

Previous: Landowner is garnering bids and staff are working on finalizing a contract. Started pre-construction on rock crossing. This project addresses gully erosion that would have otherwise continued expanding and migrating upstream, thereby delivering additional sediment and nutrients into the wetland north of the property. Mitigating for gully erosion is expected to annually keep 3.1 tons sediment and 1.05 lbs of total phosphorus from entering the wetland. This solution was chosen over the culvert due to its cost-effectiveness, reduced likelihood of clogging (especially considering grade), and long-term sustainability. It is also the most natural solution to address the problem. This project is part of Hennepin County's ongoing restoration work on a currently established habitat conservation easement. This project will benefit the water quality entering Lake Rebecca.

Zuhrah Shrine Horse Facility (4505 CR 92, Independence):

Update: Looking at historic records to evaluate the drain tile installed in the past 20 years.

Previous: Drain tile inspections are taking place and repairs will be ongoing as issues are found. Working with the City of Independence Water Resource Specialist to ensure all work exceeds WAC. A scope of work and plan will be developed for the main tile repair that outlets into TRPD to ensure any repair made will allow for future work mitigating nutrients and sediments.

Working with Zurah staff to address drainage and water quality work with Hennepin County providing technical services. We will be developing a refined scope of work that will utilize NRCS practices to manage water quality improvement to manage agricultural storm water runoff. Please see September 2020 meeting handout shared last month.

8590 Co Rd 6 Independence Windsong Farm Golf Club:

Update: No update

Previous: 1 year inspection passed, see attached photo. Figure 5

1 year State Cost Share inspection due this month. Grass waterway project completed and signed off. Hennepin County and Windsong worked together using the State Cost Share program to design and build a grass waterway that directly drains to Fox Lake. See attached photos in May Staff Report. PS

2772 Becker Road, Independence:

Update: No update

Previous: Survey is complete, and data sent in to engineering for pre-construction plans and estimate. Outreach work will continue into 2021 regarding HR 68 and the waterway.

Differential survey was completed of the water course, and preliminary plans are being drafted. HR 65 Page 68 in Lake Sarah and Lake Independence Stormwater Retrofit Analysis. Evaluation gullying and high water in wetland. Multi landowner involvement to visually inspect private ditch running from Becker Road to Lake Independence. Landowners involved had given verbal authorization for inspection once site visit restrictions are lifted. Site visit was completed on May 1, 2020. Significant erosion to the banks of the unnamed stream, sediment collection in HR 65 wetland. Landowner and Hennepin County

will be working on a cost-share project for bank stabilization. We will be seeking resource assistance from the city of Independence and PSCWMO. We have had contact with all landowners surrounding HR 65 except home on Providence Curve and the Providence Homeowners Association. First contact letters will be sent out in June if needed. Upstream from 2772 Becker homeowners will be contacted though a letter (addresses 2815-3050 Becker Road) First contact letters will be sent out in June if needed. See photos of unnamed stream and drainage boundary in May Staff Report.

1215 Copeland Road, Independence:

Update: No update

Previous: Survey is complete, and data sent in to engineering for pre-construction plans and estimate. Outreach work will continue into 2021 for upstream work. NRCS will be partnering with Land Owner and County to do a BMP analysis for the entire 63-acre parcel.

Projects Without Updates

Maple St, Independence (recently purchased, undeveloped property on Lake Independence):

Previous: Working with NRCS and DNR still ongoing to find solution and better ensure success during permitting. Design will require significant amount of rock riprap to address existing erosion and protect against ice heaving. Significant evidence of sediment erosion (primarily by waves) exists along shore.

5375 Pete Drive, Independence:

Previous: Design and engineering cost estimate approved by landowner. DNR coordination/permitting underway. Construction still anticipated in 2020 or early 2021 as it can occur in winter. Recent evidence of ice heaving and erosion. Preliminary design complete and working with DNR on permitting needs. Anticipated late summer/early fall installation. Includes both ice damage repair and native plantings on the shoreline.

2000 Block Independence Road, Independence.

Previous: Started pre-construction on an agriculture drained wetland restoration in partnership with Minnesota Land Trust. Once restoration is complete the .75 acre wetland will filter approximately 9 acres of agriculture grass/hay field. This project is part of a larger land habitat conservation easement that encompasses approximately 45 acres of maple/basswood forest and grassland adjacent to Pioneer Creek at the outlet of Lake Independence.

Unassigned address, Marsh Land Properties LLC PID 2411824320015:

Previous: Will work with Maple Plain City Staff early 2021. Landowner inquired about Proto Lab parking lot addition storm drainage using stormwater pond on property, who holds the OM and how to get help for erosion. See map erosion areas highlighted in red in May Staff Report.

2772 Becker Road, Independence:

Previous: Differential survey was completed of the water course, and preliminary plans are being drafted. HR 65 Page 68 in Lake Sarah and Lake Independence Stormwater Retrofit Analysis. Evaluation

gullying and high water in wetland. Multi landowner involvement to visually inspect private ditch running from Becker Road to Lake Independence. Landowners involved had given verbal authorization for inspection once site visit restrictions are lifted. Site visit was completed on May 1, 2020. Significant erosion to the banks of the unnamed stream, sediment collection in HR 65 wetland. Landowner and Hennepin County will be working on a cost-share project for bank stabilization. We will be seeking resource assistance from the city of Independence and PSCWMO. We have had contact with all landowners surrounding HR 65 except home on Providence Curve and the Providence Homeowners Association. First contact letters will be sent out in June if needed. Upstream from 2772 Becker homeowners will be contacted though a letter (addresses 2815-3050 Becker Road) First contact letters will be sent out in June if needed. See photos of unnamed stream and drainage boundary in May Staff Report.

2015 Budd Street, Independence:

Differential survey was completed, and preliminary plans are being drafted. Project will not start construction until 2021, more analysis of the ravine and storm water need to be completed first. Cost share installed in 2004 needs to be reevaluated. Landowner reported that water levels and velocity in the past year have caused out-of-bank erosion in rock-armored areas and gullying in grass waterway. Site visit was completed on May 1, 2020. Significant channel erosion has occurred in the grass waterway that was installed in 2004. Volume and debris coming down the gully have caused backups at spillway. Flowage changes course during heavy volume events, flowing overland through a farm field. Severe cutting in the grass waterway has resulted in the flow path changing course and now does not empty into the sediment pond. The water velocity has also washed out the rock crossing. Landowner and Hennepin County will be working on a cost-share project for waterway stabilization. We will be seeking resource assistance from the City of Independence, City of Maple Plain (upstream) and PSCWMO. This gully is a main thoroughfare for the drainage of Maple Plain and Northside Park to Pioneer Creek and Mn DNR Public Water 393W. Landowner has expressed concern about drainage work currently happening at the park and its effect on the longevity of the gully stabilization. See photos of unnamed gully and drainage boundary in May Staff Report.

Wetlands south of Lake Independence: survey team is being brought in on a project where the wetlands are connected by a channel that keeps flooding/eroding. Considering basically an engineered swale with pollinator/wetland plants to slow the erosion and benefit wildlife.

5590 Lake Sarah Height Dr, Independence: JB Gully, HR67 & HR68 page 69 Lake Sarah and Lake Independence Stormwater Retrofit Analysis. Site visit on May 1, 2020 to look at road wash-out and unnamed stream (JB gully). Identified that field crossing was cleaned at HR 67 and 68 and opened up flow. Due to site constraints of the unnamed stream restoration, will need more analysis. HR67 and HR68 show potential for restoration and flow control structure.

3045 Lakeshore Ave Medina: Evaluation for shoreline stabilization.



Figure 5 Waterway on Fox Lake at Windsong Golf - Independence, MN 11/9/2020