



February 9, 2017

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://pioneersarahcreek.org/pages/Meetings/>*

Dear Representatives:

A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission will be held Thursday, February 16, 2017, at 6:00 p.m., at the Discovery Center, 5050 Independence Street, Maple Plain, MN.

A light supper will be served. **RSVPs are requested** so that the appropriate amount of food is available. At the time of your response, please let us know if you will be eating supper with us.

In order to ensure a quorum for this meeting, please telephone 763.553.1144 or email Kerstin at [kerstin@jass.biz](mailto:kerstin@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 this meeting.

Regards,

Judie A. Anderson  
Administrator  
JAA:tim

cc: Alternates

Jim Kujawa, HCES

Joel Jamnik, Attorney

Rich Brasch, TRPD

City Clerks

Met Council

official newspapers

Diane Spector, Wenck Associates

MPCA

BWSR

DNR

Z:\Pioneer-SarahCreek\Meetings\Meetings 2017\February notice.doc



ADMINISTRATIVE OFFICE: 3235 Fernbrook Lane N • Plymouth, MN 55447  
763.553.1144 • Fax: 763.553.9326 • judie@jass.biz • www.pioneersarahcreek.org

**REGULAR MEETING AGENDA**  
**February 16, 2017 • 6:00 pm**  
**Maple Plain City Hall @ The Discovery Center**  
**5050 Independence Street, Maple Plain**

*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. January regular meeting minutes.\*
  - b. Monthly Claims/Treasurers Report.\*
4. Action Items.
  - a. Election of Officers. Currently:
 

1) Mike DeLuca, Chair;	2) Joe Baker, Vice Chair;
3) Tom Cook, Treasurer;	4) Brenda Daniels, Secretary.
  - b. Annual Appointments. Currently:
 

1) Official depositories - 4MFund/US Bank	2) Deputy Treasurer -Judie Anderson
3) Auditor - Johnson & Company	4) Official newspaper – <i>Crow River News</i> .
  - c. Solicitation of Interest Proposals.\*
  - d. Annual Work Plan – 2016 in Review\* – revised.
  - e. 2007-014W Murray Ball Wetland Credits.\*
  - f. Loretto Local Plan.\*
  - g. WaterShed Partners.\*
5. Open Forum.
6. Old Business.
  - a. Call for CIPs.\*
7. New Business.
8. Staff Report.\*
9. Watershed-wide TMDL.
10. Education.
11. Communications.
12. Commissioner Reports.
13. Other Business.
  - a. Commissioner official appointments have been received from Loretto, Medina, and Minnetrista.
14. Adjournment. (*Next meeting-March 16, 2017*)

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## REGULAR MEETING MINUTES January 19, 2017

1. **CALL TO ORDER.** A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order at 6:00 p.m., Thursday, January 19, 2017, by Vice Chair Joe Baker at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Tom Cook, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; John Fay, Maple Plain; Mike McLaughlin, Medina; Shannon Bruce, Minnetrista; James Kujawa and Kirsten Barta, Hennepin County Environment and Energy (HCEE); Rich Brasch and Brian Vlach, Three Rivers Park District (TRPD); and Judie Anderson and Amy Juntunen, JASS.

Also present: Scott Johnson and Pat Wulff, Medina; and Dominic Broda, Maple Plain.

2. **AGENDA.\*** Motion by Cook, second by McLaughlin to approve the revised agenda as presented. *Motion carried unanimously.*

3. **CONSENT AGENDA.** Motion by Cook, second by Daniels to approve the consent agenda with the additional claim to Auto-Owners Insurance. *Motion carried unanimously.*

a. **November 17, 2016 Meeting Minutes.\***

b. **Monthly Claims/Treasurer's Report.\*** Monthly claims total \$10,095.83 including the additional claim listed below.

1) Auto-Owners Insurance Officer Bond \$257.00

4. **ACTION ITEMS.**

5. **OPEN FORUM.** Barta met with four County Board Commissioners this morning. The Board is supportive of deferring any issues with properties non-compliant with the **buffer law** back to the state for enforcement. The Board is also supportive of not adding any further waters to the DNR list. Letters have been sent to questionable and non-compliant owners and site visits are planned for late winter to avoid disturbing planting or other operations. The Board of Soil and Water Resources (BWSR) will be responsible for instituting fines for non-compliant properties.

Cook requested a map of all non-compliant properties in Greenfield, particularly the Dance Hall Creek subwatershed since there may be opportunities to incorporate BMPs to alleviate phosphorus loading and flooding issues while working towards compliance. The City would like to address those owners where possible.

6. **OLD BUSINESS.**

7. **NEW BUSINESS.**

a. **Annual Work Plan.** As a requirement of Rule 8410, the Commission must create an annual work plan describing planned activities to comply with the Watershed Management Plan. The Commission must also review their work plan at the conclusion of each year to assess work completed and include the review in the Annual Report.

1. **2016 in Review.\*** The review is a brief overview and information on some programs is not available yet. More detail will be provided in the Annual Report. Commissioners were requested to review the 2016 work plan provided and submit comments prior to February 5. An updated document will be included in the February meeting packet.

b. **Greenfield Membership in PSC.\*** Cook provided history for new members. Greenfield is the

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

\*Included in meeting packet.

second largest member, regarding dues, of the Commission. The Commission dues are 2.8% of the City's annual budget and the City is located in three separate watersheds, though it is not a member of any other watershed organization. There is a vocal group in the City upset with the high fees and perceived lack of action for the cost. The document included in the meeting packet outlines options for the City if the Council chooses to leave Pioneer-Sarah Creek. The Council has not made any recommendations other than cutting costs and exploring options.

Cook presented different membership dues options, including creating a flat rate for all cities to contribute for operating costs. This would reduce Greenfield's cost, but substantially raise costs for other members. Another option is to request being combined with the Elm Creek Commission which would reduce costs for all Pioneer-Sarah Creek members, but would require acceptance by Elm Creek. Any changes to the structure of membership dues would require re-writing the JPA.

Commissioners from Medina, Loretto, and Minnetrista stated that their city would not be interested in pursuing a merger with Elm Creek, changes to the member dues structure of the Commission, or re-writing the JPA at this time. Greenfield has the best opportunity to use project dollars and the best potential phosphorus reductions of the member cities. This is also an opportunity for the City to bring projects to the Commission for a match of up to 25%. This is an incentive for the City to submit projects and recoup some of the membership dues.

Cook requested a work session prior to the regular February meeting for further discussion. Staff is not required to attend the work session. Daniels, Baker and Bruce noted their willingness to participate in the work session. Anderson will provide some topics for Cook to research for the work session.

**c. Call for CIPs.** Staff will contact member cities to solicit revisions and additions to the Commission CIP for consideration at the March meeting of the TAC. Submissions are due by March 6. The CIP list incorporated in the Watershed Management Plan will be reviewed for projects that were to be completed in or before 2017. The list will be updated to include actual spending on projects. Most projects that were listed for completion in prior years that have not been acted upon were discovered to have issues that can be detailed to explain why the project had not moved forward. That information will also be updated.

The TAC has received five projects from Medina resulting from the Ardmore SWA. All cities need to review their projects and submit new projects through the documented CIP process for consideration. Commissioners are requested to speak with their Councils and City Staff to determine priorities and commitments for projects in 2017 and also future years. No City is exempt from this process. After the TAC review, the CIP will be submitted for Commission approval and Council review. Anderson will send the CIP process documentation to Fay. If no projects are submitted, other than those already received from Medina, the TAC will not meet. If more projects are submitted than funding allows, the TAC will prioritize the projects for funding.

The TAC consists of Brasch, Kujawa, and Ed Matthiesen of Wenck Associates. Cities are encouraged to have their City Engineer or Public Works Director attend the TAC meeting and provide input/feedback on projects and priorities. A notice of the TAC meeting will be sent to City Administrators with a request that each City name a TAC member. Commissioners are encouraged to speak with their Administrators and Clerks to ensure the correct person is identified to serve on the TAC.

Projects completed that were not on the CIP will be included in the Annual Activity Report to ensure recognition for completing all qualifying projects and studies.

## **8. STAFF REPORT.\***

**a. MS4 Reports** are due in March. Staff will work with member cities to provide information needed by the City to complete the report.

**b.** A memo on a **Commission Facebook page** was included in the meeting packet. Motion by McLaughlin, second by Daniels to budget \$1,000 from the Education and Outreach budget to create and maintain a Commission Facebook page for 2017. *Motion carried, Baker abstaining.*

**c. TMDL/WRAPS Update.** The TMDL and WRAPS reports have passed the informal review by BWSR.

Brasch will work with Staff to ensure the reports are posted and accessible on the website.

d. **Baker Park Ravine Project.** A meeting should be scheduled to discuss the next steps for this project. Attendees should include Baker, McLaughlin, Kujawa, Brasch, Ed Matthiesen, and the new manager at Baker Park. The discussion would focus on scheduling, how the \$500,000 project will be financed, and review results of the sediment cores to determine internal loading compared to the original TMDL to determine reductions from the project. Brasch will send out a notice and the meeting will likely be held in the second week of February.

e. The **Carp project** on Spurzem and Ardmore is through the initial assessment phase. Next steps are determining how to reduce the carp populations. Brasch may submit a CIP request for that portion of the project.

f. Kujawa met with County Commissioners regarding the **buffer law** going into effect November 1, 2017 and with Ed Matthiesen regarding the **Koch property**. Ownership of the parcel is unknown. Staff is looking for landowner information around that drainage area. Kujawa met with Windsong Golf regarding their expansion plans. No formal plan has been submitted for review yet.

Hennepin County has not officially approved the **Greenfield Park project**, and may be interested in expanding the scope of the project to include native/pollinator plantings in the park with educational signage. The County Commission will review the grant application next week. The County funded five Opportunity grants out of five applications. Opportunity grants can be used as a match for Clean Water Partnership and other grants.

## 9. EDUCATION.

## 10. COMMUNICATIONS.

a. **Steinke Dairy Water Quality Improvement Project.\*** Karl Hakanson worked with the landowner to create the project, which gave the ability to scrape the feedlot daily to clean up manure, preventing 750 lbs/year of phosphorus reaching into a wetland adjacent to the feedlot. The next process may be manure storage, though it is a difficulty since the barn is next to the wetland. This is a good example of a project with low cost and high reductions.

b. **USDA Regional Conservation Partnership Program.\*** Informational item.

## 11. COMMISSIONER REPORTS.

a. **Fay** shared his background and experience in a large lake association in Douglas County.

b. **Baker** will remain focused on the Baker Park Ravine and Koch property projects.

c. **Bruce** shared her background and experience with the Colorado Water Congress. Minnetrista may have a project to submit to the CIP.

d. **Cook, Daniels and McLaughlin** had nothing additional to report.

## 12. OTHER BUSINESS.

a. All **2017 Commissioner Appointments** have been received.

b. **Annual appointments** of the bank, newspaper, etc, will be made at the February meeting.

c. **Election of Officers** will occur at the February meeting. Officers will take their positions at the March meeting.

d. **Solicitation of Interest proposals** for technical, wetland, legal and administrative consultants was published in the January 17 edition of the *State Register*. Responses are requested by February 8, 2017.

e. The **next meeting** is scheduled for February 16, 2017.

13. **ADJOURNMENT.** There being no further business, motion by McLaughlin, second by Daniels to adjourn. *Motion carried unanimously.* The meeting was adjourned at 8:59 p.m.



Respectfully submitted,

Amy Juntunen  
Recording Secretary  
AAJ:tim

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**Pioneer-Sarah Creek Watershed**  
**Cash Disbursements Journal**  
**For the Period From Feb 1, 2017 to Feb 28, 2017**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
2/9/17	1456	21000 10100	Invoice: 2016 HCEE Hennepin County Treasurer	2,408.89	2,408.89
2/9/17	1457	51100 51100 51100 51400 57000 51120 51130 51100 51140 63200 10100	Administration Meetings Bookkeeping/TR/Audit Prep Website Education Project Reviews WCA CIPs, BBR Grant Opportunities WRAPS Judie Anderson's Secretarial Service	1,351.23 1,468.16 416.71 45.65 56.64 6.50 29.17 333.36 2.42 237.96	3,947.80
Total				6,356.69	6,356.69


**Hennepin County**  
**Public Works**
**Department of Environment and Energy**  
 701 Fourth Avenue South, Suite 700  
 Minneapolis, Minnesota 55415-1842

 612-348-3777, Phone  
 612-348-8532, Fax  
[hennepin.us/environment](http://hennepin.us/environment)
**Bill To:**
**Pioneer-Sarah Creek Watershed Management  
 Commission**  
 c/o: Mr. Michael DeLuca  
 3235 Fernbrook Lane  
 Plymouth, MN 55447
**Invoice**

Date	Invoice #
2/4/2017	1609002

**Contract****Pioneer-Sarah Creek WMC**

Description	Total Amount
<b>4th quarter 2016 invoice (October 1, 2016 to December 31, 2016) for technical services and WCA provided per Agreement A154048</b>	
<ul style="list-style-type: none"> <li>Technical Assistance</li> <li>WCA</li> </ul>	1,520.43 888.46
(Services provided to date include; engineering and technical review on submitted projects, erosion and sediment control planning and implementation assistance, Wetland Conservation Act administrative and technical assistance, TMDL development and implementation, floodplain assistance and information; and storm water quantity and quality work throughout the watershed).	
<ul style="list-style-type: none"> <li>Accrued 2016 costs to-date - <i>not to exceed a total of \$23,000 for technical services and WCA in 2016 unless amended per Agreement A154048</i></li> </ul>	12,603.60
<ul style="list-style-type: none"> <li>2016 Payments and other credits to-date</li> </ul>	10,194.71
<i>Costs associated with the Commission's participation in the Department led volunteer monitoring/education programs (Riverwatch, SHEP, and WHEP), at a not-to-exceed amount of \$1,500, will be billed on a lump sum basis with the 4<sup>th</sup> quarter 2016 invoice</i>	
<b>AMOUNT DUE</b>	<b>\$2,408.89</b>

Make check payable to:

Hennepin County Treasurer

Remit to:

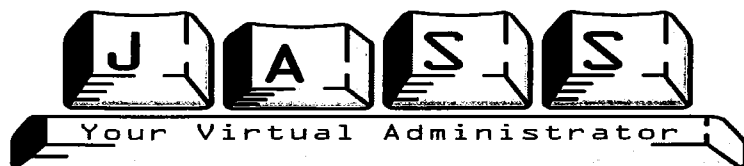
 Karen Galles  
 Hennepin County Department of Environment and Energy  
 701 Fourth Avenue South, Suite 700  
 Minneapolis, MN 55415-1842.

Direct questions to:

Karen Galles

612-348-2027





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

3235 Fernbrook Lane  
Plymouth MN 55447

February 9, 2017

**Total Project Area**

**General Administration**

Administrative	0.63	55.00	34.650		
Administrative	13.19	60.00	791.400		
Office Support	2.00	60.00	120.000		
Public storage	1.00	114.52	114.520		
Data Processing/File Mgmt	1.24	55.00	68.200		
Archiving	1.85	60.00	111.000		
Reimbursable Expense	111.46	1.00	111.460	1,351.230	Administration

**Meeting packets, attendance, Minutes and Meeting follow-up**

Administrative	1.83	55.00	100.650		
Administrative	15.85	60.00	951.000		
Admin - Offsite	4.75	65.00	308.750		
Reimbursable Expense	107.76	1.00	107.760	1,468.160	Meeting related activitie

**Bookkeeping**

Bookkeeping		55.00	0.000		
Bookkeeping, budget, audit requests	3.17	60.00	190.200		
Treasurer's Reports	2.83	60.00	169.800		Bookkeeping/TRs
Audit Prep	0.67	60.00	40.200		
Reimbursable Expense	16.51	1.00	16.510	416.710	Audit Prep

**Website**

Pages, links, uploads	0.83	55.00	45.650		
Administrative		60.00	0.000	45.650	Website

**Education, Strategic Planning**

Administrative	0.13	55.00	7.150		
Offsite	0.75	65.00	48.750		
Reimbursable Expense	0.74	1.00	0.740	56.640	Education

**Project Reviews**

Administrative		60.00	0.000		
Reimbursable Expense	6.50	1.00	6.500	6.500	Project Reviews

**WCA/Wetland Projects**

Administrative		60.00	0.000		
Reimbursable Expense	29.17	1.00	29.170	29.170	WCA/Wetland

**CIPs, BBR**

Administrative	5.52	60.00	331.20		
Reimbursable Expense	2.16	1.00	2.160	333.360	CIPs, BBR

**Grant Opportunities/Applications**

Administrative		60.00	0.000		Grant opportunities/
Reimbursable Expense	2.42	1.00	2.420	2.420	applications

**WRAPS**

Administrative	3.85	60.00	231.000		
Reimbursable Expense	6.96	1.00	6.960		
Reimbursable Expense - Comm Conversa		1.00	0.000	237.960	WRAPS

3,947.800      3,947.800

## Responses to Solicitations of Interest Proposals

<b>Pioneer-Sarah Creek - 2017-2018</b>					
<b>Technical Consultants</b>					
		Hennepin County Environment and Energy			
<b>Wetland Consultants</b>					
		Cardno			
		Merjent			
		<i>No response was received from Bay West, the Commission's current wetland consultant.</i>			
<b>Legal Consultants</b>					
		Campbell Knutson			
<b>Administrative Consultants</b>					
		Judie Anderson's Secretarial Service, Inc.			
<b>Pioneer-Sarah Creek - 2015-2016</b>					
<b>Technical Consultants</b>					
	*	Hennepin County Environment and Energy			
		RESPEC			
<b>Wetland Consultants</b>					
	*	Bay West			
		Cardno			
		<i>No response was received from SRF, the Commission's current wetland consultant.</i>			
<b>Legal Consultants</b>					
	*	Campbell Knutson			
<b>Administrative Consultants</b>					
	*	Judie Anderson's Secretarial Service, Inc.			
	*	current consultants			



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

February 9, 2017

To: Pioneer-Sarah Creek Commissioners

Fr: Judie Anderson

Re: 2016 Work Plan in Review - updates

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. It includes an assessment of the previous year's annual work plan and a projected work plan for the next year.

Since publication of the 2015 Work Plan, the Commission has adopted its Third Generation Watershed Management Plan. The Plan identifies priorities and goals for the years 2015-2020. They are:

1. *Educate the Commissioners and member City Councils and Planning Commissions about watershed and water resources management.*
2. *Undertake a monitoring program to monitor water quality trends and to track progress toward meeting TMDLs.*
3. *Partner with member cities and other parties to conduct subwatershed assessments and other studies to identify feasible and cost-effective Best Management Practices to protect and improve water quality.*

Following is a summary of the work undertaken by the Pioneer-Sarah Creek Watershed Management Commission in 2016 to meet the goals, objectives, and projected work plan outlined in its *2015 Annual Report*. The 2016 Work Plan was approved by the Commission at its February 18, 2016 meeting.

## 2016 WORK PLAN

### 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. *The Commission reviewed eight plans for conformance with its standards in 2016.*
  - a. Maintain the current flood profile of the creeks and their tributaries.
  - ☒ b. Develop a whole-watershed sustainable water budget. *This item was inadvertently included in the Third Generation Plan. It will be struck.*
  - c. 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.
  - d. Maintain the post-development annual runoff volume at pre-development volume.
  - e. Prevent the loss of floodplain storage below the established 100-year elevation.
- ☒ 2. Continue to serve as the local government unit (LGU) for administering the Wetland Conservation Act (WCA) for the cities of Greenfield, Loretto and Maple Plain. Preserve the existing functions and values of wetlands within the watershed. Promote enhancement or restoration of wetlands in the watershed. *In*

*2016 Technical staff assisted approximately 30 landowners/agency/developer contacts with wetland-related questions. On behalf of the Commission they reviewed the following types of wetland applications: four wetland boundary/type; one no-loss; one exemption; two sequencing; and one wetland replacement plan. Wetland impacts totaled 563 SF; wetland replacement totaled 1,126 SF. Three WCA violations were investigated and resolved; three others were determined to not be WCA/Commission violations. The Commission was involved in 11 Technical Evaluation Panels (TEPs) throughout the watershed. The Pioneer-Sarah Creek Commission does not have a wetland banking program.*

- ☒ **3** Adopt a 2017 operating budget. *The Commission adopted an operating budget totaling \$139,241 on May 19, 2016. Assessments to the members totaled \$133,700.*
- ☒ **a.** Search for grant and other funds to supplement the regular budget.
- ☒ **b.** Operate a capital improvement program and share in the cost of projects.
- ☒ **c.** Review and update the Commission's Cost Share Policy. *A Process to Bring Forward CIPs was formalized at the Commission's July 21, 2016 meeting. The Commission will continue to work on development of a formal cost share policy.*
- ☒ **4.** Publish a 2015 Annual Activity Report summarizing the Commission's yearly activities and financial reporting. *The 2015 Annual Activity report was approved by the Commission at its April 21, 2016 meeting.*
- ☒ **5.** Draft a 2016 Work Plan. *The 2016 Work Plan was approved by the Commission at its February 18, 2016 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 BMPs in the watershed through technical and financial assistance.
- ☒ **3.** Develop and publish a model manure management ordinance or adopt standards and practices that will accomplish the objective of reducing phosphorus load from new livestock operations. *The Commission adopted a Livestock Management Policy at their October 20, 2016 meeting. The policy references the City of Medina's 80.10 Manure Management Policy and Manure Management-Related Ordinances and the City of Greenfield's Ordinance 2016-02 Amending City Code Section 152.071(G) as it pertains to livestock and domestic farm animals.*
- 4.** 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 the monitoring program outlined in the Third Generation Plan.
  - ☒ **a.** Partner with TRPD to conduct bi-weekly water quality monitoring of "sentinel lakes" – *Independence, Sarah, and both basins of Whaletail. The Commission monitored these three lakes in 2016.*
  - ☒ **b.** Partner with TRPD to monitor stream flow at three sites - *Pioneer Creek at Pagenkopf Road (below Lake Independence), Pioneer Creek at Copeland Road, and Sarah Creek at County Road 92*

*(below Lake Sarah). The Commission monitored these three sites in 2016. Consider adding bi-weekly or monthly monitoring of Peter Lake to clarify impaired status.*

- ☒ c. Participate in Metropolitan Council's Citizen Assisted Monitoring Program (CAMP). *The Commission has budgeted for the monitoring of two lakes through CAMP in 2016. The Commission monitored Hafften Lake in 2016.*

#### 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. *A third Community Conversation was held on November 2 as part of the TMDL/WRAPS study..*
- ☒ 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).
- ☐ 3. Convene Citizen Advisory Committees as necessary to make recommendations on education and outreach actions and assist the Commission with implementation.
- ☐ 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.
- ☒ a. Use the Commission's, member cities', and educational partners' websites and newsletters, social media, co-ops, local newspapers and cable TV to disseminate education materials to all stakeholders about actions they can take to protect and improve water quality.
- ☒ b. Continue to maintain the Commission's website to provide news to residents of the watershed. *The Commission will update and freshen its website in 2016. The Commission updated the website to a new platform for easier updating and maintenance.*
- ☒ 5. Provide opportunities for the public to learn about and participate in water quality activities. Enhance education opportunities for youth. Provide opportunities for bridge-building between stakeholders. *The third Community Conversation in conjunction with the Pioneer-Sarah Creek Watershed-wide TMDL study and WRAPS report occurred on November 2, 2016. Thirty-three stakeholders were present.*
- ☐ a. Promote river stewardship through the River Watch program. Encourage participation by local school students and their teachers. *The monitoring of two sites is included in the 2016 budget. The Crow River was monitored at Lake Rebecca Park and at the St. Michael Water Treatment Plant through the CROW River watershed organization. No sites were monitored through the Pioneer-Sarah Creek Commission in 2016.*
- ☒ b. Work in partnership with Hennepin County's agriculture specialist to help build relationships with the agricultural community in the watershed in order to encourage TMDL implementation. *Hennepin County hired a rural conservation specialist in 2016. The Commission has obtained MN Buffer Law updates from her work and will encourage and assist, if necessary, with the law's implementation throughout the watershed. Additional contacts and assistance by the Extension Specialist with rural landowners were also undertaken in 2016.*

#### D. STUDIES, PROJECTS AND CIPS.

1. Continue to undertake Phase 2 of the WRAPS project.

2016 Work Plan in Review – updates  
February 9, 2017 – page 4

- ☒ a. Hold the third Community Conversation. *Phase 2 extends to June 30, 2017 and is the final phase of the project. The third Community Conversation is scheduled for June 29, 2016. The third Conversation was rescheduled to November 2.*
- ☐ b. Continue to identify TMDL implementation projects. Seek grant funding to assist with the costs associated with those projects.
- ☐ 2. Prioritize BMPs identified in the Dance Hall Creek Subwatershed Retrofit Assessment for implementation or further study. *The City of Greenfield contacted the adjacent property owners to solicit their participation in the projects identified in the SWA.*
- ☒ a. *The Lake Ardmore Subwatershed Assessment identified additional BMPs within the Lake Ardmore and Independence Beach areas of Medina.*
- ☒ b. *The Commission is also pursuing BMPs from the Lake Independence Subwatershed Assessment.*
- ☒ 3. Cost-share with the Lake Sarah Improvement Association (LSIA) to complete a round of curlyleaf pondweed treatment in 2016. *The fourth of five rounds of curlyleaf pondweed treatment was completed by volunteers on May 6, 2016.*
- ☒ 4. Seek grant funding to assist with the costs associated with projects identified on the Commission's CIP.
- ☒ 5. Continue to support member cities as they identify studies and projects which benefit both the cities and the watershed. *Prepare a detailed study of Phase I of the Baker Park Gully Restoration Project (CIPs IN-4, MP-4) which will focus on BMPs that will help reduce, slow, or redirect stormwater flow from the subwatershed that feeds into the Baker Park Campground Ravine. Pursue implementation of the identified BMPs as opportunities arise. The Baker Park Reserve Campground Ravine and Subwatershed Assessment was completed in December 2016. Other water quality-related projects completed by the member cities will be included in the Commission's 2016 Annual Activity Report.*
- ☒ 6. Request from the member cities their local wellhead protection plans for use in determining vulnerable areas that should be exempted from infiltration. Develop and maintain a map showing the wellhead protection zones within the watershed boundaries. *Cities continue to provide Staff with their local protection plans as they are developed. When plans are received from all cities, the map will be developed.*

#### E. PLANNING

- ☐ 1. When requested, assist member cities to develop their local water plans. *Loretto submitted their Local Plan for Commission review in January 2017.*
- ☐ 2. Begin to budget for the expense of writing the Fourth Generation Plan, due in 2020. Development of the Plan should begin in late 2018.

**APPLICATION TO DEPOSIT WETLAND CREDITS  
INTO THE MINNESOTA WETLAND BANK**

Item 4e-1

**1. WETLAND BANK ACCOUNT INFORMATION**

Bank Account # (if an existing account): 1546

Project/Bank Name: Ball Wetland Bank

Bank Account Owner/Applicant: Nathan J. Allen and his successors as Trustees, of the Murray Edwin Ball Revocable Trust

County: Hennepin County

Local Government Unit: Pioneer-Sarah Creek Watershed Commission

Bank Service Area: 7

**2. FINAL WETLAND CREDITS FOR BANK**

Credit Sub-Group <sup>1</sup>	Wetland Credit Type	Credits to Deposit	Wetland Type <sup>2</sup>	Wetland Plant Community <sup>3</sup>	USCOE Approved
<b>A</b>	SWC	0.9231	2	fresh (wet) meadow	Y
<b>B</b>	SWC	1.8094	3	shallow marsh	Y
<b>C</b>	SWC	5.0925	4	deep marsh	Y
<b>D</b>	SWC	0.8206	4	deep marsh	N
<b>E</b>	SWC	0.3309	3	shallow marsh	N
<b>F</b>	SWC	0.1720	2	wet meadow	N
<b>TOTAL</b>		9.1485	N/A	N/A	N/A

<sup>1</sup>Letters signify credit areas with different characteristics (i.e. credit type, wetland type, plant community, credit action).

<sup>2</sup>**Circular 39 types:** 1, 1L, 2, 3, 4, 5, 6, 7, 8, R, U (for Upland Buffer).

<sup>3</sup> **Wetland plant community type:** shallow open water, deep marsh, shallow marsh, sedge meadow, fresh meadow, wet to wet-mesic prairie, calcareous fen, open bog or coniferous bog, shrub-carr/alder thicket, hardwood swamp or coniferous swamp, floodplain forest, seasonally flooded basin, or upland buffer. (see WCA Rules)

<sup>4</sup>**Eligible Credit Actions:** restoration of completely drained wetland, restoration of partially drained wetland, ENRV, farmed wetland restoration, upland buffer, wetland vegetation restoration, wetland creation, other (see WCA rules).

**3. DEPOSIT FEE CALCULATION**

Credits to Deposit\_ x \$ /acre (from Table 1 on Page 3)\_ x .065 = \$ \_\_\_\_\_ 0

***If calculated fee exceeds \$1000 then actual fee is \$1000. Deposit Fee is not required for subsequent deposits into an existing bank once \$1000 in deposit fees have been paid for that bank easement area.***

☐ Deposit Fee Attached (Enter Amount \$\_\_\_\_\_) Make check payable to BWSR.

**Required Attachments** for initial (first) deposit into the bank (check all that are attached):

☐ **Wetland Bank Plan Application** and all supporting documents. *Note: Supporting documents do not need to be re-submitted if the BWSR Wetland Bank Administrator has already received them during the review process.*

☐ **Original Recorded Bank Easement.** *The bank easement must be prepared in coordination with the BWSR*



Banking Administrative Staff.

☐ Copy of Title Insurance naming the State of MN as the insured. This must be prepared in coordination with the BWSR Banking Administrative Staff.

PROJECT/BANK NAME and/or ACCOUNT NUMBER

1546**4. TEP RECOMMENDATION**

By signature below, the technical evaluation panel (TEP) recommends that the credit deposit identified on page 1 of this form be certified by the local government unit for deposit into the Minnesota Wetland Bank. At least 2 of the 3 TEP members must sign.

James C. Kujawa  
LGU Representative (Print Name)

Signature

Date

Tony Brough  
SWCD Representative (Print Name)

Signature

Date

Benjamin L. Meyer  
BWSR Representative (Print Name)

Signature

Date

Attach a copy of any TEP Findings.

**5. LGU CERTIFICATION**

By signature below, the local government unit (LGU) certifies that the credit deposit identified on page 1 of this form meets the standards and requirements for deposit into the Minnesota Wetland Bank.

Authorized Representative

Signature

Date

**6. WETLAND BANK APPLICANT AFFIRMATION**

By signature below, the wetland bank applicant requests that the credit deposit identified on page 1 of this form be deposited under the applicant's name into the Minnesota Wetland Bank.

Nathan J. Allen, Trustee  
Name (Print)

Signature

Date

Do you want BWSR to advertise availability of my credits for sale to the general public X yes no

If yes, then provide the contact name and phone number and/or e-mail address that you wish to make available to the general public:

Contact Name John Smyth  
Stantec

Phone (651) 604-4708 e-mail John.Smyth@Stantec.com



For official use only:

The BWSR Bank Administrator certifies that the credits have been properly deposited into the Minnesota Wetland Bank, effective the date of signature.

\_\_\_\_\_  
Account Number

\_\_\_\_\_  
Authorized Signature

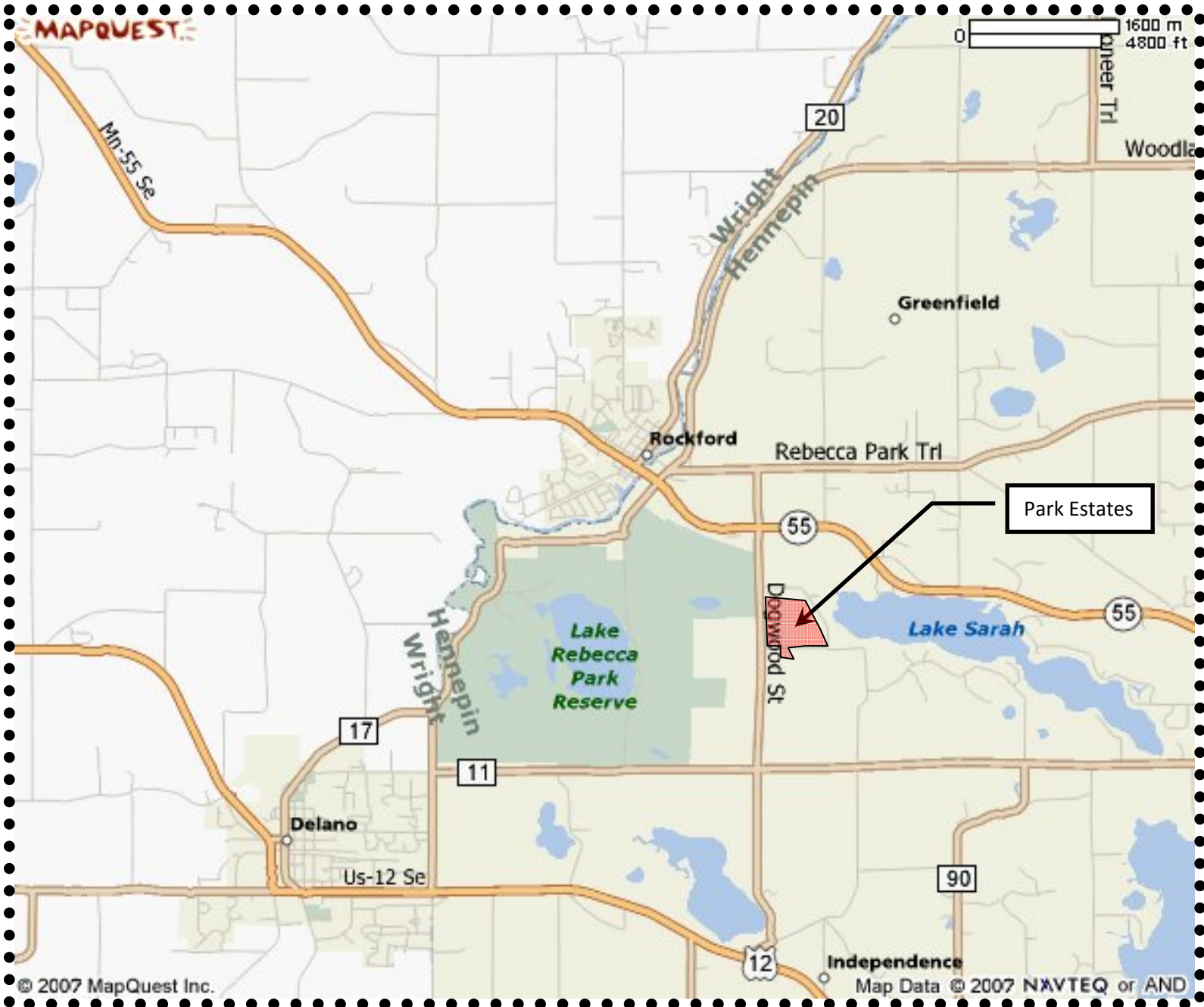
\_\_\_\_\_  
Date

# Murry Ball Wetland Bank

Project 2007-14W

Greenfield

Location Map





REVISION	DATE
REVISIONS PER CITY REVIEW COMMENTS	10/24/2007
REVISIONS PER WATERSHED DISTRICT COMMENTS	11/19/2007

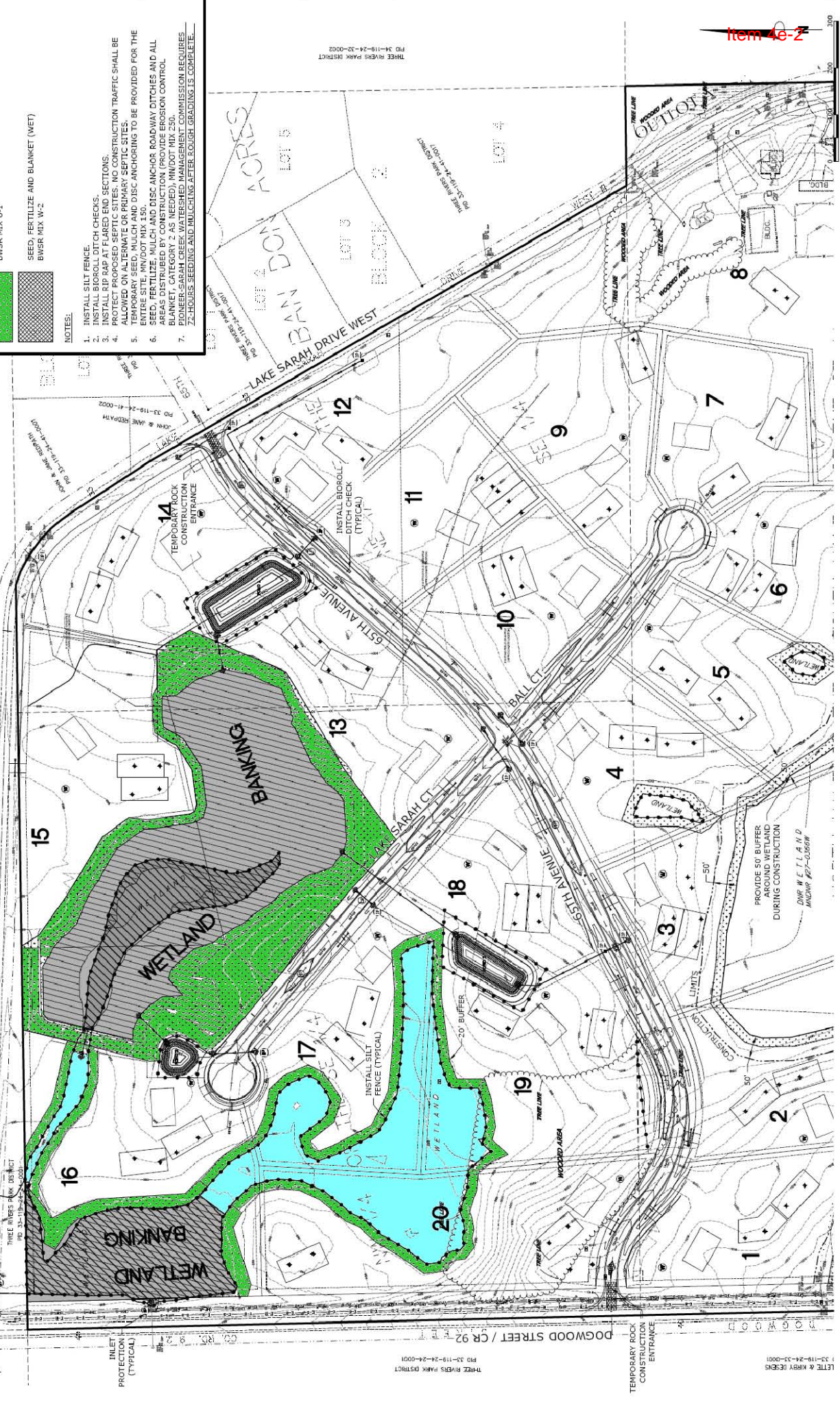
- WETLAND SEEDING  
BWSR MIX W-2
- BUFFER SEEDING  
BWSR MIX U-1
- SEED, FERTILIZE AND BLANKET (WET)  
BWSR MIX W-2

NOTES:

1. INSTALL SILT FENCE.
2. INSTALL BIOROLL DITCH CHECKS.
3. INSTALL RIP RAP AT FLARED END SECTIONS.
4. PROTECT PROPOSED SEPTIC SITES. NO CONSTRUCTION TRAFFIC SHALL BE ALLOWED ON ALTERNATE OR PRIMARY SEPTIC SITES OR DISC ANCHORS TO BE PROVIDED FOR THE ENTIRE SITE. MN/DOT MIX 150.
5. SEED, FERTILIZE, MULCH AND DISC ANCHOR ROADWAY DITCHES AND ALL AREAS DISTURBED BY CONSTRUCTION. PROVIDE EROSION CONTROL BLANKET, CATEGORY 2 AS NEEDED, MN/DOT MIX 250.
6. PIONEER-SARAH CREEK WATERSHED MANAGEMENT COMMISSION REQUIRES 22-HOURS SEEDING AND MULCHING AFTER ROUGH GRADING IS COMPLETE.

THREE RIVERS PARK DISTRICT  
PD 33-119-24-24-0001

LAKE SARAH DRIVE WEST



Item 46-2

GRAPHIC SCALE IN FEET

THREE RIVERS PARK DISTRICT  
PD 33-119-24-24-0001

INLET  
PROTECTION  
(TYPICAL)

THREE RIVERS PARK DISTRICT  
PD 33-119-24-24-0001

TEMPORARY ROCK  
CONSTRUCTION  
ENTRANCE

LETTE & KIRBY DESIGN  
33-119-24-24-0001



Plot Date: 10/18/2016, 3:10pm  
Drawing name: V:\193704376\2007-014W Murray Ball Wetland Credit Illustration\2007-014W Murray Ball Wetland Credit Illustration.dwg  
User: 23350701, 10/18/2016, 3:10pm, 2007-014W Murray Ball Wetland Credit Illustration.dwg



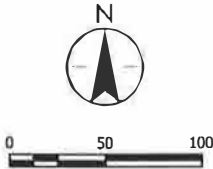
WEST WETLAND

LEGEND

- EASEMENT BOUNDARY: 2.29 AC
- REHABILITATION - SHALLOW MARSH: 1.15 AC
- REHABILITATION - WET MEADOW: 0.64 AC
- UPLAND BUFFER: 0.50 AC
- NO CREDIT: 0.00 AC

WETLAND CREDIT

GRIES LENHARDT ALLEN, PLLP  
BALL WETLAND BANK



EAST WETLAND

LEGEND

- EASEMENT BOUNDARY: 9.07 AC
- REHABILITATION - DEEP MARSH: 0.98 AC
- RE-ESTABLISHMENT - DEEP MARSH: 3.77 AC
- RE-ESTABLISHMENT - SHALLOW MARSH: 0.71 AC
- RE-ESTABLISHMENT - WET MEADOW: 0.32 AC
- UPLAND BUFFER: 3.29 AC

FIGURE 1



# pioneer-sarah creek

## Watershed Management Commission

---

ADMINISTRATIVE OFFICE  
3235 Fernbrook Lane  
Plymouth, MN 55447-5111  
PH: 763-553-1144  
FAX: 763-553-9326  
Email: judie@jass.biz

TECHNICAL ADVISOR  
Hennepin County  
Environment & Energy Department  
701 Fourth Avenue S. Suite 700 MC - 609  
Minneapolis, MN 55415-1842  
PHONE: 612-348-7338 FAX: 612-348-8532  
Email: james.kujawa@hennepin.us

February 10, 2017

Ms. Mary Schneider  
Loretto City Clerk  
259 N. Medina Street  
P.O. Box 207  
Loretto, MN 55357

RE; PSCWMC Review of Local Surface Water Management Plan, City of Loretto (final draft 1/3/17)

Dear Ms. Schneider:

On behalf of the Pioneer Sarah Creek Watershed Management Commission, I have reviewed the Local Surface Water Management Plan, City of Loretto dated January 3, 2017 for conformance with the Pioneer-Sarah Watershed Management Commission's 3<sup>rd</sup> Generation Watershed Management Plan. The review of the City Plan focused on the requirements for member communities outlined in section 4.4 of the Commission's plan. The following comments, recommendations and clarifications are based on our review.

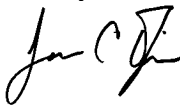
- 1) Section 2.0 Water Resource Management Related Agreements
  - a. Would the MPCA and/or Met Council permits and agreements for the waste water treatment plant fall into this category?
  - b. The Watershed Commission is the LGU in charge of administering the MN Wetland Conservation Act. This council resolution should be included in this section.
- 2) Section 3.0 Land and Water Resource Inventory.
  - a. The Loretto Revised Local Surface Water Management Plan as revised in December 2008 provided an existing surface water system that identified the storm sewer and ponds within the city. This along with any updates to it should be a component of the water resource inventory.
- 3) Section 4.0, Water Resources Problems, Solutions, and Implementation Plan.
  - a. Section 4.2.4 Flooding in the baseball fields, mentions installing a larger culvert under the Canadian Pacific railroad tracks to solve this issue. To achieve this solution, you will need approvals from the DNR, FEMA and the PSCWMC. Hydrology studies will be needed to ensure conveyance remains the same or the upstream and downstream property owners are not impacted. The estimated cost of a study like this should be included in #10, Table 4-1.
  - b. Table 4-1, Item #8, Maintenance of Stormwater detention ponds. Target dates for the easement acquisitions and maintenance of the city ponds should be addressed.
  - c. Table 4-1, Additional information should be provided to address other stormwater infrastructure maintenance and cost information. Referencing your MS4 Permit and including your MS4, SWPPP permit in the appendix to your plan could possibly resolve the maintenance issues.

Loretto LSWMP  
February 10, 2017  
Page 2 of 2

- d. Table 4-1, Item 11, Effluent from the WWTP. Closure of your WWTP is scheduled for 2020. This in turn will address your Lake Independence waste load allocation for the Lake Independence TMDL. Wouldn't there be a significant capital expenditure planned for this upgrade or connection to the MCES regional sewer system in three years? This should be reflected in Table 4-1.
  - e. Section 4.4 Implementation of Watershed Goals, Policies, Rules and Standards. The last line of the first paragraph states 'If any City Ordinance, policy, or procedure were found to conflict with watershed goals, policies, rules or standards, the City would act to resolve the conflict.' This does not address compliance to the Commission's Stormwater Management Plan.
  - f. Section 4.5.2, Lake Sarah Nutrient TMDL Implementation Plan. Loretto Creek Restoration Project. It is unclear if the 54 pound reduction per year from this project is from the complete project (including Medina' portion) or just from the Loretto portion of the project. Please specify the amount of phosphorus reduction from the Loretto portion of this project.
  - g. Section 4.5.4 Upcoming Projects. If the WWTF is to be abandoned, can these ponds or area be utilized for stormwater BMP's in the future?
  - h. Section 4.7, Capital Improvement Program. A Capital Improvement Plan, or similar type of plan is a short-range plan which identifies projects and equipment purchases, and provides a planning schedule and identifies options for financing the plan. Although 'estimated funding beyond 2017 is speculative', a CIP or similar type of summary plan for storm water management systems implementations and costs is something the City should pursue. This plan should identify, at a minimum, how the City is proposing to deal with the MPCA permit expiration coming up in 2020? Costs for this project? What the City would like to do with that area if they hook up to the MCES system? Dates and costs associated with the City obtaining easements and operation & maintenance plans for the storm water ponds. Cost for this work? Is \$1,645 adequate for obtaining an easement and cleaning out the pond....etc.
- 4) The Metropolitan Council comments will be incorporated into the Commission's comments once they are received.

Thank you for the opportunity to comment on the city's Storm Water Management Plan. If you have any questions please don't hesitate to contact me.

Sincerely,



James C. Kujawa  
Technical Advisor to the Commission

c. Judie Anderson, Executive Secretary  
Joe Mulcahy, Metropolitan Council

February 17, 2017

Mary Schneider, City Clerk-Treasurer  
City of Loretto  
279 N. Medina Street, Suite 280  
P.O. Box 207  
Loretto, Minnesota 55357

RE: City of Loretto Local Surface Water Management Plan  
Metropolitan Council Review File No. 21666-1

Dear Ms. Schneider:

The Council has reviewed the City of Loretto's Local Surface Water Management Plan (plan), referenced above. The plan largely meets the requirements for a local water management plan, and is consistent with Council policies and the Council's *Water Resources Policy Plan*, but some required plan elements are not complete.

Existing or potential water related problems and solutions are listed in Table 4-1. This table also functions as the required table for the capital improvement program. However, this table only covers 2017 and 2018; when approved, the plan will extend for ten years. MN Rules Chapter 8410 requires a capital improvement program that sets forth, by year, the details of necessary capital improvements. While we realize it is difficult to project projects and expenses so far into the future, the plan is still required to do so.

Additionally, there is little detail in the plan regarding many of the problems, and many of the possible solutions listed in the table are speculative and lacking in detail. Specifically:

- Item 7 Maintenance of creeks and ditches flowing into Lake Sarah; the plan should include a map or list of the areas needing buffers as well as the size and extent of the buffers necessary.
- Item 8 Maintenance of stormwater detention ponds; the plan should include a map or list of the ponds where maintenance is needed.
- Item 9 Malfunction of private drainage systems that empty into the City's storm sewer system: an inventory of all such systems should be developed and details of the malfunctions should be included in the plan. The plan should also explain why a policy addressing these systems is not scheduled to be developed until 2018.
- Item 10 Flooding in the baseball fields; the solution is to explore options to install a larger culvert. The location of the culvert and details of how a larger one would alleviate the problem, as well as possible downstream impacts, should be included in the plan.

Finally, as stated in the plan, the Pioneer-Sarah Creek Watershed Restoration and Protection Strategy (WRAPS)/Total Maximum Daily Load (TMDL) study is expected to be completed in 2017. It is likely the city will receive additional waste load allocations from this study.

We strongly encourage the city, in cooperation with the Pioneer-Sarah Watershed Management Commission, to formulate and implement projects and practices to meet all assigned load allocations from this study as well as those already assigned in the Lake Independence and Lake Sarah TMDLs.

Thank you for the opportunity to comment on the city's LWMP. If you have any questions regarding the Council's expectations, please contact Joe Mulcahy, at 651-602-1104. After the city adopts this updated plan, a final copy should be forwarded to the Council along with the dates the watershed management organization approved the plan and when the city adopted the final plan.

Sincerely,

A handwritten signature in black ink that reads "Sam Paske". The signature is written in a cursive, flowing style.

Sam Paske,  
Assistant General Manager, Environmental Quality Assurance Department

cc:     Judie Anderson, Pioneer-Sarah Watershed Management Commission  
          Susan Nelson, Wenck Associates  
          Katie Rodriguez, Metropolitan Council District 1  
          Freya Thamman, Metropolitan Council Sector Representative  
          Raya Esmaeili, Metropolitan Council Referrals Coordinator  
          Joe Mulcahy, Water Resources Assessment Section





MINNESOTA WATER  
LET'S KEEP IT CLEAN

1.27.2017

Dear friends,

Clean Water Minnesota is the collaborative outreach project of the Metro Watershed Partners. Working together, we provide resources, training, and support to partners as they work with homeowners in the Twin Cities metro area to keep water clean and healthy.

In 2016, we kicked off the first year of a three-year project to produce the very best clean water educational messages and programs, based on the latest research in social science, for our partners to use in their outreach and communications. We promoted our program, gained new partners, and raised \$120,000 to support this work.

We launched a new website at [cleanwatermn.org](http://cleanwatermn.org), with new photography, blog stories, and downloadable informational resources. We created and implemented a system to track engagement with these resources, that measures the impact of the campaign overall, and in each member's service area.

With your support, we will continue to build on these successes in 2017. We will produce twelve new, seasonally appropriate blog stories about community members in the metro area taking action to protect lakes and rivers, along with new photographs and informational resources for our partners to use in their education and outreach work. We will continue to build our following on social media, and help you build yours. We will host trainings and meetings to help our partners use Clean Water MN resources, and build new audiences for clean water messages. In addition, we will begin to build the foundation and framework for a metro-wide Adopt-a-Drain program, with promotional resources and activities, including a toolkit to support community clean-up events with a neighborhood focus, aimed to inspire residents to sweep up, rake up, and pick up streets and sidewalks in the metro area.

To do this work, we need to raise \$120,000 per year. Your contribution will ensure that the people you are trying to reach hear you. Please contribute membership funds now, and make a plan to support us throughout this 3-year campaign. For MPCA permitted cities and watersheds, your membership contribution helps you meet your MS4 public education requirements.

Find your city or organization on the attached funding table to see the the level of funding we are requesting from you. These funding recommendations are based on population size for cities, and annual budget for watershed districts. The approach is modeled on the funding structure for the Minnesota City Stormwater Coalition, and based on the level of funding received by Watershed Partners from similar organizations over the last five years.

A list of projected expenses in 2017 and an invoice are also attached here for your reference and convenience.

We know you'll have questions about all of this, so feel free to contact anyone on the steering committee for further information.

Sincerely, the 2017 Steering Committee of the Metro Watershed Partners—

Angie Hong, Washington Conservation District,  
651-330-8220 ext. 35, [angie.hong@mnwcd.org](mailto:angie.hong@mnwcd.org)

Cole Landgraf, Minnesota Pollution Control Agency  
651-757-2880, [cole.landgraf@state.mn.us](mailto:cole.landgraf@state.mn.us)

Deirdre Coleman, Freshwater Society,  
(651) 313-5806, [dcoleman@freshwater.org](mailto:dcoleman@freshwater.org)

Jen Dullum, City of Farmington  
651-280-6845, [jdullum@ci.farmington.mn.us](mailto:jdullum@ci.farmington.mn.us)

Jessica Bromelkamp, Capitol Region Watershed District  
651-644-8888, [jessica@capitolregionwd.org](mailto:jessica@capitolregionwd.org)

Lyndon Torstenson, National Park Service, Mississippi National River & Recreation Area  
651-293-8426, [lyndon\\_torstenson@nps.gov](mailto:lyndon_torstenson@nps.gov)

Telly Mamayek, Minnehaha Creek Watershed District  
952.641.4508, [TMamayek@minnehahacreek.org](mailto:TMamayek@minnehahacreek.org)

Tracy Fredin, Hamline University, Center for Global Environmental Education  
651-523-3105, [tfredin@hamline.edu](mailto:tfredin@hamline.edu)



## 2016 – 2018 ANNUAL SUPPORT REQUESTED

Watershed Agencies (Annual Budget)	Low	High	Current supporters
\$5,000,000+	\$5,000	\$15,000	6
\$1,000,000-\$4,999,999	\$3,000	\$4,999	3
\$50,000-\$999,999	\$250	\$2,999	10
Counties (Population)			
1,000,000+	\$10,000	\$15,000	1
400,000-999,999	\$5,000	\$9,999	
200,000-399,999	\$2,500	\$4,999	
95,000-199,999	\$1,500	\$2,499	3
Cities (Population)			
400,000+	\$8,000	\$10,000	1
250,000-399,999	\$6,000	\$7,999	1
100,000-249,999	\$5,000	\$5,999	1
90,000-99,999	\$4,500	\$4,999	
80,000-89,999	\$4,000	\$4,499	
70,000-79,999	\$3,500	\$3,999	1
60,000-59,999	\$3,000	\$3,499	
50,000-59,999	\$2,500	\$2,999	3
40,000-49,999	\$2,000	\$2,499	1
30,000-39,999	\$1,500	\$1,999	
20,000-29,999	\$1,000	\$1,499	8
10,000-19,999	\$500	\$999	4
1-9,999	\$350	\$499	3
Other			
Support as able and appropriate	\$2,000	\$10,000	1
Total Cash Supporters			47

## Watershed Partners and Clean Water MN Projected Expenses, 2017

Watershed Partners meetings and administration	\$20,250.00
State fair expenses	\$10,000.00
Clean Water MN project management	\$40,000.00
Clean Water MN website maintenance and improvements	\$10,000.00
Blog and content writing	\$12,000.00
Photography and graphic design	\$12,000.00
Web hosting and tech fees	\$1,200.00
Community Clean-ups/ Adopt-a-Drain concept and tool-kit development	\$9,000.00
Community Clean-ups/ Adopt-a-Drain technology development	\$8,000.00
Clean Water MN, postage, meetings and travel expenses	\$1,500.00
<b>TOTAL EXPENSES</b>	<b>\$123,950.00</b>





MINNESOTA WATER  
LET'S KEEP IT CLEAN

## Membership INVOICE

### FROM

Staff Contact: .....  
 City Name: .....  
 Address: .....  
 City and Zip: .....  
 Telephone: .....  
 E-mail: .....

### TO

Metro Watershed Partners and its Clean Water MN Media Campaign

### MEMBERSHIP AMOUNT

\$.....

**Note:** (see attached table with requested levels of funding)

### FISCAL AGENT

Hamline University  
 1536 Hewitt Ave. MS-A1760  
 St. Paul, MN 55104  
 Tel: 651-523-2812 Email: jlarson25@hamline.edu

### DESCRIPTION OF SERVICE

2017 membership support for the Metro WaterShed Partners and its Clean Water MN Media Campaign, a stormwater pollution prevention education campaign. Services include:

- Create timely, consistent messages that will encourage behaviors that improve water quality.
- Technology trainings for partners to use these tools effectively.
- Development and implementation of clean water exhibits at the Minnesota State Fair in the DNR and Eco-experience buildings.
- Monthly meetings with information on partner activities, presentations by informative speakers, and updates on WSP activities.
- Maintenance of the Watershed Partners listserv.
- Administration of media outreach and partner events and activities.
- Evaluate, maintain and improve the Clean Water MN materials and website.
- Begin to develop the framework for a metro wide adopt-a-drain program, which incorporates community clean-up events.

### DURATION OF SERVICE

January 1, 2017 to December 31, 2017

\$120,000 is needed to fully implement year 2 activities. We will initiate phased implementation of the campaign upon receiving a minimum of \$70,000 in contributions. Funds unspent in 2017 will carry over to 2018 to continue project implementation.

## CIP List - February 2017

Project	Project Name	Total Cost	Comm Share	2014	2015	2016	Total Project Exp
ME-1	Lake Ardmore infiltration basin	66,326	3,000		3316.35		3316.35
IN-1	Lake Sarah curlyleaf pondweed treatment	67,105	4,000	2104.73	1011.26	8986.30	12102.29
ME-2	Lake Independence curlyleaf pondweed treatment	122,000	12,200				
IN-2	Hydrologic restoration: HR 67	200,000	20,000				
	Hydrologic restoration: HR 68						
	Hydrologic restoration: HR 29						
	Hydrologic restoration: HR 33						
GR-3	Dance Hall Creek BMPs	200,000	10,000				
GR-4	Feedlot improvements: Dance Hall Creek	35,000	1,750				
GR-9	Buffer strips: Dance Hall Creek	35,000	1,750				
GR-11	Control carp population: Lake Sarah	10,000	500				
GR-11	Control carp population: other lakes	10,000	500				
IN-3	Lake Sarah curlyleaf pondweed treatment	32,000	3,200				
IN-4	Gully restorations: GS50 (design)	120,000	12,000				
ME-4	Lake Ardmore neighborhood projects	80,000	8,000				
IN-5	Lake Sarah curlyleaf pondweed treatment	26,000	2,600				
IN-7	Raingardens in targeted areas	75,000	7,500				
IN-9	Shoreline restoration – Sarah and Independence	125,000	12,500				
GR-4	Feedlot improvements: Dance Hall Creek	35,000	1,750				
GR-9	Buffer strips: Dance Hall Creek	35,000	1,750				
MP-4	Ravine study	3,000	300				
ME-3	Lake Independence Subwatershed Assessment	15,000	1,500				
GR-1	Subw Assess-Hafften, Schendel, Schwauppau	20,000	1,000				
CIP-7	Lindgren Lane Pond	100,000	10,000				
CIP-8	Koch's/Mill's Creek Inlet Ponds (now HR 97 and 29)	200,000	20,000				
CIP-11	Manure Management Cost-Share Projects	250,000	25,000				
LO-1	Chippewa Road Drainage	21,000	2,100				
LO-2	Creekview Road Drainage	21,000	2,100				
LO-3	Retention Pond mapping and cleanup	10,000	1,000				
LO-4	Ditch Cleaning at Ballpark	10,000	1,000				
LO-5	Sediment Pond Cleanout	25,000	2,500				
LO-6	Sediment Pond Cleanout	80,000	8,000				
MP-1	Drainageway Cleaning –E of Budd	55,000	5,500				
MP-2	Rock checks, Main St Ravine	23,700	2,370				
MP-3	Washout, Main St Ravine	8,000	800				
MP-5	North Ravine Cleanup	286,000	28,600				
<b>Projects proposed for addition to CIP with 2017 Minor Plan Amendment</b>							
ME17-1	Fern St Gully Stabilization: GS1	18,850	4,713				
ME17-2	Fern St Iron-Enhanced Filter: ISF1	87,500	21,875				
ME17-3	Aspen Ave Pond Enlargement/Excav: PD3	51,550	12,888				
ME17-4	Boat Launch Shoreline Resto: SR1	22,000	5,500				
ME17-5	Stream Stabilization btwn Ardmore/Indep: SS1	13,200	3,300				
<b>Projects Funded through CIP fund, not on CIP. PROJECTS CAN NOT BE ADDED TO CIP AFTER-THE-FACT</b>							
ME-1A	Lake Ardmore Subwatershed Assessment					218.25	218.25
IN-4A	Baker Park Ravine SWA	20,638	5,200			5204.65	5204.65
IN-??	Lake Independence Shoreline restoration (Bulrush planting grant)	6,000	600	600.00			600.00
IN-??	Lake Independence Outlet/Weir Construction	5,889		422.62			422.62
GR-3A	Dance Hall Creek SWA		200	200.00			200.00
	CIP Admin Expenses			814.27			814.27
<b>TOTAL CIP FUND EXPENSES</b>				<b>4,141.62</b>	<b>4,327.61</b>	<b>14,409.20</b>	<b>22,878.43</b>

## MEMORANDUM

TO: Pioneer-Sarah Creek Watershed Management Commission  
 FROM: James Kujawa, Hennepin County Dept. of Environment and Energy  
 DATE: February 9, 2017  
 SUBJECT: Staff Report

**2007-14W Murry Ball Wetland Bank, Greenfield.\*** The trustees of the Ball estate are requesting certification of the wetland banking credits for this site in Greenfield. The wetland bank was approved by the Commission in May of 2008. Since that time the applicant's estate has gone into trusteeship. The site has developed according to the original plan and the trustee has now requested the wetland bank credits be certified. Final credits requested for certification are 9.1485 acres. The Technical Evaluation Panel (TEP) met on the site this fall and recommended the wetland credits be certified by the LGU. **ACTION: Approve certification of 9.1485 acres for wetland banking credits per the BWSR Application to Deposit Wetland Credits Into the Minnesota Wetland Bank dated February 6, 2017 and signed by the TEP members February 7, 2017.**

**2013-04 Franklin Hills Second Addition, Independence.** This is a 41-acre site located at the westerly terminus of Franklin Hills Road approximately one mile south of CR 11 on the west side of CR 90. There is currently one home site on this parcel. It is proposed to be subdivided into six residential lots. Grading is proposed for the extension of Franklin Hills Road into two cul-de-sacs, or approximately 1100 feet of public street access to the new lots. An existing pond will also be expanded during the grading process. Each home site will be graded individually when building permits are issued. At their September 2013 meeting, the Commission approved site plans with three conditions. These conditions have been met with the exception of the Commission's receipt of the final O&M plan recorded document. The developer and City are still working on finalizing the plat and recording of all documents, including the O&M plan. The City stated they will be recording the document and will provide a copy to the Commission. No new information has been received.

**2015-02 Serenity Hills, Independence.** This is a 56-acre agriculture parcel that straddles both sides of Koch's Crossing just west of Independence Road. The applicant is proposing to subdivide the property into a cluster type development with 14 single-family residential lots (29.5 acres) and two large outlots (26.5 acres). As part of this project, Koch's Crossing is proposed to be vacated and relocated 700 feet south of the current road. This development triggers the Commission's review for stormwater management (quantity and quality), grading and erosion control. The project review and findings were included in the February packet. This project was approved by the Commission at their July meeting contingent upon: 1) The appropriate pipe or rock rip rap channel being designed for water flows over the stream bank in the northeast corner of Outlot A, and 2) the City of Independence agreeing to maintain the stormwater facilities, or a stormwater management agreement and operation and maintenance plan being approved by the City and the Commission and recorded on the property deed. Item 1 has been resolved **and the recorded operation and maintenance agreement has been received. This item will be removed from the report.**

**2016-02W Budd Avenue Utility and Street Improvement Project, Maple Plain.** The City is proposing to reconstruct Budd Avenue between Independence Street and their north border with Independence (approximately 1300 feet). The Commission reviewed the site based on 583 SF of wetland impacts (wetland replacement plan) and for compliance with the Commission's Third Generation Plan. The Commission approved the wetland replacement plan and project at their July meeting. **The BWSR transaction to transfer credits has been processed and is awaiting BWSR signatures before this item can be removed from the report.**

**2016-05 Proto Labs Parking Lot Expansion, Maple Plain.** Proto Labs is expanding their parking area into two vacant lots just east of their existing facility in the Maple Plain Industrial Park. The site is located just north of Highway 12. 2.79 acres of new impervious areas will be created with this expansion. Based on the Commission's stormwater management plan, this site must be reviewed for compliance to the Commission's stormwater management, grading and erosion control standards. No wetlands or floodplains are located in the expansion lots. 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. No new information has been received.

## BUFFERS IN THE WATERSHED

Kirsten Barta, Rural Conservationist at HCEE, conducted an initial buffer analysis of the Pioneer-Sarah Creek watershed. She identified approximately 800 impacted parcels. Of these, 22 are currently non-compliant and 35 need further field review.

Barta continues to contact landowners who appear to be not compliant, discussing the Buffer Law information with them, and meeting with them or setting up spring meetings with them as requested. The five properties located along the Minnehaha Creek watershed border were found to be compliant or needed no further review.

## PIONEER-SARAH CREEK TMDL AND WRAPS

Both the WRAPS Plan and TMDL study are available for a 30-day stakeholder review. Both reports are available on the Commission's website at <http://www.pioneersarahcreek.org/wraps.html> and on the MPCA website at <https://www.pca.state.mn.us/water/tmdl/pioneer-sarah-creek-watershed-restoration-and-protection-strategy-tmdl-project>

Staff has sent notices to stakeholders and other interested folks. Comments should be submitted to Rachel Olmanson, MPCA Project Manager, at [Rachel.Olmanson@state.mn.us](mailto:Rachel.Olmanson@state.mn.us) by **March 8, 2017**. Comments can be informal; a formal written letter is not required.

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