



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

April 12, 2018

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, April 19, 2018, 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 Tiffany at [tiffany@jass.biz](mailto:tiffany@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.

The Commission will convene a **meeting of the Technical Advisory Committee (TAC)**, 4:00–5:45 p.m., prior to the regular meeting. The purpose of this meeting is to update the Commission's CIP in anticipation of undergoing a Minor Plan Amendment (MPA). An MPA is required so that projects can be listed on the CIP and, therefore, be eligible for future grant funding.

Regards,

Judie A. Anderson  
Administrator  
JAA:tim

cc: Alternates  
Jim Kujawa, Kirsten Barta, HCEE  
Joel Jamnik, Attorney  
Brian Vlach, TRPD

City Clerks	MPCA
Met Council	BWSR
official newspapers	DNR
Ed Matthiesen, Diane Spector, Wenck Assocs	

Z:\Pioneer-SarahCreek\Meetings\Meetings 2018\April regular and TAC notice.doc



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763.553.1144 • Fax: 763.553.9326 • judie@jass.biz • www.pioneersarahcreek.org

**REGULAR MEETING AGENDA**  
**April 19, 2018 • 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. March regular meeting minutes.\*
  - b. April Monthly Claims/Treasurer's Report.\*
4. Action Items.
  - a. Approve 2018 Work Plan\* – no comments received.
  - b. Accept 2017 Audit Report.\*
  - c. Accept *2017 Annual Activity Report*\*\* pending comments received by April 25. Report will be emailed to members on April 16.
5. Open Forum.
  - a. Overview of PRAP (Performance Review and Assistance Program) - BWSR.
6. Old Business.
  - a. 2018 CIP Update.\*
    - 1) Consider Minor Plan Amendment.
  - b. Watershed-Based Funding Pilot Update.\*
7. New Business.
  - a. Lake Sarah CLPW Agreement.\*
  - b. FY20-21 Biennial BBR Request.\*
8. Staff Report.\*
9. Education.
10. Communications.
  - a. Delano – Wellhead Protection – intent.\*
  - b. Metropolitan Council – 2017 Update.\*
11. Commissioner Reports.
12. Other Business.
13. Adjournment. *(Next scheduled meeting-May 17, 2018)*      \* in meeting packet    \*\*available at meeting



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## REGULAR MEETING MINUTES March 15, 2018

**1. CALL TO ORDER.** A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order at 6:02 p.m., Thursday, March 15, 2018, by Chair Joe Baker at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

Present: Mike Hoekstra, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; John Fay, Maple Plain; Pat Wulff, Medina; James Kujawa, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); and Judie Anderson and Amy Juntunen, JASS.

Not represented: Minnetrista.

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

**3. CONSENT AGENDA.** Motion by Fay, second by Daniels to approve the Consent Agenda:

- a. **February Regular Meeting Minutes.\***
- b. **March Monthly Claims/Treasurer's Report.\*** Claims total \$9,856.80.
  - 1) WaterShed Partners membership (\$500).
  - 2) Wetland Conservation Escrows:\*
    - a) Return to applicants - \$5,796.78
    - b) Retain by Commission - \$8,566.44

*Motion carried unanimously.*

**4. ACTION ITEMS.**

a. **Revised 2017 Work Plan – Draft 3.\*** Motion by Fay, second by Hoekstra to approve draft 3 with the inclusion of verbiage regarding a March 2017 meeting of Baker, Brad Spencer, and Kevin Bigalke at BWSR. *Motion carried unanimously.*

b. **New Generation Management Plan.** Motion by Fay, second by Daniels to assign \$25,000 from reserves to the New Generation Management Plan. *Motion carried unanimously.*

c. The **draft 2018 Work Plan\*** was emailed to Commissioners and Staff on March 13. They are requested to provide review and comment by April 10 in anticipation of final approval at the Commission's April 19, 2018 meeting.

**5. OPEN FORUM.**

**6. OLD BUSINESS.**

a. **Updated CIP.** To date only three modifications to the existing CIP have been received. Staff will send a reminder to the cities requesting any projects for inclusion on the Commission's CIP and attaching an Exhibit A application form. [The reminder was emailed on March 16.]

The Commission will convene a **meeting of the Technical Advisory Committee (TAC)**, 4:00–5:45 p.m., Thursday, April 19, 2018, at Maple Plain City Hall/Discovery Center. The purpose of this meeting is to update the CIP in anticipation of undergoing a Minor Plan Amendment (MPA). An MPA is required so that projects can be listed on the CIP and, therefore, be eligible for future grant funding. Notice of the TAC meeting was also emailed on March 16.

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

\*Included in meeting packet.

**b. BWSR Funding Update.** A second “pre-meeting” of watershed administrators was held February 27, 2018 to discuss options for allocating the Metro Area One Water One Plan (1W1P) Watershed-Based Funding Pilot Program dollars over the next few years. Juntunen was present to represent the Commission.

Hennepin County will be receiving from the Board of Water and Soil Resources (BWSR) \$1.018 million per year for the next two years, to be expended by December 31, 2021. The group discussed several issues and will meet one more time before Hennepin County convenes the formal planning meeting to which all eligible entities will be invited.

One question from the previous meeting was whether all 57 cities and watersheds in the county would be eligible and involved in deciding priorities and writing the work plan for the coming planning period. BWSR confirmed that all 57 entities are eligible to apply, but that any activities and projects must be in a watershed plan. Projects that are on a city CIP but not on a watershed CIP by July 1, 2018, are not eligible. In addition, all 57 entities are eligible to participate in the planning process. However, when the formal meeting invitation is issued, a city can decline to participate, or simply not attend the formal meeting, which will be considered declining. A city that declines to participate can still apply for funding for a project through the watershed if the project is on the watershed’s CIP.

Other counties tend to be leaning towards passing through the funds to the WMOs in the county based on some formula, typically 50% land area/50% tax base.

There was extensive discussion to consider allocating some amount of funds “off the top” to undertake collaborative activities regarding chloride management. All agreed that it was something everyone had in common, and could benefit from a wider ranging, more visible approach. Topics discussed included more and wider geographical range of certification workshops; mass marketing; possible partnership with the Minnesota Nursery and Landscape Association (MNLA), which is already spearheading the StopOverSalting movement and the proposed limited liability legislation; targeted outreach to churches, school districts, multi-housing associations, etc.; and possibly a small grant program to help smaller owner-operators to afford to retrofit their equipment and purchase items such as temperature sensors, etc. to help them make more informed decisions about rates of salt application. An ad hoc subcommittee volunteered to flesh out this idea and come up with a rough cost estimate.

One of the options discussed at the first pre-meeting was considering allocating funds and making prioritization decisions based on basins. The watershed representatives spent time in their basin groups to talk about their potential priorities. For the Minnesota River basin, the priority was on chloride reduction. For the Mississippi River basin, it was on nutrient reduction and chloride reduction. For the Crow River basin, it was nutrient reduction, noting that they were especially dependent on willing landowners.

**Table 1. Allocations to major basins based 50% land area/50% tax base.**

Basin	Estimated Annual \$	WMOs in Basin
Minnesota	\$219,048	Riley-Purgatory-Bluff Cr WD, Nine Mile Cr WD, Lower Minnesota WD, Richfield-Bloomington WMO
Mississippi	\$784,147	Bassett Cr WMO, Elm Cr WMO (part), Minnehaha Cr WD, Mississippi WMO, Shingle Cr WMO, West Mississippi WMO
Crow	\$64,783	Elm Cr WMO (part), Pioneer-Sarah Cr WMO

The group preliminarily discussed the following three funding options for further refinement and presentation at the formal planning meeting:

1. Set aside a certain dollar amount for chloride management, allocate the balance on either 2. or 3., below.
2. Allocate the full amount to basins based 50% land area/50% tax base (Table 1), basin WMOs would then allocate based on their own strategies.
3. Allocate the full amount to WMOs based 50% land area/50% tax base (Table 2).

**Table 2. Allocations to WMOs based 50% land area/50% tax base.**

	Simple Allocation (50/50)
Lower Minnesota WD	\$ 34,638
Minnehaha Creek WD	276,923
Nine Mile Creek WD	102,104
Riley Purgatory Bluff Creek WD	62,098
Bassett Creek WMO	76,185
Elm Creek WMO	149,456
Mississippi WMO	116,559
Pioneer-Sarah Creek WMO	64,784
Richfield-Bloomington WMO	20,208
Shingle Creek WMO	75,690
West Mississippi WMO	39,355

A subcommittee of watershed reps will meet over the next few weeks to flesh out possible collaborative chloride management ideas and rough costs, and basin reps will flesh out their priority projects.

The informal group will meet one more time to refine options to be presented to the formal planning group in 6-8 weeks and to discuss possible priority projects. The final work plan, priorities, and measurable outcomes must be completed by June 30, 2018.

The Pioneer-Sarah Creek Commissioners must set aside some time prior to the June 30 deadline to identify a shovel-ready project(s) that could be funded under this pilot program.

#### 7. NEW BUSINESS.

- a. Representatives from the Board of Water and Soil Resources (BWSR) will attend the Commission's April 19 meeting to present an overview of the **Performance Review and Assistance Program (PRAP)\***.
- b. The **2018 Lake Sarah Curlyleaf Pond Weed agreement** will be considered at the April meeting.

#### 8. Education.

- a. **319 Grant Application.\*** Fortin Consulting, Inc. has applied for a 319 Grant: Nutrient Reduction through Better Lawn Maintenance to continue the turfgrass maintenance certification classes they have offered in the past. They are seeking partners to host the classes. Partner in-kind costs will be for room rental, a light breakfast, and a box-type lunch for attendees and presenters. The intended audience includes private contractors, city park staff, property managers, and school maintenance staff. Classes are approximately six hours in length and include the certification test. Best times of year to hold these classes are mid-February to early April and late July or August. The grant term is Spring 2019 to December 2021.

The purpose of this project is to reduce loading of nutrients to surface waters and groundwater from outdoor maintenance activities through pollution prevention. The project will include training over 500 maintenance professionals through 20 Turfgrass Maintenance trainings, and a pilot test(s) working with an estimated 50-100 homeowners to test their soils and provide individualized recommendations for fertilizer and other BMPs.

Cities and other organizations are asked to consider hosting a turfgrass workshop.

- b. Included in the meeting packet is a press release for the upcoming **Metro Blooms workshops.\*** Two workshops are being offered this year – *Learn How to Create a Resilient Yard* and *Turf Alternatives*.

#### 9. STAFF REPORT.\*

- a. Kujawa noted that a wetland restoration order has been issued for **project 2018-02W**.
- b. Cities must complete and submit their **local plans** for review and comment to the Commission by December 31, 2018.
- c. Staff provided an update on the status of the **Leuer property**.

d. The workplan for the **Baker Ravine project** has been approved by the Minnesota Pollution control Agency (MPCA). An agreement with Hennepin County for the Natural Resources Opportunity Grant must also be signed as part of this project.

**10. COMMUNICATIONS.**

Friends of the Mississippi River **2017 Environmental Legislation Overview.**\*

**11. COMMISSIONER REPORTS.**

Due to the length of the meeting, the Commissioner Reports were not received.

**12. OTHER BUSINESS.**

The **next regular meeting** is scheduled for April 19, 2018, preceded by the meeting of the TAC.

**13. ADJOURNMENT.** There being no further business, motion by Daniels, second by Wulff to adjourn. *Motion carried unanimously.* The meeting was adjourned at 8:54 p.m.

Respectfully submitted,



Amy A. Juntunen, Recording Secretary  
AAJ:tim

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Pioneer-Sarah Creek Watershed  
Income Statement  
Compared with Budget  
For the Three Months Ending March 31, 2018

Item 03b

	Current Month Actual	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues				
Member Dues	\$ 0.00	\$ 100,000.00	\$ 100,000.00	0.00
Project Review Fees	0.00	750.00	1,249.99	(499.99)
CIP Income	0.00	28,000.00	28,000.00	0.00
WCA Adm Fees	150.00	150.00	124.99	25.01
Interest and Dividend Income	395.77	968.30	67.50	900.80
Total Revenues	545.77	129,868.30	129,442.48	425.82
Expenses				
Administrative Expense	2,887.48	5,370.86	9,000.00	3,629.14
Adm-Project Reviews	4.72	45.92	250.00	204.08
WCA - Admin/Legal Expenses	553.14	553.14	124.99	(428.15)
Adm - Tech Support	0.00	29.85	187.50	157.65
Legal Expense	77.50	77.50	124.99	47.49
Website	32.30	104.80	559.99	455.19
Adm - General Programs	0.00	0.00	124.99	124.99
Education	504.88	505.38	1,530.00	1,024.62
Capital Improvement Project	0.00	0.00	7,045.00	7,045.00
Total Expenses	4,060.02	6,687.45	18,947.46	12,260.01
Net Income	(\$ 3,514.25)	\$ 123,180.85	\$ 110,495.02	12,685.83

Pioneer-Sarah Creek Watershed  
Balance Sheet  
March 31, 2018

Item 03b

ASSETS

Current Assets		
Cash-4M Fund	\$	372,070.23
Accounts Receivable		<u>45,228.12</u>
Total Current Assets		417,298.35
Property and Equipment		<u>                    </u>
Total Property and Equipment		0.00
Other Assets		<u>                    </u>
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>417,298.35</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		<u>                    </u>
Total Current Liabilities		0.00
Capital		
Next Generation Plan Fund	\$	25,000.00
Retained Surplus		194,653.50
CIP Fund		74,464.00
Net Income		<u>123,180.85</u>
Total Capital		<u>417,298.35</u>
Total Liabilities & Capital	\$	<u><u>417,298.35</u></u>



**Pioneer-Sarah Creek Watershed  
Cash Disbursements Journal  
For the Period From Apr 1, 2018 to Apr 30, 2018**

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

<b>Date</b>	<b>Check #</b>	<b>Account ID</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
4/12/18	1494	51300	Bond 5/22/2018 - 5/22/2021	144.00	
		10100	Old Republic Surety Company		144.00
4/12/18	1495	51100	Administration	770.33	
		51100	Meeting-related	1,161.78	
		51100	Bookkeeping	90.52	
		51100	Annual Report	986.04	
		51400	Website	85.00	
		57000	Education	4.88	
		51120	Project Reviews	6.75	
		51130	WCA/ Wetland	54.99	
		51125	CIPs, BBR	120.83	
		51125	Baker Ravine	61.12	
		10100	Judie Anderson's Secretarial Service		3,342.24
<b>Total</b>				<b>3,486.24</b>	<b>3,486.24</b>



# OLD REPUBLIC SURETY GROUP

P O Box 1635  
Milwaukee, WI 53201  
Tel: 800-217-1792  
Email: Underwriting@orsurety.com

## BILLING NOTICE Item 03b

RNS0597404  
PIONEER-SARAH CREEK WATERSHED MANAGEMENT  
COMMISSION SYSTEM  
3235 FERNBROOK LANE  
N  
PLYMOUTH, MN 55447

YOU MAY MAKE YOUR PAYMENT  
ONLINE VIA OUR WEBSITE

[WWW.ORSURETY.COM/PAY ONLINE](http://WWW.ORSURETY.COM/PAY_ONLINE)

This bond will be  
cancelled if payment is not  
received by the due date.

Due Date: 5/22/2018  
Amount Due: \$144.00  
  
Bond Number: RNS0597404  
Bond Desc: NAME POS-SCH  
Bond Amount: 25,000  
Effective Date: 5/22/2018  
Expiration Date: 5/22/2021  
Obligee: SAME AS PRINCIPAL

Producer:  
ARTHUR J GALLAGHER RISK MGMNT  
SERVICES INC  
3600 AMERICAN BLVD STE 500  
BLOOMINGTON, MN 55431  
952-358-7512

THIS BOND IS CONTINUOUS  
PLEASE REMIT PAYMENT PROMPTLY  
TO AVOID CANCELLATION. IF BOND  
IS NO LONGER NEEDED, EMAIL US  
AT UNDERWRITING@ORSURETY.COM

Please retain this portion for your records

Cut and return this portion with your payment



# OLD REPUBLIC SURETY GROUP

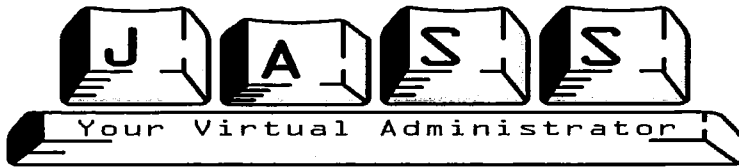
OLD REPUBLIC SURETY GROUP  
P O BOX 1635  
MILWAUKEE, WI 53201

If payment has been remitted please disregard this notice.  
Please include bond number on your check or money order and  
payable to: **OLD REPUBLIC SURETY COMPANY**

Bond Number	Due Date	Amount Due	Bill Codes
RNS0597404	5/22/2018	\$144.00	6 D Y 1 JHE

☐ Name/Address/Email change (Please print on reverse side)

PIONEER-SARAH CREEK WATERSHED MANAGEMENT  
COMMISSION SYSTEM  
3235 FERNBROOK LANE  
N  
PLYMOUTH, MN 55447



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

3235 Fernbrook Lane  
Plymouth MN 55447

April 12, 2018

**Total Project Area**

**General Administration**

Administrative	0.34	55.00	18.700		
Administrative	4.86	60.00	291.600		
Administrative - offsite	1.21	65.00	78.650		
Office Support	2.00	60.00	120.000		
Public storage	1.00	77.08	77.080		
Data Processing/File Mgmt	0.25	55.00	13.750		
Reimbursable Expense	170.55	1.00	170.550	770.330	Administration

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

Administrative	1.67	55.00	91.850		
Administrative	11.57	60.00	694.200		
Admin - Offsite	4.33	65.00	281.450		
Reimbursable Expense	94.28	1.00	94.280	1,161.780	Meeting related activities

**Bookkeeping**

Bookkeeping, budget, audit requests	1.34	60.00	80.400		
Treasurer's Reports		60.00	0.000		
Audit Prep		55.00	0.000		Bookkeeping/TRs
Audit Prep		60.00	0.000		Bookkeeping/TRs
Reimbursable Expense	10.12	1.00	10.120	90.520	Audit Prep

**Annual Report/Work Plans**

Secretarial		55.00	0.000		
Administrative	16.19	60.00	971.400		
Reimbursable Expense	14.64	1.00	14.640	986.04	Annual Report

**Website**

Pages, links, uploads	1.00	55.00	55.000		
Administrative	0.50	60.00	30.000	85.000	Website

**Education, Strategic Planning**

Administrative		60.00	0.000		
Offsite		65.00	0.000		
Reimbursable Expense	4.88	1.00	4.880	4.880	Education

**Project Reviews**

Administrative		60.00	0.000		
Reimbursable Expense	6.75	1.00	6.750	6.750	Project Reviews

**WCA/Wetland Projects**

Administrative	0.50	60.00	30.000		
Reimbursable Expense	24.99	1.00	24.990	54.990	WCA/Wetland

**CIPs, BBR - General Administration**

Administrative	2.00	60.00	120.00		
Administrative Offsite		65.00	0.00		
Reimbursable Expense	0.83	1.00	0.830	120.830	CIPs, BBR

**Baker Campground Ravine**

Administrative	0.98	60.00	58.800		
Reimbursable Expense	2.32	1.00	2.320	61.120	Baker Ravine

3,342.240      3,342.240



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

April 12, 2018

To: Pioneer-Sarah Creek Commissioners  
Fr: Judie Anderson  
Re: 2018 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 2017 Work Plan accomplishments were accepted at the March 15, 2018 meeting.

The Commission's Third Generation Watershed Management Plan identifies issues, priorities and goals for the six-year period 2015-2020. As a reminder, they are enumerated on pages 4-6 of this memo. **Those goals that have not been pursued are shown in red. Staff recommends that action regarding these goals be seriously considered.**

Following is a projected work plan for 2018. The Work Plan was presented at the March 15 meeting, with review and comments requested by April 10, 2018. No comments were received. Staff is requesting approval of the 2018 Work Plan as proposed so that it can be incorporated into the *2017 Annual Activity Report*.

## 2018 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.
  - 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.
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.
3. Adopt a 2018 operating budget.
  - 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.
4. Conduct a Level II Review and Assessment of the Commission's Progress toward its Third Generation Plan Objectives as part of the Board of Water and Soil Resources PRAP (Performance Review and Assistance Program).
5. Publish a 2017 Annual Activity Report summarizing the Commission's yearly activities and financial reporting.
6. Draft a 2018 Work Plan.

## 2018 PROJECTED WORK PLAN

APRIL 12, 2018

PAGE 2

**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. 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, and Little Long, along with both basins of Whaletail.

b. Partner with Three Rivers Park District (TRPD) to conduct flow and water quality monitoring on Pioneer Creek at Copeland Road and Sarah Creek at County Road 92, along with possible water quality and flow monitoring at up to two additional sites.

c. Participate in Metropolitan Council's Citizen Assisted Monitoring Program (CAMP). The Commission has budgeted funds to monitor one lake in 2018.

**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 later activities could be identified through a collaboration of the Technical Advisory Committee (TAC) and the Citizen Advisory Committee (CAC).

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. Become a member of 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.

4. Convene Citizen Advisory Committee (CAC) as necessary to make recommendations on education and outreach actions and assist the Commission with implementation.

5. 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 education materials to all stakeholders about actions they can take to protect and improve water quality.

6. Continue to maintain the Commission's website to provide news to residents of the watershed. Maintain the Commission Facebook page.

## 2018 PROJECTED WORK PLAN

APRIL 12, 2018

PAGE 3

7. 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.

a. Promote river stewardship through the River Watch program. Encourage participation by local school students and their teachers. Funding for monitoring one site is included in the 2018 budget.

b. Work with Boy Scouts for conservation hours, dependent on appropriate environmental projects being identified.

c. 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.

d. Working in partnership with the Hennepin County Rural Conservationist, continue to work with landowners, writing county cost-share grants to help owners become compliant with the MN Buffer Law.

#### **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.

2. Continue to identify Watershed-wide TMDL implementation projects. Seek grant funding to assist with the costs associated with those projects.

3. Prioritize BMPs identified in the Dance Hall Creek Subwatershed Retrofit Assessment for implementation or further study.

4. Cost-share with the Lake Sarah Improvement Association (LSIA) to complete a round of curlyleaf pondweed treatment in 2018.

5. Convene the Technical Advisory Committee for the purpose of receiving CIP applications from the member communities, reviewing them for validity, and recommendation to the Commission for incorporation on the Third Generation Plan CIP.

a. Update CIP in anticipation of the PRAP.

b. Seek grant funding to assist with the costs associated with projects identified on the Commission's CIP.

c. Prioritize capital projects in anticipation of funding during the initial round of the Watershed-based Funding Pilot Project.

#### **E. PLANNING**

1. When requested, assist member cities to develop their local water plans. Review plans for compliance with the Commission's Third Generation Plan. Revisions to Minnesota Rules 8410 state that all cities and towns in the seven-county metropolitan area must complete and adopt their local water plans between January 1, 2017 and December 31, 2018.

2. Budget for the expense of writing the Fourth Generation Plan, due in 2020. Development should begin in late 2018.

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**PRIORITIES**

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.

**GOALS****A. Water Quantity.**

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.

**Actions:**

- a. The Commission shall maintain Rules and Standards requiring development and redevelopment meeting certain criteria to meet runoff rate control and runoff volume and infiltration requirements.
- b. Landlocked depressions that presently do not have a defined outlet and do not typically overflow may only be allowed a positive outlet provided the downstream impacts are addressed and the plan is approved by the Commission.
- c. The Commission encourages the use of Low Impact Design techniques to reduce runoff rates and volumes, erosion and sedimentation, and pollutant loading.
- d. Member cities shall adopt local controls and local stormwater management plans that are at least as stringent as the Commission Water Quantity goals and policies and the Commission Rules and Standards.
- e. The Commission requires a plan review by the local permitting authority for development or redevelopment if any part of the development is within or affects a 100-year floodplain
- f. The Commission shall maintain Rules and Standards requiring development and redevelopment affecting the 100-year floodplain to meet Commission compensatory storage, low flow elevation, and timing requirements.
- g. Member cities shall adopt a floodplain ordinance and any other required local controls, and local stormwater management plans that are at least as stringent as the Commission Floodplain goals and policies and the Commission Rules and Standards.

**B. Water Quality**

*The TMDLs completed for Lake Independence and Lake Sarah established nutrient load reductions necessary to improve water quality in those lakes. The WRAPS study currently underway will establish additional water quality improvement and protection goals for the other lakes and streams in the watershed. The Third Generation goals for water quality are focused on making progress to improve the lakes and streams in the watershed as well as protect unimpaired waters. The goals are aggressive; some of them will require much dedication and effort and public and private resources to achieve. However, public input received for this Plan, the TMDLs, and other sources show that achieving a high standard of water quality is a priority for the public as well as required by state statute, and the Implementation Plan includes a number of actions to help meet these goals.*

**Actions.**

- a. The Commission adopts as water quality goals the standards for Class 2b waters in the North Central Hardwood Forest ecoregion as set forth in MN rules 7050.0222.
- b. The Commission will undertake a routine lake and stream monitoring program to assess progress toward meeting these goals.
- c. The Commission shall maintain Rules and Standards requiring development and redevelopment meeting certain criteria to meet water quality requirements.
- d. The Commission shall maintain Rules and Standards requiring development and redevelopment meeting certain criteria to meet erosion control requirements.
- e. **The Commission will 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 reduce nutrient and sediment load to lakes and streams.**
- f. The Commission will work in partnership with other organizations and agencies to pursue grant and other funding to implement improvement projects and feasibility studies.
- g. The Commission shall update implementation plans and this Plan as necessary following TMDL/WRAPS completion and progress reviews.

## 2018 PROJECTED WORK PLAN

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- h. Member cities shall adopt local controls and local stormwater management plans that are at least as stringent as Commission Water Quality goals and policies and the Commission Rules and Standards.
- i. The Commission will develop and publish a model manure management ordinance within six months of this Plan's adoption. Member cities shall then have one year to adopt a manure management ordinance using the model ordinance for guidance, or to adopt other standards and practices that will accomplish the objective of reducing phosphorus loading from new livestock operations.

**C. Groundwater**

*The Commission has undertaken limited groundwater management activities in the past, primarily by encouraging projects requiring project review to infiltrate a portion of runoff. Over the past decade cities that rely on groundwater for drinking water have worked with the Minnesota Department of Health to adopt wellhead protection plans and to implement policies and official controls to protect drinking water sources. In the Third Generation Plan, the Commission has adopted a new infiltration requirement for new development and redevelopment to promote groundwater recharge and reduce runoff.*

- 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.

**Actions**

- a. The Commission shall maintain Rules and Standards requiring development and redevelopment meeting certain criteria to meet infiltration requirements.
- b. Member cities shall adopt local controls and local stormwater management plans that are at least as stringent as Commission Groundwater goals and policies and the Commission Rules and Standards.
- c. **The Commission will partner with the DNR, USGS, MDH, and other agencies to educate the member cities and watershed community officials about groundwater issues and their relation to stormwater management and surface water quality.**
- d. The Commission shall 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.
- e. **The Commission will 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.**

**D. Wetlands**

*The Commission's primary tool for managing wetlands is the Wetland Conservation Act (WCA). The Commission serves as the Local Government Unit (LGU) for WCA administration in Greenfield, Loretto and Maple Plain and the other three member cities administer WCA themselves. The Commission requires submittal of a functions and values assessment using the latest version of MnRAM whenever an applicant proposes wetland impacts.*

- 1. Preserve the existing functions and values of wetlands within the watershed.
- 2. Promote wetland the enhancement or restoration of wetlands in the watershed.

**Actions**

- a. The Commission shall maintain Rules and Standards requiring development and redevelopment meeting certain criteria to provide buffers adjacent to wetlands, lakes, and streams.
- b. Member cities shall adopt local controls and local stormwater management plans that are at least as stringent as Commission Wetland goals and policies and the Commission Rules and Standards.
- c. **The Commission shall act as the Local Government Unit (LGU) for the Wetland Conservation act for those communities that choose to so designate.**
- d. Developers must complete a wetland delineation by a wetland professional to identify the location and extent of any wetlands present within the development site.
- e. For any development or redevelopment proposing impacts to any wetlands in the watershed, a functions and values assessment using the most recent version of the MnRAM protocol must be completed and submitted to the Commission and to the respective LGU.
- f. Before consideration or approval of a wetland replacement plan or use of wetland banking credits, the Commission shall ensure that the applicant has exhausted all possibilities to avoid and minimize adverse wetland impacts according to the sequencing requirements of the Wetland Conservation Act. The order of descending priority for the location of replacement wetland, including the use of wetland banking credits, is as follows: 1) On-site; 2) Within the same subwatershed; 3) Within the Pioneer-Sarah Creek watershed; 4) Within Hennepin County; and 5) Outside the Pioneer-Sarah Creek watershed within Major Watershed Number 18 or Major Watershed Number 19.



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**E. Drainage Systems**

*Pioneer Creek between Highway 12 and Watertown Road and several lateral ditches, including parts of Robina Creek, are under the ditch authority of Hennepin County as County Ditch #19. The County also is ditch authority for County Ditch #9 connecting and outletting Lake Schwappauff, Schendel Lake, and Haften Lake in the northern watershed; and Judicial Ditch #20, which includes part of Deer Creek and several laterals, and Pioneer Creek downstream of Ox Yoke Lake. The primary Third Generation activity related to drainage systems is to periodically review the advantages and disadvantages of ditch authority and to reconsider jurisdiction.*

1. Continue current Hennepin County jurisdiction over county ditches in the watershed.

**Actions**

- a. Periodically reconsider the appropriate jurisdiction over the county ditches in the watershed

**F. Operations and Programming**

*These goals guide the routine programs and operations of the Commission, and include the education and outreach program; maintenance of rules and standards; the annual monitoring program; and programs and activities to stay abreast of changing standards and requirements, search for grant and other funds to supplement the regular budget, and operate a capital improvement program and share in the cost of projects.*

1. Identify and operate within a sustainable funding level that is affordable to member cities.
2. Foster implementation of TMDL and other implementation projects by sharing in their cost and proactively seeking grant funds.
3. Operate a public education and outreach program prioritizing elected and appointed officials education and building better understanding between all stakeholders.
4. Operate a monitoring program sufficient to characterize water quantity and quality and biotic integrity in the watershed and to evaluate progress toward TMDL goals.
5. Maintain rules and standards for development and redevelopment that are consistent with local and regional TMDLs, federal guidelines, source water and wellhead protection requirements, nondegradation, and ecosystem management goals.
6. Serve as a technical resource for member cities.

**Actions**

- a. Annually review the budget and Capital Improvement Program and convene a professional Technical Advisory Committee to identify and prioritize projects.
- b. Convene Citizen Advisory Committees as necessary to advise the Commission and to assist in program development and implementation.
- c. Prepare and implement an annual monitoring plan and provide annual reporting.
- d. According to the schedules set forth in TMDL Implementation Plans and WRAPS studies, every five years evaluate progress toward meeting those water quality goals, and adjust the Implementation Plans as necessary to achieve progress.
- e. Periodically review the development rules and standards for adequacy and make revisions as necessary.
- f. Coordinate water resources management between the Commission, Three Rivers Park District, and the member cities.

PIONEER-SARAH CREEK WATERSHED  
MANAGEMENT COMMISSION

Financial Statements and  
Supplemental Information  
For the Year Ended  
December 31, 2017

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## Pioneer-Sarah Creek Watershed Management Commission

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## INDEPENDENT AUDITORS' REPORT

Commissioners  
Pioneer-Sarah Creek Watershed Management Commission  
Plymouth, Minnesota

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and major fund of the Pioneer-Sarah Creek Watershed Management Commission (the Commission), as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

The Commission's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Commission's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our audit opinion.

### **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of the Commission as of December 31, 2017, the respective changes in the financial position thereof, and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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**Other Matters****Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis (MD&A) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. The Commission has not presented the MD&A that accounting principles generally accepted in the United States of America have determined necessary to supplement, although not required to be part of, the basic financial statements.

**Prior Year Comparative Information**

We have previously audited the Commission's financial statements for the year ended December 31, 2016 and, in our report dated April 20, 2017, we expressed an unqualified opinion on the financial statements of the governmental activities and major fund. The financial statements include prior year partial comparative information, which does not include all of the information required in a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Commission's financial statements for the year ended December 31, 2016, from which such information was derived.

**Other Reporting**

We have also issued our report dated \_\_\_\_\_, 2018, on our consideration of the Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance.

\_\_\_\_\_, 2018

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BASIC FINANCIAL STATEMENTS

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## Pioneer-Sarah Creek Watershed Management Commission

Statement of Net Position and  
Governmental Fund Balance Sheet

As of December 31, 2017

(with Partial Comparative Actual Amounts as of December 31, 2016)

	Governmental Activities	
	2017	2016
Assets		
Investments	\$ 311,180	\$ 242,637
Accounts receivable	-	5,520
Total assets	<u>\$ 311,180</u>	<u>\$ 248,157</u>
Liabilities and Fund Balances/Net Position		
Liabilities		
Accounts payable	\$ 17,063	\$ 12,248
Fund balances/net position		
Restricted fund balances/net position		
Restricted for guarantee fees	-	14,363
Assigned fund balances/net position		
Assigned for capital improvement projects	74,464	55,231
Assigned for fourth generation plan	25,000	-
Assigned for watershed restoration and protection plan	-	8,504
Total assigned funds	<u>99,464</u>	<u>63,735</u>
Unrestricted/unassigned fund balances/net position	194,653	157,811
Total assigned or unrestricted fund balances/net position	<u>294,117</u>	<u>221,546</u>
Total fund balances/net position	<u>294,117</u>	<u>235,909</u>
Total liabilities and fund balances/net position	<u>\$ 311,180</u>	<u>\$ 248,157</u>

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## Pioneer-Sarah Creek Watershed Management Commission

Statement of Activities and  
Governmental Fund Revenues, Expenditures, and  
Changes in Fund Balances/Net Position  
Budget and Actual

Year Ended December 31, 2017

(with Partial Comparative Actual Amounts for the Year Ended December 31, 2016)

	Governmental Activities			
	2017			2016
	Original and Final Budget	(Audited)	Over (Under)	(Audited)
Revenue				
Member assessments	\$ 133,700	\$ 133,700	\$ -	\$ 131,090
Charges for services - project and wetland review fees	5,500	4,000	(1,500)	7,780
Reimbursements	-	19,159	19,159	36,249
Interest income	41	2,034	1,993	390
Total revenue	139,241	158,893	19,652	175,509
Expenditures				
Current				
Administration	44,990	36,625	(8,365)	32,364
Education	8,120	921	(7,199)	674
Insurance	3,370	2,982	(388)	1,283
Professional fees	4,580	4,106	(474)	4,363
Technical support	23,000	15,636	(7,364)	12,244
Water monitoring	15,081	10,370	(4,711)	10,370
Watershed programs	6,100	6,131	31	39,013
Watershed plan	1,000	784	(216)	-
Capital outlay				
Improvement projects	33,000	8,767	(24,233)	14,409
Total expenditures	139,241	86,322	(52,919)	114,720
Net change in fund balances/net position	\$ -	72,571	\$ 72,571	60,789
Net fund balances/net position				
Beginning of year		221,546		160,757
End of year		\$ 294,117		\$ 221,546

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## Pioneer-Sarah Creek Watershed Management Commission

Notes to Financial Statements  
December 31, 2017

**NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES****Organization**

The Pioneer-Sarah Creek Watershed Management Commission is formed under a Joint Powers Agreement, as amended according to Minnesota Statutes Sections 103B.201 through 103B.255 and Minnesota Rules Chapter 8410 relating to Metropolitan Area Local Water Management and its reporting requirements. Pioneer-Sarah Creek Watershed Management Commission was established in October, 1984 to protect and manage the natural resources of the Pioneer-Sarah Creek Watershed.

The Commission is considered a governmental unit, but is not a component unit of any of its members. As a governmental unit, the Commission is exempt from federal and state income taxes.

**Reporting Entity**

A joint venture is a legal entity resulting from a contractual agreement that is owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control, in which the participants retain either an ongoing financial interest or an ongoing financial responsibility. The Commission is considered a joint venture.

As required by accounting principles generally accepted in the United States of America, these financial statements include the Commission (the primary government) and its component units. Component units are legally separate entities for which the primary government is financially accountable, or for which the exclusion of the component unit would render the financial statements of the primary government misleading. The criteria used to determine if the primary government is financially accountable for a component unit include whether or not the primary government appoints the voting majority of the potential component's unit board, is able to impose its will on the potential component unit, is in a relationship of financial benefit or burden with the potential component unit, or is fiscally depended upon by the potential component unit. Based on these criteria, there are no component units required to be included in the Commission's financial statements.

**Government-Wide and Fund Financial Statement Presentation**

The government-wide financial statements (the Statement of Net Position and the Statement of Activities) report information about the reporting government as a whole. These statements include all the financial activities of the Commission. The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and grants or contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other internally directed revenues are reported instead as general revenues.

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## Pioneer-Sarah Creek Watershed Management Commission

Notes to Financial Statements (continued)  
December 31, 2017**NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)****Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Commission considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

**Fund Financial Statement Presentation**

The accounts of the Commission are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue, expenditures, additions, and deductions. Resources are allocated to, and accounted for in individual funds based on the purposes for which they are to be spent and the means by which spending activities are controlled. The resources of the Commission are accounted for in one fund:

- **General Fund (Governmental Fund Type)** - This fund is used to receive dues and miscellaneous items which may be disbursed for any and all purposes authorized by the bylaws of the Commission.

Typically, separate fund financial statements are provided for Governmental Funds. However, due to the simplicity of the Commission's operation, the Governmental Fund financial statements have been combined with the Government-Wide statements.

**Budgets**

The amounts shown in the financial statements as "budget" represent the budget amounts based on the modified accrual basis of accounting. A budget for the General Fund is adopted annually by the Commission. Appropriations lapse at year-end. Budgetary control is at the fund level.

**Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**PRELIMINARY**

## Pioneer-Sarah Creek Watershed Management Commission

Notes to Financial Statements (continued)  
December 31, 2017**NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)****Members' Contributions**

Members' contributions are calculated based on the member's share of the taxable market value of all real property within the watershed to the total market value of all real property in the watershed.

**Capital Assets**

The Commission follows the policy of expensing any supplies or small equipment at the time of purchase. The Commission currently has no capitalized assets.

**Risk Management**

The Commission is exposed to various risks of loss related to torts: theft of, damage to, and destruction of assets; error and omissions; and natural disasters. The Commission participates in the League of Minnesota Cities Insurance Trust (LMCIT), a public entity risk pool for its general property, casualty, and other miscellaneous insurance coverage's. LMCIT operates as a common risk management and insurance program for a large number of cities in Minnesota. The Commission pays an annual premium to LMCIT for insurance coverage. The LMCIT agreement provides that the trust will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of certain limits. Settled claims have not exceeded this commercial coverage in any of the past three years. There were no significant reductions in insurance coverage during the year ended December 31, 2017.

**Receivables**

The Commission utilizes an allowance for uncollectible accounts to value its receivables; however, it considers all of its receivables to be collectible as of December 31, 2017 and 2016.

**Net Position**

In the government-wide financial statements, net position represents the difference between assets, deferred outflows of resources, liabilities, and deferred inflows of resources. Net position is displayed in three components:

**Net Investment in Capital Assets** - Consists of capital assets, net of accumulated depreciation, reduced by any outstanding debt attributable to acquire capital assets.

**Restricted Net Position** - Consists of net position restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

**Unrestricted Net Position** - All other net position that do not meet the definition of "restricted" or "net investment in capital assets."

The Commission applies restricted resources first when an expense is incurred for which both restricted and unrestricted resources are available.

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## Pioneer-Sarah Creek Watershed Management Commission

Notes to Financial Statements (continued)  
December 31, 2017**NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)****Prior Period Comparative Financial Information/Reclassification**

The basic financial statements include certain prior year partial comparative information in total but not at the level of detail required for a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Commission's financial statements for the year ended December 31, 2016, from which the summarized information was derived. Also, certain amounts presented in the prior year data may have been reclassified in order to be consistent with the current year's presentation.

**NOTE 2 - ASSETS, LIABILITIES AND NET POSITION****A. Deposits**

In accordance with applicable Minnesota Statutes, the Commission maintains a checking account authorized by the Commission.

The following is considered the most significant risk associated with deposits:

**Custodial Credit Risk** - In the case of deposits, this is the risk that in the event of a bank failure, the Commission's deposits may be lost.

Minnesota Statutes require that all deposits be protected by federal deposit insurance, corporate surety bond, or collateral. The market value of collateral pledged must equal 110 percent of the deposits not covered by federal deposit insurance or corporate surety bonds. Authorized collateral includes treasury bills, notes, and bonds; issues of U.S. government agencies; general obligations rated "A" or better; revenue obligations rated "AA" or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota Statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The Commission has no additional deposit policies addressing custodial credit risk.

At year-end, the Commission had no funds held in its bank account. All funds were transferred to their 4M Fund investment account. (see below)

**B. Investments**

At December 31, 2017 and 2016 the Commission held \$311,180 and \$242,637 (approximate cost and fair value), respectively, in investments with PMA Financial Network in Minnesota 4M Funds Holdings.

The 4M fund is an external investment pool not registered with the Securities Exchange Commission (SEC) that follows the same regulatory rules of the SEC under rule 2a7. The 4M Fund is a customized cash management and investment program for Minnesota public funds that is allowable under Minnesota Statutes. The fair value of the position in the pool is the same as the value of the pool shares.

**PRELIMINARY**

## Pioneer-Sarah Creek Watershed Management Commission

Notes to Financial Statements (continued)  
December 31, 2017**NOTE 2 - ASSETS, LIABILITIES AND NET POSITION (CONTINUED)**

Investments are subject to various risks, the following of which are considered the most significant:

**Custodial Credit Risk** - For investments, this is the risk that in the event of a failure of the counterparty to an investment transaction (typically a broker-dealer) the Commission would not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Commission does not have a formal investment policy addressing this risk, but typically limits its exposure by purchasing insured or registered investments, or by the control of who holds the securities.

**Credit Risk** - This is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Minnesota Statutes limit the Commission's investments to direct obligations or obligations guaranteed by the United States or its agencies; shares of investment companies registered under the Federal Investment Company Act of 1940 that receive the highest credit rating, are rated in one of the two highest rating categories by a statistical rating agency, and all of the investments have a final maturity of 13 months or less; general obligations rated "A" or better; revenue obligations rated "AA" or better; general obligations of the Minnesota Housing Finance Agency rated "A" or better; bankers' acceptances of United States banks eligible for purchase by the Federal Reserve System; commercial paper issued by United States corporations or their Canadian subsidiaries, rated of the highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less; Guaranteed Investment Contracts guaranteed by a United States commercial bank, domestic branch of a foreign bank, or a United States insurance company, and with a credit quality in one of the top two highest categories; repurchase or reverse purchase agreements and securities lending agreements with financial institutions qualified as a "depository" by the government entity, with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000; that are a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York; or certain Minnesota securities broker-dealers. The Commission's investment policies do not further address credit risk.

**Concentration Risk** - This is the risk associated with investing a significant portion of the Commission's investment (considered 5 percent or more) in the securities of a single issuer, excluding U.S. guaranteed investments (such as treasuries), investment pools, and mutual funds. The Commission does not have an investment policy limiting the concentration of investments.

**Interest Rate Risk** - This is the risk of potential variability in the fair value of fixed rate investments resulting from changes in interest rates (the longer the period for which an interest rate is fixed, the greater the risk). The Commission does not have an investment policy limiting the duration of investments.



## Pioneer-Sarah Creek Watershed Management Commission

Notes to Financial Statements (continued)  
December 31, 2017**NOTE 3 - FUND BALANCE CLASSIFICATIONS**

The following fund balance classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- **Nonspendable** - amounts that are not in spendable form (such as inventory) or are required to be maintained intact;
- **Restricted** - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government, through constitutional provisions, or by enabling legislation;
- **Committed** - amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- **Assigned** - amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
- **Unassigned** - amounts that are available for any purpose; these amounts are reported only in the general fund.

The Commission establishes (and modifies or rescinds) fund balance commitments by passage of an ordinance or resolution. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund. Assigned fund balance is established by the Commission through adoption or amendment of the budget as intended for specific purpose.

**NOTE 4 - COMMITMENTS AND CONTRACTS****Restricted fund balance - guarantee fees**

Restricted fund balance for guarantee fees is comprised of the following:

The WCA Monitoring Guarantee Restricted Funds are for wetland mitigation projects. The initial monitoring fee is set by the commission per project and is to be reduced over a five year period provided the project meets the requirement of the mitigation.

The WCA Replacement Guarantee Restricted Funds are received as guarantee that the mitigation will perform as required. Upon completion, and if the project meets the qualified plan requirements, these financial guarantees are refunded.

The Administrative Guarantee Restricted Funds are received as guarantee that the project administration fees are paid. The restricted amount is reduced as project-related administrative expenses arise. Any residual funds not used are refunded upon completion of the project.

## Pioneer-Sarah Creek Watershed Management Commission

Notes to Financial Statements (continued)  
December 31, 2017**NOTE 4 - COMMITMENTS AND CONTRACTS (CONTINUED)****Minnesota Pollution Control Agency (MPCA) - Watershed-wide TMDL/WRAPP Project**

During 2013, the MPCA contracted the Commission to conduct a water monitoring program of the Pioneer-Sarah Creek watershed for a cost not to exceed \$103,415. The Commission has contracted Three Rivers Park District and the University of Minnesota to perform the services in conjunction with this project. The Commission earned revenue of \$28,614 and incurred expenditures of \$23,141 from this grant during the year ended December 31, 2015.

During 2015, the MPCA started phase two of the project. The Commission will continue to contract with Three Rivers Park District to perform the services in conjunction with this project. The cost for the project will not exceed \$58,720. The Commission earned revenue of \$10,593 and \$36,249 from this grant during the years ended December 31, 2017 and 2016, respectively. The Commission incurred expenditures of \$2,631 and \$39,013 in associated costs for the years ended December 31, 2017 and 2016, respectively. This project was finalized in 2017.

**NOTE 5 - MEMBERS' ASSESSMENTS**

Dues received from members were as follows:

	Year Ended December 31			
	2017		2016	
	Amount	Percentage	Amount	Percentage
Greenfield	\$ 38,930	29.12 %	\$ 37,487	28.60 %
Independence	50,439	37.73	50,445	38.48
Loretto	5,345	4.00	5,127	3.91
Maple Plain	10,425	7.80	9,791	7.47
Medina	15,033	11.24	14,809	11.30
Minnetrista	13,528	10.11	13,431	10.24
	<u>\$ 133,700</u>	<u>100.00 %</u>	<u>\$ 131,090</u>	<u>100.01 %</u>

**PRELIMINARY**

OTHER REQUIRED REPORTS

**PRELIMINARY**



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS**

Board of Directors  
Pioneer-Sarah Creek Watershed Management Commission  
Plymouth, MN 55447

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the financial statements of the governmental activities and the major fund of the Pioneer-Sarah Creek Watershed Management Commission (the Commission) as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated -----, 2018.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that material misstatement of the financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above. However, material weaknesses may exist that have not been identified. We did identify the following deficiencies in internal control that we consider to be significant deficiencies:

Because of the limited size of your office staff, your organization has limited segregation of duties. A good system of internal accounting control contemplates an adequate segregation of duties so that no one individual handles a transaction from inception to completion. While we recognize that your organization is not large enough to permit an adequate segregation of duties in all respects, it is important that you be aware of the condition.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

**PRELIMINARY**

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. Accordingly, this communication is not suitable for any other purpose.

-----, 2018

**PRELIMINARY**

INDEPENDENT AUDITORS' REPORT  
ON MINNESOTA LEGAL COMPLIANCE

Board of Directors  
Pioneer-Sarah Creek Watershed Management Commission  
Plymouth, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the governmental activities and major fund of the Pioneer-Sarah Creek Watershed Management Commission (the Commission) as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated -----, 2018.

The *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minn. Stat. 6.65, contains six categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the applicable listed categories, except that we did not test for compliance in tax increment financing, because the Commission does not utilize tax increment financing.

In connection with our audit, nothing came to our attention that caused us to believe that the Commission failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the Commission's noncompliance with the above referenced provisions.

This report is intended solely for the information and use of those charged with governance and management of the Pioneer-Sarah Creek Watershed Management Commission and the State Auditor and is not intended to be and should not be used by anyone other than these specified parties.

-----, 2018

PRELIMINARY

Table F.1. Capital Improvement Program

Note: See project descriptions following the tables. PSC = Pioneer-Sarah WMC

Item 06a

Year	Project	Project Name	Total Cost	Commission Share	Priority	Cost per lb.	Potential Funding Source(s)	Actual 2014	Actual 2015	Actual 2016	2017	2018	2019	2020
CAPITAL PROJECTS														
2014-	ME-1	Lake Ardmore infiltration basin	30,000	3,000	Completed		PSC, Medina		3316.35					
2015	IN-1	Lake Sarah curlyleaf pondweed treatment	40,000	4,000	Completed		PSC, Ind, Grfld, lake assn	2104.73	1011.26					
	IN-2	Hydrologic restorations: HR 67, 68, 29, and 33	200,000	20,000			PSC, Independence	Projects infeasible or lacking owner participation. Will be addressed at development						
	ME-2	Lake Independence curlyleaf pondweed treatment	122,000	12,200			PSC, Med, Ind, lake assn	Treatment not in TMDL. May resubmit project in future						
		Subtotal	\$392,000	\$39,200										
2016	GR-3	Dance Hall Creek BMPs	200,000	10,000			PSC, Greenfield, grants	302.46						
	GR-4	Feedlot improvements: Dance Hall Creek	35,000	1,750			PSC, Greenfield, grants	No willing landowner opportuntites						
	GR-9	Buffer strips: Dance Hall Creek	35,000	1,750			PSC, Greenfield, grants	No willing landowner opportuntites						
	GR-11	Control carp population: Lake Sarah	10,000	500			PSC, Greenfield, DNR, grants	Moved to 2020. Front-end assessments required.						
	GR-11	Control carp population: other lakes	10,000	500			PSC, Greenfield, DNR, grants	Moved to 2020. Front-end assessments required.						500
	IN-3	Lake Sarah curlyleaf pondweed treatment	32,000	3,200	Completed		PSC, Ind, Grfld, lake assn			8986.3				
	IN-4	Gully restorations: GS50 (design)	120,000	12,000	In Process		PSC, Independence, grants			5204.65				
	ME-4	Lake Ardmore neighborhood projects	80,000	8,000	Redundant		PSC, Medina, grants	Redundant with new, specific CIPs resulting from SWA. 2017-2020 ME projects						
		Subtotal	\$522,000	\$37,700										
2017	IN-5	Lake Sarah curlyleaf pondweed treatment	26,000	2,600			PSC, Indep, Grfld, lake assn				2,600			
	IN-7	Raingardens in targeted areas	75,000	7,500			PSC, Indep, property owners				7,500			
	IN-9	Shoreline restoration – Sarah and Independence	125,000	12,500			PSC, Ind, Grfd, Medina, property owners, grants				12,500			
	GR-4	Feedlot improvements: Dance Hall Creek	35,000	1,750			PSC, Greenfield, grants							
	GR-9	Buffer strips: Dance Hall Creek	35,000	1,750			PSC, Greenfield, grants							
	2017 IN-3	Wetland Restoration 1 Kazin Property	92,205	23,051	High	\$549/lb	PSC, Indep, County Grant, NRCS, EQUIP	NEVER AMENDED			23,051			
		Subtotal	\$388,205	\$49,151										
2018	GR-3	Hafften, Schendel, SchwauppauFF BMPs	100,000	10,000			PSC, Greenfield, grants							
	IN-6	Lake Sarah curlyleaf pondweed treatment	20,000	2,000			PSC, Ind, Grfld, lake assn							
	2017 ME-1	Fern St Gully Stabilization	18,850	4,713	High	\$277/lb	PSC , City, grants	Same as 2016 ME-4 This is just more detailed. CIP was not amended for these projects				48,276		
	2017 ME-2	Fern St Iron Enhanced Sand Filter	87,500	21,875		\$1411/lb	PSC , City, grants							
	2017 ME-3	Aspen Ave Pond Enlargement PD3	51,550	12,888		\$2343/lb	PSC, City, grants							
	2017 ME-4	Medina Boat Launch Shoreline Restora SR1	22,000	5,500		\$550/lb	PSC, City, grants							
	2017 ME-5	Stream Stabiliza-creek b'tween Lakes Ardmore & Inde	13,200	3,300		\$3300/lb	PSC, City, grants							
	MP-6	South Ravine cleanup	260,000	26,000			PSC, Maple Plain, grants	Maple Plain requests this project be removed				26,000		
	2017 IN-4	Wetland Restoration 18	559,205	139,801	Medium	\$707/lb	PSC, Independence, County Grant, NRCS, EQUIP	NEVER AMENDED				139,801		
	2017 ME_IN-1	Baker Park Reserve Campground Ravine Stabiliza	485,000	10,500	High	\$181/yr	PSC, cities, BWSR CWF Grant, county grant	NEVER AMENDED				10,500		
		Subtotal	\$1,617,305	\$236,577										
2019-	ME-5	Sediment sampling in Lake Independence	18,500	1,850	Completed		PSC, Medina, Ind, TRPD	Completed in 2016 by UW Stout for TRPD. Comm did not share in cost.						
2020	IN-8	Sediment sampling in Lake Sarah	12,000	1,200			PSC, Independence, Greenfield						1,200	
	GR-11	Control carp population: Lake Sarah / other lakes	10,000	500			PSC, Greenfield, DNR, grants	NEVER AMENDED					500	

Table F.1. Capital Improvement Program

Note: See project descriptions following the tables. PSC = Pioneer-Sarah WMC

Item 06a

Year	Project	Project Name	Total Cost	Commission Share	Priority	Cost per lb.	Potential Funding Source(s)	Actual 2014	Actual 2015	Actual 2016	2017	2018	2019	2020
	IN-9	Shoreline restoration – Sarah and Independence	125,000	12,500			PSC, Ind, Med, Grfld, property owners, grants						12,500	
	GR-4	Feedlot improvements	35,000	1,750			PSC, Greenfield, grants							
	IN-2	Hydrologic restorations GS50 (install)	200,000 520,000	20,000 52,000			PSC, Independence, grants	2017 Minor Plan Amendmend changed cost					20,000 52,000	
	ME-6	Tomahawk Trail wetland project	230,000	23,000			PSC, Medina, grants						0	23,000
	2017 IN-1	JB Gully Stabilization	75,000	18,750	High	\$300/lb	PSC, Ind, County, MPCA, Lake Assn	NEVER AMENDED					18,750	
	2017 IN-2	Hydrologic restoration 95 Koch property	61,205	15,300	High	\$317- \$481/lb	PSC, Independence, County Grant, NRCS, EQUIP	NEVER AMENDED					15,300	
	2017 IN-5	Wetland Restoration 91	529,205	79,380	Low	\$1447/lb	PSC, Independence, County Grant, NRCS, EQUIP	NEVER AMENDED					79,380	
	2017 IN-6	Wetland Restoration 105	543,205	81,481	Medium	\$845/lb	PSC, Independence, County Grant, NRCS, EQUIP	NEVER AMENDED					81,481	
	2017 IN-7	Seasonal Pond 77	10,420	2,605	High	\$366/lb	PSC, Independence, County Grant	NEVER AMENDED					2,605	
	2017 MI-1	South Whaletail Lake Alum Treatment	200,000	5,000	High	\$55/lb	PSC, city, BWSR CWF Grant, county grant	NEVER AMENDED						5,000
		Subtotal	\$1,649,535	\$238,316										
SPECIAL STUDIES														
2015	MP-4	Ravine study	3,000	300	In Process		PSC, Maple Plain				300			
2015	ME-3	Lake Independence Subwatershed Assessment	15,000	1,500	Completed		PSC, Independence	Lake Sarah and Lake Independence Stormater Retrofit Analysys completed in 2014. Funded by HCD, Metro Conservation Dist, City of Independence, Anoka Conservation Dist, and Clean Water Fund. No funds provided by Comm.						
2018	GR-1	Subw Assess-Hafften, Schendel, Schwauppauff	20,000	1,000			PSC, Greenfield					1,000		
		Subtotal	\$38,000	\$2,800										
OTHER PROJECTS COMPLETED														
2014		Lake Indepence Outlet Construction						426.63						
		Lake Independence Bullrush Restoration						1307.8						
2015		Lake Independence Weir Construction at Outlet		\$318 spent out of Operating Budget										
2016		Lake Ardmore Subwatershed Assessment								218.25				
		SUBTOTAL	\$4,607,045	\$603,744				\$ 4,142	\$ 4,328	\$ 14,409	\$ 45,951	\$ 225,577	\$ 211,716	\$ 28,500
Capital Projects Account Est January 1 Balance								10109.6	\$25,968	\$41,640	\$55,231	\$37,280	(\$160,297)	(\$344,013)
Annual Capital Projects Fund Contribution								20,000	20,000	28,000	28,000	28,000	28,000	28,000
Estimated Expenditures								4,142	4,328	14,409	45,951	225,577	211,716	28,500
Capital Projects Account Estimated December 31 Balance								\$25,968	\$41,640	\$55,231	\$37,280	(\$160,297)	(\$344,013)	(\$344,513)
No Year Assigned														
	GR-3,4,9	Ongoing Dance Hall Creek BMPs		???			PSC, City, Grants				15,000	15,000	15,000	15,000
	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	Complete		Project completed by city in 2016 - \$21,710, No request for funds from Commission							
	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										

Table F.1. Capital Improvement Program

Note: See project descriptions following the tables. PSC = Pioneer-Sarah WMC

Item 06a

Year	Project	Project Name	Total Cost	Commission Share	Priority	Cost per lb.	Potential Funding Source(s)	Actual 2014	Actual 2015	Actual 2016	2017	2018	2019	2020
	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										
		Subtotal	\$1,089,700	\$108,970										
Other Projects Funded (non CIP funds)														
		Lake Independence Weir Construction at Outlet							238.37					
	TOTAL COST		\$5,696,745	\$712,714										
Other Related Local Projects, No Commission Contribution														
	GR-2	Whisper Creek WWTP	\$500,000	\$ -										

Updated / Completed Projects

New Projects - Not on CIP yet, need Amendment

Updated Project through Minor Plan Amendment

# Technical Memo



Item 06b

Responsive partner.  
Exceptional outcomes.

**To:** Shingle Creek/West Mississippi WMO Commissioners

**From:** Ed Matthiesen, P.E.  
Diane Spector

**Date:** April 6, 2018

**Subject:** Watershed Based Funding Pilot Update

A third “pre-meeting” of watershed administrators was held March 30, 2018 to discuss options for allocating the Metro Area One Water One Plan (1W1P) Watershed-Based Funding Pilot Program dollars over the next few years. In addition, a Mississippi Basin committee and a chloride committee met to discuss potential programming. Diane Spector attended for the watersheds. As a reminder, Hennepin County will be receiving \$1.018 million per year for the next two years, to be expended by December 31, 2021. The group to refine options and develop recommendations for the formal planning meeting, expected to be held in May, to which all eligible entities will be invited by Hennepin County.

Attached are the meeting notes prepared by convener Karen Galles of Hennepin County Energy and Environment, including notes and reports from subcommittees. The Mississippi Basin watersheds will be meeting once more before the formal planning meeting to refine the project prioritization criteria. Each WMO submitted up to two priority projects which will be ranked by those criteria. The chloride committee will also be bracketing the potential chloride management costs so the recommended “amount off the top” is known going into the planning meeting. They will also be checking in with other counties to see if there is interest in pursuing a multi-county or Metro Area approach.

Watershed-based Funding Pilot Program  
Pre-Convene Meeting 3  
March 30, 2018

**Present:**

Amy Juntunen: Elm Creek, Pioneer-Sarah Creek, Shingle Creek, and West Mississippi Watersheds Commissions

Doug Snyder: Mississippi Watershed Management Organization

Linda Loomis: Lower Minnesota Watershed District

Karen Chandler: Bassett Creek Watershed Management Commission

Steve Christopher: Board of Water and Soil Resources

Bryan Gruidl: Richfield-Bloomington Watershed Management Organization

Diane Spector: Shingle Creek and West Mississippi Watershed Management Commissions

Becky Christopher: Minnehaha Creek Watershed District

Claire Bleser: Riley-Purgatory-Bluff Creek Watershed District

Karen Galles: Hennepin County

**1. Review BWSR Process and Workplan Guidance – questions for Steve?**

No questions.

**2. Report out from chloride sub-group & Discussion**

Diane Spector provided notes from a meeting of the Chloride sub-group, see below.

The general framework of the plan was to set-aside a percentage of the county allocation to go toward countywide chloride programming – the first year would largely be developing a strategic plan and beginning implementation actions, so could be a smaller amount of money. The second year would be full implementation of the strategic plan.

**Discussion:**

- Group preference to set-aside a specific sum estimated to be the amount required to accomplish specific objectives, instead of a percentage.
  - **Action Item:** Chloride sub-group will meet again (or otherwise collaborate) to lay out some work tasks and attach them to some estimated budget figures.
- Can these funds be used to employ (or contract) an individual to do the legwork required to implement a plan? Steve Christopher: Yes.
- Since we last met at least two other counties (Anoka and Scott) have indicated that they may also use some of this funding to do some chloride-related programming – we should talk to them (and other metro counties) about coordinating efforts to do work that spans counties. Could also look into pooling funds to make the budget required from any one county smaller.
  - **Action Item:** Karen will discuss this with other metro area conveners at MACD meeting on April 4



- **Action Item:** Diane will check with Brooke Asleson about coordinated efforts coming out of her office, and opportunities for collaboration and to add value.
- Desire to not duplicate or replicate things that already exists, but there's no inventory of what already exists. One of the first tasks needs to be a thorough and intentional inventory of on-going efforts and existing materials related to this topic. One good forum for this could be Watershed Partners
  - **Action Item:** Amy will reach out to Watershed Partners to request an agenda item at an upcoming meeting where all partners bring everything they know about chloride efforts.
- Part of this effort needs to be an intentional effort to identify who the critical audience(s) are, WHY those are the critical audiences, and make every effort to create programming/messages/materials that are specifically relevant to those audiences.
- Funds available for equipment purchase could be used as an incentive to attend trainings, get some sort of certification – an entity may not be eligible to receive funds for equipment purchase unless they have attained some sort of certification, e.g.

**Notes from the Chloride sub-group meeting:**

Watershed-Based Funding – Chloride Subcommittee

March 23, 2018 meeting notes - dfs

Questions:

Set aside a percentage of the county-wide allocation – 10%?

Determine the coordinating agency or group – Hennepin County?

Can funds be used for a contract specialist to do the legwork?

*First Year:*

1. Develop strategic plan
  - Define stakeholders and audiences
  - Identify education and outreach and other needs
  - Identify materials/curriculum to be developed
  - Develop strategies to address needs, including communication plan
  - Develop Implementation Plan
2. Implement strategic plan

*Second Year:*

- Review and revise strategic plan as necessary
- Implement strategic plan

Potential implementation strategies:

- Workshops for applicators
- Outreach to property managers
- Promote contracting by application rather than tonnage applied
- Build strategic partnerships (e.g., MNLA, BOMA)

- Sponsor preconference certification workshop at MNLA conference
- Press releases, newsletter, website – advertising?
- Curriculum development (update current, add refresher course)
- Hands-on training
- Provide opportunities for story telling and info sharing between road authorities
- Small grants for equipment upgrades, other

### 3. Report out from major basin sub-groups

- **Mississippi** (Becky)
  - The group met and discussed the idea of putting some of their basin allocation directly toward work related to chloride (in addition to the Countywide funding being discussed) and generally felt that they may do that in the future when there's more certainty and more planning behind what the needs are.
  - Discussed criteria for selecting project within the basin
    - Eligibility: Targeting an impaired or near-impaired waters; demonstrated project readiness (land rights, cost-benefit analysis, capacity), partner support, and willingness to provide a 25% match
    - Rank projects based on: water quality benefits (tied to impairment), secondary benefits (e.g. community, demonstration value, ecological), cost-effectiveness, and opportunity cost (e.g. timing with partners)
  - The group has developed and populated a spreadsheet with potential projects
  - There's a general feeling that they could come to some agreement across the group.
- **Crow** (Amy)
  - There is a suite of 5 projects (Ardmore Avenue projects) that are shovel-ready that could use up to two years of funding from the watershed-based funding program.
  - Also interested in using some of these funds to provide cost-share to landowners for project identified in subwatershed assessments (e.g.) and to add capacity for outreach staff.
  - Discussion: would the group be OK with using these funds to help fund landowner projects where the landowner pays less than 25% of the cost (because other funding sources are pooled)? Yes – as long as there's at least 25% match to THESE funds through a variety of sources, everyone would be fine with that.
- **Minnesota** – no report – still thinking that they would devote all of their basin funds to chloride work within the scope of what was described above

### 4. Finalize the structure of Collaboration Options

- Collaboration Option 1: formula using area and property tax base
- Collaboration Option 2: Take \$XXX for countywide chloride programming, and distribute remainder of funds via formula in Option 1
- Collaboration Option 3: Take \$XXX for countywide chloride programming, and distribute remainder of funds to major river basins to use as described in Item 3.

- **Action Item:** Karen will provide charts with exact dollar amounts once she receive an estimated budget for the chloride collaboration
- **Action Item:** Diane (chloride sub-group) will circulate work tasks and estimated budget for feedback ASAP, so that we can get to specific dollar amounts for each of these options ASAP.
- Discussion: do we have a preference?
  - Yes – everyone who expressed a preference, expressed a preference for Option 3.

#### 5. Determine next steps and responsibilities prior to Convening Meeting

- Convening Meeting is scheduled for May 16 and the Plymouth library.
- **Action Item:** All – if you haven't already added contact information for City staff contacts/PW directors that you work with to Karen's google spreadsheet, do so ASAP. Most have, but if you haven't, please check the name that has been provided and add additional contacts if you have them.
- Karen will send an invitation via email to list provided + administrators. Karen will send a DRAFT of that email around to this group by 4/6.
- Karen will also send an outline of what we will present by 4/6
- BWSR will plan to provide 15 minute presentation similar to what they've provided at other convening meetings.
- Discussion: Should we present all three Collaboration Options? Or just Option 3 (which we prefer) – different opinions on this around the table. The draft outline will include minimal slide on non-preferred options and more detail on the Option 3 – we can always delete these slides on other options as the meeting gets closer.
- Discussion: Objectives of the Convening Meeting
  - i. Suggestions for making this better?
  - ii. Can we move forward with our preferred collaboration options?
  - iii. What projects do you (Cities) have that you would like us to have in our plans for consideration for the next funding cycle?
- Discussion: Do we advocate for our preferred option?
  - i. In general, yes. If we have a perspective that favors collaborating then we need to make a case for doing that. It will be in the self-interest of some watershed organizations (e.g. Elm Creek) so say that they just want their share (Option 1) and we need to be prepared to make a case for why we want to take a more collaborative approach.
  - ii. **Action Item:** All – some of this “making the case” work should be done with city contacts before the convening meeting.
  - iii. **Action Item:** Karen will work with HC Communications to develop a quick fact sheet (2-pager) about the program and our preferred approach.

**Reference No. 1**

**COOPERATIVE WATER RESOURCES MANAGEMENT PROJECT  
JOINT POWERS AGREEMENT  
BETWEEN  
Three Rivers Park District  
AND  
Pioneer-Sarah Creek Watershed Management Commission**

1. **PARTIES**

Pioneer-Sarah Creek Watershed Management Commission (hereinafter referred to as “the Commission”) and the Three Rivers Park District (hereinafter referred to as “the Park District”), both being governmental units of the State of Minnesota, and acting through their respective governing bodies, hereby enter into this Joint Powers Agreement (“agreement”). The Commission and the Park District from time to time may be referred to hereinafter as “the parties.”

2. **PURPOSE**

The Park District and the Commission recognize that intergovernmental cooperation in preventing degradation of aquatic resources, assessing the quality of Lake Sarah in the Pioneer-Sarah Creek Watershed, and implementing the Lake Sarah TMDL plan is in the mutual interest of the citizens of Hennepin County and the metropolitan area. The parties enter into this Agreement to facilitate the improvement of Lake Sarah water quality through the implementation of the Lake Sarah TMDL, and to assess the quality of the lake as implementation proceeds.

3. **AUTHORITY**

The parties enter into this agreement pursuant to Minn. Stat. § 471.59, regarding joint exercise of powers which allows two or more governmental units, by agreement entered into through action of their governing bodies, to jointly or cooperatively exercise any power common to the contracting parties or any similar powers, including those which are the same except for the territorial limits within which they may be exercised.

4. **DUTIES OF THE PARK DISTRICT**

In recognition of the staff resources and capabilities of the Park District, the Park District will be responsible for:

- a. Completion of Curly-leaf Pondweed turion surveys in Lake Sarah during the five year control program.
- b. Completion of annual aquatic plant surveys in Lake Sarah to monitor the response of native macrophytes to the CLP control program.

- c. Under contract with the Commission, completion of annual water quality monitoring to determine the effectiveness of the CLPW control program in reducing phosphorus loading to the lake.
- d. Participation in a project advisory capacity to guide the project implementation and review project results.
- e. Adhering to a Performance Criteria that ensures that all work meets the requirements of the Minnesota Department of Natural Resources approved Lake Vegetation Management Plan (LVMP) and the Minnesota Pollution Control Agency approved TMDL Plan and that all data conforms to the MPCA QC/QC sampling collection and analytical protocol.
- f. Providing cost-share funding to support the curly-leaf pondweed control project in an amount of 16.5% of total project costs, not to exceed \$8,650 annually. Reimbursement shall be upon an invoice submitted by the Pioneer Sarah Creek Watershed Management Commission.

## 5. DUTIES OF THE COMMISSION

In recognition of the staff resources and capabilities of the Pioneer Sarah Creek Watershed Management Commission, the Commission will be responsible for:

- a. Coordinating the development and implementation of a curly-leaf pondweed control strategy for Lake Sarah, as per the approved Lake Sarah TMDL implementation plan.
- b. Ensuring compliance with monitoring and evaluation requirements outlined in MDNR's approved Lake Vegetation Management Plan for Lake Sarah, which is aimed at documenting the effectiveness of the project in controlling CLP, enhancing the growth of native macrophytes, and improving the water quality of Lake Sarah.
- c. Coordinating with the Lake Sarah Improvement Association to secure the additional funding necessary to implement the MDNR approved Lake Vegetation Management Plan for Lake Sarah. .
- d. The Commission shall be responsible for providing cost-share funding to support the Lake Sarah curly-leaf pondweed control project in an amount of 10% of total project costs consistent with its approved cost-share policy at the time of approval of this agreement..

## 6. AMENDMENT

Any amendment to this agreement must be in writing and approved by the Commission and the Park District. The parties shall have full power to amend this agreement to add or delete items from the scope of this agreement upon such terms as are agreed to between the parties.

7. TERMINATION

This agreement will terminate upon completion of the five year Lake Sarah Curly-leaf Pondweed Control Project. Notwithstanding, either party may terminate this Agreement for any reason by providing 90 days written notice to the other party. In the event of termination, the Park District will pay pro rata for that portion of the Curl-leaf Pondweed Control Project completed in accordance with Section 5.

IN WITNESS WHEREOF, the parties have caused this joint powers agreement executed and effective as of the date of signature of the last party to the agreement.

(Pioneer-Sarah Creek Watershed Management  
Commission)

Dated: \_\_\_\_\_,

\_\_\_\_\_  
Joe Baker, chair

\_\_\_\_\_  
Judie A. Anderson, Exec. Secretary

THREE RIVERS PARK DISTRICT

Dated: \_\_\_\_\_,

\_\_\_\_\_  
John Gunyou, Chair

\_\_\_\_\_  
Boe Carlson, Superintendent



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## FY 20 - 21 Biennial Budget Request

### Pioneer-Sarah Creek WMC #

Total Requested Biennial State Contribution:	<b>\$1,237,250.00</b>	BBR ID	<b>BBR18-1080</b>
Total Leveraged Funds	\$445,750.00	Submitted Date	4/12/2018
Total Resource Project and Activities Budget	\$1,683,000.00	Staff Contact	Amy Juntunen
Total BMPs	18	Board Conservationist	Steve Christopher
Total FTEs	2		

### Water Resources of Concern

Primary Water Resource of Concern	Water Resource Category	Watershed	Impairments	Trend
<b>South Fork Crow River#</b>	Surface Water	Mississippi River - Twin Cities	Yes	Down
<b>Crow River#</b>	Surface Water	Mississippi River - Twin Cities	Yes	Down
<b>Lake Independence#</b>	Surface Water	Mississippi River - Twin Cities	Yes	Stable
<b>Organization Wide - Surface Water#</b>	Surface Water		Yes	Down

### Activity Summary#

Water Resource Name	<b>Organization Wide - Surface Water</b>		
Activity Description	<b>Carp population control to reduce internal loading in chain of lakes.</b>		
Activity Category	Non-Structural Management Practices	Capital Improvement Project?	<b>Yes</b>
Source of State Contribution#	BWSR Clean Water Fund - Projects and Practices	Estimated # of FTEs	<b>0</b>
Total Requested Biennial State Contribution#	\$225,000.00	Estimated Number of Practices	

Estimated Leveraged Funds#	\$75,000.00	Plan Type	Watershed Management Plan (Watershed Districts and Watershed Management Organizations only)
Projects & Activities Budget	\$300,000.00	Action or Objective (from plan)	<b>Lake Independence TMDL, Watershed-Wide TMDL, CIP GR-11</b>
Describe how this activity could be accomplished in the biennium	Population monitoring was started in 2017 and will be completed in 2018. Monitoring has shown a very large population moving in the chain of lakes from Spurzem to Ardmore and Lake Independence. The Commission and Three Rivers Park District are ready to contribute funds to this project		

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Water Resource Name	<b>Organization Wide - Surface Water</b>		
Activity Description	<b>Feedlot BMPs</b>		
Activity Category	Livestock Waste Management	Capital Improvement Project?	<b>Yes</b>
Source of State Contribution#	Watershed Based Funding	Estimated # of FTEs	
Total Requested Biennial State Contribution#	\$35,000.00	Estimated Number of Practices	<b>5</b>
Estimated Leveraged Funds#	\$35,000.00	Plan Type	Watershed Management Plan (Watershed Districts and Watershed Management Organizations only)
Projects & Activities Budget	\$70,000.00	Action or Objective (from plan)	<b>TMDL, CIP GR-4</b>
Describe how this activity could be accomplished in the biennium	The Commission is ready to contribute funds as opportunities arise to consult and install BMPs on private property		

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Water Resource Name	<b>Organization Wide - Surface Water</b>		
Activity Description	<b>Subwatershed Assessment identified BMP installations - Dancehall Creek streambank restoration, agricultural BMP installations along Dancehall Creek, Steep area shoreline restoration on Lake Sarah and Lake Independence,</b>		
Activity Category	Streambank or Shoreline Protection	Capital Improvement Project?	<b>Yes</b>
Source of State Contribution#	BWSR Clean Water Fund - Projects and Practices	Estimated # of FTEs	
Total Requested Biennial State Contribution#	\$412,500.00	Estimated Number of Practices	<b>7</b>
Estimated Leveraged Funds#	\$137,500.00	Plan Type	Watershed Management Plan (Watershed Districts and



			Watershed Management Organizations only) <b>Item 07b</b>
Projects & Activities Budget	\$550,000.00	Action or Objective (from plan)	<b>TMDLS</b>
Describe how this activity could be accomplished in the biennium	Feasibility studies are underway or complete and the Commission is ready to move forward with funding		

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Water Resource Name	<b>Crow River</b>		
Activity Description	<b>Subwatershed Assessments for Hafften, Schendel, Schwappauff Lakes drainage basin</b>		
Activity Category	Planning and Assessment	Capital Improvement Project?	<b>Yes</b>
Source of State Contribution#	Watershed Based Funding	Estimated # of FTEs	<b>1</b>
Total Requested Biennial State Contribution#	\$10,000.00	Estimated Number of Practices	
Estimated Leveraged Funds#	\$10,000.00	Plan Type	Watershed Management Plan (Watershed Districts and Watershed Management Organizations only)
Projects & Activities Budget	\$20,000.00	Action or Objective (from plan)	<b>WRAPS TMDL</b>
Describe how this activity could be accomplished in the biennium	In cooperation with Hennepin County grants, Three Rivers Park District, and the Commission		

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Water Resource Name	<b>South Fork Crow River</b>		
Activity Description	<b>Tomahawk Trail Wetland: Reduce external phosphorus loading contributing to impairment of Lake Independence by designing and developing alum treatment and iron enhanced filter system for Tomahawk Trail wetland prior to inlet to Half Moon Lake. Project may include wetland restoration.</b>		
Activity Category	Non-Structural Management Practices	Capital Improvement Project?	<b>Yes</b>
Source of State Contribution#	BWSR Clean Water Fund - Projects and Practices	Estimated # of FTEs	<b>1</b>
Total Requested Biennial State Contribution#	\$185,000.00	Estimated Number of Practices	
Estimated Leveraged Funds#	\$65,000.00	Plan Type	Watershed Management Plan (Watershed Districts and Watershed Management Organizations only)
Projects & Activities Budget	\$250,000.00	Action or Objective (from plan)	<b>Lake Independence TMDL</b>
Describe how this activity could be accomplished in the biennium	This project is planned for 2020		

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Water Resource Name	Lake Independence			Item 07b
Activity Description	Ardmore neighborhood projects: Suite of 5 projects designed to reduce sediment and nutrients to Lakes Ardmore and Indpendence - Stabilize a gully flowing into a wetland connected to Lake Independence in the Independence Beach neighborhood in Medina. The gully stabilization will address a 600 sq. ft. erosion area and remove 3.4 lbs. /yr. of phosphorus. Install an Iron Enhanced Sand Filter near Fern Street in the Independence Beach neighborhood in Medina. The filter will treat a 4.1 acre drainage area and remove 3.1 lbs. /yr. of phosphorus. Enlarge an existing storm water pond on Aspen Avenue in the Independence Beach neighborhood in Medina. The pond will treat an 8 acre drainage area and remove 1.1 lbs. /yr. of phosphorus. 160 ft. shoreline restoration project at the City of Medina Boat Launch in the Independence Beach neighborhood in Medina. The shoreline restoration will remove 2.0 lbs. /yr. of phosphorus.Stabilize the creek between Lake Ardmore and Lake Independence in the Independence Beach neighborhood in Medina. The stream stabilization will address a 110 sq. ft. erosion area and remove 2 lbs. /yr. of phosphorus.			
Activity Category	Special Projects	Capital Improvement Project?	Yes	
Source of State Contribution#	BWSR Clean Water Fund - Projects and Practices	Estimated # of FTEs		
Total Requested Biennial State Contribution#	\$144,750.00	Estimated Number of Practices	5	
Estimated Leveraged Funds#	\$48,250.00	Plan Type	Watershed Management Plan (Watershed Districts and Watershed Management Organizations only)	
Projects & Activities Budget	\$193,000.00	Action or Objective (from plan)	TMDL	
Describe how this activity could be accomplished in the biennium	The City of Medina and PSCWMC are ready to fund 25-30% of this total project cost			

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Water Resource Name	Lake Independence		
Activity Description	Alum Treatment for Lake Independence to reduce internal phosphorus loading. Previous activities to reduce external loading have occurred, the internal load is very high and needs to be addressed to achieve water quality goals.		
Activity Category	Special Projects	Capital Improvement Project?	No
Source of State Contribution#	BWSR Clean Water Fund - Projects and Practices	Estimated # of FTEs	
Total Requested Biennial State Contribution#	\$225,000.00	Estimated Number of Practices	1
Estimated Leveraged Funds#	\$75,000.00	Plan Type	Watershed Management Plan (Watershed Districts and Watershed Management Organizations only)

Projects & Activities Budget	\$300,000.00	Action or Objective (from plan)	TMDL	Item 07b
Describe how this activity could be accomplished in the biennium	The Commission, Three Rivers Park District, and the cities of Independence and Medina, as well as the Lake Independence Citizen's Association are prepared to contribute to this project.			

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## MEMORANDUM

**TO:** Pioneer-Sarah Creek Watershed Management Commission  
**FROM:** James Kujawa and Kirsten Barta, Hennepin County Dept. of Environment and Energy  
**DATE:** April 12, 2018  
**SUBJECT:** Staff Report

**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.

**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. Staff recommends the Commission approve the Stormwater Management Plan contingent upon receipt of an approved long term pond/basin operation and maintenance plan between the landowner and City of Independence. Said plan must be recorded on the land title. This project was approved at the Commission's September meeting. No new information has been received since that time.

**2017-04 Windsong Farm Golf Club Practice Facility, Independence.** This site is north of CR 6 and the entrance to the current Windsong Golf Course. The total area owned by Windsong Farm Golf Club north of CR 6 is 126 acres. This project will impact the three easterly parcels (36 acres) of their property. The applicant proposes to construct a new practice facility on a portion of these three parcels. Actual grading/disturbance will be 13.4 acres. New impervious areas will be 0.7 acres. The east shore of Fox Lake (DNR 925W) is the west border of the parcels being impacted. The Commission Rules that apply to this work will include Rules D, E, F, and I. Staff recommends approval contingent upon: 1) Specific turf establishment timing requirements being outlined in the SWPPP or Site Plan, 2) Floodplain and Wetland/buffer easements being established over said features on the three parcels where this project is located, and 3) The locations and signage standards for the wetland buffer monumentation being provided to the Commission for review and approval. The Commission approved this project per Staff's recommendations. Since that time, item 1 has been addressed adequately, but Staff are still awaiting word on items 2 and 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, this 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 received grading and erosion control approval by Staff in October 2017 pending final Commission approvals. The project was approved by the Commission at their November 2017 meeting contingent upon receipt of an approved long term pond/basin operation and maintenance plan between the landowner and the City of Independence. Said plan must be recorded on the land title. No new information has been received on the O&M plan documents.

**2018-01 Salem Lane Reconstruction Project, Greenfield.** Salem Lane work must also be reviewed for floodplain fill/mitigation and erosion controls. A stormwater quality review is not necessary because the site disturbance is less than 1.0 acre and less than 0.5 acres of new impervious area. At the January 2018 meeting, this item was approved per Staff's recommendations. The only remaining item is Staff approval of the erosion and sediment control plans. These have not been submitted as of this report.

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RULE D - STORMWATER MANAGEMENT

RULE E - EROSION AND SEDIMENT CONTROL

RULE F - FLOODPLAIN ALTERATION

*Language in red indicates current updates*

\* indicates enclosure

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RULE G - WETLAND ALTERATION

RULE H - BRIDGE AND CULVERT CROSSINGS

RULE I - BUFFERS

**2018-02W Warren DaLuge Wetland Violation, 4890 Woodland Trail, Greenfield.** Staff met with DaLuge and came to an agreement for him to voluntarily remove any fill placed in the wetland on his farmstead by December 1, 2017. As of February 8 the work had not started. Staff requested a restoration order be issued for compliance by June 15.

**2018-03W Dingman Homes, Greenfield.\*** This is a new home site in the Meadows of Whisper Creek development south of CR10 near Vernon Street. This project proposes to fill 100 sq. ft. of a type 1 / 2 wetland for driveway access to a new residential home. This fill amount is allowed under BWSR WCA Chapter 8420.0420, Exemption Standard Subpart 8, de minimis. A. (3) (c) *"400 sq. ft. of type 1, 2, or 6 wetland outside of the building setback zone (50' for Greenfield), as defined in the local shoreland management ordinance, but within the shoreland wetland protection zone."* It was determined by Staff that based on the lot configuration, the location of the wetland, and the slope of the driveway, the fill is necessary and prudent and avoids natural resource impacts to the greatest extent practicable and is allowed under the de minimis exemption. A notice of decision and site layout with impacts is included in this month's packet. No action is necessary.

#### LOCAL WATER PLANS

Per the amended MN Rule 8410.0105, subp. 9, and 8410.0160, subp. 6, Local Water Plans must be prepared by metropolitan cities and towns and must become part of their local comprehensive plans. They must be revised essentially once every ten years in alignment with the local comprehensive plan schedule. A municipality has two years prior to its local comprehensive plan being due to adopt its local water plan. The next local comprehensive plans are due December 31, 2018; thus all cities and towns in the seven-country metropolitan area must complete and adopt their local plans between January 1, 2017 and December 31, 2018.

Local plans from the cities of Loretto and Medina were approved in 2017.

#### KIRSTEN BARTA

1. Final buffer reminders went out to 4 landowners
2. Letter is going out to 4,000 rural and large lot residential landowners in Hennepin County to remind them of what SWCD services are available.
3. County Ditch system survey will be happening this summer. At least one ditch in PSC watershed is being considered high priority (Ditch #9 in Greenfield).
4. Money has been set aside for voluntary buffer installation at a 75% cost share rate.
5. 2018 should be a heavy corn year, so many landowners in the N-S County Road corridors will receive a letter asking them about leaving up a living snow fence. Letter should go out in April/May sometime. County roads 90, 92, 10, 50, 123, and 19 are of particular interest in this watershed.

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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

# Minnesota Wetland Conservation Act

## Notice of Decision

Item 08-1

Local Government Unit (LGU) <b>Pioneer-Sarah Creek Watershed Management Commission.</b>	Address Technical Office: Hennepin County Department of Environmental Services 701 Fourth Avenue South, Suite 700 Minneapolis, MN 55415-1600 <u>Administrative Office:</u> 3235 Fernbrook Lane Plymouth, MN 55447
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### 1. PROJECT INFORMATION

Applicant Name <b>Dingman Custom Homes</b>	Project Name <b>8664 Whisper Creek Trail Greenfield</b>	Date of Application <b>March 26, 2018</b>	Application Number <b>2018-03W</b>
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☒ Attach site locator map.

Type of Decision:

<input type="checkbox"/> Wetland Boundary	<input type="checkbox"/> No-Loss	<input checked="" type="checkbox"/> Exemption	<input type="checkbox"/> Sequencing
<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Banking Plan (road replacement)		

Technical Evaluation Panel Findings and Recommendation (if any):

<input type="checkbox"/> Approve	<input type="checkbox"/> Approve with conditions	<input type="checkbox"/> Deny
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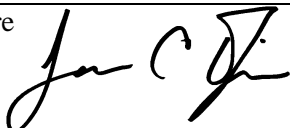
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### 2. LOCAL GOVERNMENT UNIT DECISION

Date of Decision: April 5, 2018		
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Approved with conditions (include below)	<input type="checkbox"/> Denied

LGU Findings and Conclusions (attach additional sheets as necessary):

<p>This project proposes to fill 100 sq. ft. of a type 1 / 2 wetland for driveway access to a new residential home. This fill amount is allowed under BWSR WCA Chapter 8420.0420, Exemption Standard Subpart 8, de minimis. A. (3) ( c ) '400 sq. ft. of type 1, 2, or 6 wetland outside of the building setback zone (50' for Greenfield) , as defined in the local shoreland management ordinance, but within the shoreland wetland protection zone.'</p> <p>It was determined by the LGU that based on the lot configuration, the location of the wetland and the slope of the driveway, the fill is necessary and prudent and avoids natural resource impacts to the greatest extent practicable and is allowed under the De Minimis exemption.</p>
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Signing and mailing of this completed form to the appropriate recipients in accordance with 8420.0255, Subp. 5 provides notice that a decision was made by the LGU under the Wetland Conservation Act as specified above. If additional details on the decision exist, they have been provided to the landowner and are available from the LGU upon request.		
Name <b>James C. Kujawa</b>	Title <b>Technical Advisor to the Commission</b>	
Signature 	Date <b>4/5/2018</b>	Phone Number and E-mail <b>612-348-7338</b> <b>James.kujawa@hennepin.us</b>

**THIS DECISION ONLY APPLIES TO THE MINNESOTA WETLAND CONSERVATION ACT.**

Additional approvals or permits from local, state, and federal agencies may be required. Check with all appropriate authorities before commencing work in or near wetlands.

Applicants proceed at their own risk if work authorized by this decision is started before the time period for appeal (30 days) has expired. If this decision is reversed or revised under appeal, the applicant may be responsible for restoring or replacing all wetland impacts.

This decision is valid for three years from the date of decision unless a longer period is advised by the TEP and specified in this notice of decision.

**3. APPEAL OF THIS DECISION**

Pursuant to MN Rule 8420.0905, any appeal of this decision can only be commenced by mailing a petition for appeal, including applicable fee, within thirty (30) calendar days of the date of the mailing of this Notice to the following as indicated:

Check one:

<input checked="" type="checkbox"/> Appeal of an LGU staff decision. Send petition and <b>\$0</b> fee (if applicable) to: <u>Pioneer-Sarah Creek Watershed Management Commission</u> <u>Administrative Office:</u> <u>3235 Fernbrook Lane</u> <u>Plymouth, MN 55447</u>	<input type="checkbox"/> Appeal of LGU governing body decision. Send petition and \$500 filing fee to: Executive Director Minnesota Board of Water and Soil Resources 520 Lafayette Road North St. Paul, MN 55155
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**4. LIST OF ADDRESSEES**

<input checked="" type="checkbox"/> SWCD TEP member: (email only) Stacey Lijewski, Stacey. <a href="mailto:Lijewski@co.hennepin.mn.us">Lijewski@co.hennepin.mn.us</a> <input checked="" type="checkbox"/> BWSR TEP member: (email only) Ben Carlson. <a href="mailto:ben.carlson@state.mn.us">ben.carlson@state.mn.us</a> <input type="checkbox"/> LGU TEP member (if different than LGU Contact): <input type="checkbox"/> DNR TEP member: <input checked="" type="checkbox"/> DNR Regional Office (email only) Becky.Horton@state.mn.us <input type="checkbox"/> WD or WMO (if applicable): <input checked="" type="checkbox"/> Applicant (notice only) and Landowner (email only) Dingman Custom Homes <a href="mailto:dale@dingmancustomhomes.com">dale@dingmancustomhomes.com</a> <input checked="" type="checkbox"/> Members of the public who requested notice (notice only): City of Greenfield, (email only) Margaret Webb <a href="mailto:mwebb@ci.greenfield.mn.us">mwebb@ci.greenfield.mn.us</a> <input checked="" type="checkbox"/> Corps of Engineers Project Manager (email only)Melissa.M.Jenny@usace.army.mil <input type="checkbox"/> BWSR Wetland Bank Coordinator (wetland bank plan applications only)
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## 5. MAILING INFORMATION

Item 08-1

- For a list of BWSR TEP representatives: [www.bwsr.state.mn.us/aboutbwsr/workareas/WCA\\_areas.pdf](http://www.bwsr.state.mn.us/aboutbwsr/workareas/WCA_areas.pdf)
- For a list of DNR TEP representatives: [www.bwsr.state.mn.us/wetlands/wca/DNR\\_TEP\\_contacts.pdf](http://www.bwsr.state.mn.us/wetlands/wca/DNR_TEP_contacts.pdf)
- Department of Natural Resources Regional Offices:

<u>NW Region:</u> Reg. Env. Assess. Ecol. Div. Ecol. Resources 2115 Birchmont Beach Rd. NE Bemidji, MN 56601	<u>NE Region:</u> Reg. Env. Assess. Ecol. Div. Ecol. Resources 1201 E. Hwy. 2 Grand Rapids, MN 55744	<u>Central Region:</u> Reg. Env. Assess. Ecol. Div. Ecol. Resources 1200 Warner Road St. Paul, MN 55106	<u>Southern Region:</u> Reg. Env. Assess. Ecol. Div. Ecol. Resources 261 Hwy. 15 South New Ulm, MN 56073
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For a map of DNR Administrative Regions, see: [http://files.dnr.state.mn.us/aboutdnr/dnr\\_regions.pdf](http://files.dnr.state.mn.us/aboutdnr/dnr_regions.pdf)

- For a list of Corps of Project Managers: [www.mvp.usace.army.mil/regulatory/default.asp?pageid=687](http://www.mvp.usace.army.mil/regulatory/default.asp?pageid=687)  
or send to:

US Army Corps of Engineers  
St. Paul District, ATTN: OP-R  
180 Fifth St. East, Suite 700  
St. Paul, MN 55101-1678

- For Wetland Bank Plan applications, also send a copy of the application to:  
Minnesota Board of Water and Soil Resources  
Wetland Bank Coordinator  
520 Lafayette Road North  
St. Paul, MN 55155

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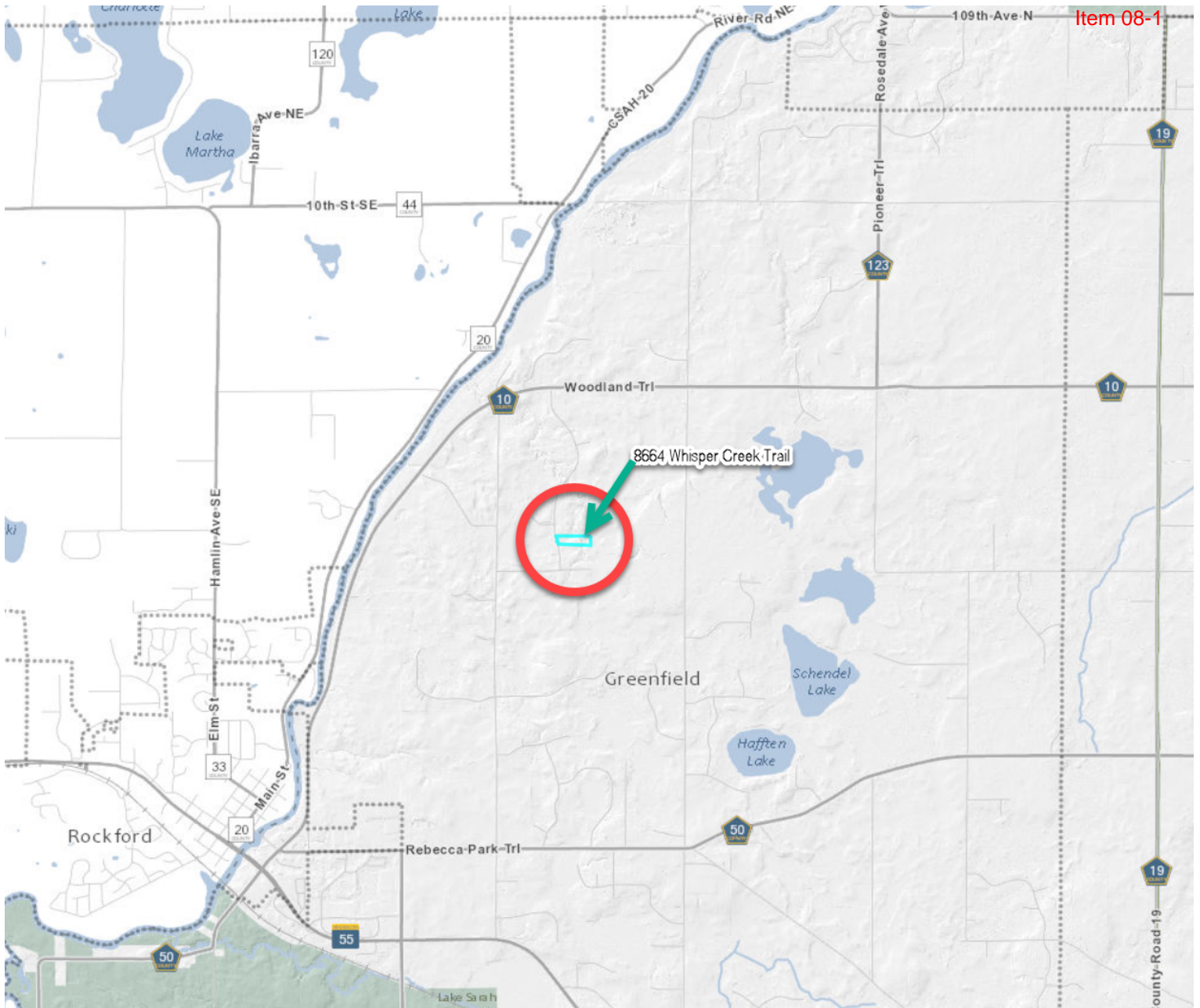
## 6. ATTACHMENTS

In addition to the site locator map, list any other attachments:

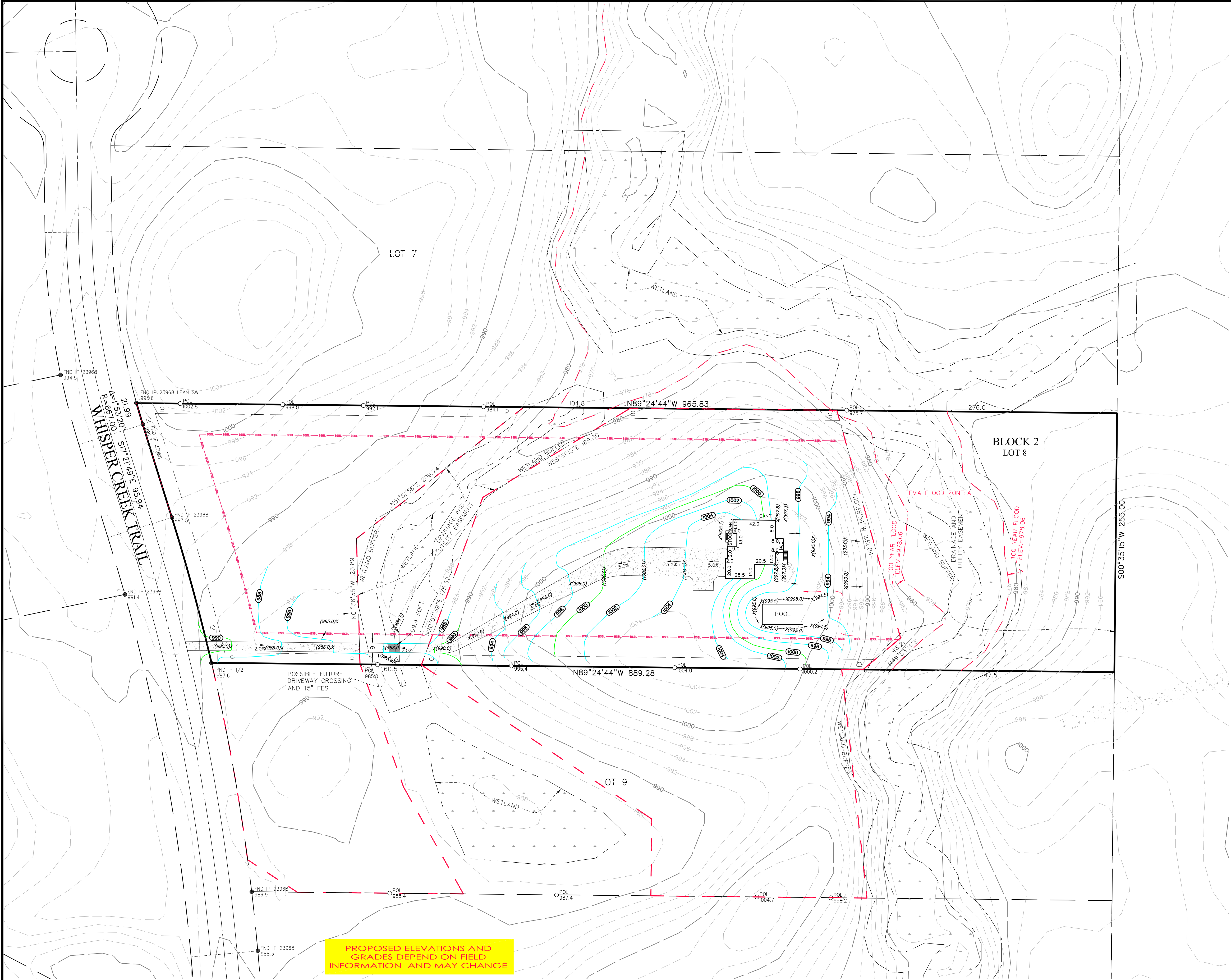
☒ **Site Survey**

☐  
☐  
☐









**DESCRIPTION OF PROPERTY SURVEYED**  
Lot 8, Block 2, MEADOWS OF WHISPERING CREEK, according to the recorded plat thereof, Hennepin County, Minnesota.

**STANDARD NOTES**

- Site Address:** 8664 Whisper Creek Trail, Greenfield, Minnesota 55373
- A title opinion was not furnished to the surveyor as part of this survey. Only easements per the recorded plat are shown unless otherwise denoted hereon.
- Flood Zone Information:** X (area determined to be outside of the 0.2% annual chance floodplain) and Zone A (Areas subject to inundation by the 1-percent-annual-chance flood event determined by detailed methods. Base Flood Elevations (BFEs) are shown. Mandatory flood insurance purchase requirements and floodplain management standards apply.) per Flood Insurance Rate Map, Community Panel No. 27053C0127F, effective date of 11/04/2016.  
  
\*Zone A BFE is shown per a October 2000, stream profile report prepared by R.L.K. The BFE is the elevation at the up stream most cross section at station 43+00 and has an elevation of 977.76(NGV29) or 978.06 (NAVD88).
- Parcel Area Information:**  
Gross Area: 236,120.2644 s.f. ~ 5.4206 acres  
Wet Area: 15,470.2969 s.f. ~ 0.3551 acres  
Net Area: 220,649.9675 s.f. ~ 5.0655 acres
- Benchmark:** Elevations are based on MN/DOT Geodetic Station Name: XXXX which has an elevation of: XXXXX feet (NAVD88).
- Zoning Information:** The current Zoning for the subject property is (Rural Residential) per the City of Greenfield's zoning map dated January 6th, 2016.  
  
Principal Structure Setbacks - Street(s): 50 feet  
Side: 30 feet  
Rear: 40 feet

Please note that the general restrictions for the subject property may have been amended through a city process. We could be unaware of such amendments if they are not in a recorded document provided to us. We recommend that a zoning letter be obtained from the Zoning Administrator for the current restrictions for this site.

- Utilities:** We have shown the location of utilities on the surveyed property by observed evidence only. There may be underground utilities encumbering the subject property we are unaware. Please note that we have not placed a Gopher State One Call for this survey. There may or may not be underground utilities in the mapped area, therefore extreme caution must be exercised before any excavation takes place on or near this site. Before digging, you are required by law to notify Gopher State One Call at least 48 hours in advance at 651/454-0002.
- Grading must maintain a minimum 2% slope gradient to accommodate positive drainage.
- All set offset irons are measured to hundredths of a foot and can be used as benchmarks for construction.
- The proposed driveway shown is conceptual only and does not purport to show exactly how the driveway shall be built.
- Proposed grades shown adjacent to building foundation refers to top of black dirt.
- Verify sanitary service invert prior to any concrete work.

**Development Plan Data - WO**  
Basement Floor Elevation = 979.0

**Proposed Elevations**  
Proposed Garage Floor Elevation = 1006.0  
Proposed Top of Foundation Elevation = 1006.3  
Proposed Basement Floor Elevation = 998.3

**Hardcover**  
Lot Area = 236,120 S.F.  
House Area = 2,409 S.F.  
Driveway Area = 10,424 S.F.  
Pool Area = 800 S.F.  
Stoop Area = 151 S.F.  
Deck Area = 152 S.F.  
Total Area = S.F.  
Coverage = %

NO  
SCALE

VICINITY  
MAP

50 25 0 25 50 100  
SCALE IN FEET

● CAST IRON MONUMENT  
▣ CATCH BASIN  
△ FLARED END SECTION  
X GATE VALVE  
- GUY WIRE  
○ HYDRANT  
○ SURVEY MONUMENT SET  
● SURVEY MONUMENT FOUND  
△ SURVEY CONTROL POINT  
☆ LIGHT POLE  
⊙ POWER POLE  
⊙ SANITARY MANHOLE  
⊙ SANITARY CLEANOUT  
- SIGN  
x GROUND ELEVATION  
⊙ STORM DRAIN  
⊙ STORM MANHOLE  
○ YARD LIGHT  
⊙ A/C UNIT  
⊙ WELL

WOE WALKOUT ELEVATION  
FFE FIRST FLOOR ELEVATION  
GFE GARAGE FLOOR ELEVATION  
TOF TOP OF FOUNDATION ELEV.  
LOE LOWEST OPENING ELEV.  
CABLE TV PEDESTAL  
ELECTRIC TRANSFORMER  
ELECTRIC MANHOLE  
ELECTRIC METER  
GAS METER  
GAS VALVE  
HAND HOLE  
SOIL BORING  
TREE CONIFEROUS  
TREE DECIDUOUS  
TELEPHONE MANHOLE  
TELEPHONE PEDESTAL  
TRAFFIC SIGNAL  
UTILITY MANHOLE  
UTILITY PEDESTAL

BITUMINOUS  
BUILDING SETBACK LINE  
CABLE TV  
CONCRETE CURB  
CONCRETE  
CONTOUR EXISTING  
CONTOUR PROPOSED  
GUARD RAIL  
DRAIN TILE  
ELECTRIC UNDERGROUND  
FENCE  
FIBER OPTIC UNDERGROUND  
GAS UNDERGROUND  
OVERHEAD UTILITY  
RAILROAD TRACKS  
SANITARY SEWER  
STORM SEWER  
TELEPHONE UNDERGROUND  
UTILITY UNDERGROUND  
WATERMAIN

<table><tr><th>FIELD CREW</th><th>NO.</th><th>BY</th><th>DATE</th><th>REVISION</th></tr><tr><td>XXX</td><td></td><td></td><td></td><td></td></tr><tr><td>DRAWN</td><td></td><td></td><td></td><td></td></tr><tr><td>SDR</td><td></td><td></td><td></td><td></td></tr><tr><td>CHECKED</td><td></td><td></td><td></td><td></td></tr><tr><td>JJA</td><td></td><td></td><td></td><td></td></tr><tr><td>DATE</td><td></td><td></td><td></td><td></td></tr><tr><td>02/01/18</td><td></td><td></td><td></td><td></td></tr></table>	FIELD CREW	NO.	BY	DATE	REVISION	XXX					DRAWN					SDR					CHECKED					JJA					DATE					02/01/18					<p>USE (INCLUDING COPYING, DISTRIBUTION, AND/OR CONVEYANCE OF INFORMATION) OF THIS PRODUCT IS STRICTLY PROHIBITED WITHOUT SATHRE-BERGQUIST, INC.'s EXPRESS WRITTEN AUTHORIZATION. USE WITHOUT SAID AUTHORIZATION CONSTITUTES AN ILLEGITIMATE USE AND SHALL THEREBY INDEMNIFY SATHRE-BERGQUIST, INC. OF ALL RESPONSIBILITY. SATHRE-BERGQUIST, INC. RESERVES THE RIGHT TO HOLD ANY ILLEGITIMATE USER OR PARTY LEGALLY RESPONSIBLE FOR DAMAGES OR LOSSES RESULTING FROM ILLEGITIMATE USE.</p>	<p>I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.</p> <p>Dated this ____ day of _____, 20__.</p> <p><b>PLACEMENT SKETCH "E" ONLY FOR BUILDER REVIEW 03/15/18</b></p> <p>Jared J. Averbeck, PLS javerbeck@sathre.com</p> <p>Minnesota License No. 53642</p>	<div><p>ENGINEERS DESIGNERS SURVEYORS PLANNERS</p></div> <p><b>SATHRE-BERGQUIST, INC.</b> 150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000 WWW.SATHRE.COM</p>	<table><tr><td>TWP:119-RGE.24-SEC.15 Hennepin County</td><td><b>Greenfield, MINNESOTA</b></td></tr></table>	TWP:119-RGE.24-SEC.15 Hennepin County	<b>Greenfield, MINNESOTA</b>	<p><b>CERTIFICATE OF SURVEY</b></p> <p>PREPARED FOR: <b>DINGMAN CONSTRUCTION</b></p>	<table><tr><td>FILE NO. 2018-150</td><td><b>1</b></td></tr><tr><td></td><td><b>1</b></td></tr></table>	FILE NO. 2018-150	<b>1</b>		<b>1</b>
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## NOTICE OF INTENT TO LGUs AND WORKPLAN

Date: March 12, 2018

To: Charlie Borrell, Commissioner, Wright County Board of Commissioners  
 John Czanstkowski, Chairman, Franklin Township Board  
 Christopher Uecker, Chairman, Wright County Soil and Water Conservation District  
 Joe Baker, Chairman, Pioneer-Sarah Creek Watershed Management Commission  
 Ali Elhassan, Metropolitan Council Regional Water Planning  
 Karen S. Voz, Planner, Minnesota Department of Health

From: Paul Twite, Utilities General Manager, Delano Municipal Utilities

Re: **City of Delano Wellhead Protection Program**

The City of Delano is notifying neighboring and overlying units of government of its intent to develop a wellhead protection plan. The goal of the plan is to prevent human-caused contaminants from entering our water supply wells and to protect all who use our water supply from adverse health effects associated with groundwater contamination. This notice is required by the Minnesota Wellhead Protection Rule, part 4720.5300, subpart 3.

The entire project will take approximately 3 to 4 years to complete. Public informational meetings will be held at various times during the planning process.

In accordance with the wellhead protection rule, the following information must be included in this notice:

1. Wellhead Protection Manager: Paul Twite  
 Delano Municipal Utilities  
 11 Bridge Avenue West  
 P.O. Box 65  
 Delano, MN 55328  
 763-972-0557
2. Unique Well Numbers: 206950 (Well #1); 206949 (Well #2); 218002 (Well #3); 721773 (Well #4)
3. Date Wellhead Protection Plan Must Be Completed: September 23, 2021
4. General Project Work Plan: See attachment.
5. Missing Data Elements Needed for Wellhead Protection Plan:  
 If available, please submit: 1) any existing water and related land resource plans and official controls; and  
 2) a description of conflicts, problems, or opportunities that you want examined and addressed in our wellhead protection plan.

Thank you for your assistance in our wellhead protection efforts.

cc: Phil Kern, City Administrator, City of Delano  
 Alicia O'Hare, Wright County Water Plan Coordinator  
 Sean Riley, Zoning Administrator, Wright County  
 Luke Johnson, District Manager, Wright County Soil and Water Conservation District  
 Judie Anderson, Administrator, Pioneer-Sarah Creek Watershed Management Commission  
 Mark Kaltsas, City Administrator, City of Independence  
 Trudi Witkowski, Minnesota Department of Health  
 Ron Struss, Minnesota Department of Agriculture  
 Robyn Hoerr, Minnesota Rural Water Association  
 Shawn Louwagie, Wenck Associates


# WHP PLAN WORK PLAN -- DELANO

Step	Projected Completion Date (Month/Year)
<b>PART I</b>	
*Letter from MDH Initiating Development of Wellhead Prot. (WHP) Plan	March 2017
WHP Manager Appointed	November 6, 2017
Scoping 1 Meeting Held	November 6, 2017
*MDH Scoping Decision (Letter)	November 28, 2017
Notice of WHP Plan Sent to Local Units of Government (LUGs)	March 2018
LUG Team Established (Optional)	TBD
Wellhead Protection Team Appointed	TBD
Prepare Aquifer Test Plan and Submit to MDH	June 2018
*MDH Approval of Test Plan	August 2018
Wellhead Protection Area (WHPA) Delineation	December 2018
Drinking Water Supply Management Area (DWSMA) Delineation	February 2019
Conduct Vulnerability Assessment	April 2019
Vulnerability and DWSMA Submitted to MDH	May 2019
*MDH Approval of DWSMA, WHPA and Vulnerability Assessments	July 2019
Vulnerability, WHPA and DWSMA Submitted to LUGs	September 2019
Public Meeting Held	November 2019
<b>PART II</b>	
Scoping 2 Meeting Held	December 2019
*MDH Scoping Decision (Letter)	January 2020
Inventory of Potential Source Contamination	August 2020
Management Portion of Plan <sup>1</sup>	February 2021
Submit Plan to LUGs	March 2021
Consider Comments Received by LUGs <sup>2</sup>	June 2021
Public Hearing Held	August 2021
Submit Plan to MDH	September 23, 2021
*MDH Review	October 2021
*MDH Approval	December 2021
Provide Notice to LUGs About Plan Approval	December 2021
Begin Plan Implementation	January 2022

<sup>1</sup> Prepare response to impact of changes on PWS well; issues, problems, and opportunities; WHP goals; objectives and plan of action; evaluation program; alternate water supply; contingency strategy.

<sup>2</sup> Incorporate response to comments in plan.

\* Highlighted text denotes steps completed by MDH

Name of Person Completing This Form 	Date 4.13.18
--	-----------------



The Water Resources group of Metropolitan Council Environmental Services (MCES) strives toward clean, healthy, and sustainable water resources in the seven-county Twin Cities region. Our work ensures the Council and other organizations can make informed decisions to protect our region's water resources.



**Judy Sventek**  
*Manager*

Judy.Sventek@metc.state.mn.us  
(651) 602-1156

This *2017 Update* highlights our work last year and shares some of our plans for the coming year. It covers our monitoring efforts and highlights some of our contributions supporting water resource management across the region. Feel free to contact us with any questions about the Water Resources group.



**Dan Henely**  
*Assistant Manager*

Daniel.Henely@metc.state.mn.us  
(651) 602-8085



## ATTENTION WATER PROFESSIONALS!

Item 10b

### *Announcing the Twin Cities Water Monitoring and Data Group*

Recently, we responded to a growing need for communication and collaboration between water professionals in the region. We teamed up with other organizations to launch the Twin Cities Water Monitoring and Data Assessment Group (TC-WaMoDaG). This group provides the opportunity for public-sector professionals to come together and discuss water resource issues.

The first official meeting was in December 2017, with 58 people from 35 organizations attending. The participants shared information about their monitoring and assessment programs and discussed common issues they face.

Moving forward, TC-WaMoDaG plans to hold two meetings a year. Each meeting will have a theme related to water monitoring, analysis, or data management. To get involved, please visit the TC-WaMoDaG website at <https://sites.google.com/view/tc-wamodag/>. There, you can find more information about the group and the steering team guiding the effort, sign up for the email communication list, and join the discussion forum. Participation in TC-WaMoDaG is limited to employees of public entities or consultants representing a specific public entity.



## PLANNING FOR THE FUTURE

### *Local Water Management Plans*

Cities and townships in the seven-county Twin Cities region must update their comprehensive plans every 10 years, according to the Metropolitan Land Planning Act. This includes a local water management plan, which addresses water quality and quantity issues. Minnesota Rules Chapter 8410 requires that all local water management plans must be updated anytime in 2017 or 2018. The local water management plan is reviewed by the Council and is approved by the appropriate watershed organization(s). As of March 2018, 36 of an expected 182 plans have been submitted and reviewed. More information and resources about updating the plan can be found at <https://metro council.org/Handbook.aspx>.

#### Important Notes

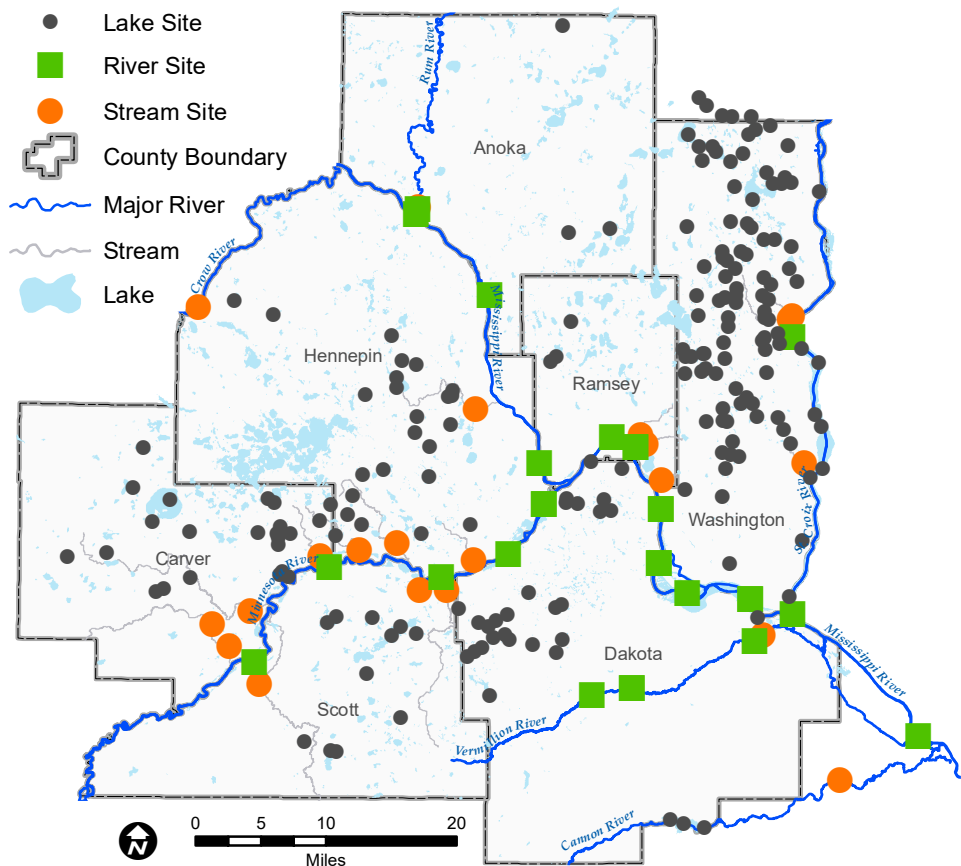
- Updated local water management plans are due in 2017 or 2018
- Plans should be sent to the Council for review at the same time they are submitted to the watershed(s)

## Water Monitoring

In 2017, we continued our long-term monitoring programs and sampled 243 locations in 210 lakes, rivers, and streams across the region, often with the help of other organizations and citizens. We collected discrete and continuous water quality data, stream flows, and stream and river biological data. The data are used to understand the current water quality conditions and for a variety of other reasons, such as evaluating compliance with water quality standards, identifying pollution sources, calculating trends, and aiding in water resource management decisions. For more information about our monitoring programs, visit: <https://metro council.org/Wastewater-Water/Services/Water-Quality-Management.aspx>.

In response to feedback from our partners, we set a goal this year to publish our data earlier than we have in previous years. The release dates of the data are shown below. Finalized water quality and flow data are available to download at: <https://eims.metc.state.mn.us/>. Please contact us to request biology data.

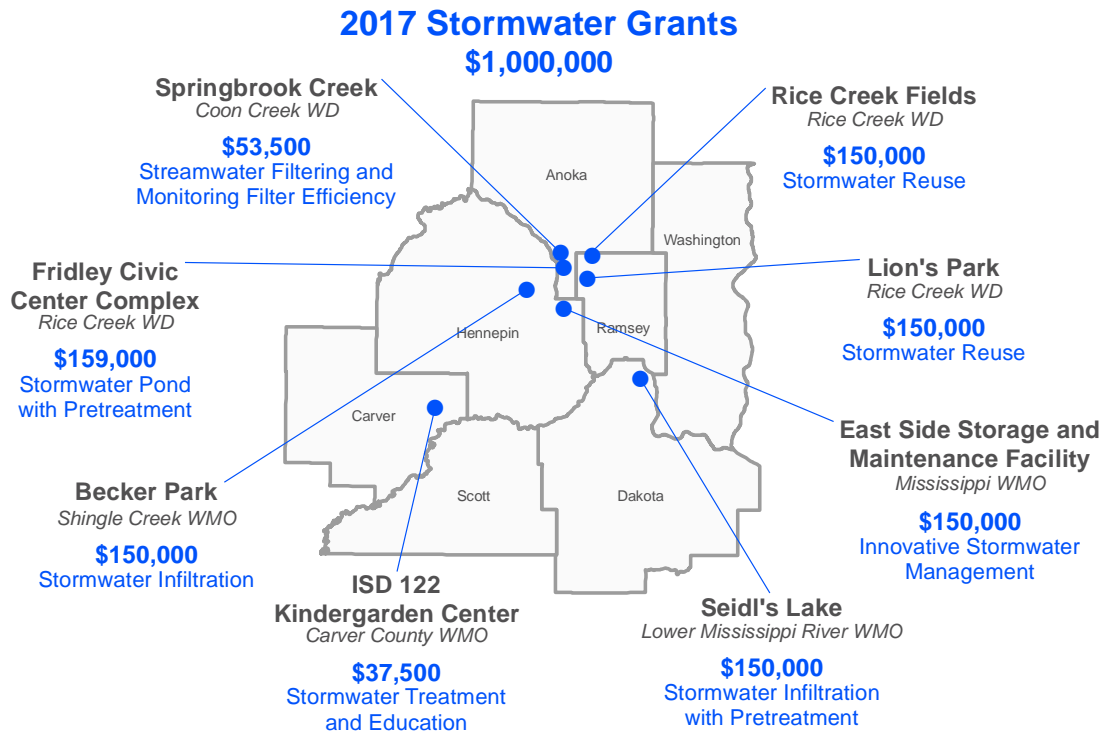
### MCES 2017 Surface Water Monitoring



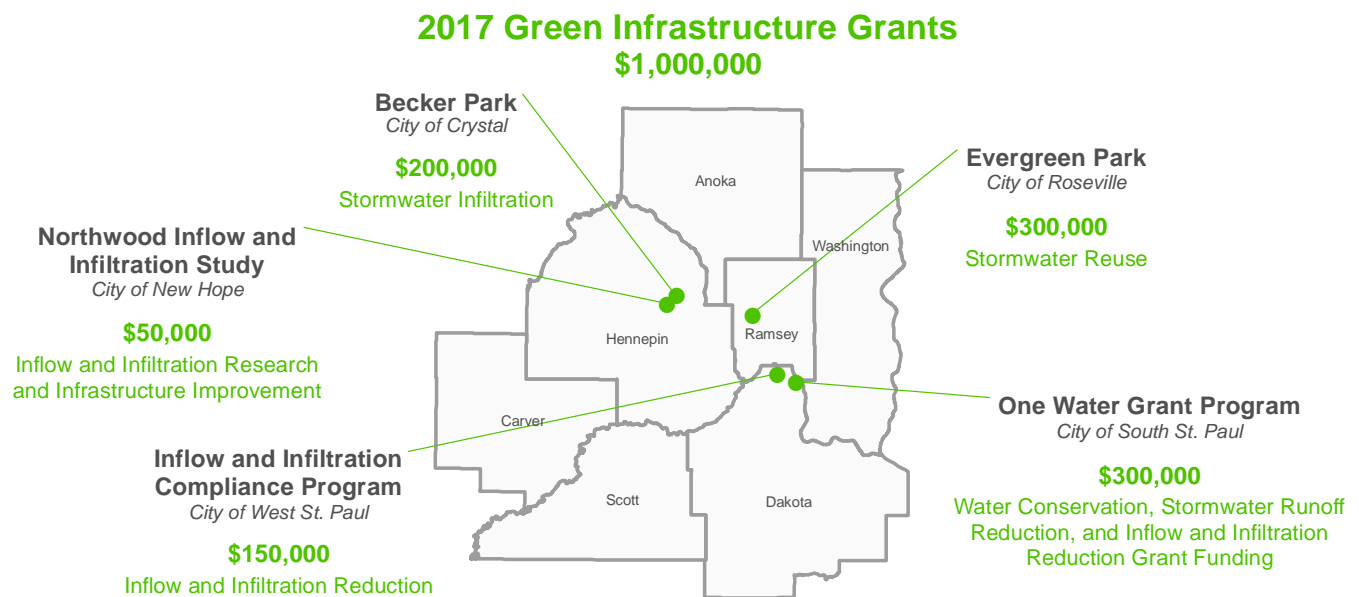
	Lakes	Major Rivers	Streams
<b>Monitored Waterbodies</b>	186	5	19
<b>Sampling Sites</b>	202	21	20
<b>Date of Data Availability</b>	Water Quality: 2-26-2018	Water Quality: 2-9-2018 Biology: 2-13-2018	Water Quality: 2-6-2018 Flow: 2-16-2018 Biology: 2-21-2018

## Stormwater and Green Infrastructure Grants

The Council approved two grant programs to help fund water-related projects across the metro area in 2017. The Council awarded \$1 million in stormwater grants for eight projects that featured innovative ways to treat or manage stormwater. The stormwater grants will not be available in 2018.



The Council awarded another \$1 million in green infrastructure grants for five projects that solve water-related problems with an integrated approach, which is a method that considers multiple impacts of a project. These projects address water issues such as water reuse, stormwater management, and inflow and infiltration. The green infrastructure grants will not be available in 2018.





### *Innovative Stormwater Management at Empire Wastewater Treatment Plant*

Since 2014, the Council has installed several innovative environmental projects at its Empire Wastewater Treatment Plant in Empire Township. They include habitat improvement in the Vermillion River, restoration of a 50-acre wetland, and construction of a stormwater treatment train, which is a chain of infiltration basins (rain gardens), a green roof, permeable pavers, and swales.

The projects were installed for their environmental benefits but also to demonstrate how well they work in an industrial setting. We recently monitored some of the projects to see how they have been performing. In fall 2017, we measured if the permeable pavers and rain gardens successfully infiltrated stormwater into the ground as designed or if they had become clogged. This information allows us to prioritize areas that need maintenance and learn how to improve any future installations at other locations.

We followed a standard method to test the drainage of the permeable pavers. Some areas of pavers drained well, but others, especially those in high traffic areas, were almost completely clogged. To measure the infiltration rates in the rain gardens, we purchased an MPD infiltrometer from Upstream Technologies (pictured, right). We found that the infiltration capacity varied within each rain garden, but each had areas with high infiltration rates to accommodate the property's stormwater drainage.



## STARTING A CONVERSATION

### *The 25 by 25 Initiative*

In 2017 the Council joined six state agencies to support Governor Dayton's 25 by 25 initiative, an effort to improve water quality in Minnesota 25 percent by 2025. The initiative did not add new regulations, but instead was a call for Minnesotans to think about their water values and the improvements in water they'd like to see.

Minnesotans provided feedback by attending meetings held throughout the year. More than 2,000 people attended one of 10 townhall meetings held across the state, more than 500 participated online and at community water meetings, and hundreds of fourth-graders interacted with 25 by 25 at the annual Children's Water Festival. Special sessions were also held for water professionals from public agencies. Water Resources and other Council staff were heavily involved with planning these meetings and organizing the feedback.

The initiative produced more than 3,500 diverse comments on water quality goals and actions. The most common themes were the need for improvements in education, communication, and engagement; reducing runoff by holding water on the land; working together across levels of government and with the public to solve water quality problems; and locally led watershed planning efforts to protect and improve water quality. Leaders from state agencies and Metropolitan Council worked together to summarize these key ideas into priority actions that will make a real difference to water quality. These priority actions are now being considered by the Governor's Office.

## Planned work in 2018

### Publish a River Trend Assessment

We will publish a river trend assessment report in 2018. This report documents changes in water quality of the Mississippi, Minnesota, and St. Croix Rivers in the metro area from 1976 to 2015. It also explores recent water quality in the rivers and identifies long-term changes of several key parameters using the model QWTREND.



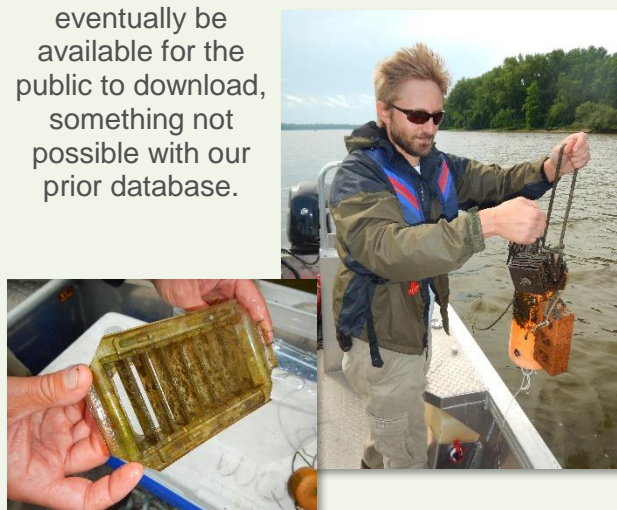
### Transition to a New Database

In 2017, we purchased the Water Information System by KISTERS (WISKI) to improve the management of our data. Much of 2018 will be spent transitioning data from our previous internally-developed database into WISKI and exploring the opportunities the new software provides. Our data portal (EIMS) will continue working as normal throughout the transition process.

### Process Biology Data

Last year, we continued biological monitoring in streams and resumed biological monitoring in the major rivers after a seven-year break.

We will continue this monitoring in 2018, process and assess the data, and continue refining our programs. Additionally, we will enter our biology data into the new WISKI database so it will eventually be available for the public to download, something not possible with our prior database.



### Revise Our Strategic Plan

In 2018, we will update our strategic plan for the Water Resources group. We aim to collect internal and external feedback on the work we do and use that feedback to improve and align our services to maximize their value. If you are interested in talking to us about the work we do or learning more about this effort, contact Judy Sventek at 651-602-1156 or [judy.sventek@metc.state.mn.us](mailto:judy.sventek@metc.state.mn.us).

### Update the CAMP Program

Changes to the Citizen Assisted Monitoring Program (CAMP) are coming in 2018 and 2019. These changes are designed to address the program's efficiency, to improve the timeliness and availability of final data and reports. Detailed information was sent to CAMP sponsors in January 2018. The main changes for the 2018 monitoring season focus on maintenance of the monitoring kits and sample management. Additionally, we plan to create an online program to provide information and training for CAMP volunteers. For the 2019 monitoring season, the participation fees will be increased to cover the increased costs to run the program after a 16-year flat rate. Please contact Brian Johnson at [Brian.Johnson@metc.state.mn.us](mailto:Brian.Johnson@metc.state.mn.us) with any questions.