



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

April 13, 2023

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 20, 2023, at 6:00 p.m. This will be an **in-person** meeting held at Maple Plain City Hall, 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 the regular meeting, please telephone 763.553.1144 or email me at [amy@jass.biz](mailto:amy@jass.biz) to indicate if you or your Alternate will be attending. It is your responsibility to ascertain that your community will be represented at the meeting

Regards,

Amy A. Juntunen, Administrator  
AAJ:tim

cc: Alternates  
Roz Davis, Kris Guentzel, HCEE  
Brian Vlach, TRPD  
Joel Jamnik, Attorney

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

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## REGULAR MEETING AGENDA

**April 20, 2023 • 6:00 p.m.**

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

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

1. Call to Order.
  - a. Approve Agenda.\*
2. Consent Agenda.
  - a. March meeting minutes.\*
  - b. April Claims/Treasurer's Report.\*
3. Open forum.
4. Action Items.
  - a. 2022-018 Windsong Golf Club, Independence.\*
  - b. 2022 Annual Report.\*
  - c. Hennepin County Cooperative Agreement.\*
  - d. CIP Application – Zurah Shrine Horsemen.\*
  - e. CIP Application – Kingswood Ravine Stabilization.\*
5. Old Business.
  - a. Baker Park Ravine CWF Grant – Final Financial Report.\*
6. New Business.
7. Education.
8. Staff Reports.
  - a. Engineer's Report.\*
  - b. HCEE Report.\*
  - c. TRPD Report.
9. Commissioner Reports.
10. Other Business.
11. Adjournment. (Next scheduled meeting: May 18, 2023). Z:\Pioneer-SarahCreek\Meetings\Meetings 2023\4 agenda.docx



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

## REGULAR MEETING

### Minutes

March 16, 2023

**1. CALL TO ORDER.** A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order by Chair Joe Baker at 6:01 p.m., Thursday, March 16, 2023, at Maple Plain City Hall, 5050 Independence Street, Maple Plain, MN.

**Present:** Mark Workcuff, Greenfield; Joe Baker, Independence; Andrew Burak, Maple Plain; Pat Wulff, Medina; Peter Vickery, Minnetrista; Kris Guentzel and Roz Davis, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Andrew Vistad, Hakanson-Anderson; and Amy Juntunen, JASS.

**Also present:** Scott Johnson, Medina; and Scott Engle, Lake Sarah resident.

**2. AGENDA.** The following items were added to the agenda:

2.b.1) Additional claim from State Register.

4.e. Project Review 2022-19.

4.f. Water Appropriations Permit 2023-01

Motion by Wulff, second by Vickery to approve the agenda\* with the additions noted above. *Motion carried unanimously.*

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

**a. February Regular Meeting Minutes.\***

**b. March Treasurer's Report/Monthly Claims \*** totaling \$4,465.45, including

**1) State Register** \$69.00 for publishing biennial Solicitations of Interest.

**4. OPEN FORUM.**

**5. ACTION ITEMS.**

**a 2022-020 Crimson Woods, Greenfield.\*** This project is an eight-lot residential development on 39.7 acres. The existing site is a mixture of row crops and woodlands with some onsite wetlands. Stormwater from the site is generally split in two directions. The western half of the site drains to the south through wetlands eventually discharging into Hafften Lake. The eastern part of the site drains to the southeast to discharge into Lake Schendel. Stormwater is proposed to be managed by an infiltration basin located in the southeast portion of the development. The Commission's management plan requires compliance for Stormwater Management (Rule D), Erosion Control (Rule E), and Buffer Strips (Rule I). The development results in only small reductions to rate and nutrients because most of the land was wooded rather than cropland. Staff recommends approval contingent on receipt of recordation of an O&M Plan for the stormwater BMPs. Motion by Workcuff, second by Burak to approve the project with one contingency as noted. *Motion carried unanimously.*

**b. 2022 Work Plan in Review.\*** The Work Plan in Review details the activities and accomplishments of the Commission in 2022 and will be included as part of the Annual Report. Motion by Workcuff, second by Burak to approve the 2022 Work Plan in Review as presented. *Motion carried unanimously.*

**c. 2023 Work Plan.\*** The 2023 Work Plan details the activities the Commission will undertake in 2023 and will also be included as part of the Annual Report. Motion by Vickery, second by Wulff to approve the 2023 Work Plan as presented. *Motion carried unanimously.*

**d. 2021-2023 WBIF Work Plan Update.\*** The TAC recommends reallocating \$12,000 of the remaining \$68,000 in the 2021 North Fork Crow (NFC) WBIF grant to pay for the Lake Sarah sediment core testing. The Board of Water and Soil Resources (BWSR) agreed that this project is eligible for WBIF funding because it will inform future water quality management by quantifying the amount of internal load and will be used to calculate alum dosage.

Out of the total of approximately \$95,000 in NFC WBIF grant dollars, approximately \$27,000 was spent on the Dance Hall Creek SWA update and BMP concept design. The funds remaining after the sediment coring project (approximately \$56,000) will be used for further feasibility and design work on BMPs identified in the SWA. Most projects identified will require application for additional grant funding. The 2021 WBIF grant expires December 31, 2023, but can be extended up to one year for identified projects.

The TAC met in February to discuss the 2023 WBIF grant. This grant work plan must be submitted next week for approval by the BWSR board prior to March 31, 2023. The Commission was awarded \$159,223 in the 2023 WBIF biennium. The TAC recommends four projects for this funding:

- 1) Lake Rebecca channel stabilization at \$75,000 with TRPD completing the design work at their cost and a 25% match from the Commission CIP fund
- 2) Lake Rebecca alum feasibility study at \$27,000
- 3) Lake Rebecca BMP implementation at \$20,098 including the Shrine Horsemen property improvements.
- 4) GS 68 Wetland scrape project at \$37,125

Motion by Baker, second by Vickery to approve the TAC recommendations for the 2021 NFC WBIF and 2023 WBIF project allocations as described above. *Motion carried unanimously.*

**e. 2022-19 Sam's Landscaping, Independence.\*** Sam's Landscaping is a 7.05-acre site planned for the construction of a commercial/industrial landscaping business. The property is located within the City of Independence, located north of Highway 12 and west of County Road 90. The existing site contains a mixture of woodland, and meadow. The site is located in close proximity to and drains to Pioneer Creek located to the east, north, and west of the development. The existing site drainage is directed to the east under County Road 90 to eventually discharge into Pioneer Creek. The Commission's management plan requires compliance for Stormwater Management (Rule D), Erosion Control (Rule E), and Buffer Strips (Rule I).

Stormwater for the paved portion of the site is proposed to be managed by curb and gutter with inlets and storm sewer pipes. Stormwater for the gravel portion of the site is proposed to be managed by three area inlets located in the central area. One bio-filtration basin with iron filings will be constructed as part of this development. Because this site is currently grass/meadow, there will be minimal phosphorus reduction from

the site development. Staff recommends approval contingent upon updating the wetland buffer width to meet the 25-foot minimum on the site plans. The plans currently have a 20-foot buffer.

Motion by Wulff, second by Workcuff to approve project 2022-19 with the contingency listed. *Motion carried unanimously.*

**f. 2023-01 Murphy Water Appropriation Permit.\*** This is a two-year application to appropriate water from Schwappauff Lake for lawn watering. In 2022 the water appropriations permit was modified to include pump capacity and horsepower to allow staff to determine maximum pumping that could occur per day, as well as additional applicant contact information to allow staff to notify applicants of revocation in a period of drought.

Motion by Workcuff, second by Burak to approve Water Appropriations Permit 2023-01 as presented. *Motion carried unanimously.*

Motion by Workcuff, second by Burak authorizing staff to administratively approve future water appropriations permits. *Motion carried unanimously.*

[Vistad departed 7:28 p.m.]

## **6. OLD BUSINESS.**

## **7. NEW BUSINESS.**

**a. Kingswood Park Ravine Chanel Stabilization.** Kingswood Park was purchased by TRPD from United Methodist Church in 2013. Seventy percent of the Little Long Lake shoreline is within Kingswood Park. Little Long Lake is known for having some of the best water quality in Hennepin County and meets state water quality standards. The Park is also protected by a Hennepin County Conservation Easement, which limits overall development of the area. There are walking trails and an unpaved road (Kingswood Road) running through the park.

TRPD has identified an area of erosion coming from Kingswood Rd and flowing through a culvert under the road to a gully/ditch and finally into Kingswood Pond, a tamarack bog adjacent to Little Long Lake. This erosion is causing 4.5 lbs. of TP and 1,600 lbs. of sediment to flow into the pond annually. TRPD reviewed three concept alternatives for stabilizing the erosion in this channel and decided the best approach would be to create a sedimentation basin to trap the sediment with an outlet pipe to the pond. This would keep the area looking natural and require the least amount of maintenance. Check dams would also be installed along the road to reduce sediment entering the basin. The overall project cost is \$204,000. TRPD would like to submit a CIP if the Commission is amenable to partnering on this project.

Commissioners noted that the erosion will not affect Little Long Lake and the pond is of little water quality concern. Vlach noted that while the Commission's main focus has been water quality improvement, maintaining quality habitat is also part of the Commission's Fourth Generation Plan. This project will be about maintaining pristine habitat within the watershed. TRPD plans to seek a DNR Conservation Partner Legacy or other grant funding for the project. Having the project on the Commission's CIP could help in the grant process.

Commissioners voiced support for further discussion of this project and consideration of a CIP application. Vlach will submit a CIP application for review at the April Commission meeting.

**b. Lake/Stream Monitoring Report Cards.\*** One task identified in the Commission's Fourth Generation Watershed Management Plan is monitoring of lakes and streams within the watershed. Four sentinel lakes (Independence, Sarah, North Whaletail and South Whaletail) are monitored annually. Two additional lakes are monitored on a rotating basis. In 2022 the additional lakes were Winterhalter and Thomas in preparation of the Spurzem Creek SWA. TRPD also monitors Spurzem, Half Moon, Ardmore and Rebecca at their own expense each year. Vlach presented the report cards and described the state water quality standards and how they are displayed on the report cards. Most lakes saw an increase in TP concentration in 2022 due to drought conditions. This is an anomaly, not a trend.

**c. Hennepin County Cooperative Agreement.\*** This agreement is not yet final for 2023. This agreement is for the County's technical support to the Commission, as well as outreach and project work. The County will assist the Commission with project implementation for the WBIF grants, including landowner outreach, and identification and development of projects to design phase. The County does not charge for meeting attendance. Commissioners requested that since the Agreement includes use of WBIF funds for projects, which may be funded by the County and reimbursed by the Commission once WBIF grant reporting is complete, to separate the actual WBIF grant funds from the cost in the Commission's operating budget. County staff noted that they will break out the grant funding on the final agreement.

**d. Hennepin County Cost-Share Outreach Plan.\*** There are three overarching goals with two strategies associated with each goal. The three goals are to: 1) increase the profile of the County as a Conservation District; 2) focus outreach on priority subwatersheds with the goal of implementing two to three BMPs in each subwatershed over the next two years; and 3) track and evaluate outreach efforts.

Strategies to achieve the first goal include in-person events such as hosting an open house in April at the Hamel Community Center, co-hosting a field day with a neighboring SWCD, and tabling at community events. 1700 postcards will be mailed to promote the April open house. The second strategy to increase the County's profile is to have a larger virtual presence by creating an E-Newsletter and two social media posts per month regarding watershed goals. Any photos in the watershed or article ideas are welcomed!

Strategies to achieve the second goal include ranking the subwatersheds and pushing information to target landowners with potential for cost-effective BMPs in the highly ranked areas, and reinforcing expectations about timelines and outcomes for cost-share projects.

The third goal will be accomplished by creating a master tracking system for landowner contacts to detail the type of outreach, landowner contact information, their resource concerns and potential BMPs identified. This system will allow the creation of outreach metrics and focus of staff efforts.

The County is open to ideas for partnering on outreach, including lake association meetings or creating lakeshore workshops for residents.

**e. 2022 Annual Report.\*** The 2022 Annual Report was included in the meeting packet for Commissioner and staff review. Any additions or corrections should be sent to Juntunen by April 14, 2023.

## **8. EDUCATION.**

## **9. STAFF REPORTS.**

**a. Engineer's Report.\*** The staff report details ongoing project reviews and was included in

the meeting packet for review.

**b. HCEE Report.\*** County staff are working with the Shrine Horsemen to complete a CIP application for Commission consideration.

**c. TRPD Report.** TRPD staff will meet tomorrow to discuss the Whaletail alum treatment and whether the buffer treatment is needed. TRPD uses a 21-day bid process and is hoping to get the process started within the next month.

**10. COMMISSIONER REPORTS.** None.

**11. OTHER BUSINESS.**

The **next regular meeting** is scheduled for April 20, 2023 at Maple Plain City Hall.

**12. ADJOURNMENT.** There being no further business, motion by Workcuff, second by Baker to adjourn. The meeting was adjourned at 9:20 p.m.

Respectfully submitted,



Amy Juntunen  
Administrator  
AAJ:tim

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**Pioneer-Sarah Creek Watershed  
Cash Disbursements Journal  
For the Period From Apr 1, 2023 to Apr 30, 2023**

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>
4/20/23		50100	22-10 Pioneer Highlands	1,050.00	
		50100	22-17 Kettering Creek	105.00	
		50100	22-18 Windsong Golf Club Expansion	2,677.50	
		50100	22-19 Sam's Landscaping	577.50	
		50100	22-20 Crimson Woods	1,837.50	
		50100	General Engineering	577.45	
		10100	Hakanson Anderson Associates, Inc.		6,824.95
4/20/23		51100	Administration	1,625.98	
		51100	Meeting-related	634.04	
		51100	Bookkeeping	190.18	
		51100	Annual Report	606.00	
		51400	Website	54.92	
		51120	Project Reviews	0.12	
		10100	Judie Anderson's Secretarial Service		3,111.24
<b>Total</b>				<b>9,936.19</b>	<b>9,936.19</b>



# INVOICE SUMMARY FROM HAKANSON ANDERSON

PIONEER SARAH WATERSHED MANAGEMENT COMMISSION

INVOICES FOR FEBRUARY 2023

Project ID & Description	Invoice Number	Invoice Date	Amount
PSC212 2022-10 PIONEER HIGHLANDS	50405	03/29/23	1,050.00
PSC215 2022-17 KETTERING CREEK	50406	03/29/23	105.00
PSC216 2022-18 WINDSONG GOLF CLUB EXPANSION	50407	03/29/23	2,677.50
PSC217 2022-19 SAM'S LANDSCAPING	50408	03/29/23	577.50
PSC218 2022-20-CRIMSON WOODS	50409	03/29/23	1,837.50
PSC901-2023 GENERAL ENGINEERING FOR PIONEER SARAH WMC 2023	50410	03/29/23	577.45
			<b>6,824.95</b>



3601 Thurston Avenue  
Suite 101  
Anoka, MN 55303

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

Invoice number 50405  
Date 03/29/2023

Project **PSC212 2022-10 PIONEER HIGHLANDS**

Professional Services Provided Through 02/28/2023

## MUNICIPAL REVIEW

### Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>DEVELOPMENT REVIEW RESUBMITTAL</i>	02/01/2023	1.00	105.00	105.00
Andrew Vistad <i>DEVELOPMENT RESUBMITTAL</i>	02/09/2023	2.00	105.00	210.00
Andrew Vistad <i>DEVELOPMENT REVIEW NO 4</i>	02/16/2023	6.00	105.00	630.00
Andrew Vistad <i>DEVELOPMENT REVIEW NO 4</i>	02/17/2023	1.00	105.00	105.00
<b>PROFESSIONAL FEES SUBTOTAL</b>				<b>1,050.00</b>
<b>MUNICIPAL REVIEW SUBTOTAL</b>				<b>1,050.00</b>
<b>AMOUNT DUE THIS INVOICE</b>				<b>1,050.00</b>

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	1,050.00	3,360.00	4,410.00



3601 Thurston Avenue  
Suite 101  
Anoka, MN 55303

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

Invoice number 50406  
Date 03/29/2023

Project **PSC215 2022-17 KETTERING CREEK**

Professional Services Provided Through 02/28/2023

## MUNICIPAL REVIEW

### Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad	02/03/2023	1.00	105.00	105.00
<i>DEVELOPMENT REVIEW COMMUNICATION</i>				
<b>PROFESSIONAL FEES SUBTOTAL</b>				<b>105.00</b>
<b>MUNICIPAL REVIEW SUBTOTAL</b>				<b>105.00</b>
<b>AMOUNT DUE THIS INVOICE</b>				<b>105.00</b>

### Invoice Summary

	Current Billed	Prior Billed	Total Billed
Total	105.00	761.25	866.25



3601 Thurston Avenue  
Suite 101  
Anoka, MN 55303

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

Invoice number 50407  
Date 03/29/2023

Project **PSC216 2022-18 WINDSONG GOLF CLUB EXPANSION**

Professional Services Provided Through 02/28/2023

## MUNICIPAL REVIEW

### Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad DEVELOPMENT REVIEW NO 2	02/03/2023	1.00	105.00	105.00
Andrew Vistad DEVELOPMENT REVIEW NO 2	02/06/2023	9.00	105.00	945.00
Andrew Vistad DEVELOPMENT REVIEW NO 2	02/07/2023	7.00	105.00	735.00
Andrew Vistad DEVELOPMENT REVIEW NO 2	02/13/2023	8.50	105.00	892.50
<b>PROFESSIONAL FEES SUBTOTAL</b>				<b>2,677.50</b>
<b>MUNICIPAL REVIEW SUBTOTAL</b>				<b>2,677.50</b>
<b>AMOUNT DUE THIS INVOICE</b>				<b>2,677.50</b>

Invoice Summary		Current Billed	Prior Billed	Total Billed
	Total	2,677.50	5,985.00	8,662.50



3601 Thurston Avenue  
Suite 101  
Anoka, MN 55303

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

Invoice number 50408  
Date 03/29/2023

Project **PSC217 2022-19 SAM'S LANDSCAPING**

Professional Services Provided Through 02/28/2023

#### MUNICIPAL REVIEW

##### Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>DEVELOPMENT REVIEW NO 2</i>	02/03/2023	1.50	105.00	157.50
Andrew Vistad <i>DEVELOPMENT REVIEW NO 2</i>	02/21/2023	4.00	105.00	420.00
<b>PROFESSIONAL FEES SUBTOTAL</b>				<b>577.50</b>
<b>MUNICIPAL REVIEW SUBTOTAL</b>				<b>577.50</b>
<b>AMOUNT DUE THIS INVOICE</b>				<b>577.50</b>

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	577.50	1,732.50	2,310.00



3601 Thurston Avenue  
Suite 101  
Anoka, MN 55303

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

Invoice number 50409  
Date 03/29/2023

Project **PSC218 2022-20-CRIMSON WOODS**

Professional Services Provided Through 02/28/2023

## MUNICIPAL REVIEW

### Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>DEVELOPMENT REVIEW NO 1</i>	02/01/2023	4.50	105.00	472.50
Andrew Vistad <i>DEVELOPMENT REVIEW NO 1</i>	02/02/2023	3.50	105.00	367.50
Andrew Vistad <i>DEVELOPMENT REVIEW NO 1</i>	02/14/2023	5.50	105.00	577.50
Andrew Vistad <i>DEVELOPMENT REVIEW NO 1</i>	02/15/2023	4.00	105.00	420.00
<b>PROFESSIONAL FEES SUBTOTAL</b>				<b>1,837.50</b>
<b>MUNICIPAL REVIEW SUBTOTAL</b>				<b>1,837.50</b>
<b>AMOUNT DUE THIS INVOICE</b>				<b>1,837.50</b>

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	1,837.50	577.50	2,415.00



3601 Thurston Avenue  
Suite 101  
Anoka, MN 55303

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

Invoice number 50410  
Date 03/29/2023

Project **PSC901-2023 GENERAL ENGINEERING  
FOR PIONEER SARAH WMC 2023**

Professional Services Provided Through 02/28/2023

### GENERAL ENGINEERING

#### Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad MONTHLY MEETING	02/16/2023	3.50	105.00	367.50
Andrew Vistad TAC MEETING	02/27/2023	1.75	105.00	183.75
<b>PROFESSIONAL FEES SUBTOTAL</b>				<b>551.25</b>

#### Reimbursables

	Date	Units	Rate	Billed Amount
MILEAGE	02/16/2023	40.00	0.655	26.20
<b>REIMBURSABLES SUBTOTAL</b>				<b>26.20</b>
<b>GENERAL ENGINEERING SUBTOTAL</b>				<b>577.45</b>
<b>AMOUNT DUE THIS INVOICE</b>				<b>577.45</b>

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	577.45	341.20	918.65



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

3235 Fernbrook Lane  
Plymouth MN 55447

April 14, 2023

				Total Project Area	Total Project Area
General Administration					
Administrative		70.00	0.000		
Administrative	10.22	75.00	766.500		
Administrative - virtual		80.00	0.000		
Office Support	10.00	75.00	750.000		
Public storage	1.00	109.48	109.480		
Data Processing/File Mgmt		70.00	0.000		
Archiving		70.00	0.000		
Reimbursable Expense		1.00	0.000	1,625.980	Administration
Meeting packets, attendance, Minutes and Meeting follow-up					
Administrative		70.00	0.000		
Administrative	2.15	75.00	161.250		
Admin - offsite	5.17	80.00	413.600		
Reimbursable Expense	59.19	1.00	59.190	634.040	Meeting-related activities
Bookkeeping					
Bookkeeping		70.00	0.000		
Bookkeeping, budget, audit requests	1.25	75.00	93.750		
Treasurer's Reports	0.75	75.00	56.250		
Audit Prep		70.00	0.000		
Audit Prep		75.00	0.000		
Reimbursable Expense	40.18	1.00	40.180	190.180	Bookkeeping/TRs
Annual Report/Work Plans					
Secretarial		70.00	0.000		
Administrative	8.08	75.00	606.000		
Reimbursable Expense		1.00	0.000	606.00	Annual Report Work plans
Website					
Weebly hosting - 1 year	30.17	1.00	30.170		
Pages, links, uploads	0.33	75.00	24.750		
Administrative		75.00	0.000	54.920	Website
Project Reviews					
Administrative		70.00	0.000		
Administrative		75.00	0.000		
File Management/Archiving		70.00	0.000		
Reimbursable Expense	0.12	1.00	0.120	0.120	Project Reviews
			<b>3,111.240</b>	<b>3,111.240</b>	





## **Windsong Golf Culb Expansion** **Independence, Project #2022-018**

**Project Overview:** Windsong Golf Club Expansion is a proposed project to expand the golf club's golf course to the north of County Road 6. The proposed plan adds 18 holes located on 125 acres surrounding Fox Lake. Site drainage is directed in 2 general directions, towards Fox Lake or under Copeland Road. Ultimately all stormwater discharges into Pioneer Creek which is located 0.5 miles to the west of the project. The Commission's management plan requires compliance for Stormwater Management (Rule D), Erosion Control (Rule E), and Buffer Strips (Rule I).

**Applicant:** Fox Lake, LLC Attn Jon Dailing, 18 Golf Walk, Independence, MN 55359. Phone: 763-479-7161 Email: jdailing@wsfarm.com

**Agent/Engineer:** Emmons and Olivier Resources, Inc. attn Derek R. Lash PE, 1919 University Avenue West Suite 300, St. Paul, MN 55104. Phone: 561-770-8448. Email: dlash@eorinc.com

### **Exhibits:**

- 1) PSCWMC Request for Plan Review received September 28, 2022
- 2) Project review fees for project, \$16,150.00
- 3) Construction Plans, dated March 29, 2023
- 4) Site Access and Parking Plan, dated April 12, 2023
- 5) SWPPP & ESC Plan, dated February 22, 2023
- 6) Stormwater Management Plan, dated April 12, 2023
- 7) Wetland Replacement Plan NOD, dated April 11, 2023

### **Findings:**

- 1) An application was received September 28, 2022. The initial 60-day decision period expires on November 27, 2022. The decision was extended multiple times to May 26<sup>th</sup>, 2023. The fee provided was \$16,150.
- 2) The applicant proposes to construct a golf course expansion on 125.6-acres of land spanning multiple parcels.
- 3) The City of Independence is the LGU in charge of administering the 1991 Wetland Conservation Act on this site.
  - The project proposes wetland impacts. A replacement plan has been approved by the City of Independence.
  - Notice of decision was issued April 11, 2023

**Stormwater Management (Rule D):**

- 4) The northern and eastern portion of the site stormwater flows through the discharging into Fox Lake located on the northern boundary of the site. Fox Lake eventually flows approximately 0.7 miles to the north to discharge into Pioneer Creek. Additionally, the south western portion of the site discharges under Copeland Road and eventually discharges into Pioneer Creek.
- 5) Stormwater from the onsite parking lot is proposed to be managed by curb and gutter with inlets and storm sewer pipes. Two biofiltration basins will be constructed as part of this development. Pre-treatment for stormwater being directed into the biofiltration basins will be accomplished by a Rain Gradian pre-treatment device. Water quality modeling was provided, see numbers below, during a previous design of the project. Since the submittal the stormwater ponds have been expanded and some drainage areas have been changed. It is expected that the TP and TSS removal will be similar to the numbers below. The water quality calculations also do not account for the removals that are expected from the on-site irrigation pond, so the removal is likely better than the model suggest. The applicant did not want to include the reuse from the irrigation pond in the calculations for

Site Discharge to Fox Lake	2-yr (cfs)	10-yr (cfs)	100-yr (cfs)
<b>Pre-Development Rates</b>	<b>73.72</b>	<b>155.47</b>	<b>355.65</b>
<b>Post-Development Rates</b>	<b>53.23</b>	<b>116.99</b>	<b>268.71</b>

Site Discharge to Pioneer Creek	2-yr (cfs)	10-yr (cfs)	100-yr (cfs)
<b>Pre-Development Rates</b>	<b>3.91</b>	<b>7.24</b>	<b>49.05</b>
<b>Post-Development Rates</b>	<b>1.94</b>	<b>3.18</b>	<b>49.84</b>

Water Quality Calculations	Total Phosphorus (TP lb/yr)	Total Suspended Solids (TSS lb/yr)
<b>Pre-Development Rates</b>	<b>83.305</b>	<b>72.921</b>
<b>Post-Development Rates</b>	<b>10,809.8</b>	<b>10,439.6</b>

**Erosion and Sediment Controls (Rule E):**

- 6) The proposed project will disturb greater than 1 acre of land. The applicant has submitted a SWPPP for review that meets watershed rules for erosion and sediment control.

**Buffer Strips (Rule I):**

- 7) Wetland buffers have been provided. Buffer averaging has been utilized in various areas where the 25-foot buffer cannot be achieved. All buffers meet the watershed 10 foot minimum.

**Recommendation:** Approval contingent upon the following conditions:

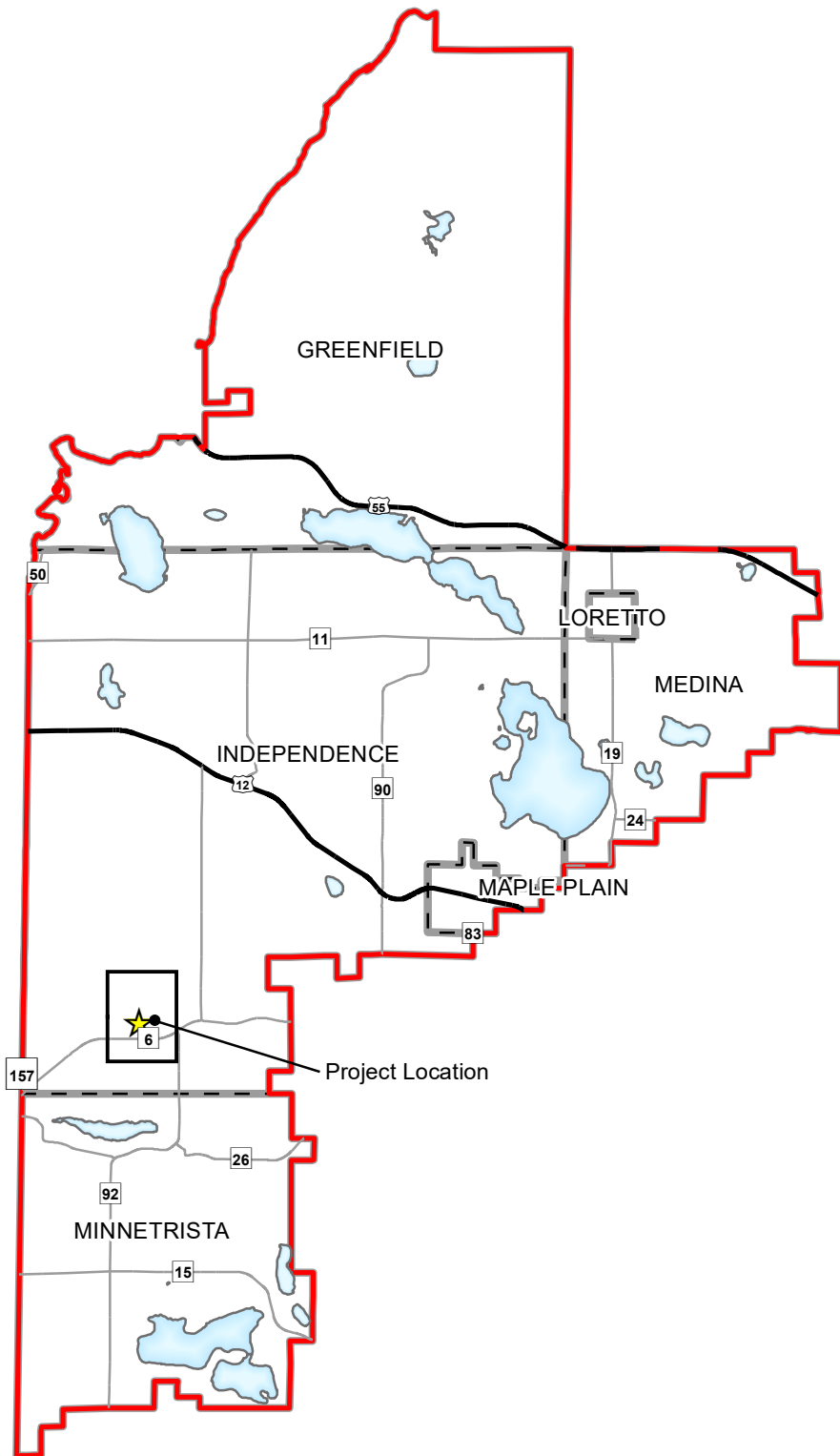
- 1) Updated Water Quality Modeling results
- 2) Meet 100-year rates towards pioneer creek.
- 3) Recording of O&M regarding stormwater facilities and maintenance.

Advisor to the Commission



Andrew Vistad, PE

April 13, 2023  
Date









Contract No: A2311706

**COOPERATIVE AGREEMENT**

THIS AGREEMENT made and entered into by and between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, (COUNTY), A-2300 Government Center, Minneapolis, Minnesota 55487, on behalf of the Hennepin County Environment and Energy Department, 701 Fourth Avenue South, Suite 700, Minneapolis, Minnesota 55415-1600, (DEPARTMENT) and the Pioneer-Sarah Creek Watershed Management Commission, a joint-powers board organized under the Laws of the State of Minnesota, 3235 Fernbrook Lane, Plymouth, Minnesota, 55447, (COMMISSION).

**RECITALS:**

WHEREAS, the COMMISSION and the COUNTY, wish to protect natural resources within the Pioneer-Sarah Creek watershed in Hennepin County, and

WHEREAS, the COMMISSION and the COUNTY benefit from a cooperative effort to protect these resources, and

WHEREAS, the COMMISSION wishes to retain the DEPARTMENT to provide technical services related to conservation promotion and education, technical assistance, monitoring, inventory and assessment and administrative services as set forth in the attached Exhibits, and

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the COUNTY, on behalf of the DEPARTMENT, and the COMMISSION agree as follows:

1. TERM AND COST OF THE AGREEMENT

The DEPARTMENT agrees to furnish technical services set forth in Attachment A to the COMMISSION commencing January 1, 2023 and terminating December 31, 2023.

The DEPARTMENT, in collaboration with the COMMISSION, will designate qualified staff to serve as technical advisors to the COMMISSION. Other DEPARTMENT personnel will be called upon as appropriate to the nature of the work.

In full consideration for services under this Agreement, the DEPARTMENT shall charge the COMMISSION for actual wages and personnel costs as set forth in Section 2. Costs for services for activities detailed in Attachment A include:

## Attachment A: 2023 Watershed General Technical Assistance

- Meeting attendance & preparation of staff report: No cost;
- Technical Services and Conservation Promotion: Not-to-exceed \$12,000;
- Project implementation in priority subwatersheds: Not-to-exceed \$272,379 or 80% of documented project costs, whichever is lower;
- Project implementation outside priority subwatersheds: as mutually agreed upon; and
- Subwatershed Assessment Completion: Not-to-exceed \$51,250.

The total cost of this Agreement, including all reimbursable expenses, shall not exceed **Three Hundred Thirty-Five Thousand Six Hundred Twenty-Nine and no/100 Dollars (\$335,629.00)**, as determined and specified in Attachment A. Any additional costs for extended work after the “not-to-exceed” limit has been reached, special studies, or capital projects, must be set forth in a written amendment to this Agreement and will be billed on an hourly basis set forth in Section 2.

## 2. BILLING RATES AND PAYMENT FOR SERVICES

- A. Services in Attachment A are billed at the rates based on personnel and task, except where exceptions are noted.

Environmental, Supervising	\$82.70 per hour
Senior Environmental, Water Resources	\$74.38 per hour
Environmental	\$67.37 per hour

- B. DEPARTMENT shall perform all services hereunder to the satisfaction of COMMISSION, in accordance with the provisions herein, and in compliance with applicable law. If COMMISSION determines that DEPARTMENT has not complied with the foregoing, COMMISSION shall not have any obligation to pay DEPARTMENT for the non-complying services.
- C. Payment for services shall be made directly to the DEPARTMENT after completion of the services upon the presentation of a claim in the manner provided by law governing the COMMISSION’S payment of claims and/or invoices. The DEPARTMENT shall submit an invoice for services provided in Attachment A on a quarterly basis. Payment shall be made within thirty-five (35) days from receipt of the invoice.
- D. Reimbursable expenses are limited to the actual cost for parking, mileage or transportation fees, or copying and postage related fees. Any reimbursable expense which exceeds Zero Dollars and no/100 (\$0.00) shall receive prior written approval from the Contract Administrator.

- E. Payments shall be made pursuant to the provisions herein and COMMISSION's then applicable payment policies, procedures, rules, and directions. COMMISSION is not responsible for remedying fraudulent or unauthorized payments requested in COMMISSION's name.
- F. COMMISSION may withhold from any payment due to DEPARTMENT any amount which is due and owing COMMISSION under this or any other agreement between the parties due to overpayment or as a result of an audit.

3. EQUAL EMPLOYMENT OPPORTUNITY- CIVIL RIGHTS

During the performance of this Agreement, the DEPARTMENT agrees to the following: no person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance, criminal record, creed, or national origin, be excluded from full employment rights in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of and all applicable federal and state laws against discrimination including the Civil Rights Act of 1964.

4. STANDARDS

The DEPARTMENT shall comply with all applicable Federal and State statutes and regulations as well as local ordinances now in effect or hereafter adopted. Failure to meet the requirements of the above may be cause for cancellation of this contract effective the date of receipt of the Notice of Cancellation.

5. INDEPENDENT CONTRACTOR

It is mutually understood that the DEPARTMENT acts as an independent contractor. DEPARTMENT shall select the means, method, and manner of performing the services herein. DEPARTMENT employees shall not be considered to be either temporary or permanent employees of the COMMISSION.

6. INDEMNIFICATION

COUNTY and COMMISSION mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless for any and all damages, liability, or cost (including reasonable attorney's fees and costs of defense) arising from their own negligent acts, errors or omissions in the performance of their services under this Agreement, to the extent each party is responsible for such damages and losses on a comparative basis of fault. Parties agree to provide proof of contractual liability insurance upon request. This paragraph does not diminish, with respect to any third party, any defense, immunity or liability limit that the COUNTY or the COMMISSION may enjoy under law.



7. INSURANCE

Each party warrants that it has a purchased insurance or a self-insurance program sufficient to meet its liability obligations and, at a minimum, to meet the maximum liability limits of Minnesota Statutes Chapter 466. This provision shall not be construed as a waiver of any immunity from liability under Chapter 466 or any other applicable law.

8. DATA PRACTICES

All data collected, created, received, maintained, or disseminated, or used for any purpose in the course of the DEPARTMENT's performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (MGDPA) and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, which may include the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and/or the Health Information Technology for Economic and Clinical Health Act (HITECH), adopted as part of the American Recovery and Reinvestment Act of 2009. The COMMISSION agrees to abide by these statutes, rules, and regulations and as they may be amended.

9. MERGER AND MODIFICATION

- A. The entire Agreement between the parties is contained herein and supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.

COUNTY and/or COMMISSION are each bound by its own electronic signature(s) on this Agreement, and each agrees and accepts the electronic signature of the other party.

- B. Any alterations, variations, or modifications of the provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties. Except as expressly provided, the substantive legal terms contained in this Agreement, including but not limited to Indemnification, Insurance, Merger, Modification and Severability, Default and Cancellation/Termination or Minnesota Law Governs may not be altered, varied, modified, or waived by any change order, implementation plan, scope of work, development specification, or other development process or document.
- C. If any provision of this Agreement is held invalid, illegal, or unenforceable, the remaining provisions will not be affected.

9. DEFAULT AND CANCELLATION

This Agreement may be canceled/terminated with or without cause by either party upon forty-five (45) days' written notice. If the COMMISSION terminates this Agreement, it may specify work to be performed by the DEPARTMENT before termination is effective and shall pay the DEPARTMENT for services performed by the DEPARTMENT up to the time specified for termination. If the COUNTY terminates the Agreement, it will not be compensated for part completion of a task except to the extent part completion has value to the COMMISSION.

10. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

All property of the COMMISSION used, acquired, or created in the performance of work under this Agreement, including documents and records of any kind, shall remain the property of the COMMISSION. The COMMISSION shall have the sole right to use, sell, license, publish, or otherwise disseminate any product developed in whole or in part during the performance of work under this Agreement.

11. CONTRACT ADMINISTRATION

In order to coordinate the services of DEPARTMENT with the activities of the COMMISSION so as to accomplish the purposes of this Agreement, Amy Juntunen, Commission Administrator, or successor ("Contract Administrator"), shall manage this Agreement on behalf of COMMISSION and serve as liaison between COMMISSION and DEPARTMENT.

Kris Guentzel (612-596-1171; [kristopher.guentzel@hennepin.us](mailto:kristopher.guentzel@hennepin.us)), Senior Water Resources Specialist, or successor shall manage the agreement on behalf of DEPARTMENT. DEPARTMENT may replace such person but shall immediately give written notice to COMMISSION of the name, phone number, and email of such substitute person and of any other subsequent substitute person.

12. AMENDMENTS TO AGREEMENT

This Agreement may be amended as agreed to by the COUNTY and COMMISSION in the form of an amendment executed by both parties.

13. NOTICES

Unless the parties otherwise agree in writing, any notice or demand which must be given or made by a party under this Agreement or any statute or ordinance shall be in writing and shall be sent registered or certified mail. Notices to COUNTY shall be sent to the County Administrator with a copy to the originating COUNTY department at the address given in the opening paragraph of this Agreement. Notice to COMMISSION shall be sent to the address stated in the opening paragraph of this Agreement.

14. MINNESOTA LAWS GOVERN

The laws of the state of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and their performance. The appropriate venue and jurisdiction for any litigation will be those courts located within the County of Hennepin, state of Minnesota. Litigation, however, in the federal courts involving the parties will be in the appropriate federal court within the state of Minnesota.

## COUNTY ADMINISTRATOR AUTHORIZATION

Reviewed by the County Attorney's  
Office

COUNTY OF HENNEPIN  
STATE OF MINNESOTA

\_\_\_\_\_  
Assistant County Attorney

By: \_\_\_\_\_  
David J. Hough, County Administrator

By: \_\_\_\_\_  
Assistant County Administrator - Public Works

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

### Recommended for Approval

By: \_\_\_\_\_  
Director, Environment and Energy Department

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

### PIONEER-SARAH CREEK WATERSHED MANAGEMENT COMMISSION

The COMMISSION certifies that the person who executed this Agreement is authorized to do so on behalf of the COMMISSION as required by applicable articles, bylaws, resolutions or ordinances.\*

Printed Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

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

\* COMMISSION shall submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory's delegation of authority. This documentation shall be submitted at the time COMMISSION returns the Agreement to the County. Documentation is not required for a sole proprietorship.

## ATTACHMENT A

### 2023 WATERSHED GENERAL TECHNICAL ASSISTANCE

#### TASKS

The Hennepin County Environment and Energy Department (DEPARTMENT) will provide Pioneer-Sarah Creek Watershed Management Commission (COMMISSION) with a variety of technical assistances in support of its Watershed Management Plan, TMDL studies, WRAPS reports, and subwatershed assessments.

Services are delivered on a time and materials basis, with a not-to-exceed amount as listed in Section 1 of this Agreement, except as may be authorized via separate work order or agreement amendment approved by both parties.

#### 1. Meeting attendance & Preparation of Staff Report

Staff will prepare a staff report covering cooperative efforts and will attend regular Board and technical advisory committee (TAC) meetings to facilitate partnership and advise the COMMISSION on technical items. Time required to attend meetings will not be an expense to the COMMISSION.

Estimated Effort:

At least one representative of the DEPARTMENT will attend each Board and TAC meeting, and additional staff will attend as necessary and appropriate. Assuming 12 Board meetings and 4 TAC meetings.

	Estimated Hours	GRANT FUNDS NTE	COMMISSION NTE	DEPARTMENT (Estimated Cost)
Senior Environmentalist	60	\$0	\$0	\$4,463
Environmentalist	60	\$0	\$0	\$4,042

#### 2. Respond to Inquiries from the public, conservation promotion in targeted subwatersheds, and BMP implementation project development and construction

Due to the high priority nature of this work to the DEPARTMENT'S goals, DEPARTMENT agrees to request reimbursement for the following services at a rate well-below the DEPARTMENT'S real costs. See agreement Section 2.

- A. General outreach and assistance: At the request of the COMMISSION, as prompted by public inquiry, DEPARTMENT staff will reach out to landowners within the Pioneer-Sarah Creek watershed to develop best management practice (BMP) projects, respond to inquiries from the public to provide conservation program information, technical assistance, and information regarding COMMISSION requirements. In 2023 priorities in this area, in order of importance:
  - a. Promoting, assessing, and developing projects to benefit Lake Independence and make use of remaining grant dollars from the South Fork Crow Metro watershed-based implementation funds (WBIF) allocated to Lake Independence.
  - b. Landowner outreach associated with on-going work around development of properties in the Dance Hall Creek subwatershed and other tributaries to Lake Sarah.
  - c. Zuhrah Shrine Horseman BMPs and other landowner outreach associated with Lake Rebecca subwatershed effort.

- d. Anticipated landowner outreach related to completion of the Spurzem Creek subwatershed effort.
- e. Developing and implementing other known cost share BMP projects that fall outside of identified priority areas.
- f. Evaluating and assessing lakeshore needs and developing programming for lakeshore homeowners.
- g. Responding to new inquiries and project opportunities outside of identified priority areas.

***Estimated effort below includes times to implement projects identified in subwatershed assessments, including those priorities areas in Tasks 3 and 4. Tasks 3 and 4 cover the design and construction costs for project implementation. Grant Funds NTE (or not to exceed) is considered to be determined (TBD) as some may be reimbursable on the WBIF grants.***

	Estimated Hours	GRANT FUNDS NTE	COMMISSION NTE	Estimated Cost (DEPARTMENT)
Senior Environmentalist	350	TBD	See Total Below	\$26,033
Environmentalist	986	TBD		\$66,427
Total	1,306	TBD	\$12,000	\$92,460

### 3. Project Implementation in Priority Subwatersheds

As partners in the using WBIF, DEPARTMENT and COMMISSION are partnering to install best management practices (BMP) to protect water quality in impaired, or nearly impaired, waterbodies. Area draining to the following waterbodies have been identified as priority subwatersheds in 2023: Lakes Independence, Sarah, and Rebecca. These include lands draining to both Dance Hall Creek and Spurzem Creek. Each of these subwatersheds have substantially completed subwatershed assessment that DEPARTMENT staff and partners are utilizing to conduct outreach with landowners to advocate for BMP installation.

To extend use of grant dollars, COMMISSION and DEPARTMENT will assist landowners with project funding as well. The COMMISSION will contribute up to 25% of project costs from its capital projects fund (not to exceed the amount available). The DEPARTMENT will contribute 10% of project costs. Landowners will be expected to contribute 10% of project costs. Remaining project costs will be covered by available grants until those grants are exhausted. Prior to project implementation, the DEPARTMENT and the COMMISSION will agree upon the breakdown of each individual project's funding sources. Following project implementation, the DEPARTMENT will provide a detailed, itemized invoice to the COMMISSION for project costs as agreed upon prior to project implementation. DEPARTMENT will include project cost estimates and estimated commission share on projects in the monthly staff report as they become available, as well as an accounting of remaining capital and grant funds available to support BMP projects.

Amount reimbursable to the DEPARTMENT shall not exceed 80% of documented project costs. In addition, the total amount of reimbursable dollars under this Activity is constrained by the COMMISSION'S available capital and grant funds for this work and shall not exceed the total amount available under the combination of the following sources: WBIF activities for Lake Independence BMPs (\$98,866), Dance Hall Creek BMPs (\$68,988), Lake Rebecca Subwatershed Assessment (\$30,000) and BMPs (\$20,400), and Spurzem Area BMPs (\$29,649). COMMISSION Capital Improvement Project (CIP) dollars are also allotted for this work (estimated at up to \$54,476). In total this combines to up to \$272,378 available for project installations, not including additional landowner and county contributions and dollars to complete remaining subwatershed assessments. At the time of

contract execution, the amounts above reflect the total available amounts for those funding sources, pending approval from their respective authorities.

	Estimated Hours	GRANT FUNDS NTE	COMMISSION NTE	DEPARTMENT (Estimated Cost)
Senior Environmentalist	Hours included in Task 2			
Environmentalist				
Consulting Fees	N/A	\$0	\$0	\$16,500
Project Installation	N/A	\$217,903	\$54,476	10% project costs

#### 4. Project Implementation Outside Priority Subwatersheds

The DEPARTMENT is working to develop BMP projects on several additional fronts focused on the COMMISSION's priorities. Additional grant funding is not available for many of those projects, however, there are several relevant capital projects established in the COMMISSION's fourth generation watershed management plan (\$10,000). In addition, DEPARTMENT is working hard to leverage a wide variety of additional funding sources for this project work.

As projects advance toward readiness, DEPARTMENT will keep COMMISSION informed of anticipated costs and available funding sources. As agreed upon by both parties and as capital project funds are available, COMMISSION will contribute up to 25% of project costs from capital project funds when those funds are available and not otherwise allocated. DEPARTMENT will contribute a minimum of 10% of project costs, through cash contributions or in-kind staff time. Landowners will be expected to contribute 10-25% of project costs (depending on location in or outside of a priority area and financial means of landowner). DEPARTMENT will be responsible for identifying funding sources for remaining project costs.

Amount reimbursable to the DEPARTMENT shall not exceed 25% of documented project costs when Watershed Based Implementation Funds and other grants are not available. Activity is constrained by the COMMISSION'S available capital funds for this work and shall not exceed the total amount available under capital projects.

	Estimated Hours	GRANT FUNDS NTE	COMMISSION NTE	DEPARTMENT (Estimated Cost)
Senior Environmentalist	Hours included in Task 2			
Environmentalist				
Consulting Fees	N/A	\$0	\$0	\$1,000
Project Installation	N/A	\$0	As mutually agreed upon	10% project costs

#### 5. Subwatershed Assessment Projects

- A. **Spurzem Creek:** DEPARTMENT staff have substantially completed the subwatershed assessment, which identified opportunities to address phosphorus and sediment loading from upland sources (e.g. agricultural fields, pasturelands, residential properties). DEPARTMENT may retain a consultant to assess internal loading and respective practices to address those loads in waterbodies or to develop more complete designs for projects beyond preliminary design work completed in the subwatershed assessment. COMMISSION is expected to provide comment(s) to draft materials provided by DEPARTMENT and, should a consultant be retained for assessing

internal loading of waterbodies in Spurzem Creek subwatershed, COMMISSION will provide up to \$10,000 from WWBIF and up to 25% cost share from their CIP funds for a consultant to assess internal loads and practices to reduce loading. Additional CIP funds have been allocated for implementation.

	Estimated Hours	GRANT FUNDS NTE	COMMISSION NTE	Estimated Cost (DEPARTMENT)
Senior Environmentalist	50	TBD	\$0	\$3,719
Environmentalist	70	TBD	\$0	\$4,716
Consulting Fees	N/A	\$10,000	\$6,250	\$5,000

- B. Lake Rebecca:** In an effort to prevent the need for another alum treatment in Lake Rebecca and to prevent Lake Rebecca from being added again to the impaired waters list, COMMISSION and DEPARTMENT agree to partner on an assessment of water quality improvement opportunities in a 600-acre subwatershed that drains through the property owned by the Zuhrah Shrine Horsemen and into Lake Rebecca Park Reserve. This study has three components: 1.) Completion of a hydrologic model to identify flow pathways and rates, 2.) BMP identification and feasibility analysis to determine cost-effectiveness across the subwatershed, and 3.) Identifying, scoping, and designing project opportunities on Zuhrah Shrine properties.

Project work began in 2021 and is ongoing through early 2023. Its expected up to \$30,000 of WBIF and \$5,000 of CIP funds will be provided by the COMMISSION and \$30,000 will be provided from the DEPARTMENT to complete this assessment and design work.

Following completion of the subwatershed assessment, the DEPARTMENT intends to work with the COMMISSION and partners to identify which projects are best suited for early implementation and identify and/or allocate available funds for implementation. As agreed upon by both parties and as CIP funds are available, COMMISSION will contribute up to 25% of project costs from CIP funds when those funds are available and not otherwise allocated. DEPARTMENT will contribute a minimum of 10% of project costs, through cash contributions or in-kind staff time. Landowners will be expected to contribute 10% of project costs as this is a priority area. DEPARTMENT will work with the COMMISSION to identify funding sources for remaining project costs beyond the \$150,000 currently allocated in the CIP.

	Estimated Hours	GRANT FUNDS NTE	COMMISSION NTE	Estimated Cost (DEPARTMENT)
Senior Environmentalist	60	TBD	\$0	\$4,223
Environmentalist	40	TBD	\$0	\$2,553
Consulting Fees	N/A	\$30,000	\$5,000	\$30,000

### Summary of total estimated effort and costs Tasks 1-5.



	DEPARTMENT COST (including staff time)	GRANT FUNDS NTE	COMMISSION NTE	COMMISSION FUNDING SOURCE
Task 1: Meeting attendance & Preparation of Staff Report	\$8,053	\$0	N/A	N/A
Task 2: Respond to public inquiries, provide technical assistance, and conduct conservation promotion and implementation	\$75,569	\$0	\$12,000	2023 operating budget
Task 3: Project implementation in priority subwatersheds	\$43,738 (design and installation costs)	\$217,903	\$54,476	COMMISSION CIP
Task 4: Project implementation outside priority subwatersheds	As mutually agreed upon			
Task 5: Subwatershed assessment projects	\$87,763	\$40,000	\$11,250	COMMISSION CIP
<b>Total (estimated)</b>	<b>\$215,123</b>	<b>\$257,903</b>	<b>\$77,726</b>	

Grant funds outlined in the table above are WBIF, of which COMMISSION is the fiscal agent. Therefore, the total amount reimbursable to DEPARTMENT under this agreement is \$335,629, which combines both the Grant Funds NTE and COMMISSION NTE in the above table.

## EXHIBIT A

**Pioneer-Sarah Creek Watershed Management Commission**  
**Capital Improvement Project Submittal**

*(This submittal will be rated on its completeness and adherence to the goals of the Commission.  
A second page may be used to provide complete responses.)*

City	Hennepin County	
Contact Name	Kris Guentzel	
Telephone	612-596-1171	
Email	<a href="mailto:Kristopher.guentzel@hennepin.us">Kristopher.guentzel@hennepin.us</a>	
Address	701 4 <sup>th</sup> Ave. S., Minneapolis 55415	
Project Name	Zuhrah Shrine Horsemen (ZSH) Rotational Grazing and Stabilization	
	1. Is project in Member's CIP? ( ) yes ( X ) no	Proposed CIP Year = 2023
	2. Has a feasibility study or an engineering report (circle one) been done for this project? ( X ) yes ( ) no Parcel was analyzed as part Lake Rebecca subwatershed assessment	
		Amount
	Total Estimated Project Cost	\$75,159.00
	Estimated Commission Share (up to 25%, not to exceed \$250,000)	\$18,789.75
	Other Funding Sources (name them) County	\$7,515.90
	Other Funding Sources (name them) NRCS	\$16,893.00
	Landowner	\$11,862.35
	Watershed-Based Implementation Funds	\$20,098.00
	3. What is the scope of the project? Improving pasture management activities through rotational grazing, including installation of fences, watersers, and high-use area protections. These improvements would allow ZSH staff to rotate horses from one pasture to another, which allows grass to regrow and soils to stabilize. The waterers also reduce the need for horses to return to the barns, where trampling has been causing significant sediment erosion.	
	4. What is the purpose of the project? What water resource(s) will be impacted by the project? The project will reduce phosphorus and sediment runoff from eroding pasture fields into Lake Rebecca, which TRPD has found is experiencing increasing amount of phosphorus loading which may lead the lake to be listed as impaired again.	
	5. What is the anticipated improvement that would result from the project? (Include size of area treated and projected nutrient reduction.) This project will capture 4.9 tons of sediment per year and 9.6 lbs of total phosphorus per year. The project provides fencing, waterers, and rotational grazing for a parcel approximately 72 acres in size that is predominantly pasture.	
	6. How does the project contribute to achieving the goals and programs of the Commission? Goal 1b of the 4 <sup>th</sup> generation plan is to "Protect Lake Rebecca so it continues to meet water quality standards." Goal 2 is to "Work in a coordinated way with urban and rural property owners, cities, lake associations, public and private entities, Hennepin County, and TRPD building partnerships to conserve our water and natural resources and deliver implementation projects." This project also addresses several Goal Areas in the 4 <sup>th</sup> generation plan. The project will cost-effectively address a nutrient runoff that may have otherwise reached Lake Rebecca, on par with other cost-effective projects in the Lake Rebecca Subwatershed Assessment.	
0/10	7. Does the project result from a regulatory mandate? ( ) yes ( X ) no How?	
0/10/20	8. Does the project address one or more TMDL requirements? ( ) yes ( X ) no Which?	
0/10/20	9. Does the project have an educational component? ( ) yes ( X ) no Describe.	
0/10	10. Do all the LGUs responsible for sharing in the cost of the project agree to go forward with this project? ( ) yes ( X ) no Identify the LGUs. City of Independence, TRPD, Hennepin County, PSCWMC; project has initial support from TRPD, County, and Commission, but the city has not yet been engaged.	

10/20	11. Is the project in all the LGUs' CIPs? ( ) yes ( X ) no	
1-34	<i>(For TAC use)</i> 12. Does project improve water quality? (0-10) 13. Prevent or correct erosion? (0-10) 14. Prevent flooding? (0-5)	15. Promote groundwater recharge? (0-3) 16. Protect and enhance fish and wildlife habitat? (0-3) 17. Improve or create water recreation facilities? (0-3)
TOTAL (poss 114)		

Z:\Pioneer-SarahCreek\CIPs\Exhibit A.doc

# HENNEPIN COUNTY

## MINNESOTA

DATE: April 14, 2023

TO: Pioneer-Sarah Creek Watershed Management Commission

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

RE: **REQUESTED COMMISSION ACTION**, Horseman Rotational Grazing and Stabilization

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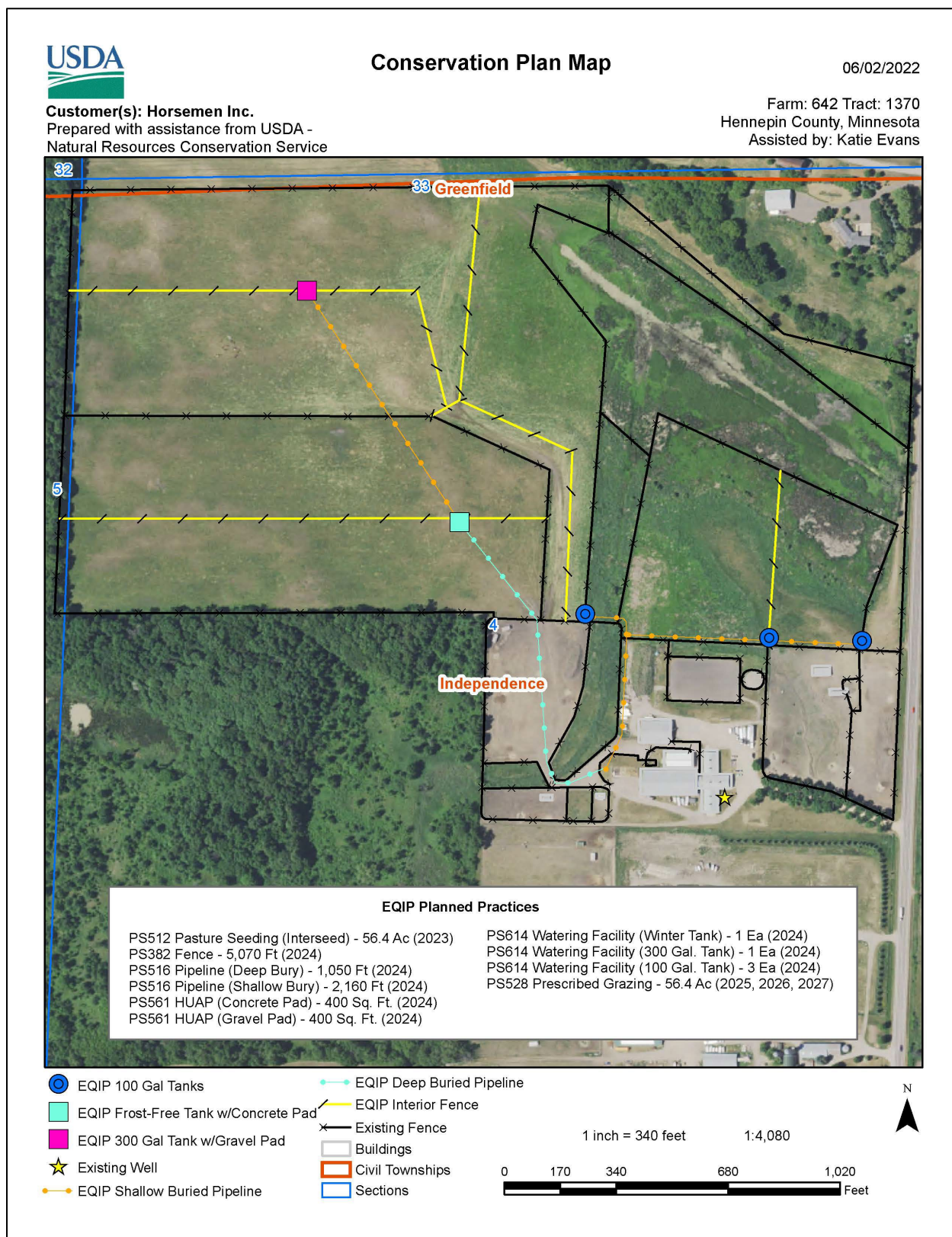
## Project Overview

The Zuhrah Shrine Horseman (Horseman) facility is a non-profit ranch and horse boarding operation in Independence set between County Road 92 and Three River's Park District lands surrounding Lake Rebecca. The facility spans two parcels. On the southern end is a 19-acre parcel which holds most operation activities and includes a main meeting building and offices, indoor arena, horse barn, and 8 acres of high-use paddocks. The northern parcel spans 72 acres of more sparsely used pasturelands split into two fields, and a 15-acre jurisdictional wetland adjacent to County Road 92.

Hennepin County and partners have worked with Horseman over the years to address several operational needs. About fifteen years ago, the County worked with the facility to install a manure bunker prior to the alum treatment on Lake Rebecca in 2011. More recently, a tile line which acts as the outlet for the jurisdictional wetland plugged and County staff have been working with Horseman and their neighbors to find suitable solutions that protect the wetland and Lake Rebecca while ensuring drainage of the pasturelands for more active use. This was investigated as part of the Lake Rebeca Subwatershed Assessment and will be pursued as part of a larger multi-purpose drainage management and water quality project in the future.

Those drainage management discussions in 2020-2021 led to a broader partnership with the Natural Resources Conservation Services (NRCS) to explore ways for the ranch to improve its pasture management activities to better utilize the northern pasturelands when dry. NRCS, serving as the technical lead for the project, developed plans for the installation of fences and waterers which would allow Horseman to sequentially move horses from one large paddock to another, providing time for grass to grow and soils to stabilize in between use. In addition, waterers placed strategically between paddocks with high use area protections (HUAP) around the waterers reduced the need for horses to return to the barns where trampling was causing significant sediment erosion. These preliminary designs are shown in Figure 1.

Figure 1 NRCS-designed plan map for the Horseman project. This design was preliminary and is currently being modified.



Partners, including NRCS, the County, and the landowner, are looking to phase project installation as shown in Table 1. Phase 1 would occur in 2023 and would include fence installation and seeding. During 2023, Horseman would use existing troughs with water fed through hoses for the water supply. Phase 2 would occur in 2023 with installation of the waterers and associated pipelines and HUAP. Additional seeding may occur following Phase 2, in lieu of Phase 1 seeding.

Table 1: Estimate of Costs to install and phases..... **WILL REPLACE WHEN FINAL**

Phase	Project	Unit Price	Quantity	Cost	EQIP Payment
Phase 1 - 2023	Fencing	\$ 4.50 /ft	5070 ft	\$ 22,815.00	\$ 5,527.00
	Interseeding	\$ 35.00 /acre	56.4 Acre	\$ 1,974.00	\$ 6,541.00
Phase 2 - 2024	Waterer (300 Gallon)	\$400.00 each	2 ea	\$ 800.00	\$ 537.00
	Waterer (100 Gallon)	\$100.00 each	3 ea	\$ 300.00	\$ 680.00
	Pipeline (Shallow)	\$ 15.00 /ft	3210 ft	\$ 48,150.00	\$ 3,348.00
	HUAP (Gravel)	\$ 1.40 /sqft	800 sqft	\$ 1,120.00	\$ 260.00
	<b>Totals</b>			<b>\$ 75,159.00</b>	<b>\$ 16,893.00</b>

NRCS has drafted designs for these best management practices (Figure 1) and is providing incentive payments through its Environmental Quality Incentives Program (EQIP). Payment rates through this program are set statewide and typically do not cover the full cost to implement a project. This is even more so the case in Hennepin County where material and installation costs tend to be higher. County staff anticipate EQIP payments will cover 22% of costs (Table 1) and are recommending a funding partnership to cover the remaining costs as shown in the tables below. In addition, designs have not yet been finalized and NRCS is working with the county and Horsemen to simplify the design to best meet Horseman and project partner's goals and financial and technical capabilities.

## Project Funding and Commission Request

Federal, state, and local funds are available for this work. Federal funds are provided from NRCS through EQIP. State funds include 2023 watershed-based implementation funds (WBIF), allocated to the Commission by the Board of Water and Soil Resources (BWSR), to implement best management practices which protect Lake Rebecca water quality.

Hennepin County staff are requesting the Commission support this project using those state funds along with Commission's Capital Improvement Program (CIP) funds. The table below outlines the County's requested funding breakdown and includes contributions from both the county and the landowner.

Table 2: Design and Project Development Costs

Project Cost	Landowner	County *	NRCS **	Commission
\$6,731	\$0	\$6,731	N/A	\$0
% of Design + Development Costs	0%	100%	N/A	0%

\*100 hours of time at rates of \$67.31 for Kevin Ellis and \$74.38 for Kris Guentzel

\*\* NRCS is providing design assistance but they don't track their time or expenses.



Table 3: Installation costs

Project Cost	Landowner	County	NRCS	Commission (thru CIP)	Commission (thru WBIF)
\$ 75,159.00	\$11,862.35	\$7,515.90	\$16,893.00	\$18,789.75	\$20,098.00
% of Installation	16%	10%	22%	25%	27%

The County is requesting full Commission CIP funding (i.e. 25%) because this project is cost-effective and directly improves water quality to a priority waterbody (Lake Rebecca) by reducing both sediment and total phosphorus loading. In addition, this property was identified as a priority in the Lake Rebecca Subwatershed Assessment.

This project is anticipated to capture 4.9 tons of sediment per year and 9.6 lbs of total phosphorus per year. The County estimated annual operations and maintenance to be \$2,795 dollars over the 10-year design lifetime. Therefore, life cycle cost-effectiveness is \$1,591/ton sediment removed and \$812/lb total phosphorus removed, which puts this practice in line with other cost-effective practices in the DRAFT Lake Rebecca Subwatershed Assessment.

## EXHIBIT A

**Pioneer-Sarah Creek Watershed Management Commission**  
**Capital Improvement Project Submittal**

*(This submittal will be rated on its completeness and adherence to the goals of the Commission.  
A second page may be used to provide complete responses.)*

City	City of Minnetrista – Three Rivers Park District	
Contact Name	Brian Vlach	
Telephone	763-694-7846	
Email	Brian.Vlach@threeiversparks.org	
Address	12615 Rockford Road, Plymouth, MN 55441	
Project Name	Kingswood Park Ravine Stabilization	
	1. Is project in Member's CIP? ( ) yes ( x ) no	Proposed CIP Year
	2. Has a feasibility study or an engineering report (circle one) been done for this project? ( X ) yes ( ) no	
		Amount
	Total Estimated Project Cost	\$204,980
	Estimated Commission Share (up to 25%, not to exceed \$250,000)	\$20,000
	Other Funding Sources (Grant dollars)	\$144,980
	Other Partners – TRPD & Hennepin County	\$40,000
	<p>4. What is the purpose of the project? What water resource(s) will be impacted by the project?  The purpose of the project is to stabilize existing channel erosion and sediment deposition for the long-term protection of a tamarack pond and forested area. The project area receives run-off from Kingswood Road that deposits sediment and sand into the forested area, and has caused further channel erosion to a tamarack pond.</p>	
	<p>5. What is the anticipated improvement that would result from the project? (Include size of area treated and projected nutrient reduction.)  The project will treat runoff from 3.58 acres to protect a tamarack bog within Kingswood Park.  The project will reduce total suspended solids loading by 1,476 lbs. and total phosphorus loading by 4.4 lbs.  The anticipated improvements for the project include the following:</p> <ol style="list-style-type: none"> <li>1) Stabilization of the ditch along Kingswood Road to prevent further erosion and settle out gravel-washout in an accessible location.</li> <li>2) Remove accumulated sediment from ditch on east side of the road as well as sediment deposited at the culvert outlet on the west side of the road.</li> <li>3) Install a sediment basin/rain garden at the downstream end of the existing road culvert.</li> <li>4) Install sediment basin/raingarden outlet to convey runoff through a directional bored pipe that outlets to the tamarack pond.</li> </ol>	
	<p>6. How does the project contribute to achieving the goals and programs of the Commission?  The project would promote environmental stewardship through the protection of a pristine tamarack wetland. The project is aligned with the Commission water quality goals identified in the Fourth Generation Watershed Management Plan (Section 4.2.2). The Fourth Generation Watershed Management Plan goals for water quality are focused on making progress to improve the lakes and streams in the watershed as well as protect those that are not impaired waters. The Commission water quality goals has focused on achieving a high standard of water quality as a priority through the implementation of the following goals that are relevant to this project:</p> <p>Goal B.4. Maintain or improve water quality in the lakes and streams with no identified impairments.  Goal B.6. Foster implementation of Best Management Practices in the watershed through technical and financial assistance through partnership development.</p> <p>Water Quality Actions identified in the Fourth Generation plan pertaining to this project are the following:  Action Item d: The Commission shall maintain Rules and Standards requiring development and redevelopment meeting certain criteria to meet erosion control requirements.  Action Item e: The Commission will work in partnership with other organization and agencies to pursue grant and other funding to implement projects and feasibility studies.</p> <p>The project is also aligned with the following wetland goals identified in the Fourth Generation Watershed Management Plan (Section 4.2.4).  Goal D.1. Preserve the existing functions and values of wetlands within the watershed.  Goal D.2. Promote wetland enhancement or restoration of wetlands in the watershed.</p>	



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0/10	<p>7. Does the project result from a regulatory mandate? (X) yes ( ) no How? The Kingswood Park has a Hennepin County conservation easement and a natural resources management plan. The project does align with several preservation/protection of the Conservation values that support public policies identified in Minnesota Statutes:</p> <p>Minnesota Statutes Chapter 116P, which establishes the Environmental and Natural Resources Trust Fund and Minnesota Laws 2009, Chapter 143, Section 2, Subdivision 4(f) and Minnesota Laws 2010, Chapter 362, Section 2, Subdivision 4(g), which provide funding from that Fund to accelerate programs and projects for the purpose of planning, restoring, and protecting important natural areas in the metropolitan region and surrounding counties.</p> <p>Minnesota Statutes Chapter 103A promotes protection of Minnesota's waters and their adjacent lands and Minnesota Statutes Section 103A.206 recognizes the economic and environmental importance of maintain and enhancing the water resources of the state of Minnesota and role of private lands in conservation efforts to preserve natural resources, protect water quality, preserve wildlife, and protect public lands and waters. Minnesota Statutes Section 103A.201 promotes the protection of wetlands and Minnesota Statutes Section 103A.202 specifically declares that it is in the public interest to preserve the wetlands of this state to conserve surface waters, maintain and improve water quality, preserve wildlife habitat, reduce runoff, provide for floodwater retention reduce stream sedimentation, contribute to improved subsurface moisture, and enhance natural beauty of the landscape.</p> <p>Minnesota Statutes Chapter 84C recognizes the importance of private conservation efforts by authorizing conservation easements for the protection of natural, scenic, or open space values of property assuring its availability for agriculture, forest, recreational, or open space use, protecting natural resources, and maintain or enhancing air or water quality.</p>	
0/10/20	<p>8. Does the project address one or more TMDL requirements? ( ) yes (X) no Which? There are no water quality standards for tamarack wetlands. The project is intended to protect a pristine tamarack wetland. There is a Hennepin County Conversation Easement on the property and a Natural Resources Management Plan that protects and restores the natural resources on the property.</p>	
0/10/20	<p>9. Does the project have an educational component? (X) yes ( ) no The project would promote environmental stewardship through the protection of a pristine tamarack wetland. The project is located in Kingswood Park in the City of Minnetrista that is operated by Three Rivers Park District. There is a turf trail (Tamarack Trail) around the perimeter of the tamarack wetland that would provide educational opportunities for the public. The project could be showcased through educational material, naturalist/interpretive programs, and signage within Kingswood Park.</p>	
0/10	<p>10. Do all the LGUs responsible for sharing in the cost of the project agree to go forward with this project?</p> <p>(X) yes ( ) no Identify the LGUs. City of Minnetrista, Hennepin County, and Three Rivers Park District</p>	
10/20	<p>11. Is the project in all the LGUs' CIPs? ( ) yes (X) no Not at this point</p>	
1-34	<p>(For TAC use)</p> <p>12. Does project improve water quality? (0-10)</p> <p>13. Prevent or correct erosion? (0-10)</p> <p>14. Prevent flooding? (0-5)</p>	<p>15. Promote groundwater recharge? (0-3)</p> <p>16. Protect and enhance fish and wildlife habitat? (0-3)</p> <p>17. Improve or create water recreation facilities? (0-3)</p>

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TOTAL (poss 114)	
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## Financial Report

Projects and Practices 2018

**Grant Title:** Baker Park Reserve Campground Ravine Stabilization, Lake Independence, Hennepin County

**Grant ID:** C18-9941

**Organization:** Pioneer-Sarah Creek WMC

Grant Revenue	Amount
Total Awarded	\$416,000.00

### Grant Expenditures

Grant Activity Category	Amount
Streambank or Shoreline Protection	\$411,225.74
Conservation Drainage	\$4,774.26
Total Spent	\$416,000.00
Returned Amount	\$0.00
Balance Remaining	\$0.00
Percent Spent	100%

*This is to certify that the information is a true and accurate representation of the grant program accounts for the Baker Park Reserve Campground Ravine Stabilization, Lake Independence, Hennepin County - Pioneer-Sarah Creek WMC. We believe our records are complete and subject to an audit.*

  
SIGNATURE OF AUTHORIZED REPRESENTATIVE

4/14/2023  
DATE

***Please complete and upload this form to the grant attachments tab in eLINK.***

***If returning program funds, please use the Returned Check form.***

***Make checks payable and mail to:***  
Board of Water and Soil Resources  
520 Lafayette Road N.  
St. Paul, MN 55155

## MEMORANDUM

**TO:** Pioneer-Sarah Creek Watershed Management Commission  
**FROM:** Andrew Vistad, Hakanson-Anderson  
**DATE:** April 14, 2023  
**SUBJECT:** Staff Report

**See Previous staff reports for projects that were completed prior to December 31<sup>st</sup>, 2022**

9. **2019-08 Adams Pest Control, Medina.** Adam's Pest Control is planning to expand their current Medina facility. This property is located on the north side of State Highway 55, just west of Willow Drive. The entire parcel is 46-acres, but only the southern portion (Lot 1-26.6 acres) is being proposed for development at this time. This site plan consists of two new buildings which includes an office building and a warehouse/maintenance building with parking. This project will disturb 10.9 acres and create 4.6 acres of new impervious areas. The Commission's stormwater management plan requires compliance with Rules D, E, F and I.
  
10. **2022-01 Bushwood Hills Reserve.** is a 5 lot 34.8-acre residential development located in the City of Greenfield. The development is proposing to handle stormwater rate control with 4 Biofiltration basins located within the development. The bio-filtration basins and land use change are expected to reduce phosphorus runoff by 52% and total suspended solids runoff by 58%. Additionally, the bio-filtration basins are providing some abstraction that is working to reduce the volume of runoff that is leaving the site. The engineer has supplied a SWPPP for the development that meets all watershed rules. This project was reviewed for Rule D, Rule E, and Rule I.
  
11. **2022-003 Hilltop Prairie.** The Hilltop Prairie development is a 13 lot 62.6-acre residential development located in the City of Independence. The development is proposing to handle stormwater rate control with 4 NURP basins located within the development. Due to confining soils and high groundwater levels infiltration or filtration is not feasible. The applicant is creating sections of tree preservation and is also providing additional buffer to gain abstraction credits to offset the lack of infiltration. Additional wetland buffer and tree preservation generate 0.5" of credit over their proposed areas. Stormwater ponds within the development will be maintained by the property owners, an operations and maintenance declaration has been obtained and well be recorded with the lots. Water quality modeling for the site indicates that a 33% reduction in total phosphorus and a 60% reduction in total suspended solids will be achieved. This project was reviewed for Rule D, Rule E, and Rule I.
  
12. **2022-05 Koch Farm, Sanctuary.** The Koch Farm Sanctuary development is a 33 lot 141.4-acre residential development located in the City of Independence. The development is proposing to handle stormwater rate control with 9 NURP basins located within the development. Due to confining soils and high groundwater levels infiltration or filtration is not feasible. The applicant is creating sections of tree preservation and is also providing additional buffer to gain abstraction credits to offset the lack of infiltration. Additional wetland buffer and tree preservation generate 0.5" of credit over their proposed areas. Stormwater ponds within the

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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

development will be maintained by the property owners/HOA, an operations and maintenance declaration has been obtained and will be recorded with the lots. Water quality modeling for the site indicates that a 32% reduction in total phosphorus and a 56% reduction in total suspended solids will be achieved. A stream crossing for a mixed use path that connects this development with the development to the south was required by the City of Independence. This project was reviewed for Rule D, Rule E, Rule H, and Rule I.

13. **2022-06 Creekside Meadows**, is a 15 lot 79.2 acre residential development located within the City of Greenfield. The development is proposing to handle stormwater with 3 biofiltration basins. The bio-filtration basins and land use change are expected to reduce phosphorus runoff by 48% and total suspended solids runoff by 41%. Additionally, the bio-filtration basins are providing some abstraction that is working to reduce the volume of runoff that is leaving the site. The engineer has supplied a SWPPP for the development that meets all watershed rules. The developer has not supplied a buffer maintenance plan that outlines establishing the new wetland buffers. The project was reviewed for Rule D, Rule E, and Rule I.
  
14. **2022-10 Pioneer Highlands**, is a 67 acre rural residential development located in the city of Medina. The development is located roughly half in the Pioneer Sarah Creek Watershed and half in the Elm Creek Watershed. It was agreed that the project would need to obtain a permit from only PSC WMC providing communication with the Elm Creek watershed engineer. The site contains a large closed basin wetland on site. Ultimately the site would drain to both Spurzem Creek and Rush Creek South Fork. Additional wetland buffer was provided to meet stormwater abstraction requirements, to meet state stormwater requirements a wet sedimentation basin is being created to treat the stormwater generated from the shared private drives and some of the residences. The developer's engineer has reached out to discuss a modification to the development plans to provide a filtration basin and reduce some of the additional wetland buffer. The project was reviewed for Rule D, Rule E, and Rule I.
  
15. **2022-12 Bridgevine Subdivision**, is a 47.5 acre residential subdivision located within the City of Independence on the south shoreline of Lake Independence. The development is proposing to handle stormwater via curb and gutter with inlets and storm sewer. There will be 2 filtration basins and 2 rain gardens located within the development that will capture and treat the water quality volume before being discharged. The site generally flows in 3 directions, to the north discharging into an onsite gully that is identified in the Lake Independence and Lake Sarah SRA as GS46. The eastern part of the site discharges into an offsite gulley that is also identified in the Lake Independence and Lake Sarah SRA as GS50 or the Baker Park Ravine, which has recently been stabilized by a project lead by TRPD. The western portion of the site discharges under South Lake Shore Drive into an existing gully that eventually discharges into Pioneer Creek. The developer has revised and resubmitted plans that address the erosion that is taking place in GS46. A SWPPP has been provided and has been reviewed. The project was reviewed for Rule D, Rule E, and Rule I.

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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

- 16. 2022-12 Bridgevine Grading Permit**, is a 47.5 acre residential subdivision located within the City of Independence on the south shoreline of Lake Independence. The developer has obtained a grading permit from the City of Independence to comment with grading activities relating to the Bridgevine subdivision project. To facilitate the developer will take the appropriate time to address some site concerns a grading permit will allow them to start construction. The project was reviewed for Rule E.
- 17. 2022-17 Kettering Creek 2nd**, is a 32 lot 9.29-acre residential development located within the City of Greenfield. The development is proposing to handle stormwater with a biofiltration basin. The development appears to be part of an existing development that was initially constructed in 2004. Stormwater from the site flows away in 4 general directions predominantly to the north and to the south. All of the stormwater from the site eventually converges within the Crow River. The project documentation contains some modeling errors and inconsistencies that need to be addressed. Additionally, the plans do not contain a SWPPP. Plans for this development have been resubmitted, due to the timing of their submission a review was not able to be completed for consideration at the April meeting. The project was reviewed for Rule D, Rule E, and Rule I.
- 18. \*2022-18 Windsong Golf Club Expansion**, is a 125-acre golf club expansion project for the Windsong Farm Golf Club located in the City of Independence. Stormwater for the site generally flows in 2 directions. The central and eastern part of the site flow directly into Fox Lake which eventually discharges into Pioneer Creek to the north. The rest of the site not adjacent to Fox Lake drains to the west underneath Copeland Road to discharge into the Pioneer Creek. Stormwater for impervious surfacing is proposed to be treated by 2 bio-infiltration basins to meet the 1.1" of water abstraction per Rule D. In addition to the onsite BMPs the land use change from agricultural row crops into managed turf has resulted a reduction in total suspended solids and total phosphorus. The project triggers review for Rule D, Rule E, Rule F, and Rule I.
- 19. 2022-19 Sam's Landscaping Site Plan**, is a 7.05 acre site plan that includes a business office as well as gravel storage area located in the City of Independence. The applicant proposes to manage stormwater with an onsite bio-infiltration basin, to provide stormwater abstraction as well as water quality improvements, and rate control. Comments have been provided to the applicant's engineer to provide guidance on the provided bio-filtration design as well as clarifying changes to the existing drainage patterns. The project was reviewed for Rule D, Rule E, and Rule I.
- 20. 2022-20 Crimson Woods Development**, is an 8 lot 39.7 acre residential development located within the City of Greenfield. The development is proposing to handle stormwater with an infiltration basin. The infiltration basin and land use change are expected to reduce phosphorus runoff and total suspended solids runoff. Additionally, the infiltration basin is providing abstraction that is working to reduce the volume of runoff that is leaving the site. The engineer has supplied a SWPPP for the development that meets all watershed rules. The developer has

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RULE H - BRIDGE AND CULVERT CROSSINGS

RULE I - BUFFERS

not supplied a buffer maintenance plan that outlines establishing the new wetland buffers nor an ownership and maintenance agreement for the infiltration basin. The project was reviewed for Rule D, Rule E, and Rule I.

- 21. 2022-21 Centerpoint Energy TH 55 Gas Man Replacement,** CenterPoint Energy is proposing to install 1,438 linear feet of 4-inch-diameter natural gas pipeline by horizontal directional drilling. The project will require multiple bore pits to be dug in various locations to connect together sections of gas main. Some of the bore pit locations are within wetland and are adjacent to waterbodies. The project triggers review for Rule E, Rule I.

# HENNEPIN COUNTY

## MINNESOTA

DATE: April 14<sup>th</sup>, 2023

TO: Pioneer-Sarah Creek Watershed Management Commission

FROM: Roz Davis, Kevin Ellis, and Kris Guentzel; Hennepin County Department of Environment and Energy

RE: April Commission Project, Program, and Outreach

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### **Watershed Services Agreement**

A draft of the Watershed Services Agreement is included in the April packet materials. This draft has been updated with 2023 hourly rates and tables in Attachment A have been modified to clarify which Commission not-to-exceed costs come from watershed-based implementation fund (WBIF) grants and Commission funds, such as its operating fund or capital improvement program. County staff are seeking approval for the agreement during the April meeting.

### **Subwatershed Assessments**

#### **Spurzem Creek Subwatershed Assessment**

Update: Report was substantially completed over the winter, incorporating comments providing by partners. The County recently met with MPCA staff regarding concerns with BMP installations in/near the Woodlake landfill in Medina. These concerns were incorporated into the draft and staff plan to make this available to partner later in spring.

#### **Lake Rebecca Subwatershed Assessment**

Update: Staff have received a draft report of the Lake Rebecca Subwatershed Assessment from the County consultant. The draft has been provided to partners and stakeholders, who have until the end of March to provide comments. County staff will finalize the document later in spring.



## Projects & Outreach

### Lake Rebecca/Zuhrah Shrine Horsemen (ZSH) (4505 CR 92, Independence) BMPs

Update: ZSH have received fencing, waterer, and grazing plans from NRCS. They anticipate beginning fencing installation in April with the goal to complete it over the course of 2023 (ZSH are providing labor as an in-kind contribution for the project). ZSH and NRCS agreed to stagger implementation of the fencing in three phases throughout spring, summer, and fall 2023. They anticipate that the waterers will be completed in 2024. Hennepin County Staff anticipate a state cost share contract to be fully executed in April. Additional design work on the drainage repair is anticipated for spring and summer 2023.

### Pioneer Trail Manure Bunker, Medina (west of Lake Peter)

Update: No update.

Previous: Commission approved financially supporting the project at the November meeting. The landowner is still gathering quotes from contractors. Project install not expected until late spring 2023.

### 2023-2024 Outreach

Open house: Staff hosted a successful open house on April 13<sup>th</sup>, 2023, at the Hamel Community Center. Approximately 25-30 private landowners were in attendance. Staff plan to follow up with those that provided contact information and schedule site visits with attendees that indicated they may have a potential BMP.

Heidi's Growhaus: County staff are attending and tabling at the spring open house at Heidi's Growhaus on April 28<sup>th</sup>, 2023, from 11-2pm. This is an annual event in Corcoran hosted by the owner, Heidi, with many private landowners in attendance. Staff will promote HCEE's services and the agricultural preservation survey.

2022 outreach follow-up: County staff took inventory of previous outreach efforts in the Lake Independence, Lake Sarah, and Dance Hall Creek subwatersheds. They plan to reengage with landowners that had potential cost-effective BMPs and gauge their interest starting in May.

### Other Environment and Energy Programming Notes:

- a. The County awarded seven Good Steward grants totaling \$155,000 for projects that will improve water quality, enhance natural resources, and promote environmental stewardship in the community. The grants will add pollinator habitat, rain gardens, shoreline stabilization practices, and restore eroding natural areas and woodlands.
- b. The County awarded 12 grants totaling \$216,000 to prevent and slow the spread of aquatic invasive species. Funds will go towards increasing watercraft inspections and self-inspections, boater and lakeshore homeowner education, an interactive education display for outreach, and more.
- c. Forestry staff have sold over 5,000 tree seedlings to County residents through the spring tree sale thus far. The tree sale will remain open until April 20<sup>th</sup>. County residents can order trees here: <https://environmentalresources.hennepin.us/TreeSale>.