

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

March 10, 2022

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, March 17, 2022, at 6:00 p.m. This will be a **virtual** meeting.

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

OR, go to www.zoom.us and click **Join A Meeting**. Meeting ID is **845 974 640**. The passcode for this meeting is **water**.

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

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

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

Meetings remain open to the public via the instructions above.

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

Regards,

Amy A. Juntunen, Administrator
AAJ:tim

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

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

Z:\Pioneer-SarahCreek\Meetings\Meetings 2022\3 notice.doc



Pioneer-Sarah Creek Watershed Management Commission

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

REGULAR MEETING AGENDA

March 17, 2022 • 6:00 p.m.

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

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

1. Call to Order.
2. Approve Agenda.*
3. Consent Agenda.
 - a. February meeting minutes.*
 - b. March Claims/Treasurer's Report.*
4. Open forum.
5. Action Items.
 - a. 2022-02 Huotari Residence, Independence.*
 - b. 2022 Work Plan.*
 - c. Fee Schedule Revision.*
 - d. Rules and Standards Revision.*
 - e. Water Appropriations Permitting Changes.*
 - f. Project Review Application Changes.*
 - g. 2022 Hennepin County Cooperative Agreement.*
 - h. Annual Appointments.
6. Old Business.
7. New Business.
 - a. CIP Review.*
 - b. Proposed Staff/TAC meeting frequency.
 - c. Proposed 2023 Budget.*
8. Watershed Management Plan.
9. Education.
10. Grant Updates. Mainly FYI.
11. Communications.
12. Staff Reports.
 - a. Engineer's Report.*
 - b. HCEE Report.*
13. Commissioner Reports.
14. Other Business.
15. Adjournment. (Next scheduled meeting: April 21, 2022).

Z:\Pioneer-SarahCreek\Meetings\Meetings 2022\3 agenda.docx

REGULAR MEETING
Minutes
February 17, 2022

1. CALL TO ORDER. A regular meeting of the Pioneer-Sarah Creek Watershed Management Commission was called to order via Zoom at 6:00 p.m., Thursday, February 17, 2022, by Chair Joe Baker.

Present: Mark Workcuff, Greenfield; Joe Baker, Independence; Brenda Daniels, Loretto; Caitlin Cahill, Maple Plain; Pat Wulff, Medina; John Tschumperlin, Minnetrista; Kris Guentzel and Paul Stewart, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District (TRPD); Andrew Vistad, Hakanson-Anderson; and Amy Juntunen, JASS.

Also Present: Kyal Klawitter, Greenfield; Greg Elsen, Loretto; and Scott Johnson, Medina.

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

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

a. January Regular Meeting Minutes.*

b. February Treasurer's Report/Monthly Claims * totaling \$7,804.62

Hennepin County will separate items on future invoices to indicate WBIF-funded projects and Commission-funded projects. The County's invoice is below the not-to-exceed \$10,000 agreement for landowner outreach. The Commission is grateful for the County's support in BMP identification and implementation.

Motion carried unanimously.

4. OPEN FORUM.

5. ACTION ITEMS.

a. Officer Elections. Motion by Wulff, second by Cahill to elect the current slate of officers: Baker, President; Cahill, Vice President; Tschumperlin, Treasurer; and Daniels, Secretary. *Motion carried unanimously.*

b. 2021 Work Plan in Review.* Vlach noted that monitoring under item E.3.b. should be changed to reflect one point on Dance Hall Creek, two points on the channel to Lake Rebecca, and one point on Spurzem Creek. Motion by Cahill, second by Tschumperlin to approve the 2021 Work Plan In Review with that edit. *Motion carried unanimously.*

c. 2022 Work Plan.** The TAC requested more time to review. This item will be moved to the March agenda.

6. OLD BUSINESS.

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

*Included in meeting packet.

7. NEW BUSINESS.

8. WATERSHED MANAGEMENT PLAN.

a. 2022 Monitoring Plan. The 2022 budget includes \$10,500 for bi-weekly lake monitoring at six sites. For 2022 the proposed lake monitoring sites are Independence, Sarah, Whaletail North, Whaletail South, Winterhalter and Thomas. Winterhalter and Thomas Lakes were selected for monitoring due to the Spurzem Creek SWA, which is in process. Monitoring these lakes now can provide measurements for the effects of implemented BMPs in the area. For 2023, lakes will be rotated in the monitoring schedule to prepare for the WRAPS update and completed SWAs. TRPD is monitoring a second site on Lake Sarah, and Spurzem, Half Moon, Rebecca, Little Long, and Ardmore Lakes at their expense.

The 2022 budget includes funds to monitor one lake through the Metropolitan Council's Citizen Assisted Monitoring Program (CAMP). Volunteers will be solicited to monitor at either Schwappauf or Hafften Lake.

In 2021 the Commission monitored four stream sites. The 2022 budget includes \$12,200 to continue monitoring four sites. Due to drought conditions in 2021, there was a marginal number of samples and stream flow. Staff recommended continuing monitoring at the Dance Hall Creek site and the park site on the channel to Lake Rebecca to see changes after the TRPD channel excavation and Shriners projects. The second Rebecca site at CSAH 92 will also be monitored again, along with one site on Pioneer Creek to be determined after site visits.

b. TAC Update. The TAC met on Tuesday, February 15, 2022 to discuss the WBIF Convene Process required by BWSR, review and update the current CIP, discuss 2023 budget needs for monitoring and TMDL updates, review the 2022 work plan, and discuss potential changes to the Commission Rules, water appropriations permit, fee schedule and project review application. Another TAC meeting has been scheduled for March 7. The TAC will make recommendations for Commission action at the March or April meeting.

9. EDUCATION.

10. GRANT UPDATES.

a. 2021 Progress Report Baker Park Ravine.* Informational, no action necessary. The total grant amount was \$416,000. As of today, \$394,628.21 has been spent. This grant deadline is December 31, 2022.

b. 2021 Progress Report NFC WBIF 2021.* The Dance Hall Creek SWA update is nearly complete to better reflect current land use. The County is preparing over 400 mailers to generate projects on private property for implementation in 2022 and 2023. This grant award is \$91,105. No funds have been spent as of today. The WBIF requires a 10% match. This grant deadline is December 31, 2023.

Staff expects to have projects identified for a Clean Water Fund Grant application in the Dance Hall Creek SWA area this summer. Feasibility studies and a 30% design must be complete prior to application.

c. 2021 Progress Report SFC WBIF 2021.* County Staff will review the phosphorus removal calculations and update if needed. There are three projects for these funds, the Lake Rebecca SWA, Spurzem Creek BMP Implementation, and Lake Independence SWA BMP Implementation. This grant award is

\$180,063. No funds have been spent as of today. The WBIF requires a 10% match. This grant deadline is December 31, 2023.

d. **2019 WBIF.** County Staff were unaware of this grant. This was managed by Jim Kujawa and was used for the Ardmore channel carp barrier and Lake Independence shoreline restoration. Of the total grant award of \$58,317, total payments received were \$52,486. This grant expired on December 31, 2021.

11. COMMUNICATIONS.

a. **Campaign Finance Annual Reporting.*** Reminder for Commissioners to complete their campaign finance annual reports online. Contact staff with questions.

b. **Annual Appointments.** Annual Commissioner and Alternate appointments must be emailed from the Cities to the Commission's administrative office at amy@jass.biz.

12. REPORTS.

a. **Engineer's Report.** Many project review inquiries have been received and some applications have been received but none are ready for Commission action. There should be two or three residential developments in Greenfield coming up.

b. **HCEE Report.*** The **Dance Hall Creek SWA** is in final draft stage. The **Spurzem SWA report** is being drafted now. The **Lake Rebecca SWA** needs more data.

The **Becker Road** and **Independence Road** projects will use the remaining Baker Park Ravine CWF grant funds. The Becker Road project is scheduled for spring 2022 construction and the Independence Road project is out for bid.

The **McComb project** construction will begin this spring. The project is shovel-ready. The project on **Copeland Road** is out for engineering. These projects will be funded by WBIF.

The **Shriner Horsemen** are working with NRCS and will be doing an extensive amount of grading on their property as well as rotating pastures.

The four priority areas in the watershed are Lake Independence, Lake Sarah, Dance Hall Creek and Spurzem Creek. There are 1600 parcels of private land and the County will be soliciting BMPs on all levels.

The County is hosting the **annual tree sale**. Residents can order online through the website with pickup anticipated April 28-30.

c. **TRPD Report.** The wetland delineation for the Rebecca channel excavation project has been completed. TRPD is planning to engage the consulting firm that completed the Lake Rebecca SWA to complete modeling. Once hydrologic modeling is done the design phase begins.

13. COMMISSIONER REPORTS.

a. **Baker** noted that he attended the TAC meeting. The Lake Sarah CLPW treatment agreement was completed in 2018 for five years, so 2022 is the last year of Commission participation without a new agreement. The LSIA did apply for 2022 AIS prevention grants and just learned that they can apply for the east and west bays separately at up to \$5,000 each, which may reduce the Commission's share of treatment

costs. Lake levels remain low.

b. Workcuff reported that Greenfield does have new developments under review by their Planning Commission. The City is also reviewing the culvert height below Townhall Drive. A private landowner will be contacted regarding increasing the size of a private culvert since it's backing up the creek and creating upstream flooding on 55 acres.

c. Wulff invited Commissioners and Staff to the LICA Ice Party this Saturday from 2:00-4:00 p.m. The wake boat study has been completed and more studies on other Minnesota lakes are expected. The report is causing a stir among boaters as the recommendation for use of surf boats 500-600 ft from shore could restrict access to many lakes for these types of boats. Any enforcement changes due to this report would need to be made at the state level because lake associations do not have any type of enforcement authority.

d. Tschumperlin reported that Minnetrista is still in the process of adding a well. Fiber optic cable will be installed in city street and county road ROWs in the northern part of the city by Midco this summer. The City Council has interviewed and narrowed the selection down to two candidates for the City Manager position. The search firm is currently negotiating with the top candidate. The goal is to have a Manager hired and in place by April 1.

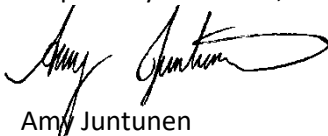
e. Cahill. There have been a few developers interested in some lots but nothing has been submitted to planning yet.

14. OTHER BUSINESS.

The **next regular meeting** is scheduled for March 17, 2022 and will be held online again via Zoom link <https://zoom.us/j/845974640>.

15. ADJOURNMENT. There being no further business, motion by Wulff, second by Daniels to adjourn. *Motion carried unanimously.* The meeting was adjourned at 7:45 p.m.

Respectfully submitted,



Amy Juntunen
Administrator
AAJ:tim

Z:\Pioneer-SarahCreek\Meetings\Meetings 2022\2 Minutes PSC.docx

Pioneer-Sarah Creek Watershed
Cash Disbursements Journal
For the Period From Mar 1, 2022 to Mar 31, 2022

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
3/17/22		50100	Engineering / Technical Consulting	438.00	
		10100	Hakanson Anderson Associates, Inc.		438.00
3/17/22		51100	Administration	835.35	
		51100	Meeting-related	147.63	
		51100	Bookkeeping / TR / Audit Prep	350.73	
		51120	Project Reviews	17.50	
		52000	TAC Meetings / Support	401.50	
		57000	Education	20.25	
		10100	Judie Anderson's Secretarial Service		1,772.96
Total				2,210.96	2,210.96



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

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

Invoice number 47907
Date 02/28/2022

Project **PSC901-2022 GENERAL ENGINEERING
FOR PIONEER SARAH WMC 2022**

Professional Services Provided Through 01/31/2022

GENERAL ENGINEERING

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>DRAINAGE INQUIRY 7290 CR 6</i>	01/03/2022	1.00	100.00	100.00
Andrew Vistad <i>PROJECT REVIEW APPLICATION COMMUNICATION</i>	01/25/2022	2.00	100.00	200.00
Andrew Vistad <i>BASIN NWL ELEVATION AND RULES COMMUNIDCATION WITH DEVELOPER</i>	01/31/2022	1.50	92.00	138.00
PROFESSIONAL FEES SUBTOTAL				438.00
GENERAL ENGINEERING SUBTOTAL				438.00
AMOUNT DUE THIS INVOICE				438.00

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	438.00	0.00	438.00



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

3235 Fernbrook Lane
Plymouth MN 55447

March 10, 2022

				Total Project Area	
General Administration					
Administrative	0.250	65.00	16.250		
Administrative	2.60	70.00	182.000		
Administrative - virtual		75.00	0.000		
Office Support	7.00	70.00	490.000		
Public storage	1.00	101.08	101.080		
Data Processing/File Mgmt		65.00	0.000		
Archiving		60.00	0.000		
Reimbursable Expense	46.02	1.00	46.020	835.350	Administration
 Meeting packets, attendance, Minutes and Meeting follow-up					
Administrative		65.00	0.000		
Administrative	0.23	70.00	16.100		
Admin - virtual	1.58	75.00	118.500		
Reimbursable Expense	13.03	1.00	13.030	147.630	Meeting-related activities
 Bookkeeping					
Bookkeeping		65.00	0.000		
Bookkeeping, budget, audit requests	1.91	70.00	133.700		
Treasurer's Reports	1.00	70.00	70.000		
Audit Prep		65.00	0.000		
Audit Prep	1.83	70.00	128.100		Bookkeeping/TRs
Reimbursable Expense	18.93	1.00	18.930	350.730	Bookkeeping/TRs
 Project Reviews					
Administrative		65.00	0.000		
Administrative	0.25	70.00	17.500		
File Management/Archiving		65.00	0.000		
Reimbursable Expense		1.00	0.000	17.500	Project Reviews
 Professional TAC					
Secretarial		65.00	0.000		
Administrative	1.90	70.00	133.000		
Offsite - Virtual	3.58	75.00	268.500		
Reimbursable Expense		1.00	0.000	401.500	
 Education					
Secretarial		65.00	0.000		
Administrative		70.00	0.000		
Virtual - Watershed Partners, etc.	0.27	75.00	20.250		
Reimbursable Expense		1.00	0.000	20.250	Technical Support
			1,772.960	1,772.960	



Huotari Residence **Independence, Project #2022-002**

Project Overview: Jeff Huotari has submitted a permit application for the construction of a driveway, residential dwelling, and septic system. The application was a requirement as a result of a wetland TEP meeting that determined that a portion of the installed drive had impacted an on-site wetland. The residential lot is located along County Road 11 south of Lake Rebecca. The dwelling, septic system, and driveway construction will result in approximately 1 acre of disturbance. Silt fence is provided downstream from the driveway construction adjacent to the wetlands. The Commission's management plan requires compliance for Erosion Control (Rule E).

Applicant: Jeff Huotari, 2485 Bobolink Road, Long Lake, MN 55356. Phone: 906-370-9797. Email: huotari.jeffery@gmail.com.

Agent/Engineer:

Exhibits:

- 1) PSCWMC Request for Plan Review received February 22, 2022
- 2) Project review fees for project, \$300.00
- 3) Jeff Huotari Site Plan, dated February 22, 2022
- 4) WCA NOD, dated August 9, 2021

Findings:

- 1) A complete application was received March 7, 2022. The initial 60-day decision period expires on May 6, 2022.
- 2) The applicant proposes to construct a residential dwelling, septic site, and driveway.
- 3) The City of Independence is the LGU in charge of administering the 1991 Wetland Conservation Act on this site.
 - o The existing driveway impacted wetland and a restoration plan was developed by the landowner and TEP.

Erosion and Sediment Controls (Rule E):

- 4) Erosion and sediment control is required for land disturbing activities. The site is proposing to install sediment control between the driveway and onsite wetlands to prevent construction sediment from entering the wetlands. Disturbed soils shall be seeded following construction prior to the removal of sediment control BMPs. There are no proposed impacts to wetland buffers, nor are there proposed wetland impacts.

Recommendation: Approval.

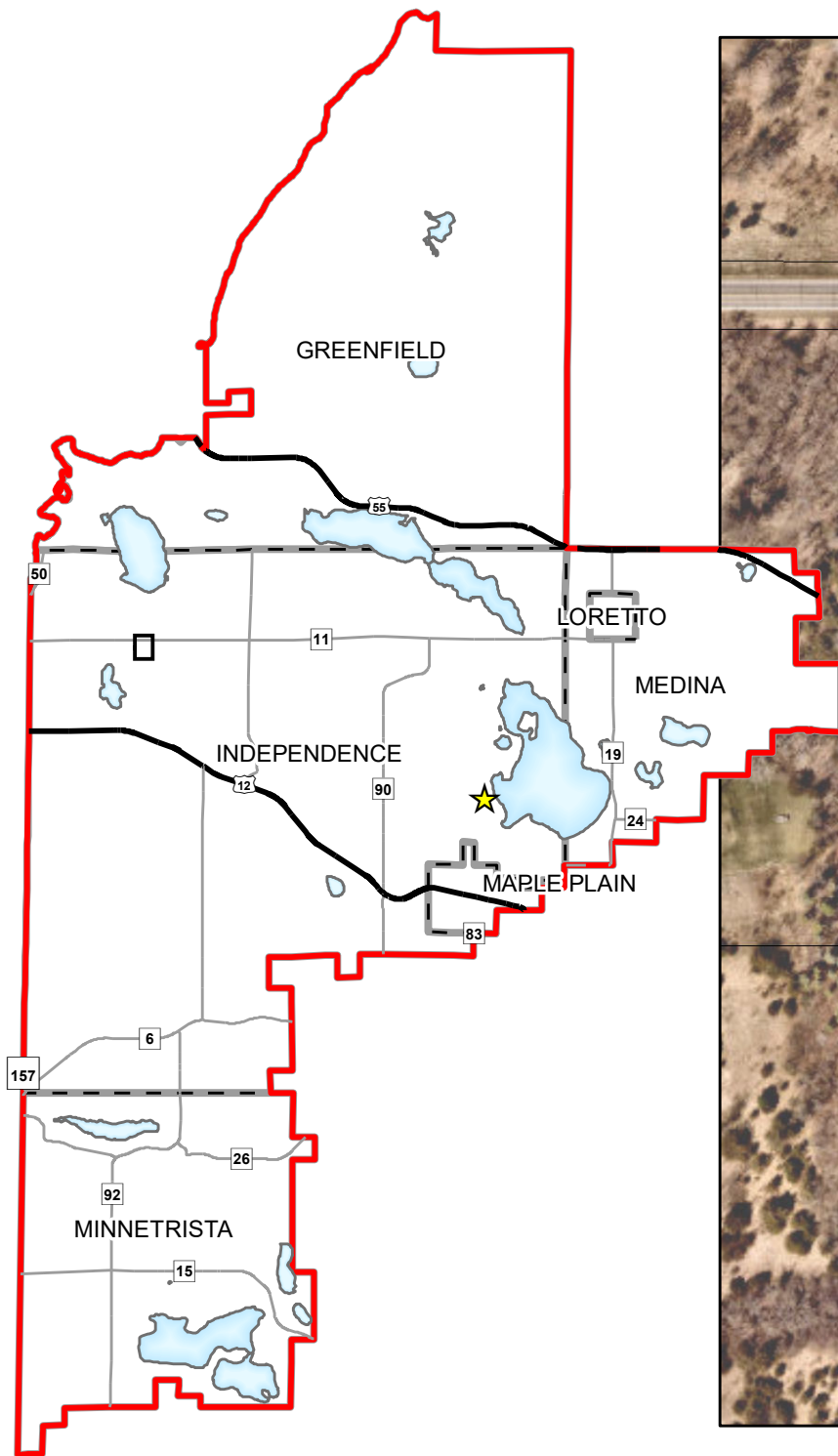
Advisor to the Commission



Andrew Vistad, PE

March 11, 2022

Date





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

January 14, 2022

To: Pioneer-Sarah Creek Commissioners
 Fr: Amy Juntunen
 Re: 2022 Projected Work Plan

Minnesota Rule 8410.0150 requires the Commission to submit to the Board of Water and Soil Resources a financial report, activity report and audit report for the preceding fiscal year. 8410.0150 Subp. 3 outlines the required content of the annual activity report. It includes an assessment of the previous year's annual work plan and development of a projected work plan for the following year. The 2021 Work Plan accomplishments were accepted at the February 17, 2022 meeting.

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

Following is a projected work plan for 2022. Review and comments are requested by March 12, 2022 so that they can be incorporated into the *2021 Annual Activity Report*.

2022 Projected Work Plan

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

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

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

1. Complete Lake Rebecca subwatershed assessment and begin project implementation to maintain Lake Rebecca's non-impaired status.
2. Complete the Spurzem Creek and Dance Hall Creek subwatershed assessments (SWAs).
3. Implement BMPs to improve water quality in Spurzem, Independence, and Sarah Lakes, making progress toward their removal from the list of Impaired Waters.
3. Improve water quality in the impaired lakes by 10% over the average of the previous 10 years by 2030.
4. Maintain or improve water quality in lakes and streams with no identified impairments.
5. Begin TMDL review and update for one lake.
6. Foster implementation of Best Management Practices (BMPs) in the watershed through technical and financial assistance and through partnership development.

C. GROUNDWATER.

1. Promote groundwater recharge by requiring abstraction/infiltration of runoff from new development and redevelopment.
2. Protect groundwater quality by incorporating wellhead protection study results into development and redevelopment Rules and Standards.

D. WETLANDS.

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

E. OPERATIONS AND PROGRAMMING.

1. Adopt a 2023 operating budget.
 - a. Search for grant and other funds to supplement the regular budget.
 - b. Fund a Capital Improvement Program (CIP) to share in the cost of projects.
 - c. Use the Fourth Generation Plan as guidance to budget monitoring projects.
 - d. Allocate education funding.
2. Convene a TAC meeting at least annually to identify and CIP projects and share information.
 - a. Develop and maintain a map showing the wellhead protection zones within its boundaries upon completion of a local wellhead protection plan for use in determining vulnerable areas that should be exempted from infiltration.
 - b. Develop and implement a program to provide technical and financial assistance to the member cities in identifying appropriate and cost-effective Best Management Practices to increase infiltration and groundwater recharge and reduce stormwater runoff.
 - c. Review Commission Rules and Standards for compliance with the 2020 MS4 Permit requirements.
 - d. Review Commission permits and applications for consistency with current practices.
3. Prepare and implement an annual monitoring plan and provide annual reporting.
 - a. Partner with Three Rivers Park District (TRPD) to conduct bi-weekly water quality monitoring of “sentinel lakes” – Independence, Sarah, Little Long, and both basins of Whaletail. The 2022 budget allows the monitoring of six lakes.
 - b. Partner TRPD to conduct flow and water quality monitoring at selected sites. The Commission has budgeted funds to monitor four sites in 2022.
 - c. Participate in Metropolitan Council’s Citizen Assisted Monitoring Program (CAMP). The Commission has budgeted funds to monitor one lake in 2022.
 - d. Partner with Hennepin County to obtain macroinvertebrate monitoring by student volunteers through the RiverWatch program if Covid policies allow and the County resumes this program.
 - e. partner with Hennepin County Environment and Energy (HCEE) to participate in the Wetland Health Evaluation Program (WHEP), a citizen volunteer wetland monitoring program if Covid policies allow and the County resumes this program..
4. Develop cost-share policy for opportunistic projects including projects funded by Hennepin County or other grants.

5. Develop a schedule to create Lake Management Plans for Lakes Independence, Sarah, and Ardmore.
6. Develop a schedule of subwatershed assessments (SWAs) to identify potential high loading areas for prioritization and BMP implementation.
7. Begin TMDL review and update for one lake.
8. Act as fiscal agent for the Board of Water and Soil Resources (BWSR) Watershed Based Implementation Funds (WBIF).
 - a. Funds from the 2021 biennium include \$115,000 for implementation of BMPs in the Lake Independence subwatershed, \$91,105 for development of a SWA and implementation of BMPs in the Dance Hall Creek subwatershed, \$35,063 for implementation of BMPs in the Lake Spurzem subwatershed, and \$30,000 for completion of the Lake Rebecca SWA.
 - b. Host a Convene Process approved by BWSR to allocate funds for the 2023 biennium WBIF.
9. Publish 2021 Annual Activity Report.

F. EDUCATION AND OUTREACH

1. Partner with HCEE, TRPD and other entities to expand education and outreach activities.
 2. Maintain the Commission website, pioneersarahcreek.org, and Facebook page to provide news to the watershed residents including annual reports, lake and stream monitoring data, monthly meeting materials, project reviews, public notices, news releases, and other watershed- or city-related information. Participate in other forms of media: city newsletters, local newspapers, television, etc., to share useful information to stakeholders.
 3. Provide education opportunities for Commissioners, elected and appointed officials, and other decision makers.
 - a. Complete handbook update.
 4. Participate in collaborative groups to pool resources and undertake activities in a cost-effective manner, promote interagency cooperation, and promote consistency of messages.
 5. Partner with HCEE and TRPD to undertake targeted education and outreach to landowners in the watershed.
 6. Provide opportunities for the public to learn about and participate in water quality activities.
 7. Enhance education opportunities for youth.
 - a. Explore opportunities for re-starting the RiverWatch program in a local school or with a Scout program.
-

MEMORANDUM

TO: Pioneer-Sarah Creek Watershed Management Commission TAC
FROM: Andrew Vistad, Hakanson-Anderson
DATE: February 7, 2022
SUBJECT: Fee Schedule Proposed Changes

January of 2020 PSCWMC transferred LGU responsibilities of WCA for the cities of Greenfield and Loretto to the individual cities. Once this was completed the fee schedule for the watershed application process was not updated. Recently there has been some confusion over the fee and application process. To make the application process the follow edits are proposed to the fee schedule.

- Under section I add the wording “bearing city authorization to proceed” as an item required for a complete application.
- Remove all of section IV.
- Remove “Any project with wetlands in a community where the Comission is the LGU” from reference note 1
- Remove all of the 2nd page of the application which details escrow and surety requirements for Wetland Projects.

Page 17

S:\Municipal\Apioneer sarah creek WMC\901\2022\Copy of FeeSchedule_Proposed March 2022.xls

MEMORANDUM

TO: Pioneer-Sarah Creek Watershed Management Commission TAC
FROM: Andrew Vistad, Hakanson Anderson
DATE: March 2, 2022
SUBJECT: PSC Rules Revisions to Align with MS4 Permit Updates

In 2021 the MPCA released an updated MS4 permit for all MS4 permittees. The updated permit requires permittees to develop and implement a stormwater pollution prevention program to reduce pollutant discharges from storm sewers to surface waters. The MS4 permit revisions that apply to rules within the Pioneer-Sarah Creek Watershed are as follows:

- Non-linear projects must treat the amount if there is 1.0-inch of runoff from new and fully reconstructed impervious surfaces.
- Linear projects must treat the greater of A) 1.0-inch from new impervious surfacing, or B) 0.5 inch of runoff from new and fully reconstructed impervious surfaces.

The current watershed rules as defined by the Pioneer-Sarah Creek Watershed 2020 Fourth Generation Watershed require applicants to provide water quality treatment for 1.1 inches of runoff from the net new impervious surfaces when disturbance is over 1 acre. We will maintain this abstraction volume that is above what is required as part of the MS4 permit.

The updated MS4 permit creates inconsistencies between the current watershed rules and the rules member communities will need to adopt as part of the new MS4 permit. We therefore propose to revise the watershed rules to align with the new MS4 permit requirements. It is important to the Commission's member cities that watershed rules align with MS4 permit requirements. This consistency will aid in the project review process and help eliminate potential confusion.

The new MS4 revisions will have a larger impact on redevelopment and public works projects; however, as most member communities are already MS4 permittees, they will be required to adhere to these rules as part of their MS4 permit. Currently not all member cities are MS4 permittees; the previous stance of the Watershed was to hold all member communities to the higher MS4 standards. We therefore propose to maintain this stance.

The MPCA has indicated that the vast majority of MS4 permittees received permit coverage by the end of November 2021. Under proposed rules, permittees have a period of 1 year to come into compliance with new MS4 permit requirements. The proposed rule updates are proposed to be effective November 30, 2022.

Rule Revisions

1. Add definitions to Rule A for fully reconstructed impervious surfaces
 - a. "Fully reconstructed" means areas where impervious surfaces have been removed down to the underlying soils. Activities such as structure renovation, mill and overlay projects, and other pavement rehabilitation projects that do not expose the underlying soils beneath the structure, pavement, or activity are not considered fully reconstructed. Maintenance activities such as catch basin repair/replacement, utility repair/replacement, pipe repair/replacement, lighting, and pedestrian ramp improvements are not considered fully reconstructed.
2. Add definitions to Rule A for linear projects
 - a. "Linear project" means construction of new or fully reconstructed roads, trails, sidewalks, or rail lines that are not part of a common plan of development or sale. For example, roads being constructed concurrently with a new residential development are not considered linear projects because they are part of a common plan of development or sale.
3. Revise Rule D.2.b
 - a. Existing: Linear projects that create one acre or more of new impervious surface must meet all Commission requirements for the net new impervious surface.
 - b. Proposed: Linear projects that create one or more acres of new or fully reconstructed impervious surfaces must meet Commission requirements for infiltration/abstraction.
4. Revise Rule D.3.c
 - a. Existing: Stormwater runoff volume must be *infiltrated/abstracted* onsite in the amount equivalent to one point one inch (1.1") of runoff generated from new impervious surface.
 - b. Proposed: Stormwater runoff volume must be *infiltrated/abstracted* in the amount equivalent to one point one inch (1.1") of runoff generated from new impervious surface for non-linear projects. The *infiltration/abstraction* volume for linear projects must be calculated as the greater of: 1.1-inches times the new impervious surface or 0.55-inches times the sum of the new and fully reconstructed impervious surface.

MEMORANDUM

TO: Pioneer-Sarah Creek Watershed Management Commission TAC
FROM: Andrew Vistad, Hakanson-Anderson
DATE: February 7, 2022
SUBJECT: Appropriations Permit Proposed Changes

During the summer of 2021 drought conditions occurred in many locations around the state. During a fall commission meeting there were some questions regarding watershed Appropriations Permits and how they will be handled in the event that non-essential appropriations need to be suspended. Obtaining and monitoring water surface elevation data for each waterbody within the watershed would be complex and infeasible. It was proposed to revise the appropriation suspension condition to follow the North Fork Crow River watershed suspension conditions. Currently non-essential appropriations within the North Fork Crow River watershed shall be suspended when the river gauge located at Rockford, MN drops below 42 CFS for a period of 120 Hours. The following changes are proposed to the Appropriation permit Application:

- Add applicant's email
- Add pump size (hp)
- Add pump capacity (gpm)
- Modify Rules Section 2. A:
 - Remove "Each Permit shall recite a minimum lake level elevation, which requires cessation of all appropriation if and when that minimum elevation is reached. In the event such minimum elevations are changed, the elevation recited in permits issued shall remain governing until the permits expire."
 - Add "In the event of drought conditions suspension of all non-essential appropriations shall follow MN DNR guidelines for suspension of surface water appropriation permits for the North Fork Crow River watershed. Notification of permit suspension will be sent to the email on file."

PIONEER-SARAH CREEK WATERSHED MANAGEMENT COMMISSION

Permit Application for Appropriation of Waters For Non-Essential Uses

Applicant's Name	Authorized Agent (if applicable)	Phone No.
Address / City / State / Zip Code		Alt Phone No.
Applicant's Email (Drought Suspension Notification)		
Appropriation for: <input type="checkbox"/> Lawn and landscape sprinkling <input type="checkbox"/> Car washing <input type="checkbox"/> Golf course and park irrigation <input type="checkbox"/> Other non-essential use (specify) _____ _____	Source of water: <input type="checkbox"/> Stream, ditch, river (name) _____ <input type="checkbox"/> Wetland, lake (name) _____ <input type="checkbox"/> Other (specify) _____ _____	
Point of taking/pumping site:		
Address _____ City, State, Zip Code _____ Length of frontage on water source _____ Total square footage of property _____ Section _____ 1/4 _____ 1/4 Township _____ Range _____ Pump Size (hp) _____ Pump Capacity (gpm) _____		
I hereby make application pursuant to MN Statutes Chapter 473.877, subd. 4 and all supporting rules for a permit to appropriate water in accordance with all supporting maps, plans, and other information submitted with this application. The information submitted and statements made concerning this application are true and correct to the best of my knowledge. The applicant states that he/she is one of the owners of the property described. The two-year fee of <input type="checkbox"/> \$50 residential <input type="checkbox"/> \$100 commercial (check one) is enclosed.		
Applicant or Authorized Signature		Date
FOR OFFICIAL USE ONLY The applicant has permission to appropriate water for non-essential uses described on this application.		
Authorized Signature	Title	Date
This permit is granted for two years from the date above subject to the following CONDITIONS and the RULES on the reverse side.		
Fee Received \$		Date

RULES AND CONDITIONS

1. POLICY

Minnesota Statutes 103b.211, Subdivision 4, requires permits for non-essential water appropriation uses such as lawn sprinkling, car washing, golf courses, and park irrigation. Permit holders to utilize less than 10,000 GPD or less than 1MGY.

2. STANDARDS AND CRITERIA

a. From Lakes

Permits will be issued to lakeshore (riparian) owners for non-essential uses from the lakes. In the event of drought conditions, suspension of all non-essential appropriations shall follow MN DNR guidelines for suspension of surface water appropriation permits for the North Fork Crow River Watershed gauge. Notification of permit suspension will be sent to the email on file.

b. From Wetlands

No permits will be issued, except on a showing of hardship or unique circumstances.

3. PERMIT APPLICATIONS

Permit applications will be on the opposite side of this form. When executed and delivered to the address provided, the application will constitute the permit. Each permit will be valid for two (2) calendar years, including the year of application.

4. NO VESTED RIGHTS

No rights to appropriate will vest with the owner, run with the land, or otherwise attach to the property regardless of the renewals made or any other factors.

Pioneer-Sarah Creek Watershed Management Commission

Request for Plan Review

Administrative Office

3235 Fernbrook Lane
 Plymouth, MN 55447
 Ph: 763-553-1144
 Fax: 763-553-9326
 Email: judie@jass.biz

Date: _____

*Please **Print** Clearly*

Fee Submitted: \$ _____

Applicant: _____

Address: _____

City: _____ Zip Code: _____

Phone: () _____ Fax: () _____ Email: _____

Agent: _____

Address: _____

City: _____ Zip Code: _____

Phone: () _____ Fax: () _____ Email: _____

Application for Approval of:
☐
☐
☐

Residential Development
 Commercial/Industrial Development
 Wetland Alteration

☐
☐
☐

Erosion and Sediment Control
 Drainage Alteration
 Floodplain Alteration

☐
☐
☐

Pond Excavation
 Road Construction
 Other

Project Name: _____

Project Location - City or Town: _____ PID#: _____

Total Acres: _____ Acres Disturbed: _____

Acres Impervious Before Development: _____

Acres Impervious After Development (incl. gravel roads and parking areas): _____

For Residential Developments: Number of Lots: _____ Lot Density: _____

Anticipated Project Start Date: _____

Remarks: _____

Applicant's Signature:

X _____

Print Name:

X _____

CITY REVIEW SIGNATURE

X _____

Submit this form to the City along with digital plans **or** three copies of the required plans and the appropriate fee (check made payable to "Pioneer-Sarah Creek Watershed Management Commission"). The City will forward two copies and the fee payment to the Commission. A letter will be transmitted to the applicant following approval by the Commission. For submittal requirements, see Commission Plan Review Requirements packet.

J:\Pioneer-SarahCreek\Projects\ApplicationForm_2022.doc

Contract No: _____

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

WHEREAS, the COMMISSION wishes to contribute to the volunteer monitoring programs and educational services performed by the DEPARTMENT in the Pioneer-Sarah Creek watershed, 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 the attached Exhibits to the COMMISSION commencing January 1, 2022 and terminating December 31, 2022.

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 the attached Exhibits include:

Exhibit A: 2022 Watershed General Technical Assistance

- **Meeting attendance & preparation of staff report:** No cost
- **Technical Services and Conservation Promotion:** Not-to-exceed \$10,000
- **Lake Independence Clean Water Fund Project Implementation:** Not-to-exceed \$156,372
- **Other Project Implementation:** as mutually agreed upon
- **Subwatershed Assessment Completion and Project Implementation:** Not-to-exceed \$73,367

Total 2022 Cooperative Agreement: Not-to-exceed \$239,739

Any additional costs for extended workload 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 Exhibit A are billed on an hourly basis at the rate of \$ 62.91 to \$69.21 per hour, based on personnel and task, except where exceptions are noted in Exhibit A.

Environmental	\$63.83 per hour
Principal Planning Analyst	\$78.83 per hour
Sr. Environmental, Water Resources	\$70.38 per hour

- b) 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 COUNTY’S payment of claims and/or invoices. The DEPARTMENT shall submit an invoice for services provided in Exhibit A on a quarterly basis, while services in Exhibit B will be billed on an annual lump sum basis in December. Payment shall be made within thirty-five (35) days from receipt of the invoice.

3. EQUAL EMPLOYMENT OPPORTUNITY- CIVIL RIGHTS

During the performance of this Agreement, the COUNTY 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 COUNTY 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. The 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

The COUNTY and the 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 attorneys’ 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. DATA PRACTICES

All data collected, created, received, maintained, or disseminated, or used for any purpose in the course of the COUNTY'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 COUNTY agrees to abide by these statutes, rules, and regulations and as they may be amended.

18. 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.
- b) Any alterations, variations, modifications, or waivers of 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. The express substantive legal terms contained in this Agreement including but not limited to the License, Payment Terms, Warranties, Indemnification and Insurance, Merger and Modification, Default and Cancellation/Termination or Minnesota Law Governs may not be altered, varied, modified, or waived by any change order, implementation plan, scope or work, development specification or other development process or document.

9. DEFAULT AND CANCELLATION

Either the COUNTY or the COMMISSION may terminate this Agreement with or without cause by giving the other party forty-five (45) days written notice prior to the effective date of such termination. If the COMMISSION terminates this Agreement, it may specify work to be performed by the COUNTY before termination is effective and shall pay the COUNTY for services performed by the COUNTY 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 the DEPARTMENT with the activities of the COMMISSION so as to accomplish the purposes of this Agreement, Karen Galles, Supervisor, Land and Water Unit, or his/her successor, shall manage this Agreement on behalf of the Department and serve as liaison between the COUNTY and the COMMISSION. Judie Anderson, Administrator, shall manage this Agreement on behalf of the COMMISSION and serve as a liaison between the COMMISSION and the COUNTY.

12. AMENDMENTS TO AGREEMENT

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

13. NOTICES

Any notice or demand which must be given or made by a party hereto under the terms of this Agreement or any statute or ordinance shall be in writing and shall be sent registered or certified mail. Notices to the COUNTY shall be sent to the County Administrator with a copy to the originating Department at the address given in the opening paragraph of the Agreement. Notice to the COMMISSION shall be sent to the address stated in the opening paragraph of the 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 herein parties and their performance. The appropriate venue and jurisdiction for any litigation hereunder will be those courts located within the County of Hennepin, State of Minnesota. Litigation, however, in the federal courts involving the herein parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal, or unenforceable, the remaining provisions will not be affected.

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.

EXHIBIT A

2022 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 2 TAC meetings.

	Estimated Hours	COMMISSION NTE
Senior Environmentalist	56	\$0
Environmentalist	56	\$0

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 2022 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 Baker Park Ravine Stabilization Clean Water Fund grant and South Fork Crow Metro WBIF funds allocated to Lake Independence, currently identified as:
 - i. McCombs Gully Stabilization Project
 - ii. White Wetland Restoration Project
 - iii. Ibler Lakeshore Restoration Project
 - iv. Other projects that arise through marketing and outreach efforts
 - b. Zuhrah Shrine Horseman BMPs and other landowner outreach associated with Lake Rebecca subwatershed effort.

- c. Landowner outreach associated with on-going work around development of properties in the Dance Hall Creek subwatershed
- 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 (e.g. Malacek).
- 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 3-5. Tasks 3-5 cover the design and construction costs for project implementation.

	Estimated Hours	COMMISSION NTE	Estimated Cost (DEPARTMENT)
Senior Environmentalist	180	See Total Below	\$12,749
Environmentalist	900		\$57,447
Principal Planning Analyst	60		\$4,724
Total	1,140	\$10,000	\$74,920

3. Lake Independence Subwatershed Project Implementation

As partners in the Baker Park Ravine Stabilization Clean Water Fund grant, DEPARTMENT and COMMISSION are partnering to implement additional practices to benefit Lake Independence and expend grant dollars that were remaining after completion of the ravine stabilization. In addition, the DEPARTMENT and COMMISSION have agreed to partner to use Watershed-Based Implementation Funds on project opportunities identified to benefit Lake Independence in the Lake Sarah and Lake Independence Stormwater Retrofit Analysis. To extend use of grant dollars, COMMISSION and DEPARTMENT will assist landowners with project funding assistance 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: excess Baker Park Ravine Stabilization Funds (\$21,372), Lake Independence BMPs Watershed Based Implementation Funds (\$115,000), and COMMISSION CIP project dollars allotted for this work (estimated at up to \$20,000). In total this combines to up to \$156,372 available for project installations, not including additional landowner and county contributions. 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	COMMISSION NTE	DEPARTMENT (Estimated Cost)
Senior Environmentalist	Hours included in Task 2		
Environmentalist			
Consulting Fees	N/A	\$0	\$9,100
Project Installation	N/A	\$156,372	10% project costs

4. Other Project Implementation

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 (\$23,750). 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. Options for funding in two priorities areas include up to \$25,063 in Spurzem Creek subwatershed and \$71,105 in Dance Hall Creek subwatershed from Watershed Based Implementation Funds. These are costs remaining for project implementation after completion of the subwatershed assessments, expected in 2022.

Amount reimbursable to the DEPARTMENT shall not exceed 25% of documented project costs when Watershed Based Implementation Funds are not available. When Watershed Based Implementation Funds are available, amount reimbursable to the DEPARTMENT shall not exceed 80% of documented project costs. In addition, the total amount reimbursable under this Activity is constrained by the COMMISSION'S available capital funds for this work and shall not exceed the total amount available under capital projects (\$23,750).

5. Subwatershed Assessment Projects

- a. **Spurzem Creek:** Spurzem Creek Subwatershed, upstream of Lake Independence, is an approximately 6 square-mile area of predominantly agricultural, undeveloped, open water, and parkland land uses. The Pioneer-Sarah Creek TMDLs identified this area as a significant source of nutrients to aquatic recreation impairments in Peter, Spurzem, Half Moon, and Independence Lakes. The WRAPS identified the following sources and magnitudes of those sources for Peter, Spurzem, and Half Moon Lakes.

Agricultural runoff was either a moderate or high magnitude contributor to the impairment for Peter and Spurzem Lakes, respectively (and as Half Moon is downstream of both, you can make the argument it's also a nutrient source to that lake). Nutrient sources from livestock and septic in the Peter Lake Watershed and urban runoff in both the Peter and Spurzem Lake Watersheds were identified as low sources. Wasteload allocations were assigned for each of these sources. The Subwatershed Assessment would identify geographically specific locations to address these sources, particularly for agricultural runoff and dissolved

phosphorus loading from previously ditched and artificially drained waterbodies, typically through projects to limit the source of the pollutants or to implement conservation practices that limit the magnitude of these sources.

DEPARTMENT staff will lead the analysis for the surface water and overland source assessment and opportunity identification for this project. DEPARTMENT may retain a consultant to assess internal loading and respective practices to address. 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 Watershed-Based Implementation Funds and up to 25% cost share from their Capital Improvement Fund for a consultant to assess internal loads and practices to reduce loading. Additional CIP dollars have been allocated for implementation.

	Estimated Hours	COMMISSION NTE	Estimated Cost (DEPARTMENT)
Senior Environmentalist	180	\$0	\$12,668
Environmentalist	150	\$0	\$9,575
Consulting Fees	N/A	\$16,250	\$18,750

- 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 2022. Its expected up to \$30,000 of Watershed Based Implementation Funds and \$5,000 of Capital Improvement 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 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% 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	COMMISSION NTE	Estimated Cost (DEPARTMENT)
Senior Environmentalist	60	\$0	\$4,250
Environmentalist	80	\$0	\$5,106
Consulting Fees	N/A	\$35,000	\$30,000

- c. **Dance Hall Creek:** Given that land use changes and land ownership transitions are in process on some key properties necessary to make significant progress on the Lake Sarah TMDL and recommendations of the Dance Hall Creek Subwatershed Assessment, the DEPARTMENT believes that the time is right to reanalyze project opportunities on those properties (given the new land use) and engage new property owners. Property owner engagement is covered under Task 2 of this scope of work. COMMISSION and DEPARTMENT agree to partner on a project to revise project opportunities identified in Dance Hall Creek Subwatershed Assessment to consider new property lines and new land use (rural residential). This study has four components: 1.) Inventory & map natural resources on parcels that are key to understanding project opportunities; 2.) Create a master plan across (but considering) new parcel boundaries of the best strategies and opportunities to improve water quality; 3.) Create conceptual site diagrams for each parcel in the study area; 4.) Evaluate and quantify pollution-reduction potential of BMPs identified in conceptual site diagrams.

. Project work began in 2021 and a draft report is currently available, with an expected completion in Spring 2022. DEPARTMENT and COMMISSION agree to share in the costs of completing this assessment as follows: DEPARTMENT will pay up to \$20,000 and the COMMISSION will pay up to \$22,117 from Watershed Based Implementation Funds. Additional CIP dollars have been allocated by the COMMISSION for implementation.

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 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% of project costs as this is a priority area.

	Estimated Hours	COMMISSION NTE	Estimated Cost (DEPARTMENT)
Senior Environmentalist	20	\$0	\$1,417
Environmentalist	30	\$0	\$1,915
Principal Planning Analyst	60	\$0	\$4,730
Consulting Fees	N/A	\$22,117	\$20,000

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

	DEPARTMENT COST (including staff time)	COMMISSION NTE	COMMISSION FUNDING SOURCES
Task 1: Meeting attendance & Preparation of Staff Report	\$7,540	\$0	N/A
Task 2: Respond to public inquiries and conduct conservation promotion and implementation in targeted subwatersheds	\$74,920	\$10,000	COMMISSION 2022 operating budget
Task 3: Lake Independence CWF Project Implementation	\$22,887	\$156,372	<ul style="list-style-type: none"> • Baker Park Ravine Stabilization Funds (\$21,372) • COMMISSION CIP (up to \$20,000) • Watershed Based Implementation Funds (\$115,000)
Task 4: Other Project Implementation	As mutually agreed upon	As mutually agreed upon	N/A
Task 5: Subwatershed Analysis Projects	\$108,411	\$73,367	<ul style="list-style-type: none"> • COMMISSION CIP (\$11,250) • Watershed Based Implementation Funds (\$62,117)
Total (estimated)	\$221,992	\$239,739	

Table F.1. Capital Improvement Program.

Note: See project descriptions following the tables. PSC = Pioneer-Sarah WMC; Ind=Independence; Med=Medina; Lor=Loretto; Gr=Greenfield; Minn=Minnetrista; MP=Maple Plain; TRPD=Three Rivers Park District

Complete	In Progress	This Year (Proposed)	Next Year/Budget	New/Added	Changed \$\$							
Order	Project Name	Total Cost	Commission Share	Potential Funding Source(s)	Engaged Landowner	2020	2021	2022	2023	2024	2025	2026-2030
Lake Independence Drainage Area												
1	Ardmore Carp Barrier and Stream Stabilization	\$74,000	\$16,000	Grant, TRPD	Yes							
1	Baker Park Ravine	\$520,000	\$5,000	Grants, PSC, TRPD, Ind, Med	Yes	5,000						
1	Lake Independence TMDL Review & Management Plan	\$30,000	\$30,000	PSC, Ind, Med, Lor, TRPD	NA	0		30,000	0			
2	Lake Independence Area BMPs	\$100,000	\$25,000	PSC, Ind, Med, County, Lor, Grant	Not yet	0	0	10,000		10,000		5,000
1	Subwatershed Assessment: Spurzem Area	\$60,000	\$15,000	PSC, Med, Lor	NA	0	15,000	0				
	HR-65 – in SWA											
2	Spurzem Area BMPs	\$100,000	\$25,000	21 WBIF, Grant, PSC, Med, Lor, County	Not yet				10,000		10,000	5,000
1	Lake Ardmore Management Plan	\$10,000	\$10,000	PSC, Med	NA				10,000			
2	Ardmore Lake Alum Treatment	\$20,000	\$5,000	Grant, PSC, Med	NA					5,000		
2	Half Moon Lake Alum Treatment	\$45,000	\$11,250	Grant, PSC, TRPD, Med, Lor	NA							11,250
2	Peter Lake Alum Treatment	\$65,000	\$16,250	Grant, PSC, Med	NA							16,250
2	Spurzem Lake Alum Treatment	\$62,000	\$15,500	Grant, PSC, TRPD, Med, Lor	NA							15,500
3	Lake Independence Alum Treatment	\$1,390,500	\$250,000	Grant, PSC, Med, Ind, Lor, TRPD	NA							250,000
Lake Sarah Drainage Area												
1	Sediment Sampling in Lake Sarah	\$12,000	\$3,000	PSC, Ind, Gr, Lor	NA	0		3,000	0			
2	Lake Sarah TMDL Review & Management Plan	\$25,000	\$25,000	PSC, Ind, Gr, Lor	NA	0	0		25,000	0	0	0
2	Dancehall Creek SWA BMPs	\$200,000	\$50,000	21 WBIF, Grant, PSC, Gr, County	Not yet	0	0	25,000	250,000		10,000	20,000
2	HR68 & (JB) Gully Stabilization (2/15/22-Need easements?)	\$75,000	\$18,750	PSC, Ind, County	Not yet	0	0	18,750				
1	Lake Sarah Curlyleaf Pondweed Treatment	\$28,000	\$8,000	PSC, Ind, Gr, TRPD, lake assnc	NA	8,000	8,000	808,000				
3	Lake Sarah Alum Treatment	\$250,000	\$62,500	Grant, PSC, Ind, Gr, Lor	NA						62,500	
Pioneer Creek Drainage Area												
1	Whaletail South Alum Feasibility Study	10,000		Grant, PSC, Minn, TRPD	NA	0	10,000					
1	Whaletail South Alum Treatment	\$300,646	\$75,160	Grant, PSC, Minn, TRPD	NA	0			75,160	0		
1	Pioneer Creek @ Pagenkopf Rd Carp Barrier	\$75,000	\$18,750	Grant, PSC, Ind	NA				18,750			
2	CSAH 12 / CR92 Supplemental BMPs – Funded by County/MnDoT	\$100,000	\$25,000	PSC, County	NA		0					
3	Wetland Restorations/ Deer & Unnamed Creeks	\$50,000	\$12,500	PSC, Minn, County	Not yet			6,250			6,250	
3	Channel Restorations/ Deer & Unnamed Creeks	\$60,000	\$15,000	PSC, Minn, County	Not yet			7,500				7,500
4	WRAPS 5-year Review and Update	35,000	35,000	Commission								
	Budd Street Drainage											
	Grassed Waterway Stabilization - Malecek											
Crow River Drainage Area												

1	Shriners BMP Impl & Regional Hydraulic Restoration – See Lk Reb Channel?	\$150,000	\$25,000	Grant, PSC, County, TRPD	Yes			25,000				
1	Lake Rebecca SWA Implementation / Lk Reb channel stabilization			See WBIF								
1	Lake Rebecca Alum Treatment	\$225,000	\$56,250	Grant, PSC, TRPD	NA						53,250	
3	Subwatershed Assessment: Hafften, Schendel, Schwauppauff	\$15,000	\$3,750	PSC, Grfld	NA							3,750
Order	Project Name	Total Cost	Commission Share	Potential Funding Source(s)	Engaged Landowner	2020	2021	2022	2023	2024	2025	2026-2030
Ongoing Opportunity Based Projects - Watershed Wide												
2	Stormwater BMPs / retrofits	varies	\$10,000	PSC, County	Not yet	5,000		5,000				
2	Feedlot / Manure Management BMPs	varies	\$10,000	PSC, County	Not yet		5,000		5,000			
2	Agricultural Practice BMPs	varies	\$10,000	PSC, County	Not yet			5,000		5,000		
	TOTAL	\$4,042,146	\$852,660			\$163,000	\$286,160	\$76,250	\$93,250	\$10,000	\$93,750	\$334,250

Note: The Commission intends to review this CIP annually and may revise it from time to time, including providing more detail for 2026-2030, in accordance with its Plan Amendment policies.

Project Descriptions

Unless otherwise noted, it is assumed that the Commission's share will be as shown on Table F.1, with the balance funded by the member city, supplemented as necessary through grant funds and stakeholder and landowner financial participation.

Lake Independence Drainage Area

Lake Independence TMDL Review and Management Plan

The Lake Independence TMDL was completed in 2007. Stakeholders have completed several implementation actions since that time. Additional monitoring data such as sediment core release rate analysis and lake inflow have since been collected. This project is a progress review and development of a Lake Management Plan for Lake Independence, including updating watershed and lake response modelling and TMDL load reduction targets. The progress review will also update the TMDL implementation plan, including actions for the upstream impaired lakes. The focus of this plan will be on holistic, whole-lake ecological management that includes actions to manage aquatic vegetation and fish communities and internal load in addition to watershed load reductions.

Lake Independence Area BMPs

The City of Independence had previously completed a subwatershed assessment for that part of the city that is tributary to Lake Independence. The report identified 64 potential BMPs, including wetland restorations, hydrologic restorations, gully stabilizations, residential rain gardens, grassed waterways, and other practices to reduce phosphorus and sediment loading to the lake. Most of these are on private property. This project is to provide cost share for those practices as willing landowners become available. <http://www.pioneersarahcreek.org/independence-sra.html>

Subwatershed Assessment-Spurzem Drainage Area

This project is the completion of a subwatershed assessment of the drainage area to Spurzem Lake to identify potential BMPs and estimate their costs and removals.

Spurzem Area BMPs

Following completion of the subwatershed assessment, this project is to share in the cost of implementing BMPs to reduce phosphorus and sediment loading to Spurzem Lake or the upstream tributary lakes.

Lake Ardmore Management Plan

The Commission and the city of Medina have recently completed some BMPs in the Lake Ardmore drainage area. This lake is tributary to Lake Independence. This project is the development of a holistic, whole-lake ecological management that includes actions to manage aquatic vegetation and fish communities and internal load in addition to watershed load reductions.

Ardmore Lake Alum Treatment

The purpose of the project is to significantly reduce the sediment phosphorus release during anoxic conditions through the application of aluminum sulfate in Ardmore Lake, which is upstream of Lake Independence. The reduction of phosphorus internal loading in Ardmore will significantly improve the in-lake water quality conditions and is necessary to achieve the MPCA in-lake water quality standards.

Half Moon Lake Alum Treatment

The purpose of the project is to significantly reduce the sediment phosphorus release during anoxic conditions through the application of aluminum sulfate in Half Moon Lake, which is upstream of Lake Independence. The reduction of phosphorus internal loading in Half Moon will significantly improve the in-lake water quality conditions and is necessary to achieve the MPCA in-lake water quality standards.

Peter Lake Alum Treatment

The purpose of the project is to significantly reduce the sediment phosphorus release during anoxic conditions through the application of aluminum sulfate in Peter Lake, which is upstream of Lake Independence. The reduction of phosphorus internal loading in Peter will significantly improve the in-lake water quality conditions and is necessary to achieve the MPCA in-lake water quality standards.

Spurzem Lake Alum Treatment

The purpose of the project is to significantly reduce the sediment phosphorus release during anoxic conditions through the application of aluminum sulfate in Spurzem Lake, which is upstream of Lake Independence. The reduction of phosphorus internal loading will significantly improve the in-lake water quality conditions and is necessary to achieve the MPCA in-lake water quality standards.

Lake Independence Alum Treatment

The project is to significantly reduce the sediment phosphorus release through the application of aluminum sulfate, which will significantly improve the in-lake water quality conditions. The control of internal load is necessary to achieve the MPCA in-lake water quality standards. The Commission considers Independence a Sentinel Lake. A TMDL study was completed in 2007 that identified internal loading as a significant portion of the total loading that impacts water quality conditions.

Lake Sarah Drainage Area*Lake Sarah Sediment Sampling*

Prior to completing the proposed TMDL Review and Management Plan, sampling the sediment in Lake Sarah would provide a more accurate estimate of internal load released from sediments. This is critical for partitioning phosphorus load between external and internal sources and in determining the types of BMPs and their priority.

Lake Sarah TMDL Review and Management Plan

The Lake Sarah TMDL was completed in 2011. A subwatershed assessment has been completed for the Dance Hall Creek drainage area. Stakeholders have completed several watershed and in-lake implementation actions since that time. Additional monitoring data has been or will be collected. This project is a progress review and development of a Lake Management Plan for Lake Sarah, including updating watershed and lake response modelling and TMDL load reduction targets. The progress review will also update the TMDL implementation plan. The focus of this plan will be on holistic, whole-lake ecological management that includes actions to manage aquatic vegetation and fish communities and internal load in addition to watershed load reductions.

Dance Hall Creek Drainage Area BMPs

The Lake Sarah TMDL identified flow discharging from Dance Hall Creek into Lake Sarah as a significant source of nutrient load to the lake. In 2014, the City of Greenfield partnered with Hennepin County Environmental Services, Three Rivers Park District, and the Commission to complete a subwatershed

assessment of the Dance Hall Creek drainage area. This project would implement high-priority BMPs identified in that study. <http://www.pioneersarahcreek.org/dance-hall-creek.html>

HR 68 and Gully Stabilization

Hydrologic restoration and stabilization of a gully that is conveying excess phosphorus and sediment to Lake Sarah. This project is identified as HR 68 in the Lake Sarah and Lake Independence Stormwater Retrofit Analysis. While located on private property willing landowners have been identified.

Lake Sarah Curlyleaf Pondweed Treatment

In partnership with the DNR and the Lake Sarah Improvement Association, apply herbicide (Aquathol) to non-native curly-leaf pondweed (CLP) which was included in the TMDL Implementation Plan as a solution to the large in-lake load for Lake Sarah (900 lbs/yr or 17% overall load).

Lake Sarah Alum Treatment

The purpose of the project is to significantly reduce the sediment phosphorus release during anoxic conditions through the application of aluminum sulfate in Lake Sarah. The reduction of phosphorus internal loading in Sarah will significantly improve the in-lake water quality conditions and is necessary to achieve the MPCA in-lake water quality standards.

Pioneer Creek Drainage Area

Whaletail South Alum Treatment.

The purpose of the project is to significantly reduce the sediment phosphorus release during anoxic conditions through the application of aluminum sulfate in South Whaletail Lake. The reduction of phosphorus internal loading in South Whaletail Lake will significantly improve the in-lake water quality conditions. The control of internal load in South Whaletail Lake is necessary to achieve the MPCA in-lake water quality standards.

Pioneer Creek Pagenkopf Road Carp Barrier.

The project is to install a carp barrier on Pioneer Creek at the downstream end of the culvert located at Pagenkopf Road. A carp movement study indicated that fish are moving in large numbers in the spring through Pioneer Creek to access shallow lakes located downstream of Lake Independence to spawn. A barrier would (1) prohibit carp movement from moving back and forth between Lake Independence and the downstream shallow lakes through Pioneer Creek at Pagenkopf, and (2) provide an opportunity to remove carp at the barriers in the spring to reduce overall biomass

Supplemental BMPs for CSAH12/CR92 Reconstruction.

Hennepin County and MNDOT are working jointly to improve safety along CSAH12 at its intersection with County Road 92. Stormwater BMPs, specifically two ponds, will be implemented to treat runoff from new impervious surface created with this project. This CIP proposes to install additional BMPs, specifically at least one iron-enhanced sand filter or spent-lime filter, to better treat dissolved phosphorus and other pollutants prior to discharge into Robina Creek. This project only includes BMPs that go above-and-beyond permit requirements.

Wetland Restorations/ Deer & Unnamed Creeks.

The project is the restoration of two wetland systems to address the dissolved oxygen impairment and improve hydrology and water quality in the Deer and Unnamed Creek flow through wetland systems. The purpose is to decrease sediment oxygen demand and improve the overall water quality.

Channel Restorations/ Deer & Unnamed Creeks

The project is channel restoration through development of low-flow channels in impaired Unnamed and Deer Creeks. The goal is to complete approximately 2000 linear feet of channel restoration, 1000 feet per project. The purpose is to decrease width and increase velocity, meandering, riffles, and aeration throughout the waterbodies.

Crow River Drainage Area

Shriners BMP Implementation & Regional Hydraulic Restoration

This project is several improvements at the Zuhrah Shrine Horse Facility and adjacent properties just east of Lake Rebecca to alleviate wetland flooding issues impacting pasturing and feeding conditions and contributing to excess nutrient and sediment loading to Lake Rebecca. Improvements that will be considered include:

- Tile repair
- Sediment basins
- Bio reactors at tile outlets
- Dry lot construction
- Grazing and manure plan
- Control structure at culvert
- Other basin opportunities
- Water quality testing and monitoring
- Piezometer for ground water monitoring
- SWA for area
- Tile outlet inventory
- Control structure at Co Rd 92 crossing

Lake Rebecca Alum Treatment

The purpose of the project is to reduce the sediment phosphorus release during anoxic conditions through the application of aluminum sulfate in Rebecca Lake. The reduction of phosphorus internal loading in Rebecca will be necessary to ensure that the lake continues to meet the MPCA water quality standards. Lake Rebecca had an alum treatment in 2010/2011 to reduce the internal loading of sediment phosphorus release. The overall effectiveness of the alum treatment has been reduced overtime, and a bump treatment will be needed to ensure that the lake continues to meet the MPCA water quality standards. A study will be completed in 2020 to evaluate the existing alum-phosphorus binding capacity through sediment phosphorus release analysis.

Subwatershed Assessment-Hafften, Schendel, Schwauppauuff

This project is the completion of a subwatershed assessment of the drainage area to Hafften, Schendel, Schwauppauuff Lakes and the Crow River to identify potential BMPs, and estimate their costs and removals.

Ongoing Opportunity Based Projects - Watershed Wide

Stormwater BMPs/Retrofits, Feedlot/Manure Management BMPs, Agricultural Practice BMPs.

The Commission has a partnership with Hennepin County Environment and Energy staff as they work with private landowners to undertake stormwater and agricultural management practices. As opportunities arise throughout the watershed, the Commission may supplement County cost-share funds to assist and incentivize those landowners to achieve phosphorus, sediment, and bacterial loading to the waters in the watershed.

Pioneer-Sarah Creek Watershed Management Commission 2023 Proposed Budget

		2021		Approved 2022	Proposed 2023	
	2020 Actual	Budget	2021 Actual	Budget	Budget	
Revenues						
Member Dues	103,800	103,800	103,800	103,800	103,800	
Project Review Fees	12,500	6,000	3,950	6,000	6,000	Available Balances
CIP Income	28,000	28,000	28,000	28,000	28,000	Roughly As of 12/31/21
CIP Partner Cost-Share	38,500					
Lake Sarah TMDL Imple	4,901	0	3,416	0	0	CIP Funds
Grant - Baker Park Ravine	225,900	0		0	0	154,404
WBIF FY19			5,831			Grant Funds
WBIF FY21	23,327	0	135,585	135,584		142,591
WBIF FY23					159,223	Assigned Funds
Grants - From Fund Balance	93,956					25,000
Interest and Dividend Income	2,129	4,000	69	1,460	70	Unreserved Funds
Total Revenues	533,013	141,800	280,651	274,844	297,093	310,379
Expenses						
Engineering/Consulting	11,359	35,200	15,479	32,500	32,500	
Administrative Expense	31,855	36,000	22,939	36,000	36,000	
Adm-Project Reviews	598	1,000	377	750	750	
Adm-CIP Mgmt	394	2,000	126	1,000	1,000	
Adm - Tech Support	0	750	249	750	750	
Legal Expense	62	500		500	500	
Audit Expense	4,500	4,500	4,500	4,500	4,500	
Insurance	2,580	2,800	2,067	2,800	2,800	
Website	1,015	1,800	389	1,500	1,500	
TAC Meetings	0	2,500		2,500	5,000	
Lakes Monitoring - TRPD	8,100	8,100	8,100	10,500	10,500	
Lakes Monitoring - CAMP	760	760	0	760	760	
Stream Monitoring	9,500	9,500	9,500	12,200	12,200	
Education	1,670	4,000	1,020	2,500	2,500	
Education-Events	0	500		500	500	
Invertebrate Monitoring	0	750		0	0	
Grant Writing	0	1,000		1,000	1,000	
Third Gen Plan	0	0		0	0	
Management Plan - Admin	2,467	1,000		1,000	1,000	
Special Projects	0	0		0	0	
TMDL Update					15,000	
Fourth Gen Plan	29,417	0		0	0	
Hennepin County Outreach			8,026		12,000	
Capital Improvement Project	11,925	29,140	5,176	28,000	28,000	
WBIF FY21	49,979			135,584	159,223	
Lake Sarah Implementation	4,901	0	3,416	0	0	
Baker Park Ravine	342,205	0		0	0	
Total Expenses	513,295	141,800	81,363	274,844	327,983	
Net Income	19,718	0	199,287	0	-30,890	
			Less CIP/WBIF Revenue			

HENNEPIN COUNTY

MINNESOTA

March 11, 2022

RE: 2023 Pioneer-Sarah Creek Watershed Management Commission Technical Services Budget

Over the last several years, Hennepin County's Environment and Energy Staff have been increasing our commitment to working with western Hennepin County landowners to address erosion issues and implement conservation. This has fostered a increased level of partnership between county, city, and watershed staff that has resulted in greater conservation results and improved customer service for our residents.

In Pioneer-Sarah Creek Watershed Management Commission (PSCWMC) jurisdiction alone, County Environment and Energy staff time has increased to surpass 1,000 staff hours in 2021. We see this investment as benefiting both organization's missions. To help meet our budget needs, we are interested in requesting an increased investment from PSCWMC for future year's efforts.

We are proposing increasing our 2023 conservation promotion not-to-exceed amount to \$12,000, which would be a 20% increase from the 2022 amount (\$10,000; as shown in Exhibit A Task 2 of the 2022 Watershed Services Agreement). This value includes the time our staff logs towards public engagement, answering landowner's general land and water resource management questions, and best management practice (BMP) project development, design, and construction. We intend to continue our time investment in PSCWMC, so your investment will return eight-fold as we project department costs for this work will be approximately \$85,000.

This memorandum will be included with PSCWMC March meeting packet materials, and I welcome discussion and questions about this request and our work in PSCWMC overall.

Sincerely,

Kris Guentzel

Senior Water Resources Specialist

612-596-1171 (office)

Kristopher.Guentzel@hennepin.us

Hennepin County Environment & Energy
701 Building, 701 Fourth Avenue South, Suite 700
Minneapolis, Minnesota 55415-1842
www.hennepin.us/environment



March 11, 2022

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

Re: 2022 Billing Rates
Pioneer-Sarah Creek Watershed Management Commission

Dear Mr. Baker:

Hakanson Anderson is committed to providing high quality cost-effective engineering and technical advisory services to the Pioneer-Sarah Creek Watershed Management Commission. Our competitive billing schedule is possible by maintaining high staff utilization and consistently managing our administrative, marketing, and other overhead costs. However, we must nominally increase our rates in order to continue to provide high quality engineering and land surveying services. Our 2022 Billing Rate Schedule is attached. The rates will be effective on April 1, 2022. Our policy matters will remain unchanged.

If you have any questions, please feel free to contact me. We value the Pioneer-Sarah Creek Watershed Management Commission as a client and look forward to a long-lasting relationship.

Sincerely,
Hakanson Anderson



Andrew Vistad, P.E., Watershed Technical Advisor

Enclosure

HAKANSON ANDERSON
2022 HOURLY BILLING RATES
Pioneer-Sarah Creek Watershed Management Commission

Watershed Engineer (Reduced Rate)	\$105.00
Principal Engineer Standard Rate	\$140.00
Senior Project Manager / Design Engineer	\$130.00
Design Engineer / Project Manager	\$80.00 - \$120.00
Civil Technician	\$80.00 - \$108.00
Principal Land Surveyor, P.L.S.	\$140.00
Survey Project Manager	\$110.00 - \$130.00
Survey Office Technician	\$85.00 - \$108.00
Senior Survey Field Technician	\$85.00 - \$108.00
Survey Field Technician	\$75.00 - \$85.00
GPS/Robotic Total Station	\$35.00
Hydrographic Survey Equipment	\$60.00
Senior Construction Observer	\$108.00
Construction Observer	\$85.00 - \$100.00
Wetland Specialist	\$100.00
Administrative Assistant	\$65.00 - \$75.00

MEMORANDUM

TO: Pioneer-Sarah Creek Watershed Management Commission
FROM: Andrew Vistad, Hakanson-Anderson
DATE: March 11, 2022
SUBJECT: Staff Report

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

RULE D - STORMWATER MANAGEMENT

RULE E - EROSION AND SEDIMENT CONTROL

RULE F - FLOODPLAIN ALTERATION

Language in red indicates current updates

* indicates enclosure

RULE G - WETLAND ALTERATION

RULE H - BRIDGE AND CULVERT CROSSINGS

RULE I - BUFFERS

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

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

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

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

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

18. 2022-002 Huotari Residence. Jeff Huotari has submitted a permit application for the construction of a driveway, residential dwelling, and septic system. The application was a requirement as a result of a wetland TEP meeting that determined that a portion of the installed drive had impacted an on-site wetland. The residential lot is located along County Road 11 south of Lake Rebecca. The project will disturb approximately 1 acre of land. This project was reviewed for Rule E.

The PSC TAC has reviewed and approved modifications to the watershed application, fee schedule, and rules to comply with updated MS4 rules and better clarify the application process. The updated documents are enclosed as part of the watershed packet.

HENNEPIN COUNTY

MINNESOTA

DATE: March 10, 2022

TO: Pioneer-Sarah Creek Watershed Management Commission

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

RE: March Commission Project, Program, Outreach, and Grant Updates

2022 Watershed Service Agreement

New: Hennepin County staff have drafted a Watershed Services Agreement that is included in the March packet materials. The agreement includes a detailed Scope of Services which the County intends to provide the Commission for projects the County and Commission will co-operatively undertake, including many of those listed in this staff report. Please provide any feedback and/or questions you can during the March Commission meeting.

Subwatershed Assessments

Dance Hall Creek Subwatershed Assessment Refinement (PS)

Update: Final landowner meetings are slated for mid-April and possible projects will be prioritized.

Previous:

Plan is in final draft at Stantec. Landowners have met with Hennepin County staff and Stantec Staff to ask question and provide feedback. Only minor edits were needed. Hennepin County, Local Government partners and Watershed Commission met to review draft, ask questions, and make any edits. Final draft will be completed soon and a draft will be available for the Technical Advisory Meeting.

Spurzem Creek Subwatershed Assessment (KG/PS)

Update: Work continues with narrative and editing. Staff are working to complete a rough draft of the report by early April. Stakeholders should expect another project meeting in April.

Previous: Project partners recently received the Dance Hall Creek draft master plan. The plan will be shared with property owners and discussed through another round of meetings. If requested by property owners, the consultant will work on a broad concept plan for their individual property. This subwatershed assessment will identify cost-effective conservation practices east of Lake Independence for areas draining into Spurzem Creek (Cities of Corcoran, Loretto, and Medina). The county Completed two rounds of field work in late 2020 and early 2021 to determine common farming practices in the area and to identify



conservation practice locations. Staff are also utilizing modeling technologies to identify and assess the benefit of conservation work.

Lake Rebecca Subwatershed Assessment (KG/PS)

Update: Consultant work continues - Hydrologic Modeling: draft preliminary report will be available for county review in the next few weeks. Feasibility Analysis: Identification, Ranking, and Cost/Benefit of BMPs, including calculated pollutant loads using TRPD's observed data at the main tributary to the lake and HSPF predicted pollutant yields to estimate loads throughout the watershed. Working on summarizing these results in the report and explaining the reasoning for differences between observed conditions and the model results. Started siting up to 50 BMPs for ground truthing by County staff. Localized Design and Implementation tasks to be completed following field work that cannot be conducted until after snowmelt.

Projects & Outreach

Buffer Inspections

Buffer inspection will take place north of County Road 6 in 2022

Lake Independence/Remaining Baker Park Ravine CWF Funds

a. 2772 Becker Road, Independence (PS)

Update: Scheduling is being setup for spring 2022 construction.

Previous: Pre-construction project staking was completed by County staff and the design engineer. Additional staking may occur with the contractor. To be installed in November as weather, and contractor's schedule, allows. Operation and maintenance is being finalized. Work is out for bid and will be reviewed over the next weeks. Contracting process has started. Landowner meeting regarding final design and alignment has been completed and both have accepted the plan and alignment. Hennepin County will be working with landowners in the next few weeks to get contractor bids on the project. The City of Independence is looking into the culvert under Becker Road and will provide some direction on the condition any potential work. Hennepin County is working on an O&M draft to provide the City of Independence and possibilities of a shared O&M. Landowner has asked to reevaluate the cost share percentage once the contractor bids come in.

b. 2000 Block Independence Road, Independence (KG)

Update: Out for bid.

Previous: Designs and contracting is complete. County staff, on behalf of the landowner, have applied for permits with the City of PSCWMC. Installation expected later this year. Started pre-construction on an agriculture drained wetland restoration in partnership with Minnesota Land Trust following the closing of a conservation easement on this property over the winter. Once restoration is complete the .75 acre wetland will filter approximately 9 acres of agriculture grass/hay field. Additional habitat restoration and enhancement will occur over the next several years on these 4 acres of maple/basswood forest and grassland adjacent to Pioneer Creek at the outlet of Lake Independence.

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

Update: Grazing plan has been completed. Spring work planning.

Previous: NRCS wetland delineation has been completed. Hennepin County and NRCS over saw ag drainage repair that were completed last month. Soil sampling is completed as part of pasture management. Main drain line running to TRPD has been pot-holed at north property line. It has been confirmed that there is sediment blockages withing 300 ft of the hold. Horsemen are requesting help for next steps to restore drainage.

Other Cost Share BMP Projects in Progress

a. 1215 Copeland Road, Independence: (PS)

Update: Hennepin to submit a CIP. Project is at engineer's office for preliminary design.

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

Landowner Outreach Associated with Dance Hall Creek Study (KG/PS)

New: See above Dance Hall Creek Subwatershed Assessment Refinement

Landowner Outreach Associated with Lake Rebecca Study (KG/PS)

New: See above Lake Rebecca Subwatershed Assessment

Landowner Outreach General (PS)

New: Hennepin County will be drafting targeted BMP mailers for SWA and areas on Pioneer Creek south of Lake Independence for spring 2022

Evaluating and Assessing Lakeshore Homeowner Needs and Programming

a. LICA Lakeshore Restoration Inquiries (KG)

Update: No update.

Previous: One property on western side of Lake Independence has significant erosion and landowners are interested in moving forward with a project. County staff are working with the Washington Conservation District engineer (that specializes in lakeshore restoration designs) to begin survey and design work. No additional work anticipated for eastern Lake Independence projects this year. Ellen Sones has been reaching out to landowners and has engaged and met with four landowners so far. Each has experienced some level of erosion, either from one or a combination of a lack of vegetation establishment, erosion from wave action, and ice heaving. County staff are engaging BWSR to see if we could utilize remaining watershed-based implementation funds from the previous biennium, which was allocated to a project that wasn't installed. If we are able to utilize those funds, installation must occur in 2021. We have funding to move forward with one of these projects this year.

Hennepin County staff provided LICA and its members with a webinar on lakeshore restorations during late Fall 2020. Since that time, LICA has compiled a list of landowners interested in pursuing restoration on their lakeshores. Pat Wulff recently provided those names and addresses to County staff. The County is working internally to identify staff and resources to move forward with reviewing those sites and providing those homeowners with next steps.

b. 3045 Lakeshore Ave Medina

New: Landowner requested evaluation for shoreline stabilization.

New Inquiries and Other Opportunities

a. 2015 Budd Street, Independence: (PS)

Update: Hennepin County to submit a CIP for this project. Landowner would like Hennepin County, City of Maple Plain, City of Independence and PSCWMC to consider the drainage area for a 2022 project(s).

Previous: Hennepin County met with Maple Plain staff to info share about the current state for the grass waterway and ravine. Working towards another meeting in fall to start looking at drainage and stormwater data and see if there are opportunities to help regulate flow.

Hennepin County has reached out the City staff in Maple Plain to schedule time to go over this project now that storm drain work is complete at the park. Given other priorities and staff capacity constraints, this project opportunity will be on hold until after the 2021 field season. In order to proceed, staff need to understand recent stormwater improvements in the City of Maple Plain.

Landowner reported that water levels and velocity in the past year have caused out-of-bank erosion in rock-armored areas and gulying in grass waterway. Armoring and grassed waterway were installed as a cost share project in 2004. Site visit completed on May 1, 2020 revealed significant channel erosion in the grassed waterway. Volume and debris coming down the gully cause backups at spillway. Flow changes course during heavy volume events, flowing overland through a farm field. Severe cutting in the grass waterway has resulted in the flow path changing course – now bypasses sediment pond. The water velocity has also washed out the rock crossing. See photos of unnamed gully and drainage boundary in May 2020 Staff Report.

This gully is the primary drainage between Maple Plain/Northside Park and DNR Public Water Wetland 393W and Pioneer Creek. Landowner has expressed concern about drainage work that

b. Unassigned address, Marsh Land Properties LLC PID 2411824320015: (PS)

Update: No Update

Previous: Hennepin County met with Maple Plain to share information on the OM concern. Maple Plain will look into this. has reached out to city staff in Maple Plain to schedule time to go over operation and maintenance concerns and planning for 2022.

Hennepin County has reached out to city staff in Maple Plain to schedule time to go over operation and maintenance concerns and planning for 2022. Will work with Maple Plain City Staff early 2021. Landowner inquired about Proto Lab parking lot addition storm drainage using stormwater pond on property, who holds the OM and how to get help for erosion. See map erosion areas highlighted in red in May Staff Report

c. 5590 Lake Sarah Height Dr, Independence:

Update. No Update.

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

d. Hennepin County Tree Sale (PS)

Update. Tree sale will take place again for 2022. Website will go live soon for ordering. Pick up dates expected April 28th and 30th.

Sign up for the Canopy newsletter to receive updates about the county's forestry program, including the next tree sale.

https://public.govdelivery.com/accounts/MNHENNE/subscriber/new?topic_id=MNHENNE_647

Species will be:

Bur Oak

Hackberry

White Spruce

Red Maple

Pollinator Mix (5 seedlings each of Common Chokecherry, Black Chokeberry, Redosier Dogwood, Silky Dogwood, and American Plum)