



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

January 14, 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, January 20, 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 2021\7 notice.doc

REGULAR MEETING AGENDA

January 20, 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. November meeting minutes.*
 - b. January Claims/Treasurer's Report.*
4. Open forum.
5. Action Items.
 - a. Appoint Nominating Committee for Election of Officers.
6. Old Business.
7. New Business.
 - a. 2021 Work Plan in Review.*
 - b. Draft 2022 Work Plan.*
8. Watershed Management Plan.
9. Education.
10. Grant Updates.
11. Communications.
 - a. Campaign Finance Annual Reporting.
 - b. Annual Appointments.
12. Staff Reports.
 - a. Engineer's Report.
 - b. HCEE Report – 2021 Year-End Summary.*
13. Commissioner Reports.
14. Other Business.
15. Adjournment. (Next scheduled meeting: February 17, 2022).

REGULAR MEETING
Minutes
November 18, 2021

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, November 18, 2021, by Vice Chair Caitlin Cahill.

Present: Mark Workcuff, Greenfield; 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.

Absent: Independence.

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

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

a. **October Regular Meeting Minutes.***

b. **November Treasurer's Report/Monthly Claims *** totaling \$3,164.37.

Motion carried unanimously.

4. OPEN FORUM.

5. ACTION ITEMS.

a. **2021-009 White Wetland Restoration, Independence.*** This project is a wetland restoration just west of Lake Independence. Drain tile will be broken and an earthen embankment constructed to impound water and slow drainage. This project will result in improved water quality for the drainage area to Lake Independence and staff recommends approval contingent on 1) updating the stormwater model to include surface water area, and 2) receipt of permit fee. Motion by Tschumperlin, second by Daniels to approve project 2021-009 with the contingencies noted. *Motion carried unanimously.*

b. **CIP Application for White Wetland Restoration.*** The engineer's estimated cost of the wetland restoration is \$17,614. Hennepin County has been working with the landowner on this project and proposes a cost share with the County and Commission. The proposed cost share includes using the remaining \$4,774.26 in Baker Park grant funds which must be spent before the grant expiration, Commission CIP dollars at 25% or \$4,403.50, County match of 20% at \$3,522.80 and the remaining to come from WBIF funding at \$4,913.44. The County is requesting CIP funding at 25% because this project is cost effective and directly improves water quality to Lake Independence as it reduces sediment loading by 12.6 tons per year and phosphorus loading by 13.1 lbs. per year.

Motion by Cahill, second by Tschumperlin to approve funding the White wetland project as proposed with Baker Park Ravine grant funds, WBIF funds, and CIP funds as noted. *Motion carried unanimously.*

c. **Accepting Credit Card Payments through JASS.** The Commission's administrator, JASS, has the ability to process credit cards. Some applicants have requested to pay project review fees via credit card. JASS can accept those fees on behalf of the Commission, but will charge applicants an additional fee to cover the cost of the credit card processing, typically no more than 5% of the charge.

Motion by Cahill, second by Tschumperlin to approve JASS to collect project review fees by credit card and reimburse the Commission as requested by applicants. *Motion carried unanimously.*

6. **OLD BUSINESS.**

7. **NEW BUSINESS.**

8. **WATERSHED MANAGEMENT PLAN.**

9. **EDUCATION.**

10. **GRANT UPDATES.**

a. **Baker Park Ravine CWF Grant Amendment.*** This is a grant amendment to extend the expiration date from December 31, 2021 to December 31, 2022. Staff was granted authority to sign and submit on behalf of the Commission.

b. **2022 WBIF Awards.*** For the coming year, the group of participants in each watershed allocation area will be called a partnership, e.g., the Pioneer-Sarah Creek partnership, and meetings will be referred to as convene meetings. Staff are in contact with BWSR staff to learn more about the convene process. It appears project requirements include a minimum 10% match, that they must be load reduction practices, and that they can be structural or non-structural. The Pioneer-Sarah Creek WMO has been awarded \$159,223.

It was recommended that the TAC be given the task of developing the process for the Pioneer-Sarah Creek partnership.

11. **COMMUNICATIONS.**

a. **Conservation Corps.*** Following passage of the Clean Water, Land, and Legacy Amendment the Minnesota Legislature directed BWSR to appropriate \$500,000 of the Clean Water Fund to be contracted for services with the Conservation Corps on an annual basis. BWSR contracts with the Corps to provide funded labor to cities, counties, soil and water conservation districts, metropolitan watershed management organizations, watershed districts, and joint powers organizations to undertake projects consistent with the Corps' mission, BWSR grant policies and CWF goals. Funds are available for Corps crew labor on projects with the purpose of protecting, enhancing, and restoring water quality in lakes, rivers, and streams and/or protecting groundwater and drinking water sources from degradation. There are no minimum match requirements, but applicants must itemize local financial contributions. Application deadline is December 15, 2021. <https://conservationcorps.org/partner/clean-water-funding/>

b. MPCA Planning Grants.* The Minnesota Pollution Control Agency has \$870,000 available for **planning grants for stormwater, wastewater, and community resilience**. This is a new MPCA grant program in 2021 providing financial assistance to undertake planning for increased resilience to the impacts of Minnesota's changing climate (warmer and wetter with more damaging rains and cold weather warming, and more extreme heat and drought in the future) within any of the following three focus areas: stormwater, wastewater, community resilience. Some of the stormwater planning activities that can be funded through this grant include:

1. Vulnerability assessment using hydrologic/hydraulic modeling to identify areas (e.g., stream corridors, bridges, intersections, etc.) that are at increased risk for flooding, including assessing potential scenarios of short- and long-term changes to precipitation.

2. Inventory of infrastructure issues to identify critical impacts (e.g., number of structures flooded, frequency of flooding, social vulnerability, local environmental impacts, etc.), resulting in a prioritized list of critical areas needing infrastructure improvements to increase resilience.

Deadline to apply is December 21, 2021.

[Wulff arrived 6:42 p.m.]

12. REPORTS.

a. Engineer's Report.* More calls have been coming in regarding **stormwater ponds** due to an article in the news regarding grants for ponds.

A **wetland violation** was reported off County Rd 11 in Independence. A permit will be issued by the City for work that was completed there.

b. HCEE Report.* The **Lake Rebecca SWA** contract has been finalized. The project kickoff meeting is scheduled for November 30.

Initial staking has occurred on the **McCombs project**. It is hoped that construction will begin in 2021.

The **Shrine horsemen** project is moving forward with pasture management. Seeding and pasture management will occur in spring 2022.

The County has finalized their **soil health program** and will include a flyer in the January meeting packet. This is a cost-share program to encourage producers to plant cover crops and make tillage changes.

The County received a **Metro Conservation District grant** which allowed the purchase of a triple survey unit, so County staff can perform field surveying.

c. TRPD Report. The delineation has been completed for the **Lake Rebecca creek excavation project**. The channel survey should be completed next Monday.

13. COMMISSIONER REPORTS.

a. Tschumperlin noted that the Minnetrista City Administrator is retiring on December 17. The city has hired Baker Tilly to search for a new Administrator with a goal of hiring in February 2022. The city

department heads will handle day-to-day items.

A firm has been hired to drill test well no. 8 off County Rd 110 west. If the results are good, a ninth test well will be drilled and a treatment plant will be built in that area. The city experienced population growth of 3.5% in 2021. The City is also instituting education on water conservation and treatment through mailings, public meetings, and ordinance review.

b. Wulff stated that former Alternate Commissioner Mike McLaughlin has moved to California. Joel Settles will be the new Alternate for Medina as of January 1, 2022.

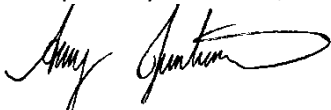
c. Cahill. The Maple Plain road work is complete for the year. McGarry's has opened "The Market" in the old schoolhouse. The Market has basic groceries and some of the restaurant dishes available for purchase.

14. OTHER BUSINESS.

The **next regular meeting** is scheduled for December 16, 2021 and will be held online again via Zoom link <https://zoom.us/j/845974640>.

15. ADJOURNMENT. There being no further business, motion by Wulff, second by Daniels to adjourn. *Motion carried unanimously.* The meeting was adjourned at 6:57 p.m.

Respectfully submitted,



Amy Juntunen
Administrator
AAJ:tim

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Pioneer-Sarah Creek Watershed
Income Statement
Compared with Budget
For the Twelve Months Ending December 31, 2021

	Current Month Actual	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues				
Member Dues	\$ 0.00	\$ 103,800.00	\$ 103,800.00	0.00
Lake Sarah TMDL Imple	0.00	3,416.12	0.00	3,416.12
Project Review Fees	550.00	3,950.00	6,000.00	(2,050.00)
CIP Income	0.00	28,000.00	28,000.00	0.00
Grant-FY19 WS-Based Funding	0.00	5,831.00	0.00	5,831.00
Grant-FY21 WS-Based Funding	0.00	135,585.00	0.00	135,585.00
Interest and Dividend Income	5.60	68.66	4,000.00	(3,931.34)
Total Revenues	555.60	280,650.78	141,800.00	138,850.78
Cost of Sales				
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	555.60	280,650.78	141,800.00	138,850.78
Expenses				
Engineering/Consulting	800.00	15,278.60	35,200.00	19,921.40
Administrative Expense	3,501.72	22,938.69	36,000.00	13,061.31
Adm-Project Reviews	96.65	376.97	1,000.00	623.03
Adm-CIP Mgmt	0.00	126.45	2,000.00	1,873.55
Adm - Tech Support	0.00	248.95	750.00	501.05
Legal Expense	0.00	0.00	500.00	500.00
Audit Expense	0.00	4,500.00	4,500.00	0.00
Insurance	(1,070.00)	2,067.00	2,800.00	733.00
Website	51.25	388.56	1,800.00	1,411.44
TAC Meetings	0.00	0.00	2,500.00	2,500.00
Lakes Monitoring - TRPD	8,100.00	8,100.00	8,100.00	0.00
Lakes Monitoring - CAMP	0.00	0.00	760.00	760.00
Lake Sarah TMDL Implementation	0.00	3,416.12	0.00	(3,416.12)
Stream Monitoring	9,500.00	9,500.00	9,500.00	0.00
Education	121.35	1,020.21	4,000.00	2,979.79
Education-Events	0.00	0.00	500.00	500.00
Invertebrate Monitoring	0.00	0.00	750.00	750.00
Grant Writing	0.00	0.00	1,000.00	1,000.00
Mgmt Plan - Admin	0.00	0.00	1,000.00	1,000.00
Special Projects	2,135.61	2,135.61	0.00	(2,135.61)
Capital Improvement Project	0.00	5,175.95	29,140.00	23,964.05
Total Expenses	23,236.58	75,273.11	141,800.00	66,526.89
Net Income	(\$ 22,680.98)	\$ 205,377.67	\$ 0.00	205,377.67

Pioneer-Sarah Creek Watershed
Balance Sheet
December 31, 2021

ASSETS

Current Assets		
Cash-4M Fund	\$ 627,305.45	
Accounts Receivable	<u>26,059.21</u>	
Total Current Assets		653,364.66
Property and Equipment	<u></u>	
Total Property and Equipment		0.00
Other Assets	<u></u>	
Total Other Assets		<u>0.00</u>
Total Assets	<u>\$ 653,364.66</u>	

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	<u>\$ 2,721.62</u>	
Total Current Liabilities		2,721.62
Long-Term Liabilities	<u></u>	
Total Long-Term Liabilities		<u>0.00</u>
Total Liabilities		2,721.62
Capital		
Next Generation Plan Fund	25,000.00	
Retained Surplus	281,677.86	
CIP Fund	131,580.51	
Grant fund - Watershed Based	7,007.00	
Net Income	<u>205,377.67</u>	
Total Capital		<u>650,643.04</u>
Total Liabilities & Capital	<u>\$ 653,364.66</u>	

Pioneer-Sarah Creek Watershed
Cash Disbursements Journal
For the Period From Jan 1, 2022 to Jan 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
1/20/22		50100	Engineering / Technical Consulting	800.00	
		10100	Hakanson Anderson Associates, Inc.		800.00
1/20/22		51100	Administration	1,108.38	
		51100	Meeting-related	163.30	
		51100	Bookkeeping	389.09	
		51100	Annual Report / Work Plans	140.00	
		51400	Website	35.00	
		57000	Education	56.25	
		51120	Project Reviews	29.60	
		10100	Judie Anderson's Secretarial Service		1,921.62
1/20/22		51300	Insurance 2/1/2022 - 1/31/2023	257.00	
		10100	Auto-Owners Insurance Company		257.00
Total				2,978.62	2,978.62



3601 Thurston Avenue
Suite 101
Anoka, MN 55303

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

Invoice number 47492
Date 12/17/2021

Project **PSC901-2021 GENERAL ENGINEERING
FOR PIONEER SARAH WMC 2021**

Professional Services Provided Through 11/30/2021

GENERAL ENGINEERING

Professional Fees

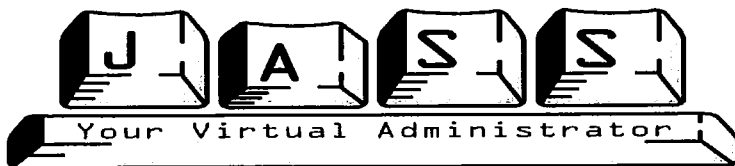
	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>WATERSHED PROJECT INQUIRIES</i>	10/04/2021	1.50	100.00	150.00
Andrew Vistad <i>STORMWATER REUSE PROJECT COMMUNICATION</i>	11/01/2021	1.00	100.00	100.00
Andrew Vistad <i>CONTACT FORM STORMWATER POND QUESTION</i>	11/04/2021	1.00	100.00	100.00
Andrew Vistad <i>FUTURE PROJECT COMMUNICATION FOR RULES</i>	11/05/2021	0.50	100.00	50.00
Andrew Vistad <i>WINDSONG FUTURE PROJECT COMMUNICATION</i>	11/23/2021	0.50	100.00	50.00
PROFESSIONAL FEES SUBTOTAL				450.00
GENERAL ENGINEERING SUBTOTAL				450.00

WHITE RESTORATION

Professional Fees

	Date	Hours	Rate	Billed Amount
Andrew Vistad <i>WETLAND RESTORATION REVIEW 1</i>	11/09/2021	2.50	100.00	250.00
Andrew Vistad <i>WETLAND RESTORATION REVIEW 1</i>	11/10/2021	1.00	100.00	100.00
PROFESSIONAL FEES SUBTOTAL				350.00
WHITE RESTORATION SUBTOTAL				350.00
AMOUNT DUE THIS INVOICE				800.00

Invoice Summary	Current Billed	Prior Billed	Total Billed
Total	800.00	7,026.60	7,826.60



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

3235 Fernbrook Lane
Plymouth MN 55447

January 14, 2022

General Administration				Total Project Area	
Administrative		65.00	0.000		
Administrative	7.20	70.00	504.000		
Administrative - virtual		75.00	0.000		
Office Support	7.00	65.00	455.000		
Public storage	1.00	87.36	87.360		
Data Processing/File Mgmt	0.83	65.00	53.950		
Archiving		60.00	0.000		
Reimbursable Expense	8.07	1.00	8.070	1,108.380	Administration
Meeting packets, attendance, Minutes and Meeting follow-up					
Administrative		65.00	0.000		
Administrative	2.00	70.00	140.000		
Admin - virtual		75.00	0.000		
Reimbursable Expense	23.30	1.00	23.300	163.300	Meeting-related activities
Bookkeeping					
Bookkeeping	0.25	65.00	16.250		
Bookkeeping, budget, audit requests	3.75	70.00	262.500		
Treasurer's Reports	1.00	70.00	70.000		
Audit Prep		65.00	0.000		
Audit Prep		70.00	0.000		Bookkeeping/TRs
Reimbursable Expense	40.34	1.00	40.340	389.090	Bookkeeping/TRs Work Plans
Annual Report/Work Plans					
Secretarial		65.00	0.000		
Administrative	2.00	70.00	140.000		
Reimbursable Expense		1.00	0.000	140.00	Annual Report Work plans
Website					
Weebly hosting - 1 year		1.00	0.000		
Pages, links, uploads		70.00	0.000		
Administrative	0.50	70.00	35.000	35.000	Website
Education, Strategic Planning					
Administrative		65.00	0.000		
Administrative		70.00	0.000		
Administrative - Virtual - Watershed Partners, e	0.750	75.00	56.250		
Reimbursable Expense		1.00	0.000	56.250	Education
Project Reviews					
Administrative		65.00	0.000		
Administrative	0.33	70.00	23.100		
File Management/Archiving		65.00	0.000		
Reimbursable Expense	6.50	1.00	6.500	29.600	Project Reviews
				1,921.620	1,921.620



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: 2021 Projected Work Plan

Minnesota Rule 8410.0150 requires the Commission to submit to the Board of Water and Soil Resources a financial report, activity report and audit report for the preceding fiscal year. 8410.0150 Subp. 3 outlines the required content of the annual activity report. It includes an assessment of the previous year's annual work plan and development of a projected work plan for the following year. The 2021 Work Plan was accepted at the February 18 2021 meeting.

2021 Projected Work Plan

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

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

In 2021, the Commission reviewed eight plans for conformance with its standards in 2021. One project each were in the cities of Maple Plain, Medina, and Minnetrista, two projects in the City of Independence, and three projects in the City of Greenfield.

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 (SWA) and begin project implementation to maintain Lake Rebecca's non-impaired status. *The contract and funding for the Lake Rebecca Subwatershed Assessment was approved by the Commission at their October 21, 2021 meeting. The SWA is in progress, with field work conducted in December and analysis ongoing through early 2022. The report is expected in spring 2022.*
2. Implement BMPs to improve water quality in Spurzem, Independence, and Sarah Lakes, making progress toward their removal from the list of Impaired Waters. *The Commission is partnering with Hennepin County to complete a channel stabilization project on the McCombs property and a wetland restoration on the White property, both of which will reduce sediment and phosphorus loading to Lake Independence. These are the first BMPs funded by the Commission on private land. Both projects were approved in 2021 and will be constructed in early 2022.*

3. Improve water quality in the impaired lakes by 10% over the average of the previous 10 years by 2030.

4. Maintain or improve water quality in lakes and streams with no identified impairments.

5. Conduct a TMDL/WRAPS progress review every five years.

6. Foster implementation of Best Management Practices (BMPs) in the watershed through technical and financial assistance and through partnership development. *The Commission has partnered with Hennepin County and Three Rivers Park District to work with landowners and develop projects on private land to reduce nutrient loading. Two projects have been approved in 2021.*

C. GROUNDWATER.

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

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

D. WETLANDS.

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

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

E. OPERATIONS AND PROGRAMMING.

1. Adopt a 2022 operating budget. *A 2022 operating budget of \$274,844, with member assessments totaling \$103,800, was approved on May 20, 2021.*

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

b. Fund a capital improvement program to share in the cost of projects. *The operating budget has included \$28,000 dedicated to the CIP fund annually since 2016.*

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

d. Allocate education funding. *The Commission budgeted \$3,000 in education funding for 2021.*

2. Convene a TAC meeting at least annually to identify and prioritize Capital Improvement Program (CIP) projects and share information. *A TAC meeting was held on February 25, 2021 to discuss the CIP, subwatershed assessments, annual monitoring, remaining grant/WBIF funds, targeted outreach, and new requirements for alum treatments.*

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. *The Commission entered into a Cooperative Agreement with Hennepin County to provide technical services to member cities and landowners in the development of nutrient reduction projects at their May 20, 2021 meeting.*

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

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

Winterhalter and Thomas Lakes. TRPD also monitored Ardmore, Spurzem, Half Moon, Rebecca, and Little Long Lakes.

b. Partner with Three Rivers Park District (TRPD) to conduct flow and water quality monitoring at selected sites. *The Commission budgeted funds to monitor four sites in 2021 - Dance Hall Creek, the channel to Lake Rebecca, and two points on Spurzem Creek.*

c. Participate in Metropolitan Council's Citizen Assisted Monitoring Program (CAMP). The Commission budgeted funds to monitor one lake in 2021. *A CAMP volunteer was not available in 2021.*

d. Partner with Hennepin County to obtain macroinvertebrate monitoring by student volunteers through the RiverWatch program. *Due to COVID, this program was suspended in 2020 and has not been reinstated by the County as of December 31, 2021.*

e. Partner with Hennepin County Environment and Energy (HCEE) to participate in the Wetland Health Evaluation Program (WHEP), a citizen volunteer wetland monitoring program. *Due to COVID, this program was suspended in 2020 and has not been reinstated by the County as of December 31, 2021.*

4. Develop cost-share policy for opportunistic projects including projects funded by Hennepin County or other grants. *The Commission has approved cost-sharing up to 25% from CIP funds for opportunistic projects and studies that are not on the official CIP list but have direct impact to nutrient loading. CIP applications are required to receive this funding.*

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

6. Develop a schedule of subwatershed assessments to identify potential high loading areas for prioritization and potential BMP implementation. *The Commission partnered with HCEE and TRPD to begin subwatershed assessments for Spurzem Creek and Lake Rebecca in 2021. Both are expected to be completed in 2022. The Dance Hall Creek SWA was also updated in 2021.*

7. Begin TMDL review and update for one lake.

8. Review biennial interest proposals and select administrative, legal and technical consultants for 2021-2022. *The biennial solicitation occurred in December 2020 and selections were made at the January 21, 2021 meeting. The Commission retained Haknson-Anderson, technical services; JASS, administrative services; and Campbell Knutson, legal services.*

9. Publish 2020 Annual Activity Report. *The 2020 Annual Activity Report was accepted at the Commission's April 15, 2021 meeting and forwarded to the Board of Water and Soil Resources per MN Statute.*

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. *\$1,500 was included in the 2021 budget for this purpose. In 2021 there were 1,222 individual users accessing the website on 1,614 sessions. The pages most visited are: Home, Meeting Packets, Lake Sarah, Staff, Locations and Maps, Application Requirements, Project Reviews, Fourth Generation Plan, and Best Practices.*

3. Convene Citizen Advisory Committees (CAC) as needed to advise the Commission and assist in program development and implementation. *The CAC did not meet in 2021.*

4. Provide education opportunities for Commissioners, elected and appointed officials, and other decision makers.
 - a. Complete handbook update.
 5. Participate in collaborative groups to pool resources and undertake activities in a cost-effective manner, promote interagency cooperation, and promote consistency of messages. *The Commission continued its membership in WaterShed Partners and Staff attended monthly meetings of partners.*
 6. Partner with HCEE and TRPD to undertake targeted education and outreach to landowners in the watershed.
 7. Provide opportunities for the public to learn about and participate in water quality activities.
 8. Enhance education opportunities for youth.
 - a. Explore opportunities for re-starting the RiverWatch program in a local school or with a Scout program. *This program has been suspended by the County due to COVID.*
-



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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 _____ 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. 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. Conduct a TMDL/WRAPS progress review every five years.
6. Foster implementation of Best Management Practices (BMPs) in the watershed through technical and financial assistance and through partnership development.

C. GROUNDWATER.

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

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

D. WETLANDS.

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

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

E. OPERATIONS AND PROGRAMMING.

1. Adopt a 2023 operating budget.

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

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

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

d. Allocate education funding.

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

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

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

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

a. Partner with Three Rivers Park District (TRPD) to conduct bi-weekly water quality monitoring of “sentinel lakes” – Independence, Sarah, Little Long, and both basins of Whaletail. The 2022 budget allows the monitoring of five lakes.

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

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

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

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

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

7. Begin TMDL review and update for one lake.

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

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

a. Complete handbook update.

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

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

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

8. Enhance education opportunities for youth.

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



Pioneer-Sarah Creek WMC – 2021 Year-end-summary

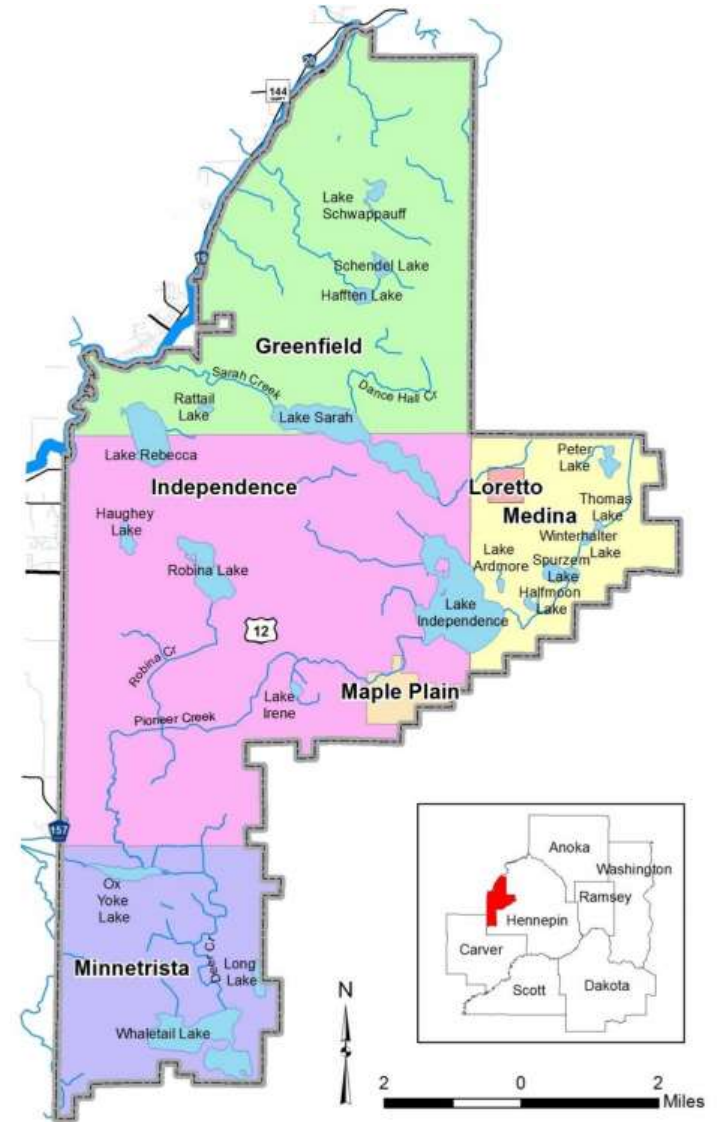
Kris Guentzel | Senior Water Resources Specialist
Paul Stewart | Rural Conservationist



County Priorities

- Execution of State grant dollars
- Implementation of Existing SWA's
- Completion of new SWA's
 - Dance Hall Creek (UPDATE)
 - Spurzem Creek (NEW)
 - Lake Rebecca (NEW)
- Outreach to Agricultural Producers

Hennepin County Environment and Energy



• 33 Figure ES.1: Cities in the Pioneer-Sarah Creek watershed.

- Dance Hall Creek
 - DRAFT report available in coming days
 - Project 80% complete
 - County + partners leading outreach, Stantec completing report
- Spurzem Creek
 - Modeling ongoing
 - Project 30% complete, 207 staff hours reported thus far
 - County conducting analysis and ground-truthing
- Lake Rebecca
 - Project kick-off meeting held in Dec.
 - Modeling and field work began in Dec.
 - EOR completing report

SWA Boundaries

- Lake Rebecca (Proposed)
- Spurzem Creek (Proposed)
- Dance Hall Creek Watershed
- Ardmore Lake
- Lake Sarah
- Lake Independence
- Rush Creek

Public Waters

- Public Ditch/Altered Watercourse
- Public Water Watercourse
- Public Water Basin
- Public Water Wetland

0 0.5 1 2 Miles

N

The map displays the following locations and features:

- Cities/Towns:** ROGERS, HANOVER, CORCORAN, GREENFIELD, ROCKFORD, LORETTO, MEDINA, INDEPENDENCE, MAPLE PLAIN.
- Highways:** 101, 159, 81, 123, 19, 10, 30, 50, 116, 55, 11, 92, 90, 12, 99, 115, 24, 6, 83, 47, 10.
- Streets:** Park Dr, Memorial Rd, Main St, Fletcher Ln, 109th Ave N, County Road 30, County Road 10, County Road 50, County Road 19, County Road 11, Dogwood St, Rebecca Park Trl, Woodland Trl, Pioneer Trl, County Road 90, Hamel Rd, Arrowhead Dr, Pinto Dr, Hopewell Trl, 6th Ave N.
- Water Features:** Lake Rebecca (Proposed), Spurzem Creek (Proposed), Dance Hall Creek Watershed, Ardmore Lake, Lake Sarah, Lake Independence, Rush Creek, and various public water basins and wetlands.

Execution of State Dollars

- Watershed-Based Implementation Funding (WBIF)
 - North Fork Crow Watershed
 - \$91,105 for an update of the SWA, outreach, and implementation
 - South Fork Crow Watershed
 - \$115,000 for implementation of BMPs in Lake Independence SWA watershed
 - \$35,063 for implementation of BMPs in Spurzem Creek SWA watershed
 - \$30,000 for completion of a Lake Rebecca SWA

Hennepin County Environment and Energy

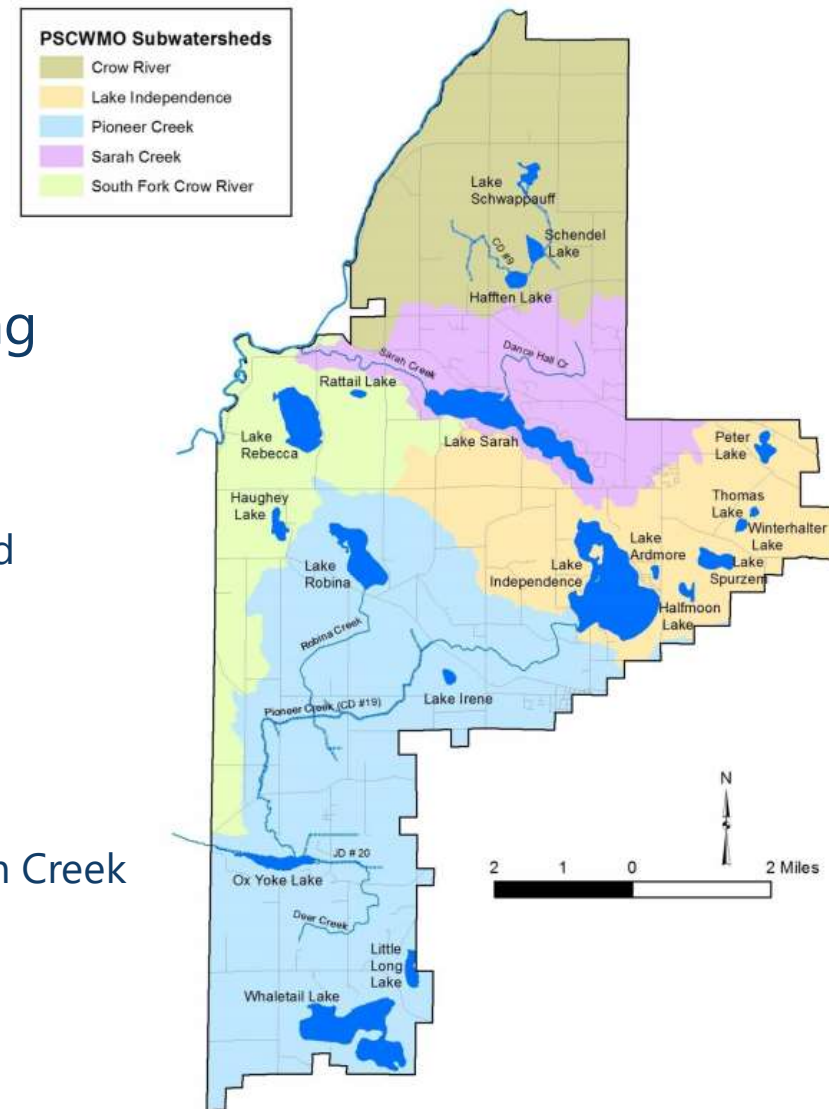


Figure 2.1. Pioneer-Sarah Creek watershed drainage systems.
Source: Minnesota DNR.

Tracking County Efforts in 2021

- 1,076 hours completed on behalf of PSCWMC
 - Primarily for landowner outreach (e.g. answering questions, promotion of program, assistance with implementation)
 - Doesn't include work on Spurzem Creek SWA, Buffer Law implementation, WCA enforcement, or work on lake program assistance
- Additional costs covered by County
 - Engineering Fees (Wright SWCD and WCD): \$9,126.94
 - Watershed and WCA Permit Fees: \$1,550.00

Project Progress in 2021

- Projects Completed in 2021
 - Greenfield HOA Gully Stabilization
 - Slavec Texas Crossing
- Several projects shovel-ready
 - McCombs Channel Stabilization
 - White Wetland Restoration
- Others under Design
 - Ibler Lakeshore Restoration
 - Malecek Drainageway
 - *Among several others*

Hennepin County Environment and Energy



Ag. Producers Outreach

- Soil Health
 - Cover Crops
 - Nutrient Management
- Targeted Outreach
 - Implementing conservation practices that protect our water
 - One-on-one help to plan and implement improvements

