



Please note the meeting will be held in person at the Carver County Government Center on the Wednesday, January 18, 2023. The meeting will also be available virtually using this [link](#).

# LOWER MINNESOTA RIVER WATERSHED DISTRICT

Lower Minnesota River Watershed District

7:00 PM

Wednesday January 18, 2023

Carver County Government Center

602 East Fourth Street, Chaska, MN 55318

Agenda Item	Discussion
1. Call to order	A. Roll Call
2. Approval of agenda	
3. Citizen Forum	<p><i>Citizens may address the Board of Managers about any item not contained on the regular agenda. A maximum of 15 minutes is allowed for the Forum. If the full 15 So are not needed for the Forum, the Board will continue with the agenda. The Board will take no official action on items discussed at the Forum, with the exception of referral to staff or a Board Committee for a recommendation to be brought back to the Board for discussion or action at a future meeting.</i></p>
4. Consent Agenda	<p><i>All items listed under the consent agenda are considered to be routine by the Board of Managers and will be enacted by one motion and an affirmative vote of a majority of the members present. There will be no separate discussion of these items unless a Board Member or citizen request, in which event, the items will be removed from the consent agenda and considered as a separate item in its normal sequence on the agenda.</i></p> <p>A. Approve Minutes December 14, 2022 Regular Meetings</p> <p>B. Receive and file December 2022 Financial reports</p> <p>C. Approval of Invoices for payment</p> <ul style="list-style-type: none"> <li>i. Clifton Larson Allen (CLA) – Financial services through December 31, 2022</li> <li>ii. TimeSaver Off Site Secretarial – Preparation of November 16, 2022 meeting minutes</li> <li>iii. TimeSaver Off Site Secretarial, Inc. - Preparation of December 14, 2022 meeting minutes</li> <li>iv. Managers’ Per diem payments, mileage, and expense reimbursement</li> <li>v. Inter-Fluve, Inc. – Engineering and design services for Area #3 stabilization</li> <li>vi. US Bank Equipment Finance – January 2022 payment on copier lease</li> <li>vii. Rinke Noonan, Attorneys at Law – December 2022 legal services</li> <li>viii. Young Environmental Consulting Group, LLC – December 2022 technical, and Education &amp; Outreach services</li> <li>ix. Dakota County SWCD Q4 2022 invoice for monitoring, education and TACS services</li> <li>x. Daniel Hron –January 2023 office rent</li> </ul>

	<ul style="list-style-type: none"> <li>xi. Naiad Consulting, LLC – November 2022 administrative services, mileage &amp; expenses</li> <li>xii. 4M Fund – November 2022 Bank Service Fee</li> <li>D. Authorize payment of 2019 Watershed Based Funding Grant to City of Savage</li> <li>E. Receive and file December 2022 Citizen Advisory Committee meeting minutes</li> <li>F. Approve Memorandum of Agreement Between Dakota Soil &amp; Water Conservation District and the LMRWD Regarding Water Quality Monitoring</li> <li>G. Designation of 2023 Official newspaper</li> <li>H. Designation of Data Practices Compliance Official</li> <li>I. Designation of Official Depository</li> <li>J. Set 2023 meeting Calendar</li> <li>K. Approve 2023 Cost Share Incentive and Water Quality Restoration Grant Program</li> <li>L. Authorize execution of FY 2022 Lower MN River Dredge Management Grant Amendment</li> <li>M. Order preparation of 2022 Annual Report</li> </ul>
5. New Business/ Presentations	<ul style="list-style-type: none"> <li>A. 2023 Salt Symposium Sponsorship</li> </ul>
6. Old Business	<ul style="list-style-type: none"> <li>A. 2021 Financial Audit</li> <li>B. Cost Share Application - S. Mueller, 10745 Lyndale Bluffs Trail - no new information to report since the last update</li> <li>C. City of Carver Levee – no new information to report since last update</li> <li>D. Dredge Management</li> <li>E. Watershed Management Plan</li> <li>F. 2023 Legislative Action</li> <li>G. Education &amp; Outreach (E &amp; O workplan was included under Item 6.E.)</li> <li>H. LMRWD Projects <i>(only projects that require Board action will appear on the agenda. Informational updates will appear on the Administrator Report)</i> <ul style="list-style-type: none"> <li>i. MN River Corridor Management Plan</li> <li>ii. MAC Boundary Change</li> <li>iii. Area #3 Permitting requirements</li> <li>iv. MN River Floodplain Modeling</li> </ul> </li> <li>I. Permits &amp; Project Reviews - See Administrator Report for project updates <i>(only projects that require Board action will appear on the agenda. Informational updates will appear on the Administrator Report)</i> <ul style="list-style-type: none"> <li>i. Former Knox Site (LMRWD No. 2022-039)</li> <li>ii. City of Shakopee – Draft Minnesota Riverbank Stabilization Study</li> <li>iii. Permit Program Summary</li> <li>iv. 535 Lakota Lane, Chanhassen – work without a permit</li> </ul> </li> </ul>
7. Communications	<ul style="list-style-type: none"> <li>A. Administrator Report</li> <li>B. President</li> <li>C. Managers</li> <li>D. Committees</li> <li>E. Legal Counsel</li> <li>F. Engineer</li> </ul>
8. Adjourn	Next meeting of the LMRWD Board of Managers is 7:00 pm Wednesday, February 15, 2023.

## Upcoming meetings/Events

*Managers are invited to attend any of these meetings. Most are free of charge and if not the LMRWD will reimburse registration fees.*

- [Metro MAWD](#) – Tuesday, January 17, 2023, 7:00 pm, virtual
- UMWA monthly meeting – Thursday, January 19, 2023, 12:00 noon Lilydale Pool & Yacht Club
- Lower MN River East 1W1P Advisory Committee Meeting & Steering Committee – Wednesday, January 18, 2023, 10:00 am and 1:00 pm respectively – Scott SWCD, Jordan, MN
- [LMRWD Citizen Advisory Committee meeting](#) – Tuesday, February 7, 2023, 9:00 am, virtual
- Lower MN River East 1W1P Policy Committee meeting – February 16, 2023, 3:00pm to 5:00 pm
- [Ag-Urban Forum](#) – Wednesday, March 1, 2023, 9:00am to Noon, College of St. Benedict's Gorecki Center, St. Joseph, MN

## For Information Only

- **WCA Notices**
  - None
- **DNR Public Waters Work permits**
  - Scott County – City of Savage – Inland Navigation Channel Excavation – amended permit issued for additional dredging at Cargill West terminal
  - Scott County – City of Savage – Pilings/Anchors/Footings – request for comments - replace and expand footprint of piling and tripods at Cargill West terminal
- **DNR Water Appropriation permits**
  - Carver County – City of Carver – request for comments to amend permit for municipal water appropriation
  - Scott County – City of Shakopee – amended water appropriation permit changing the name on the permit to Shakopee Public Utilities
  - Scott County – City of Shakopee – amended water appropriation permit to increase authorized volume of water



Item 4A  
LMRWD 1-18-2023

# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Minutes of Regular Meeting

### Board of Managers

Wednesday, December 14, 2022

Carver County Government Center, 602 East 4th Street, Chaska, MN 7:00 p.m.

Approved \_\_\_\_\_

#### 1. CALL TO ORDER AND ROLL CALL

On Wednesday, December 14, 2022, at 7:00 PM CST, in the Board Room of the Carver County Government Center, 602 East 4th Street, Chaska, Minnesota, President Hartmann called to order the meeting of the Board of Managers of the Lower Minnesota River Watershed District (LMRWD).

President Hartmann asked for roll call to be taken. The following Managers were present: President Jesse Hartmann, Manager Laura Amundson, and Manager Theresa Kuplic. Manager David Raby, and Manager Lauren Salvato was absent. In addition, the following attended the meeting: Linda Loomis, Naiad Consulting, LLC, LMRWD Administrator; and Della Schall Young, Young Environmental Consulting Group, LLC, LMRWD Technical Consultant. Hannah LeClaire, Young Environmental Consulting Group, LLC, LMRWD Technical Consultant; joined the meeting virtually.

#### 2. APPROVAL OF THE AGENDA

Administrator Loomis asked to add delete Item 4. C. vi. – TimeSaver Off Site Secretarial, Inc. – Preparation of November 2022 meeting minutes.

**President Hartmann made a motion to approve the agenda with the deletion of 4. C. vi. – TimeSaver Off Site Secretarial, Inc. – Preparation of November 2022 meeting minutes. Manager Amundson seconded the motion. Upon a vote being taken motion carried unanimously.**

#### 3. CITIZEN FORUM

Administrator Loomis reported that she had not received communication from anyone that wished to address the Board. No one was present that wished to address the Board.

#### 4. CONSENT AGENDA

President Hartmann introduced the item.

**A. Approve Minutes November 16, 2022, Regular Meeting**

**B. Receive and file November 2022 Financial reports**

**C. Approval of Invoices for payment**

i. **Barr Engineering Company – November 2022 services related to Area #3**

ii. **Clifton Larson Allen (CLA) - Financial services through November 30, 2022**

- iii. **US Bank Equipment Finance – December 2022 payment on copier lease**
  - iv. **Rinke Noonan, Attorneys at Law – November 2022 legal services**
  - v. **Young Environmental Consulting Group, LLC – November 2022 technical, and Education & Outreach services**
  - ~~vi. **TimeSaver Off Site Secretarial, Inc. – Preparation of November 2022 meeting minutes**~~
  - vii. **Daniel Hron – December 2022 office rent**
  - viii. **HDR Engineering, Inc. – Website services through November 2022**
  - ix. **Naiad Consulting, LLC – November 2022 Administrative services, mileage, and expenses**
  - x. **Frenette Legislative Advisors 0 4<sup>th</sup> Quarter 2022 legislative services**
  - xi. **4M Fund – October 2022 bank service charges**
- D. Receive and file November 2022 Citizen Advisory Committee meeting minutes**
  - E. Authorize final payment to Blackstone Construction**
  - F. Approve Agreement Approve Agreement with HDR Engineering, Inc. for Professional Services**
  - G. Approve Memorandum of Agreement Between Carver County Public Services, Planning and Water Management Dept. and the LMRWD Regarding Water Quality Monitoring**

President Hartmann made a motion to approve the Consent Agenda as amended under the approval of the agenda. Manager Kuplic seconded the motion. Upon a vote being taken the motion carried unanimously.

## **5. NEW BUSINESS/PRESENTATIONS**

- A. Approve 2021 Annual Report and authorize distribution**
- B. Administrator Loomis introduced and provided background on this item. She noted that if it is approved it will be forwarded to the Board of Water and Soil Resources and the DNR.

**Manager Amundson made a motion to approve the 2021 Annual Report and authorize distribution. President Hartmann seconded the motion. Upon a vote being taken the motion carried unanimously.**

## **6. OLD BUSINESS**

- A. 2021 Financial Audit**  
No new information to report since last update.
- B. Cost Share Application - S. Mueller, 10745 Lyndale Bluffs Trail**  
No new information to report since last update.
- C. City of Carver Levee**  
No new information to report since last update.
- D. Dredge Management**
  - i. Vernon Avenue Dredge Material Management site**  
No new information to report since last update.
  - ii. Private Dredge Material Placement**  
No new information to report since last update.
- E. Watershed Management Plan**  
Administrator Loomis introduced and provided background on this item. She shared that Ms. Young has provided work plans for the work that is budgeted for.

Manager Amundson asked if action needed to be taken on this item. Administrator Loomis said it can be tabled until next month.

Administrator Loomis suggested bringing this to a work session where the board could be walked through the work plans.

Administrator Loomis shared that Hennepin County is looking for a manager to replace Manager Raby and an appointment likely will not be made until February or March.

**F. 2022 Legislative Action**

No new information to report since last update.

**G. Education and Outreach Plan**

No new information to report since last update.

**H. LMRWD Projects**

***(Only projects that require Board action will appear on the agenda. Informational updates will appear on the Administrator Report)***

**i. MN River Corridor Management Plan**

Administrator Loomis introduced and provided background on this item.

Ms. Young shared that they typically allow a month or two for the Board to review and no action is required currently. She said this could also be put on the agenda for a work session. She explained that this is the framework for the projects going forward.

Administrator Loomis shared that she wished all cities on the river would take a look at this plan as everything that happens upstream affects the cities downstream. She stated that the DNR came out with a report concerning the evaluation of the hydrologic change in the Lower Minnesota River. She noted that the flows have increased.

**Manager Amundson made a motion to table this discussion to a work session in January. President Hartmann seconded the motion. Upon a vote being taken the motion carried unanimously.**

**I. Project/Plan Reviews**

***(Only projects that require Board action will appear on the agenda. Informational updates will appear on the Administrator Report)***

**i. Structures, Inc. (LMRWD No. 2022-036)**

Administrator Loomis introduced and provided background on this item. She shared the recommendation of approval subject to the final construction plans and documentations.

**Manager Amundson made a motion to conditionally approve LMRWD permit 2022-036 conditioned upon receipt of final construction plans signed by a professional engineer, name and contact information for all contractors undertaking land disturbing activities as part of the proposed project, name and contact information for the person (s) responsible for erosion control inspections and maintenance, a copy of the NPDES permit and documentation that the applicant has received full approval for the project from the City of Chaska. President Hartmann seconded the motion. Upon a vote being taken the motion carried unanimously.**

**ii. Chaska TH 41/CSAH 61 (LMRWD No.2022-014)**

Administrator Loomis introduced and provided an overview of this item. She noted that this is an update on this project for the Board. She answered questions from the Board. She shared that Ms. LeClaire has issued a permit.

**iii. Permit Program Summary**

Administrator Loomis introduced and provided background on this item.

**iv. 535 Lakota Lane, Chanhassen – work without a permit**

Administrator Loomis introduced and provided background on this item. Attorney Kolb provided an update of the legal action progress.

**6. COMMUNICATIONS**

- A. **Administrator Report:** Administrator Loomis shared that her report is available online for the Board to review. She added that there is a link to the report concerning the evaluation of hydrologic changes in the Minnesota River. She explained where the administrator report can be found on the website. She reviewed and gave updates on the Hennepin County open appointment, the One River, One Watershed, One Plan, and the Association of Minnesota Watershed Administrators annual meeting. She shared that former Manager Len Kramer reached out to her about his work with a group that is trying to get a handle on drainage projects. She stated that this group is drafting legislation and would like the Board to take a look and support the group. She added that they were notified by CenterPoint Energy concerning another mud release, which has been contained and cleaned up. She shared that the city of Shakopee has done a draft of their riverbank stabilization study and the project will be done in phases. She added that the Corp of Engineers held their river resource forum in December. She stated she included a link in her report to a lecture concerning the critical zone. She shared she is waiting on grant information from the city of Savage.
- B. **President:** No report
- C. **Managers:** No report
- D. **Committees:** No report
- E. **Legal Counsel:** No report
- F. **Engineer:** No report

**7. ADJOURN**

**At 7:41 PM, President Hartmann made a motion to adjourn the meeting. Manager Amundson seconded the motion. Upon a vote being taken the motion carried unanimously.**

**The next meeting of the LMRWD Board of Managers meeting will be 7:00, Wednesday, January 18, 2023, and will be held at the Carver County Government Center, 602 East 4th Street, Chaska, MN. Electronic access will also be available.**

Attest:

\_\_\_\_\_  
Lauren Salvato, Secretary

\_\_\_\_\_  
Linda Loomis, Administrator

Item 4.B.  
LMRWD 1-18-2023

<b>BEGINNING BALANCE</b>	<b>30-Nov-22</b>	<b>\$ 1,101,686.90</b>
<b>ADD:</b>		
<b>General Fund Revenue:</b>		
December Dividend		\$ 4,649.71
Permit review fee - Burnsville Sanitary Landfill		\$ 1,500.00
Carver County 2nd Half tax Settlement		\$ 18,533.15
Hennepin County 2nd Half tax Settlement		\$ 142,747.25
Scott County 2nd Half tax Settlement		\$ 140,284.15
State of Minnesota Market Value Credit		\$ 18.30
		\$ 307,732.56
<b>Total Revenue and Transfers In</b>		
<b>DEDUCT:</b>		
<b>Debits/Reductions</b>		
Young Environmental Consulting	payment of invoice 17-6778	\$ 2,095.70
Young Environmental Consulting	payment of invoice 82016-6	\$ 3,585.67
Barr Engineering Company	November 2022 Area #3 engineering services	\$ 1,567.50
Blackstone Contractors LLC	Final payment for East Chaska Creek	\$ 4,526.32
CLA (Clifton Larson Allen)	November 2022 financial services	\$ 398.93
Managers	2nd half 2022 per diem, mileage & expenses	\$ 2,218.75
Frenette Legislative Advisors	October, November & December 2022 services	\$ 5,000.01
HDR Engineering	website management serices	\$ 183.21
Daniel Hron	December 2022 office rent	\$ 650.00
Naiad Consulitng, LLC	Nov. 2022 Administrative services & expenses	\$ 11,357.91
Rinke Noonan Attorneys at Law	November 2022 legal services	\$ 1,207.00
US Bank Equipment Finance	December 2022 copier lease payment	\$ 168.10
4M Fund	Bank Service Charges	\$ 40.00
		\$ 32,999.10
<b>Total Debits/Reductions</b>		
<b>ENDING BALANCE</b>	<b>31-Dec-22</b>	<b>\$ 1,376,420.36</b>



Lower Minnesota River Watershed District  
 General Fund Financial Report

FY 2022

Fiscal Year: January 1, 2021 through December 31, 2021

Meeting Date: December 14, 2022

EXPENDITURES	2022 Budget	October Actuals	YTD 2022	Over (Under) Budget
<b>Administrative expenses</b>	\$ 250,000.00	\$ 20,198.70	\$ 333,620.70	\$ 83,620.70
<b>Cooperative Projects</b>				
Eden Prairie Bank Stabilization Area #3	\$ 100,000.00	\$ 1,567.50	\$ 63,253.64	\$ (36,746.36)
Gully Erosion Contingency Fund	\$ -	\$ -	\$ -	\$ -
USGS Sediment & Flow Monitoring	\$ -	\$ -	\$ -	\$ -
Ravine Stabilization at Seminary Fen in Chaska	\$ -	\$ -	\$ -	\$ -
Seminary Fen Ravine Restoration site A	\$ -	\$ -	\$ -	\$ -
Seminary Fen Ravine Restoration site C-2	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00
<b>509 Plan Budget</b>				
<i>Resource Plan Implementation</i>				
Watershed Resource Restoration Fund	\$ 120,000.00	\$ -	\$ 142,500.00	\$ 22,500.00
Gully Inventory	\$ -	\$ -	\$ 5,830.50	\$ 5,830.50
MN River Corridor Management Project	\$ -	\$ -	\$ 31,254.03	\$ 31,254.03
Gun Club Fen Intrusion investigation	\$ -	\$ -	\$ 6,393.45	\$ 6,393.45
Assumption Creek Hydrology Restoration	\$ -	\$ 2,095.70	\$ 34,542.73	\$ 34,542.73
Carver Creek Restoration	\$ -	\$ -	\$ -	\$ -
Groundwater Screening Tool Model	\$ -	\$ -	\$ -	\$ -
MN River Floodplain Model Feasibility Study	\$ -	\$ -	\$ 13,301.32	\$ 13,301.32
Schroeder Acres Park SW Mgmt Project	\$ -	\$ -	\$ -	\$ -
Downtown Shakopee Stormwater BMPs	\$ 50,000.00	\$ -	\$ 25,000.00	\$ (25,000.00)
PLOC Realignment/Wetland Restoration	\$ 30,000.00	\$ -	\$ -	\$ (30,000.00)
Spring Creek Project	\$ -	\$ -	\$ 12,336.30	\$ 12,336.30
West Chaska Creek	\$ -	\$ -	\$ 27,441.00	\$ 27,441.00
Sustainable Lakes Mgmt. Plan (Trout Lakes)	\$ 50,000.00	\$ -	\$ -	\$ (50,000.00)
Geomorphic Assessments (Trout Streams)	\$ -	\$ -	\$ 9,913.85	\$ 9,913.85
Fen Stewardship Program	\$ 25,000.00	\$ -	\$ 45,913.53	\$ 20,913.53
District Boundary Modification	\$ -	\$ -	\$ -	\$ -
E. Chaska Creek Bank Stabilization Project	\$ -	\$ 4,526.32	\$ 4,526.32	\$ 4,526.32
E. Chaska Creek Treatment Wetland Project	\$ -	\$ -	\$ -	\$ -
MN River Sediment Reduction Strategy	\$ -	\$ -	\$ -	\$ -
Local Water Management Plan reviews	\$ 5,000.00	\$ -	\$ 7,339.30	\$ 2,339.30
Project Reviews	\$ 75,000.00	\$ 3,585.67	\$ 221,637.22	\$ 146,637.22
<i>Monitoring</i>	\$ 75,000.00	\$ -	\$ 26,022.50	\$ (48,977.50)
<i>Watershed Management Plan</i>	\$ -	\$ 842.00	\$ 27,841.25	\$ 27,841.25
<i>Public Education/CAC/Outreach Program</i>	\$ 75,000.00	\$ 183.21	\$ 55,511.94	\$ (19,488.06)
<i>Cost Share Program</i>	\$ 20,000.00	\$ -	\$ 20,606.43	\$ 606.43
<b>Nine Foot Channel</b>				
Transfer from General Fund	\$ -	\$ -	\$ -	\$ -
Dredge Site Improvements	\$ 240,000.00	\$ -	\$ 14,510.75	\$ (225,489.25)
<b>Total:</b>	<b>\$ 1,115,000.00</b>	<b>\$ 32,999.10</b>	<b>\$ 1,149,296.76</b>	<b>\$ 34,296.76</b>



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### Agenda Item

#### Item 4. D. – Authorize Payment of 2019 Watershed Based Funding Grant to City of Savage

#### Prepared By

Linda Loomis, Administrator

#### Summary

In 2019, the LMRWD received grant funding for several projects. The Schroeder's Acres Park project from the City of Savage is the final project under this grant. The grant expiration date for these projects was 12-31-2021. The expiration date was extended one year to 12-31-2022 because of the shutdown caused by the COVID-19 health emergency. All projects are now complete and all reporting to the Board of Water & Soil Resources (BWSR) is complete.

This project came in under budget. The total cost of the project is \$59,742.90. The City of Savage is asking for grant funds in the amount of \$53,768.61 (\$59,742.90 less the required 10% match \$5,974.29). The difference between the grant amount, which is \$60,000 and the cost of the project less the 10% match required by the Watershed Based Funding Program is \$6,231.39 (\$60,000 less \$53,758.61). BWSR has indicated that the excess amount can be applied to another project that was funded by the grant.

All other projects under this grant met or exceeded the amount of the grant and the 10% match that was required.

#### Attachments

Invoice from City of Savage – including invoices from WSB Engineering  
Cooperative Agreement between City & LMRWD (including the Grant Agreement)  
Grant Agreement Amendment extending expiration date  
[Eagle Creek Subwatershed Assessment, June 30, 2022](#)

#### Recommended Action

Motion to approve payment of \$53,758.61 in grants funds to the City of Savage



DATE	INVOICE NO
12/30/2022	0036946

BILL TO
Lower Mn River Watershed Dist 112 E Fifth St # 102 Chaska, MN 55318

DUE DATE
Due Upon Receipt

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
PREVIOUS OUTSTANDING BALANCE						0.00
Schroeder Acres Park/Eagle CreekSubwatershed Stormwater Study:						
Subwatershed Stormwater Study	1.00	53,768.61	53,768.61	0.00	0.00	53,768.61
<b>INVOICE TOTAL:</b>			<b>53,768.61</b>	<b>0.00</b>	<b>0.00</b>	<b>53,768.61</b>

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (952) 882-2645

DUE DATE	INVOICE NO
Due Upon Receipt	0036946

Customer Name: Lower Mn River Watershed Dist  
Customer No: 011655  
Account No: 0001347

**Please remit payment by the due date to:**

City of Savage  
CITY OF SAVAGE  
6000 MCCOLL DRIVE  
SAVAGE, MN 55378-

Invoice Total: 53,768.61  
Discounts: 0.00  
Credit Applied: 0.00  
Ending Balance: 53,768.61

**INVOICE BALANCE: \$53,768.61**  
**AMOUNT PAID: \_\_\_\_\_**

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416



City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

March 18, 2021  
 Project/Invoice: R-017631-000 - 1  
 Reviewed by: Earth Evans  
 Project Manager: Jeffry Sandberg

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from February 1, 2021 to February 28, 2021**

Phase	001	Eagle Creek Subwatershed Feas Study			
Project Management					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Mummah, Rachel	2/5/2021	.50	54.00	27.00	
Project Controls - setup					
Sandberg, Jeffry	2/3/2021	1.00	184.00	184.00	
Coord					
Sandberg, Jeffry	2/4/2021	.50	184.00	92.00	
Coordination					
Sandberg, Jeffry	2/5/2021	2.00	184.00	368.00	
Review of Met Council data, prepare agenda					
Sandberg, Jeffry	2/8/2021	1.00	184.00	184.00	
Review Met Council data					
Sandberg, Jeffry	2/9/2021	.50	184.00	92.00	
Review agenda					
Sandberg, Jeffry	2/10/2021	.50	184.00	92.00	
Update draft agenda					
Sandberg, Jeffry	2/15/2021	.50	184.00	92.00	
finalize draft agenda					
Sandberg, Jeffry	2/16/2021	3.50	184.00	644.00	
Review, coord, meeting w city, meeting w Bll, Madison					
Sandberg, Jeffry	2/26/2021	1.00	184.00	184.00	
Review MetC summary report					
Totals		11.00		1,959.00	
<b>Total Labor</b>					<b>1,959.00</b>
				<b>Total this Task</b>	<b>\$1,959.00</b>

Data Gathering/ Review

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	2/4/2021	1.50	164.00	246.00
Alms, William	2/16/2021	2.00	164.00	328.00
Kickoff Meeting and Prep				

Project	R-017631-000	SVGE - Eagle Creek Subwatershed Feas Stu	Invoice	1		
Alms, William		2/22/2021	.50	164.00	82.00	
Data Review						
Alms, William		2/23/2021	.50	164.00	82.00	
Data Review						
Rogers, Madison		2/5/2021	1.00	117.00	117.00	
Background info						
Rogers, Madison		2/12/2021	1.00	117.00	117.00	
background						
Rogers, Madison		2/15/2021	1.00	117.00	117.00	
Background Data						
Rogers, Madison		2/16/2021	4.00	117.00	468.00	
Background Data and Meeting						
Totals			11.50		1,557.00	
<b>Total Labor</b>						<b>1,557.00</b>
						<b>Total this Task \$1,557.00</b>
						<b>Total this Phase \$3,516.00</b>
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings			3,516.00	0.00	3,516.00	
Limit					42,761.00	
Remaining					39,245.00	
				<b>Total this Invoice</b>		<b><u><u>\$3,516.00</u></u></b>

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416



City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

April 23, 2021  
 Project/Invoice: R-017631-000 - 2  
 Reviewed by: Earth Evans  
 Project Manager: Jeffry Sandberg

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from March 1, 2021 to March 31, 2021**

Phase 001 Eagle Creek Subwatershed Feas Study  
 Data Gathering/ Review

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Alms, William	3/18/2021		1.00	164.00	164.00	
data review						
Alms, William	3/24/2021		1.00	164.00	164.00	
Data Review						
Alms, William	3/31/2021		.50	164.00	82.00	
PM						
	<b>Totals</b>		<b>2.50</b>		<b>410.00</b>	
	<b>Total Labor</b>					<b>410.00</b>
				<b>Total this Task</b>		<b>\$410.00</b>
				<b>Total this Phase</b>		<b>\$410.00</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	410.00	3,516.00	3,926.00
Limit			42,761.00
Remaining			38,835.00
		<b>Total this Invoice</b>	<b>\$410.00</b>

**Outstanding Invoices**

<b>Invoice Number</b>	<b>Date</b>	<b>Balance</b>	
1	3/18/2021	3,516.00	
<b>Total</b>		<b>3,516.00</b>	
		<b>Total Now Due</b>	<b>\$3,926.00</b>

701 XENIA AVENUE S  
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 MINNEAPOLIS, MN  
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City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

May 21, 2021  
 Project/Invoice: R-017631-000 - 3  
 Reviewed by: Earth Evans  
 Project Manager: Jeffry Sandberg

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from April 1, 2021 to April 30, 2021**

Phase	001	Eagle Creek Subwatershed Feas Study			
Data Gathering/ Review					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	4/7/2021		.50	164.00	82.00
Data review					
Alms, William	4/28/2021		.50	164.00	82.00
data review					
Blazek, Kyle	4/8/2021		4.00	77.00	308.00
Gathering and creating graphs on chloride, e. coli, and fisheries study.					
Blazek, Kyle	4/26/2021		.50	77.00	38.50
Chloride study write up and fishery study overview.					
Rogers, Madison	4/8/2021		1.00	117.00	117.00
Background Data					
Rogers, Madison	4/28/2021		2.00	117.00	234.00
Background Data					
	Totals		8.50		861.50
	<b>Total Labor</b>				<b>861.50</b>
				<b>Total this Task</b>	<b>\$861.50</b>
				<b>Total this Phase</b>	<b>\$861.50</b>
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings		861.50	3,926.00	4,787.50	
Limit				42,761.00	
Remaining				37,973.50	
			<b>Total this Invoice</b>		<b>\$861.50</b>

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City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

June 25, 2021  
 Project/Invoice: R-017631-000 - 4  
 Reviewed by: Earth Evans  
 Project Manager: Jeffry Sandberg

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from May 1, 2021 to May 31, 2021**

Phase 001 Eagle Creek Subwatershed Feas Study  
 Data Gathering/ Review

		Hours	Rate	Amount	
Blazek, Kyle	5/18/2021	1.50	77.00	115.50	
Pulling together data and write up.					
Totals		1.50		115.50	
<b>Total Labor</b>					<b>115.50</b>
				<b>Total this Task</b>	<b>\$115.50</b>
				<b>Total this Phase</b>	<b>\$115.50</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	115.50	4,787.50	4,903.00
Limit			42,761.00
Remaining			37,858.00
<b>Total this Invoice</b>			<b>\$115.50</b>



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City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

July 30, 2021  
 Project/Invoice: R-017631-000 - 5  
 Reviewed by: Earth Evans  
 Project Manager: Jeffry Sandberg

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from June 1, 2021 to June 30, 2021**

Phase	001	Eagle Creek Subwatershed Feas Study			
Project Management					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	6/14/2021		1.00	164.00	164.00
PM					
Alms, William	6/30/2021		.50	164.00	82.00
PM					
	<b>Totals</b>		1.50		246.00
	<b>Total Labor</b>				<b>246.00</b>
				<b>Total this Task</b>	<b>\$246.00</b>

Data Gathering/ Review

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	6/3/2021		.50	164.00	82.00
PM					
Alms, William	6/11/2021		3.00	164.00	492.00
Site Visit					
Rogers, Madison	6/7/2021		1.00	117.00	117.00
Meeting Coordination					
Rogers, Madison	6/11/2021		7.00	117.00	819.00
Site visit and plan outline					
	<b>Totals</b>		11.50		1,510.00
	<b>Total Labor</b>				<b>1,510.00</b>
				<b>Total this Task</b>	<b>\$1,510.00</b>

Feasibility Study

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Rogers, Madison	6/14/2021		1.50	117.00	175.50
Outline					
Rogers, Madison	6/15/2021		1.00	117.00	117.00

Study

Totals	2.50	292.50	<b>292.50</b>
<b>Total Labor</b>			

**Total this Task \$292.50**

**Total this Phase \$2,048.50**

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	2,048.50	4,903.00	6,951.50
Limit			42,761.00
Remaining			35,809.50

**Total this Invoice \$2,048.50**

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City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

August 23, 2021  
 Project/Invoice: R-017631-000 - 6  
 Reviewed by: Earth Evans  
 Project Manager: Jeffry Sandberg

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from July 1, 2021 to July 31, 2021**

Phase	001	Eagle Creek Subwatershed Feas Study			
Project Management					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	7/1/2021		.50	164.00	82.00
PM					
	<b>Totals</b>		.50		82.00
	<b>Total Labor</b>				<b>82.00</b>
				<b>Total this Task</b>	<b>\$82.00</b>

Data Gathering/ Review

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	7/7/2021		1.00	164.00	164.00
outline					
Phillips, Samuel	7/7/2021		1.00	92.00	92.00
handoff meeting					
	<b>Totals</b>		2.00		256.00
	<b>Total Labor</b>				<b>256.00</b>
				<b>Total this Task</b>	<b>\$256.00</b>
				<b>Total this Phase</b>	<b>\$338.00</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	338.00	6,951.50	7,289.50
Limit			42,761.00
Remaining			35,471.50
		<b>Total this Invoice</b>	<b>\$338.00</b>

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10/21/21  
 GL Code:



City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

October 20, 2021  
 Project/Invoice: R-017631-000 - 7  
 Reviewed by: Earth Evans  
 Project Manager: Jeffry Sandberg

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from September 1, 2021 to September 30, 2021**

Phase 001 Eagle Creek Subwatershed Feas Study  
 Project Management

		Hours	Rate	Amount	
Alms, William	9/10/2021	1.00	164.00	164.00	
outline					
	Totals	1.00		164.00	
	<b>Total Labor</b>				<b>164.00</b>
			<b>Total this Task</b>		<b>\$164.00</b>

Data Gathering/ Review

		Hours	Rate	Amount	
Alms, William	9/13/2021	2.00	164.00	328.00	
Kick off Meeting with WD					
Phillips, Samuel	9/13/2021	3.00	101.00	303.00	
Meeting w/Watershed and Data Collection					
Phillips, Samuel	9/27/2021	5.00	101.00	505.00	
Storm sewer data collection					
Seifert, Kyle	9/17/2021	.50	81.00	40.50	
GIS QA/QC					
	Totals	10.50		1,176.50	
	<b>Total Labor</b>				<b>1,176.50</b>
			<b>Total this Task</b>		<b>\$1,176.50</b>
			<b>Total this Phase</b>		<b>\$1,340.50</b>

Billing Limits	Current	Prior	To-Date	
Total Billings	1,340.50	7,289.50	8,630.00	
Limit			42,761.00	
Remaining			34,131.00	
		<b>Total this Invoice</b>		<b>\$1,340.50</b>

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City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

November 17, 2021  
 Project/Invoice: R-017631-000 - 8  
 Reviewed by: Earth Evans  
 Project Manager: William Alms

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from October 1, 2021 to October 31, 2021**

Phase	001	Eagle Creek Subwatershed Feas Study			
Project Management					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William		10/4/2021	.50	164.00	82.00
wd coordination					
Alms, William		10/14/2021	1.00	164.00	164.00
Lmwrld meeting					
Alms, William		10/15/2021	1.00	164.00	164.00
DNR Wells					
Alms, William		10/25/2021	1.00	164.00	164.00
Twin Lakes Grant					
Totals			3.50		574.00
<b>Total Labor</b>					<b>574.00</b>
				<b>Total this Task</b>	<b>\$574.00</b>

Data Gathering/ Review

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William		10/12/2021	1.00	164.00	164.00
Data REview					
Phillips, Samuel		10/11/2021	4.50	101.00	454.50
Data Collection for XPSWMM Model					
Phillips, Samuel		10/12/2021	7.00	101.00	707.00
Data Collection for XPSWMM Model					
Phillips, Samuel		10/13/2021	8.50	101.00	858.50
Data Collection for XPSWMM Model					
Phillips, Samuel		10/14/2021	2.00	101.00	202.00
Data Collection for XPSWMM Model					
Phillips, Samuel		10/15/2021	2.00	101.00	202.00
Data Collection for XPSWMM Model					
Phillips, Samuel		10/18/2021	7.50	101.00	757.50
XPSWMM Data Prep					
Phillips, Samuel		10/20/2021	.50	101.00	50.50
XPSWMM Data Prep					

Project	R-017631-000	SVGE - Eagle Creek Subwatershed Feas Stu	Invoice	8		
Phillips, Samuel		10/21/2021	7.00	101.00	707.00	
XPSWMM Data Prep						
Phillips, Samuel		10/22/2021	4.50	101.00	454.50	
XPSWMM Data Prep						
Phillips, Samuel		10/25/2021	9.00	101.00	909.00	
XPSWMM data collection						
Phillips, Samuel		10/26/2021	.50	101.00	50.50	
XPSWMM data collection						
Phillips, Samuel		10/27/2021	2.00	101.00	202.00	
XPSWMM data collection						
Phillips, Samuel		10/28/2021	1.00	101.00	101.00	
XPSWMM data collection						
Totals			57.00		5,820.00	
<b>Total Labor</b>						<b>5,820.00</b>
						<b>Total this Task</b>
						<b>\$5,820.00</b>

Hydrologic Modeling

		Hours	Rate	Amount	
Phillips, Samuel	10/7/2021	2.00	101.00	202.00	
pipe details					
Phillips, Samuel	10/8/2021	4.00	101.00	404.00	
pipe details					
Totals		6.00		606.00	
<b>Total Labor</b>					<b>606.00</b>
					<b>Total this Task</b>
					<b>\$606.00</b>
					<b>Total this Phase</b>
					<b>\$7,000.00</b>

Billing Limits	Current	Prior	To-Date
Total Billings	7,000.00	8,630.00	15,630.00
Limit			42,761.00
Remaining			27,131.00
		<b>Total this Invoice</b>	<b>\$7,000.00</b>

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City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

December 16, 2021  
 Project/Invoice: R-017631-000 - 9  
 Reviewed by: Earth Evans  
 Project Manager: William Alms

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from November 1, 2021 to November 30, 2021**

Phase	001	Eagle Creek Subwatershed Feas Study			
Project Management					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	11/11/2021		1.00	164.00	164.00
PM					
	<b>Totals</b>		1.00		164.00
	<b>Total Labor</b>				<b>164.00</b>
				<b>Total this Task</b>	<b>\$164.00</b>

Hydrologic Modeling

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	11/1/2021		2.00	164.00	328.00
Model Checkin					
Alms, William	11/2/2021		1.00	164.00	164.00
GIS data					
Alms, William	11/3/2021		.50	164.00	82.00
Data REview					
Alms, William	11/15/2021		.50	164.00	82.00
LMRWD Data					
Phillips, Samuel	11/1/2021		3.00	101.00	303.00
XPSWMM Model Data Collection					
Phillips, Samuel	11/2/2021		7.50	101.00	757.50
XPSWMM Model Data Collection					
Phillips, Samuel	11/3/2021		8.50	101.00	858.50
XPSWMM Model Data Collection					
Phillips, Samuel	11/4/2021		7.00	101.00	707.00
XPSWMM Model Data Collection					
Phillips, Samuel	11/5/2021		6.00	101.00	606.00
XPSWMM Model Data Collection					
Phillips, Samuel	11/8/2021		9.00	101.00	909.00
XPSWMM Data Collection					
Phillips, Samuel	11/9/2021		7.00	101.00	707.00
XPSWMM Data Collection					

Project	R-017631-000	SVGE - Eagle Creek Subwatershed Feas Stu	Invoice	9		
Phillips, Samuel		11/10/2021	9.00	101.00	909.00	
XPSWMM Data Collection						
Phillips, Samuel		11/11/2021	3.50	101.00	353.50	
XPSWMM Data Collection						
Phillips, Samuel		11/17/2021	1.00	101.00	101.00	
XPSWMM Data Collection						
Phillips, Samuel		11/18/2021	8.50	101.00	858.50	
XPSWMM Data Collection						
Phillips, Samuel		11/19/2021	6.00	101.00	606.00	
XPSWMM Data Collection						
Phillips, Samuel		11/22/2021	.50	101.00	50.50	
XPSWMM						
Phillips, Samuel		11/23/2021	8.50	101.00	858.50	
XPSWMM						
Phillips, Samuel		11/24/2021	6.00	101.00	606.00	
XPSWMM						
Phillips, Samuel		11/29/2021	7.00	101.00	707.00	
XPSWMM						
Phillips, Samuel		11/30/2021	7.00	101.00	707.00	
XPSWMM						
Pietila, Laura		11/2/2021	.25	109.00	27.25	
FEMA Information						
Pietila, Laura		11/19/2021	.25	109.00	27.25	
Infiltration Table						
Pietila, Laura		11/22/2021	2.00	109.00	218.00	
XPSWMM QC						
Pietila, Laura		11/23/2021	1.00	109.00	109.00	
XPSWMM QC						
Pietila, Laura		11/30/2021	.50	109.00	54.50	
XPSWMM						
Totals			113.00		11,697.00	
<b>Total Labor</b>						<b>11,697.00</b>
				<b>Total this Task</b>		<b>\$11,697.00</b>

Feasibility Study

		Hours	Rate	Amount	
Alms, William	11/23/2021	.50	164.00	82.00	
model update					
Alms, William	11/29/2021	1.00	164.00	164.00	
Model Updates					
Totals		1.50		246.00	
<b>Total Labor</b>					<b>246.00</b>
				<b>Total this Task</b>	<b>\$246.00</b>
				<b>Total this Phase</b>	<b>\$12,107.00</b>



Project	R-017631-000	SVGE - Eagle Creek Subwatershed Feas Stu	Invoice	9
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		12,107.00	15,630.00	27,737.00
Limit				42,761.00
Remaining				15,024.00
			<b>Total this Invoice</b>	<b><u>\$12,107.00</u></b>

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20-15  
 Eagle Creek Feasibility Study  
 1/26/22



City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

January 24, 2022  
 Project/Invoice: R-017631-000 - 10  
 Reviewed by: Earth Evans  
 Project Manager: William Alms

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from December 1, 2021 to December 31, 2021**

Phase	001	Eagle Creek Subwatershed Feas Study			
Project Management					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	12/15/2021		1.00	164.00	164.00
Twin Lake Feasibility					
Alms, William	12/16/2021		1.00	164.00	164.00
Twin Lake Feasibility					
Totals			2.00		328.00
<b>Total Labor</b>					<b>328.00</b>
<b>Total this Task</b>					<b>\$328.00</b>

Hydrologic Modeling

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Phillips, Samuel	12/1/2021		9.00	101.00	909.00
XPSWMM/P8					
Phillips, Samuel	12/2/2021		7.50	101.00	757.50
P8					
Phillips, Samuel	12/3/2021		7.00	101.00	707.00
memo					
Phillips, Samuel	12/6/2021		3.00	101.00	303.00
P8					
Phillips, Samuel	12/7/2021		5.50	101.00	555.50
P8/memo					
Phillips, Samuel	12/8/2021		9.00	101.00	909.00
p8/memo					
Phillips, Samuel	12/9/2021		1.00	101.00	101.00
memo					
Pittman, Bryan	12/1/2021		1.50	139.00	208.50
Catchment Map config and upload to AGO					
Totals			43.50		4,450.50
<b>Total Labor</b>					<b>4,450.50</b>
<b>Total this Task</b>					<b>\$4,450.50</b>

Feasibility Study

		Hours	Rate	Amount	
Alms, William	12/2/2021	.50	164.00	82.00	
PM					
Alms, William	12/8/2021	1.00	164.00	164.00	
P8 Model					
Alms, William	12/16/2021	1.00	164.00	164.00	
P8 Review					
Alms, William	12/20/2021	1.00	164.00	164.00	
Figure Review					
Alms, William	12/21/2021	1.00	164.00	164.00	
Meeting with Jesse					
Phillips, Samuel	12/14/2021	4.50	101.00	454.50	
Report					
Phillips, Samuel	12/15/2021	2.00	101.00	202.00	
P8 Results					
Phillips, Samuel	12/17/2021	5.00	101.00	505.00	
P8 results					
Phillips, Samuel	12/20/2021	3.50	101.00	353.50	
P8 updates					
Phillips, Samuel	12/21/2021	6.50	101.00	656.50	
Meeting, H+H updates					
Phillips, Samuel	12/22/2021	4.50	101.00	454.50	
Figures					
Phillips, Samuel	12/30/2021	2.50	101.00	252.50	
Pollutant reduction figures					
Totals		33.00		3,616.50	
<b>Total Labor</b>					<b>3,616.50</b>
			<b>Total this Task</b>		<b>\$3,616.50</b>
			<b>Total this Phase</b>		<b>\$8,395.00</b>
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings		8,395.00	27,737.00	36,132.00	
Limit				42,761.00	
Remaining				6,629.00	
			<b>Total this Invoice</b>		<b><u><u>\$8,395.00</u></u></b>

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City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

February 21, 2022  
 Project/Invoice: R-017631-000 - 11  
 Reviewed by: Earth Evans  
 Project Manager: William Alms

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from January 1, 2022 to January 31, 2022**

Phase	001	Eagle Creek Subwatershed Feas Study			
Hydrologic Modeling					
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Phillips, Samuel	1/13/2022		.50	106.00	53.00
xpswmm update					
Totals			.50		53.00
<b>Total Labor</b>					<b>53.00</b>
				<b>Total this Task</b>	<b>\$53.00</b>

Feasibility Study

			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Alms, William	1/6/2022		.50	172.00	86.00
pm					
Alms, William	1/10/2022		.50	172.00	86.00
SWMP Data Request					
Alms, William	1/21/2022		1.00	172.00	172.00
Update Meeting					
Alms, William	1/26/2022		.50	172.00	86.00
feasibility study					
Phillips, Samuel	1/4/2022		5.50	106.00	583.00
Figures					
Phillips, Samuel	1/7/2022		4.50	106.00	477.00
SWMM updates per city meeting					
Phillips, Samuel	1/18/2022		1.00	106.00	106.00
Back to Back event					
Phillips, Samuel	1/19/2022		6.50	106.00	689.00
report					
Phillips, Samuel	1/21/2022		1.00	106.00	106.00
report					
Phillips, Samuel	1/24/2022		1.00	106.00	106.00
report					
Phillips, Samuel	1/26/2022		1.00	106.00	106.00
report					

Project	R-017631-000	SVGE - Eagle Creek Subwatershed Feas Stu	Invoice	11
Phillips, Samuel report	1/31/2022	5.75	106.00	609.50
Totals		28.75		3,212.50
<b>Total Labor</b>				<b>3,212.50</b>

**Total this Task \$3,212.50**

**Total this Phase \$3,265.50**

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	3,265.50	36,132.00	39,397.50
Limit			42,761.00
Remaining			3,363.50

**Total this Invoice \$3,265.50**

**Outstanding Invoices**

<b>Invoice Number</b>	<b>Date</b>	<b>Balance</b>
10	1/24/2022	8,395.00
<b>Total</b>		<b>8,395.00</b>

**Total Now Due \$11,660.50**

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416



City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

March 22, 2022  
 Project/Invoice: R-017631-000 - 12  
 Reviewed by: Earth Evans  
 Project Manager: William Alms

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from February 1, 2022 to February 28, 2022**

Phase	001	Eagle Creek Subwatershed Feas Study			
Feasibility Study			Hours	Rate	Amount
Alms, William		2/15/2022	1.00	172.00	172.00
PM					
Alms, William		2/21/2022	1.50	172.00	258.00
feasibility study					
Alms, William		2/24/2022	.50	172.00	86.00
report					
Alms, William		2/25/2022	1.00	172.00	172.00
feasibility study					
Phillips, Samuel		2/1/2022	7.00	106.00	742.00
report					
Phillips, Samuel		2/2/2022	3.00	106.00	318.00
report					
Phillips, Samuel		2/3/2022	1.00	106.00	106.00
report					
Phillips, Samuel		2/15/2022	6.50	106.00	689.00
report					
Phillips, Samuel		2/21/2022	4.00	106.00	424.00
P8 rerun					
Phillips, Samuel		2/22/2022	8.00	106.00	848.00
Figures/report					
Phillips, Samuel		2/23/2022	2.00	106.00	212.00
Figures/report					
Phillips, Samuel		2/24/2022	6.00	106.00	636.00
Figures/report					
Phillips, Samuel		2/25/2022	2.00	106.00	212.00
meeting/report					
	Totals		43.50		4,875.00
	<b>Total Labor</b>				<b>4,875.00</b>
				<b>Total this Task</b>	<b>\$4,875.00</b>
				<b>Total this Phase</b>	<b>\$4,875.00</b>

Project	R-017631-000	SVGE - Eagle Creek Subwatershed Feas Stu	Invoice	12
			<b>Total this Invoice</b>	<b><u>\$4,875.00</u></b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	4,875.00	39,397.50	44,272.50
<b>Totals</b>	<b>4,875.00</b>	<b>39,397.50</b>	<b>44,272.50</b>

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416



City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

June 3, 2022  
 Project/Invoice: R-017631-000 - 13  
 Reviewed by: Earth Evans  
 Project Manager: William Alms

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from April 1, 2022 to April 30, 2022**

Phase	001	Eagle Creek Subwatershed Feas Study			
Feasibility Study			Hours	Rate	Amount
Alms, William		3/29/2022	1.00	182.00	182.00
Reprot					
Alms, William		4/14/2022	1.00	182.00	182.00
PM					
Haug, Rebecca		4/7/2022	.50	151.00	75.50
Review Eagle Creek Subwatershed Assessment Draft					
Haug, Rebecca		4/11/2022	1.00	151.00	151.00
Complete review of Eagle Creek Subwatershed Study					
Phillips, Samuel		3/4/2022	2.00	106.00	212.00
figure revisions					
Phillips, Samuel		3/14/2022	6.00	106.00	636.00
final report					
Phillips, Samuel		3/15/2022	9.50	106.00	1,007.00
final report					
Phillips, Samuel		3/18/2022	2.00	106.00	212.00
report					
Phillips, Samuel		3/30/2022	8.00	106.00	848.00
report/figures					
Phillips, Samuel		3/31/2022	8.00	106.00	848.00
report/figures					
Phillips, Samuel		4/1/2022	5.00	106.00	530.00
report					
Phillips, Samuel		4/4/2022	5.50	106.00	583.00
Eagle Creek					
Phillips, Samuel		4/14/2022	1.00	106.00	106.00
report revisions/packaging for client					
Totals			50.50		5,572.50
<b>Total Labor</b>					<b>5,572.50</b>
				<b>Total this Task</b>	<b>\$5,572.50</b>
				<b>Total this Phase</b>	<b>\$5,572.50</b>



Project	R-017631-000	SVGE - Eagle Creek Subwatershed Feas Stu	Invoice	13
			<b>Total this Invoice</b>	<b><u><u>\$5,572.50</u></u></b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	5,572.50	44,272.50	49,845.00
<b>Totals</b>	<b>5,572.50</b>	<b>44,272.50</b>	<b>49,845.00</b>

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416



City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

June 24, 2022  
 Project/Invoice: R-017631-000 - 14  
 Reviewed by: Earth Evans  
 Project Manager: William Alms

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from May 1, 2022 to May 31, 2022**

Phase 001 Eagle Creek Subwatershed Feas Study  
 Feasibility Study

			Hours	Rate	Amount
Alms, William	5/19/2022		1.50	182.00	273.00
Update meeting					
Alms, William	5/27/2022		1.00	182.00	182.00
updates					
Phillips, Samuel	5/19/2022		1.50	106.00	159.00
Meeting w/Savage					
Phillips, Samuel	5/20/2022		2.50	106.00	265.00
report revisions					
Phillips, Samuel	5/23/2022		8.50	106.00	901.00
report revisions					
Phillips, Samuel	5/25/2022		7.50	106.00	795.00
report revisions					
Phillips, Samuel	5/27/2022		2.00	106.00	212.00
report revisions					
	Totals		24.50		2,787.00
	<b>Total Labor</b>				<b>2,787.00</b>
				<b>Total this Task</b>	<b>\$2,787.00</b>
				<b>Total this Phase</b>	<b>\$2,787.00</b>
				<b>Total this Invoice</b>	<b><u><u>\$2,787.00</u></u></b>

**Outstanding Invoices**

Invoice Number	Date	Balance
13	6/3/2022	5,572.50
<b>Total</b>		<b>5,572.50</b>

**Total Now Due                   \$8,359.50**

**Billings to Date**

	Current	Prior	Total
Labor	2,787.00	49,845.00	52,632.00
<b>Totals</b>	<b>2,787.00</b>	<b>49,845.00</b>	<b>52,632.00</b>

701 XENIA AVENUE S  
 SUITE 300  
 MINNEAPOLIS, MN  
 55416



City of Savage  
 Attn: Seng Thongvanh, City Engineer  
 6000 McColl Drive  
 Savage, MN 55378

July 27, 2022  
 Project/Invoice: R-017631-000 - 15  
 Reviewed by: Earth Evans  
 Project Manager: William Alms

Eagle Creek Subwatershed Feas Study  
 City Contact - Jesse Carlson

**Professional Services from June 1, 2022 to June 30, 2022**

Phase 001 Eagle Creek Subwatershed Feas Study  
 Feasibility Study

		Hours	Rate	Amount
Alms, William	6/3/2022	.50	182.00	91.00
draft updates				
Alms, William	6/6/2022	1.00	182.00	182.00
eagle creek study				
Alms, William	6/9/2022	1.00	182.00	182.00
report				
Alms, William	6/10/2022	.50	182.00	91.00
report				
Alms, William	6/15/2022	1.00	182.00	182.00
LMRWD Meeting				
Alms, William	6/16/2022	.50	182.00	91.00
study updates				
Alms, William	6/22/2022	1.50	182.00	273.00
Meeting with Shakopee				
Alms, William	6/23/2022	.50	182.00	91.00
report updates				
Alms, William	6/30/2022	1.50	182.00	273.00
final report				
Glisky, Robert	6/17/2022	1.00	97.00	97.00
Report Revisions				
Glisky, Robert	6/23/2022	.20	97.00	19.40
MS4 - illicit discharge informational poster				
Phillips, Samuel	6/6/2022	3.50	106.00	371.00
report revisions				
Phillips, Samuel	6/7/2022	1.00	106.00	106.00
report revisions				
Phillips, Samuel	6/8/2022	2.00	106.00	212.00
report revisions				
Phillips, Samuel	6/9/2022	5.25	106.00	556.50
report revisions				
Phillips, Samuel	6/10/2022	2.00	106.00	212.00
report revisions				

Project	R-017631-000	SVGE - Eagle Creek Subwatershed Feas Stu	Invoice	15	
Phillips, Samuel		6/15/2022	5.00	106.00	530.00
LMRWD meeting/revisions					
Phillips, Samuel		6/16/2022	5.00	106.00	530.00
report revisions					
Phillips, Samuel		6/17/2022	8.00	106.00	848.00
report revisions					
Phillips, Samuel		6/20/2022	5.00	106.00	530.00
report revisions					
Phillips, Samuel		6/21/2022	1.00	106.00	106.00
report revisions					
Phillips, Samuel		6/22/2022	3.50	106.00	371.00
report revisions					
Phillips, Samuel		6/23/2022	2.00	106.00	212.00
report revisions					
Phillips, Samuel		6/27/2022	3.00	106.00	318.00
report revisions					
Phillips, Samuel		6/28/2022	6.00	106.00	636.00
report revisions					
Totals			61.45		7,110.90
<b>Total Labor</b>					<b>7,110.90</b>
				<b>Total this Task</b>	<b>\$7,110.90</b>
				<b>Total this Phase</b>	<b>\$7,110.90</b>
				<b>Total this Invoice</b>	<b><u>\$7,110.90</u></b>

**Outstanding Invoices**

Invoice Number	Date	Balance
13	6/3/2022	5,572.50
14	6/24/2022	2,787.00
<b>Total</b>		<b>8,359.50</b>

**Total Now Due \$15,470.40**

**Billings to Date**

	Current	Prior	Total
Labor	7,110.90	52,632.00	59,742.90
<b>Totals</b>	<b>7,110.90</b>	<b>52,632.00</b>	<b>59,742.90</b>

**AGREEMENT FOR PASSTHROUGH FUNDING FOR SCHROEDER ACRES PARK/EAGLE CREEK  
SUB-WATERSHED STORMWATER STUDY**

This agreement, made and entered into this 19 day of October 2020, by and between the Lower Minnesota River Watershed District a public body with purposes and powers set forth in Minnesota Statutes Chapters 103B and 103D, hereafter referred to as the "LMRWD" and the City of Savage, a body politic and corporate of the state of Minnesota, hereinafter referred to as the "City".

**RECITALS:**

WHEREAS, the City and the LMRWD desire to improve storm water quality; and

WHEREAS, the LMRWD and the City worked together to include funding for an activity titled "Schroeder Acres Park/Eagle Creek sub-watershed stormwater study" to be led by the City as part of the 2019 - Watershed Based Funding Metro (Lower Minnesota River WD) Grant hereinafter referred to as the "Activity"; and

WHEREAS, the 2019 - Watershed Based Funding Metro (Lower Minnesota River WD) Grant work plan has been approved by the MN Board of Water and Soil Resources (BWSR) and the grant agreement for associated state grant funding is with the LMRWD; and

WHEREAS the Activity work plan and grant award includes up to Sixty Thousand and 00/100 Dollars (\$60,000.00) for the Activity being led by the City; and

WHEREAS, the Activity Work Plan includes a 10% match requirement from the City not to exceed Six Thousand and 00/100 Dollars (\$6,000.00); and

WHEREAS, the LMRWD Board of Managers included funding in its 2021 and 2022 budgets for the City to complete this Activity using revenue from the grant.

NOW, THEREFORE, IT IS HEREBY AGREED:

1. The recitals set forth in the whereas clauses above are incorporated by reference as if fully set forth herein; and
2. This Activity as described in the approved work plan consists of preparation of a feasibility study to determine potential water quality benefits to Eagle Creek and subsequently to the Minnesota River downstream; and
3. A sum not to exceed \$6,000.00 will be provided by the City; and
4. Work Plan activities are set forth in Exhibit A. Milestones include: 1) execution of a grant agreement between the LMRWD and the City for completion of the Activity; 2) starting the Activity in 2020; and 3) completing the Activity in either 2020 or early 2021. It is anticipated that the Activity will include modeling to estimate water quality benefits, life cycle cost estimates, cost benefit analysis and may include development of preliminary concept designs if funds allow; and
5. The Activity will be completed by a consulting firm from the direction of the City's Water Resources Manager, or his/her designee; and

6. The City will comply with all of the terms and conditions of the grant agreement between the LMRWD and the granting agency as set forth in the grant agreement included as Exhibit B. This includes the responsibility for timely completion of the reporting as required in BWSR's e-link system for this Activity; and
7. The LMRWD shall reimburse the City actual allowed costs related to the Activity, not to exceed Sixty Thousand and 00/100 Dollars (\$60,000.00). Reimbursements shall be made within thirty (30) days after receipt of invoices documenting incurred expenses and the required proportional City match. Final payment will be made following confirmation that the City has completed all required reporting for the Activity in BWSR's e-link system; and
8. Neither party, its officers, agents or employees, either in their individual or official capacity, shall be responsible or liable in any manner to the other party for any claim, demand, action or cause of action of any kind or character arising out of, allegedly arising out of or by reason of the performance, negligent performance or nonperformance of the described work by the other party, or arising out of the negligence of any contractor under any contract let by the other party for the performance of said work; and each party agrees to defend, save, keep and hold harmless the other, its officers, agents and employees from all claims, demands, actions or causes of actions arising out of the negligent performance by its officers agents or employees; and
9. It is further agreed that neither party to this Agreement shall be responsible or liable to the other or to any other person or entity for any claims, damages, actions, or causes of actions of any kind or character arising out of, allegedly arising out of or by reason of the performance, negligent performance or nonperformance of any work or part hereof by the other as provided herein; and each party further agrees to defend at its sole cost and expense and indemnify the other party for any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising in connection with or by virtue of performance of its own work as provided herein. Each party's obligation to indemnify the other under this clause shall be limited in accordance with the statutory tort liability limitation as set forth in Minnesota Statutes Chapter 466 to limit each party's total liability for all claims arising from a single occurrence, include the other party's claim for indemnification, to the limits prescribed under section 466.04. It is further understood and agreed that the Parties' total liability shall be limited by Minnesota Statutes Chapter 471.59, Subdivision 1a, as a single governmental unit; and
10. It is further agreed that any and all employees of each party and all other person engaged by a party in the performance of any work or service required or provided herein to be performed by the party shall not be considered employees, agents or independent contractors of the other party, and that any and all claims that may or might arise under the Worker's Compensation Act or the Unemployment Compensations Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees while so engaged shall be the sole responsibility of the employing party and shall not be the obligation or responsibility of the other party; and
11. The provisions of Minnesota Statute Chapter 181.59 and of any applicable local ordinance relating to Civil Rights and discrimination shall be considered a part of this Agreement as though fully set forth herein, including Exhibit B, which is attached and hereby incorporated; and

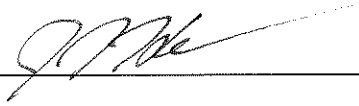
12. Pursuant to Minnesota Statutes Chapter 16C.05, Subdivision 5, the books, records, documents and accounting procedures and practices of the LMRWD and the City pursuant to the Agreement shall be subject to examination by the LMRWD, the City and the State Auditor. Complete and accurate records of the work performed pursuant to this Agreement shall be kept by the LMRWD and the City for a minimum of six (6) years following termination of this Agreement for such auditing purposes. The retention period shall be automatically extended during the course of any administrative or judicial action involving the LMRWD or the City regarding matters to which the records are relevant. The retention period shall be automatically extended until the administrative or judicial action is finally completed or until the authorized agent of the LMRWD or the City notifies each party in writing that the records no longer need to be kept; and
13. The laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and performance under it. The appropriate venue and jurisdiction for any litigation hereunder shall be those courts located within the County of Scott, State of Minnesota. Litigation, however, in the federal courts involving the parties shall be in the appropriate federal court within the State of Minnesota; and
14. In the event any provision of this Agreement shall be held invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties unless such invalidity or non-enforceability would cause the Agreement to fail its purpose. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party; and
15. Any notice or demand, authorized or required under this Agreement shall be in writing and shall be sent by certified mail to the other party as follows:

To the LMRWD: Lower Minnesota River Watershed District  
Linda Loomis, Administrator, her designees, successors or assigns  
112 East Fifth Street, Suite #102  
Chaska, MN 55318

To the City: City of Savage  
Water Resources Manager  
6000 McColl Drive  
Savage, MN 55378

IN TESTIMONY WHEREOF, The parties hereto have caused this Agreement to be executed by their respective authorized officers as of this day and year first above written.

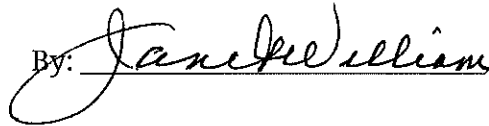
**LOWER MINNESOTA RIVER WATERSHED DISTRICT: CITY OF SAVAGE:**

  
\_\_\_\_\_

By: Jesse Hartmann, President

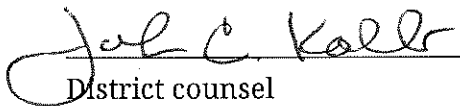
Date: 12-2-20

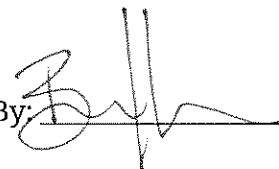
\_\_\_\_\_

By:  Mayor

Date: 10/19/20

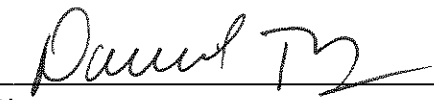
*Approved as to form & execution:*

  
\_\_\_\_\_ District counsel

\_\_\_\_\_ By:  City Administrator

Date: 10/19/20

*Approved as to form & execution:*

  
\_\_\_\_\_ City attorney



## Exhibit A

### Schroeder Acres Park/Eagle Creek Sub-watershed Stormwater Study

Description of Activity: Schroeder Acres Park is located in the city of Savage within the LMRWD. The goal is to improve the overall health of Eagle Creek, a designated trout stream, by reducing bacteria, and nutrients, managing temperature, reducing volumes, and evaluate impacts of chlorides.

#### Workplan Activities

##### **Activity 1: Contract Management**

Activity Category: Administration/Coordination

Budget: \$2,250 (\$250 additional to be included in grant match activity)

LMRWD staff or consultant? Consultant

Hourly Rate if City/LMRWD staff: N/A

# of hours: N/A

Project Description: Manage contract between City of Savage/LMRWD and consultant for the completion of the Project.

Overall Measurable Outcome: Manage contract between LMRWD and consultant for the completion of the Project.

Year 1 Milestones: Execute contract including specific deliverables with consultant

Year 2 milestones: N/A

Year 3 Milestones: Closeout project and successful completion all of activities

##### **Activity 2: Feasibility Study**

Activity Category: Feasibility Study

Budget: \$43,000 (\$4,300 additional to be included in grant match activity)

LMRWD staff or consultant? Consultant

Hourly Rate if City/LMRWD staff: N/A

# of hours: N/A

Project Description: Conduct study to evaluate current conditions impacts to overall stream health, related to bacteria, nutrients, temperature and volume. The area is heavily industrialized and chloride use has not been evaluated. Study will help us to better define parameters to focus on.

Exhibit A

Overall Measurable Outcome: comprehensive site review

Year 1 Milestones: Complete feasibility study

Year 2 milestones: N/A

Year 3 Milestones: N/A

**Activity 3: Conceptual engineering design**

Activity Category: Conceptual engineering design

Budget: \$14,750 (\$1,475 additional to be included in grant match activity)

LMRWD staff or consultant? Consultant

Hourly Rate if City/LMRWD staff: N/A

# of hours: N/A

Project Description: Using information gathered in feasibility study to aid in the conceptual engineering design of the Project. Prepare construction drawings and specifications necessary to competitively bid and construct the project.

Overall Measurable Outcome: Complete Conceptual engineering design.

Year 1 Milestones: N/A

Year 2 milestones: Begin preliminary engineering design.

Year 3 Milestones: N/A

**m** BOARD OF WATER AND SOIL RESOURCES

FY 2019 STATE OF MINNESOTA  
 BOARD OF WATER and SOIL RESOURCES  
 WATERSHED BASED FUNDING GRANTS PROGRAM  
 GRANT AGREEMENT

Vendor:	0000201935	VNI#:	5J 19916
PO#:	3000009659	Date Paid:	5/8/19

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and Lower Minnesota River WD, 10901 Riverview Road Eden Prairie Minnesota 55347 (Grantee).

<b>This grant is for the following Grant Programs :</b>		
P19-3264	2019 - Watershed Based Funding Metro (Lower Minnesota River WD)	\$182,042
<b>Total Grant Awarded: \$182,042</b>		

**Recitals**

1. The Laws of Minnesota 2017, Chapter 91, Article 2, Section 7 (a), appropriated Clean Water Funds (CWF) to the Board for the FY 2019 Watershed-based Funding Pilot Program.
2. The Board adopted the Clean Water Fund Watershed-based Funding Pilot Program Policy and authorized the Watershed-based Funding Pilot Program Grants through Board Resolution 17-96.
3. The Board adopted Board Resolution 17-96 to allocate funds for the FY 2019 Watershed-based Funding Pilot Program.
4. The Grantee has submitted a BWSR approved work plan for this Program which is incorporated into this agreement by reference.
5. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State.
6. As a condition of the grant, Grantee agrees to minimize administration costs.

**Authorized Representative**

The State's Authorized Representative is Marcey Westrick, Clean Water Coordinator, BWSR, 520 Lafayette Road North, Saint Paul, MN 55155, 651-284-4153, or her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is:

TITLE *Linda Loomis, Naiad Consulting*  
 ADDRESS *112 E. 5th Street #102*  
 CITY *Chaska, MN 55318*  
 TELEPHONE NUMBER *763-545-4659*

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the Board.

**Grant Agreement**

1. **Term of Grant Agreement.**
  - 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd.5. The State's Authorized Representative will notify the Grantee when this grant agreement has been executed. The Grantee must not begin work under this grant agreement until it is executed.
  - 1.2. **Expiration date:** December 31, 2021, or until all obligations have been satisfactorily fulfilled, whichever comes first.
  - 1.3. **Survival of Terms:** The following clauses survive the expiration or cancellation of this Agreement: 7. Liability; 8. State Audits; 9. Government Data Practices; 11. Publicity and Endorsement; 12. Governing Law, Jurisdiction, and Venue; 14. Data Disclosure; and 18. Intellectual Property Rights.

## 2. Grantee's Duties.

The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat. § 16B.97, Subd. 4(a)(1). The Grantee is responsible for the specific duties for the Program as follows:

2.1. **Implementation:** The Grantee will implement their work plan, which is incorporated into this Agreement by reference.

2.2. **Reporting:** All data and information provided in a Grantee's report shall be considered public.

2.2.1. The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board. All individual grants over \$500,000 will also require a reporting of expenditures by June 30 of each year.

2.2.2. The Grantee will prominently display on its website the Clean Water Legacy Logo and a link to the Legislative Coordinating Commission website.

2.2.3. Final Progress Report: The Grantee will submit a final progress report to the Board by February 1, 2022 or within 30 days of completion of the project, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board.

2.3. **Match:** The Grantee will ensure any local match requirement will be provided as stated in Grantee's approved work plan.

3. **Time.** The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

## 4. Terms of Payment.

4.1. Grant funds will be distributed in three installments: 1) The first payment of 50% will be distributed after the execution of the Grant Agreement. 2) The second payment of 40% will be distributed after the first payment of 50% has been expended and reporting requirements have been met. An eLINK Interim Financial Report that summarizes expenditures of the first 50% must be signed by the Grantee and approved by BWSR. Selected grantees may be required at this point to submit documentation of the expenditures reported on the Interim Financial Report for verification. 3) The third payment of 10% will be distributed after the grant has been fully expended and reporting requirements are met. The final, 10% payment must be requested within 30 days of the expiration date of the Grant Agreement. An eLINK Final Financial Report that summarizes final expenditures for the grant must be signed by the grantee and approved by BWSR.

4.2. All costs must be incurred within the grant period.

4.3. All incurred costs must be paid before the amount of unspent grant funds is determined. Unspent grant funds must be returned within 30 days of the expiration date of the Grant Agreement.

4.4. The obligation of the State under this Grant Agreement will not exceed the amount stated above.

4.5. This grant includes an advance payment of 50 percent of the grant's total amount. Advance payments allow the grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.

5. **Conditions of Payment.** All services provided by the Grantee under this Grant Agreement must be performed to the State's satisfaction, as set forth in this Agreement and in the BWSR approved work plan for this program. Compliance will be determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, State, and local laws, policies, ordinances, rules, FY 2018 Clean Water Fund Competitive Grants Policy, and regulations. All Grantees must follow the Grants Administration Manual policy. Minnesota Statutes §103C.401 (2014) establishes BWSR's obligation to assure program compliance. If the noncompliance is severe, or if work under the grant agreement is found by BWSR to be unsatisfactory or performed in violation of federal, state, or local law, BWSR has the authority to require the repayment of grant funds, or an additional penalty. Penalties can be assessed at a rate up to 150% of the grant agreement.

## 6. Assignment, Amendments, and Waiver.

6.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.

6.2. **Amendments.** Any amendment to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original agreement or any amendments thereto.

6.3. **Waiver.** If the State fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its

right to enforce it.

7. **Liability.** The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.
8. **State Audits.** Under Minn. Stat. § 16B.98, subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the Board and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.
  - 8.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.
9. **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.
10. **Workers' Compensation.** The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.
11. **Publicity and Endorsement.**
  - 11.1. **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the Board as the sponsoring agency. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Grant Agreement.
  - 11.2. **Endorsement.** The Grantee must not claim that the State endorses its products or services.
12. **Governing Law, Jurisdiction, and Venue.** Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate State or federal court with competent jurisdiction in Ramsey County, Minnesota.
13. **Termination.**
  - 13.1. The State may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
  - 13.2. In the event of a lawsuit, an appropriation from a Clean Water Fund is canceled to the extent that a court determines that the appropriation unconstitutionally substitutes for a traditional source of funding.
  - 13.3. The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
14. **Data Disclosure.** Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and State tax agencies and State personnel involved in the payment of State obligations. These identification numbers may be used in the enforcement of federal and State tax laws which could result in action requiring the Grantee to file State tax returns and pay delinquent State tax liabilities, if any.

- 15. **Prevailing Wage.** It is the responsibility of the Grantee or contractor to pay prevailing wages for projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. All laborers and mechanics employed by grant recipients and subcontractors funded in whole or in part with these State funds shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality. Bid requests must state the project is subject to prevailing wage.
- 16. **Municipal Contracting Law.** Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 of this statute must follow the Uniform Municipal Contracting Law. Supporting documentation of the bidding process utilized to contract services must be included in the Grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.
- 17. **Constitutional Compliance.** It is the responsibility of the Grantee to comply with requirements of the Minnesota Constitution regarding use of Clean Water Funds to supplement traditional sources of funding.
- 18. **Signage.** It is the responsibility of the Grantee to comply with requirements for project signage as provided in Minnesota Laws 2010, Chapter 361, article 3, section 5 (b) for Clean Water Fund projects.
- 19. **Intellectual Property Rights.** The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant*. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

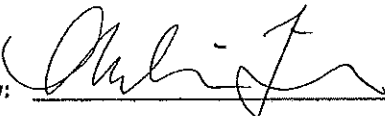
IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.

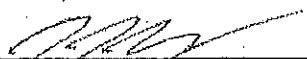
Approved:

Lower Minnesota River WD

Board of Water and Soil Resources

By: Jesse Hartmann  
(print)

By: 

  
(signature)

Title: President

Title: Assist. Sec. Mgr

Date: October 24, 2018

Date: May 7, 2019

**FY 2019 STATE OF MINNESOTA  
 BOARD OF WATER and SOIL RESOURCES  
 2019 Watershed Based Funding Metro - Lower Minnesota River WD  
 GRANT AMENDMENT**

	5/8/2019
	12/31/2021
<b>Original Agreement Amount:</b>	<b>\$182,042.00</b>

This amendment is by and between the State of Minnesota, through its Board of Water and Soil Resources (“Board”) and Lower Minnesota River WD, 112 E 5th Street, Suite 102, Chaska, MN 55318 (“Grantee”).

**Recitals**

1. The Board has a Grant Agreement with the Grantee identified as the 2019 Watershed Based Funding Metro - Lower Minnesota River WD, PO # 3000009659, for the following grants:

P19-3264	2019 - Watershed Based Funding Metro (Lower Minnesota River WD)	12/31/2021	12/31/2022	\$182,042.00	

2. The Lower Minnesota River WD requests an extension for 2019 - Watershed Based Funding Metro (Lower Minnesota River WD) to December 31, 2022 for the purpose of delays working with partner organizations and consultant due to COVID-19.
3. Grant reporting must be completed by February 1, 2023 or within 30 days of work completion, whichever comes first.
4. The Board and Watershed District are willing to amend the Original Contract as stated below.

**Contract Amendment**

- REVISION 1. 1. Term of Grant Agreement**
- 1.2 **Expiration date:** is amended as follows:  
~~December 31, 2021~~, December 31, 2022, or until all obligations have been satisfactorily fulfilled, whichever comes first.
- REVISION 2. 2. Grantee’s Duties**
- 2.2. **Reporting**
- 2.2.3. Final Progress Report: is amended as follows:  
 The Grantee will submit a final progress report to the Board by ~~February 1, 2022~~, February 1, 2023, or within 30 days of completion of the Project, whichever occurs sooner. Information provided must conform to the requirements and formats set by the Board.

Except as amended herein, the terms and conditions of the Original Grant Agreement remain in full force and effect.

**APPROVED:**

**Lower Minnesota River WD**

By: 

Title: President, LMRWD

Date: 12-9-21

**Board of Water and Soil Resources**

By: \_\_\_\_\_

Title: Central Region Manager

Date: 12/13/2021





# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, January 18, 2023

### **Agenda Item**

**Item 4. E. – Receive and file December 2022 Citizen Advisory Committee meeting minutes**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

The Citizen Advisory Committee (CAC) met at 9:00 am on January 3, 2023 and heard a presentation by a master gardener from Dakota County speak about the benefits of growing native plants. There was not a quorum of the committee so the CAC was not able to conduct the business portion of the meeting.

### **Attachments**

None

### **Recommended Action**

No action recommended



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### **Agenda Item**

**Item 4. F. – Approve Memorandum of Agreement Between Dakota Soil & Water Conservation District and the LMRWD Regarding Water Quality Monitoring**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

Dakota County Soil & Water Conservation District (SWCD) conducts monitoring of water resources located in Dakota County on behalf of the LMRWD. In addition, the SWCD conducts classes, “Landscaping for Clean Water”, that are open to all residents of the LMRWD. If residents choose to take the next step in the ‘Landscaping for Clean Water program, they are given assistance in designing a rain garden and can receive a grant of \$250.

The LMRWD and the Dakota SWCD enter in an agreement under which all these services are provided. The Agreement is reviewed and renewed annually. The Joint Powers Agreement (JPA) was approved by the Board of Supervisors of the Dakota SWCD and is attached for the Board’s information. The agreement includes the scope of services to be provided. This agreement is similar in form to agreements between the SWCD and the LMRWD in past years.

The Board should authorize its execution by the President.

### **Attachments**

Joint Powers Agreement Between the Dakota County Soil & Water Conservation District and the Lower Minnesota River Watershed District for 2023 Technical Assistance Services (scope of services only) (Agreement will be provided once it has been received)

### **Recommended Action**

Motion to authorize execution of JPA by LMRWD Board President

**2023 Work Plan and Budget**  
**Lower Minnesota River Watershed District**

Task	Calculation			Sub-total
<b>Education and Community Engagement</b>				
	Hours	Rate	Fees	
<b>Landscaping for Clean Water</b>	15	\$90.00		\$1,350.00
Create promotional materials for classes in partnership with Dakota County cities and watershed organizations, organize course materials, and coordinate with partners.				
<b>Education and Outreach Total</b>				<b>\$1,350.00</b>
<b>Technical Assistance</b>				
	Hours	Rate	Fees	
<b>Fen Well Monitoring</b>	100	\$90.00	\$150.00	\$9,150.00
Staff time for groundwater monitoring in Fort Snelling, Nichols, and Quarry Island fens from March 1, 2023 through December 31, 2023 - 10 monitoring trips at 5 hours/trip. Also includes data management, reporting and site maintenance as needed.				
<b>Landscaping for Clean Water</b>			\$1,500.00	\$1,500.00
SWCD staff time for technical assistance on Landscaping for Clean Water projects.				
		\$500 x 3 projects		
<b>Conservation Projects</b>	75	\$90.00		\$6,750.00
Technical assistance for potential projects. <i>Only as requested by Lower Minnesota River WD.</i>				
<b>Technical Assistance Total</b>				<b>\$17,400.00</b>
<b>Cost Share</b>				
	Hours	Rate	Fees	
<b>Landscaping for Clean Water</b>			\$750.00	\$750.00
Provide cost share to landowners for projects including raingardens, native plantings and shoreline stabilization projects consistent with Dakota SWCD cost share policies.				
		\$250 X 3 projects		
<b>Cost Share Total</b>				<b>\$750.00</b>
<b>Total Agreement Not-to Exceed</b>				<b>\$19,500.00</b>



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### Agenda Item

#### **Item 4. G. - Designation of Official Newspaper**

#### **Prepared By**

Linda Loomis, Administrator

#### **Summary**

Minnesota Statutes 103B and D require publication of various official notices, such as public hearing notices, advertising for bids, etc., in a newspaper of general circulation in each county of the District. The LMRWD typically makes this designation at the first meeting of the calendar year.

The only newspaper of general circulation throughout the entire District is the Minneapolis Star Tribune. While there are several local newspapers, such as the Bloomington Sun Current, the Chaska Herald, Chanhassen Villager, the South-West Review, Savage Pacer, Shakopee Valley News, etc. these have local or limited circulation (and several have ceased publication) throughout the District. The LMRWD may use local newspapers and other forms of communication for various notices and news articles, but to meet statutory requirement, the official notices will be published in the Minneapolis Star Tribune.

#### **Attachments**

Resolution 23-01 - Designation of the 2023 Official District Newspaper

#### **Recommended Action**

**Motion to adopt Resolution 23-01 Designation of the 2023 Official District Newspaper**

RESOLUTION 23-01

RESOLUTION OF THE LOWER MINNESOTA RIVER WATERSHED DISTRICT BOARD OF MANAGERS

DESIGNATION OF THE 2023 OFFICAL DISTRICT NEWSPAPER

Manager \_\_\_\_\_ offered the following Resolution and moved its adoption:

WHEREAS, Minnesota Statutes 103B and 103D require the publication of various official notices in a newspaper of general circulation within the District; and

WHEREAS, there are several local newspapers with circulation within the Lower Minnesota River Watershed District (LMRWD), these have local or limited circulation throughout the LMRWD; and

WHEREAS, the only newspaper of general circulation throughout the entire District is the Minneapolis Star Tribune.

NOW, THEREFORE, BE IT RESOLVED that the Lower Minnesota River Watershed District Board of Managers hereby names the Minneapolis Star Tribune as the official newspaper of the District for 2023.

The question on the adoption of the Resolution was seconded by Manager \_\_\_\_\_ and upon a vote being taken there were \_\_ yeas and \_\_ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
AMUNDSON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HARTMANN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
KUPLIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RABY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SALVATO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Upon vote being taken, the President declared Resolution 23-01 adopted.

ATTEST:

\_\_\_\_\_  
Jesse Hartmann, President

\_\_\_\_\_  
Lauren Salvato, Secretary

I, Lauren Salvato, Secretary of the Lower Minnesota River Watershed District, do hereby certify that I have compared the above Resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I hereunto set my hand this 18th day of January 2023.

\_\_\_\_\_  
Lauren Salvato, Secretary



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### Agenda Item

#### **Item 4. H. - Designation of Data Practices Compliance Official**

#### **Prepared By**

Linda Loomis, Administrator

#### **Summary**

The Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) (the "Act") requires the LMRWD to prepare a written data access policy. The LMRWD prepared and adopted its Data Practices Procedures September 17, 2014. The Act and the LMRWD Data Practices Procedures call for the Board of Managers to name a Responsible Authority annually at its organizational meeting. A link to the LMRWD Data Practices Procedures is provided below.

The Board should name District Administrator, Linda Loomis as the person who is the Responsible Authority and data practices compliance official for compliance with the Government Data Practices Act.

#### **Attachments**

Resolution 23-02 Appointing 2023 Data Practices Responsible Authority

[Lower Minnesota River Watershed District Data Practices Procedures dated September 17, 2014](#)

#### **Recommended Action**

Motion to adopt Resolution 23-02 Appointing 2023 Data Practices Responsible Authority

RESOLUTION 23-02

**RESOLUTION OF THE LOWER MINNESOTA RIVER WATERSHED DISTRICT BOARD OF MANAGERS**

**APPOINTING 2023 DATA PRACTICES RESPONSIBLE AUTHORITY**

Manager \_\_\_\_\_ offered the following Resolution and moved its adoption:

WHEREAS, the Lower Minnesota River Watershed District (the "LMRWD") Board of Managers is the official governing body of the LMRWD; and

WHEREAS, the Minnesota Government Data Practices Act (the "Act"), requires that the Lower Minnesota River Watershed District (the "LMRWD") prepare a written data access policy; and

WHEREAS, the Act and the LMRWD Data Practices Procedures adopted September 17, 2014 require that the LMRWD Board of Managers appoint a Data Practices Compliance Official and Responsible Authority that is the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law; and

WHEREAS, the LMRWD Board of Managers shares this concern regarding the responsible use of all LMRWD data and wishes to satisfy this concern by appointing an administratively qualified Data Practices Compliance Official and Responsible Authority as required under statute.

NOW, THEREFORE, BE IT RESOLVED that the Lower Minnesota River Watershed District Board of Managers, appoints District Administrator, Linda Loomis, as the Data Practices Compliance Official and Responsible Authority for the purposes of meeting all requirements of Minnesota Statutes, chapter 13.

The question on the adoption of the Resolution was seconded by Manager \_\_\_\_\_ and upon a vote being taken there were \_\_\_ yeas and \_\_\_ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
AMUNDSON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HARTMANN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
KUPLIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RABY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SALVATO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Upon vote, the President declared the Resolution adopted.

\_\_\_\_\_  
Jesse Hartmann, President

ATTEST:

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Lauren Salvato, Secretary

I, Lauren Salvato, Secretary of the Lower Minnesota River Watershed District, do hereby certify that I have compared the above Resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I hereunto set my hand this 18th day of January 2023.

---

Lauren Salvato, Secretary





# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### **Agenda Item**

#### **Item 4. I. - Designation of Official Depositories**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

According to MN Statute § 118A.02, the governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions. In 2022, the LMRWD began a relationship with Clifton Larson Allen, LLC (CLA) as its accountant and transferred LMRWD funds to the 4M Fund and set up depository accounts with US Bank to handle payment of claims against the LMRWD.

The LMRWD wishes to continue this relationship in 2023 and the Board should adopt Resolution 23-03.

### **Attachments**

Resolution 23-03 Designating Depositories for Lower Minnesota River Watershed District Funds

[Declaration of Trust](#)

### **Recommended Action**

Motion to adopt Resolution 23-03

Manager \_\_\_\_\_ offered the following Resolution and moved its adoption:

RESOLUTION 23-03

**RESOLUTION DESIGNATING DEPOSITORIES FOR  
LOWER MINNESOTA RIVER WATERSHED DISTRICT FUNDS**

BE IT RESOLVED, by the Board of Managers of the Lower Minnesota River Watershed District (LMRWD) that the following are named as depositories for funds: **4M Fund; and U.S. Bank**

BE IT FURTHER RESOLVED, that a sweep account will be used for nightly balances.

BE IT FURTHER RESOLVED that the following signatories or their designees are authorized to be signatories on checks drawn on funds deposited: President, Treasurer or Administrator of the LMRWD.

BE IT FURTHER RESOLVED, that the following shall be authorized to make investments of the LMRWD and shall be authorized to deposit the principal of said investments in the above depositories as necessary and beneficial to the LMRWD: President, Treasurer, or Administrator of the LMRWD.

The LMRWD Treasurer or Administrator will supply each of the depositories with certified copies of this resolution with such signature documentation as is required by the depository and the authorizations set forth above.

The question on the adoption of the Resolution was seconded by Manager \_\_\_\_\_ .

Upon a vote being taken there were \_\_\_ yeas and \_\_\_ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
AMUNDSON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HARTMANN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
KUPLIC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RABY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SALVATO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Upon vote, the President declared the Resolution adopted.

ATTEST:

\_\_\_\_\_  
Jesse Hartmann, President

\_\_\_\_\_  
Lauren Salvato, Secretary

I, Lauren Salvato, Secretary of the Lower Minnesota River Watershed District, do hereby certify that I have compared the above Resolution with the original thereof as the same appears of record and on file with the LMRWD and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I hereunto set my hand this 18th day of January 2023.

\_\_\_\_\_  
Lauren Salvato, Secretary



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, January 18, 2023

### Agenda Item

#### Item 4. J. - Set 2023 Meeting Schedule

#### Prepared By

Linda Loomis, Administrator

#### Summary

Every year the Board of Managers sets its meeting schedule for the following year.

Dates for regular meetings in 2023 are:

- Wednesday, January 18, 2023
- Wednesday, February 15, 2023
- Wednesday, March 15, 2023
- Wednesday, April 19, 2023
- Wednesday, May 17, 2023
- Wednesday, June 21, 2020
- Wednesday, July 19, 2023
- Wednesday, August 16, 2023
- Wednesday, September 20, 2023
- Wednesday, October 18, 2023
- Wednesday, November 15, 2023
- Wednesday December 20, 2023

Managers should check their schedules to see if there are any known conflicts that preclude them from being able to attend a meeting either in-person or remotely. In addition, the managers may want to consider dates for tours.

#### Attachments

None

#### Recommended Action

Motion to set 2023 meeting schedule as listed above.



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### **Agenda Item**

**Item 4. K. – Approve 2023 Cost Share Incentive and Water Quality Restoration Grant Program**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

The Cost Share and Water Quality Improvement Grant Program for 2023 is attached for Board approval. The Program is essentially the same as the 2022 program with a couple of changes in language and an increase in the value of volunteer labor used as a match. The value was increased from \$18/hour to \$20/hour.

Grants programs from adjacent watershed have been reviewed and the LMRWD program requirements are the most conservative. Most will match up to 75% of the cost of a project and the maximum amount per project is higher.

A spreadsheet listing Cost Share Projects since 2014 is attached.

### **Attachments**

2023 Cost Share Incentive and Water Quality Restoration Grant Program Guidelines

Cost Share spreadsheet of LMRWD Cost Share project applications

### **Recommended Action**

Motion to approve 2023 Cost Share Incentive and Water Quality Restoration Grant Program guidelines.

## Lower Minnesota River Watershed District

### 2023 Cost Share Incentive and Water Quality Restoration Program

#### Overview

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The Lower Minnesota River Watershed District ("LMRWD") values and supports efforts made by residents to help achieve the goals of the LMRWD. Through the Cost Share Incentive and Water Quality Restoration Program (the "Program"), the LMRWD hopes to engage citizens in community actions that protect local lakes, rivers, streams, wetlands and fens.

This Program addresses Issues 3: Water Quality of the LMRWD's 2018-2027 Comprehensive Watershed Management Plan (the "Plan"), to prevent further degradation of water quality and Goal 2: Surface Water Management, to protect, improve and restore surface water quality. Strategy 2.2.3: Cost Share Incentive Program direct the LMRWD provide educational, technical and financial assistance to landowners; to implement projects that have water quality, water quantity, channel maintenance, trout stream, fen or wetland restoration or aquatic habitat benefit within the LMRWD; and to help achieve the goals of the Plan.

#### Purpose

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Cost Share provides funding assistance to public or private landowners within the LMRWD to carry out projects that support one or more of the following goals:

1. Improve, protect or restore water quality of lakes, rivers, streams, wetlands or fens.
2. Increase the capacity of the watershed to store water.
3. Reduce bluff, streambank, or main stem erosion.
4. Protect or restore groundwater resources.
5. Enhance navigation on the Minnesota River, excluding dredging projects.
6. Reduce the impact of invasive species on lakes, streams, rivers, wetlands or fens.
7. Preserve, protect or restore native plant and wildlife habitats with emphasis on lakes, streams, rivers, wetlands and fens.
8. Provide public education benefits and engage the public in stewardship.

#### Available Funds

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The LMRWD has allocated \$20,000 for the Program in 2023. The minimum grant amount is \$500. The maximum levels of cost share funding will provide up to 50% of the cost of a project up to a maximum of: \$2,500 per single family residential project; \$7,500 per neighborhood, townhome, condominium, or lake association project; or \$20,000 per commercial/industrial or municipal project. The Board of Managers reserves the right to consider and award funding exceeding the stated maximums on a case-by-case basis. Cost share dollars are reimbursed upon submittal of a project report and paid receipts. Grant recipients are eligible to apply for one cost share grant per year.

#### Eligibility within LMRWD

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- Residents
- Non-profit and religious organizations
- Local government units
- Public and private schools
- Businesses and corporations

### *Additional Eligibility Requirements*

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- Project must be located within the LMRWD.
- Private property owners must attend an introductory Landscaping for Clean Water class offered by Dakota County Soil & Water Conservation District.
- Funding will not be awarded for work required as part of a permit requirement.
- Funding may be awarded toward the incremental cost of Best Management Practices (BMPs) that will provide water-quality treatment beyond permit requirements.

### *Eligible Expenses*

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Applications must be submitted to and approved by the Board of Managers of the LMRWD before the project begins. Projects that are completed, or in progress, prior to application, are not eligible for funding. If the final project costs are less than the amount approved for funding, the LMRWD's contribution is limited to 50% of actual cost incurred. It is the primary intent of the program to reimburse for the design and implementation of the project. Aesthetic elements and other costs not directly related to the construction or implementation of the project will not be reimbursed. Labor and other in-kind contributions can be used for the required 50% match. Labor may be credited at \$20.00 per hour. In-kind labor costs cannot exceed the cost of material of the project. Eligible BMPs could include:

- Buffer strips
- Rain gardens
- Shoreline, streambank, or riverbank restoration
- Pervious pavers and porous concrete or asphalt
- Unique solutions for soil erosion and sediment control practices
- Native habitat restoration with priority given to waterways, lakes, buffers and ponds
- Volume reduction and runoff treatment practices (Infiltration basins & trenches, cisterns, green roofs & bio-filtration systems)
- Other innovative stormwater runoff treatment or volume reduction management practices

Eligible studies/investigations could include:

- Water quality management and restoration
- Water quantity management and restoration
- Groundwater management and restoration
- Unique resource (fen, trout stream) management and restoration
- BMP feasibility and restoration

## *Application Submittal and Approval*

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The LMRWD will accept new applications until May 15, 2023. If funds remain, applications will continue to be accepted until all funds are used. Applications can be downloaded from the LMRWD website. Completed applications can be submitted via e-mail or US mail and must include all information requested.

Applications will be reviewed by the District Administrator and may be reviewed by the Technical Consultant for the District, which will make funding recommendations to the full Board of Managers.

Once available funding has been consumed, applications will no longer be reviewed, and applicants will be informed of the situation. Applicants are required to submit a grant application that includes the following:

1. Signed and dated application form
2. Narrative of proposed project
3. Location map
4. Record of property ownership
5. Construction/installation site plan, designs and specifications
6. Estimate of water captured and pollution removed (if applicable)
7. Itemized budget
8. Contractor bid (if using)
9. Plant list (if applicable)
10. Accounting of in-kind contribution of labor and materials, if any

Applications can be sent via e-mail to:                      naiadconsulting@gmail.com

Applications can be sent via US Mail to:                      Linda Loomis  
  
Lower Minnesota River Watershed District  
112 E. 5th Street #102  
Chaska, MN 55318

## *Funding Agreement*

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Each applicant selected is required to enter into a Cost Share Grant and Maintenance Agreement with the LMRWD defining the obligations of the applicant and the LMRWD. The amendment of any terms of the agreement will be by mutual written agreement signed by all parties to the original agreement.

The agreement includes, but is not limited to, such items as promoting and acknowledging LMRWD sponsorship, reporting, payment schedule, terms of the agreement and use of funds, cost overruns and cancellation. The agreement also allows the LMRWD access to the project area for evaluation and promotion of the project. The applicant is responsible for securing all permits necessary for the work.

For projects receiving \$10,000 or more, the LMRWD may require an agreement for maintenance of the project up to ten (10) years.



## *Conformance to Plans*

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The LMRWD will not reimburse costs expended for construction of a project that does not substantially conform to the approved plans, designs and/or specifications. The LMRWD will not reimburse costs expended for partial completion of a BMP. However, LMRWD staff will work in earnest with applicants to address unexpected conditions, changes in conditions or other eventualities that affect the construction or implementation of a BMP. If necessary, a modification of the cost-share agreement will be presented to the Board of Managers for approval. The applicant must provide documentation to support the modification. Early communication with LMRWD staff is advised.

## *Submitted Information*

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All information, including, but not limited to applications, conceptual designs, contractor bids, cost estimates, final designs and specifications, copies of permits and proof of expenditures is subject to disclosure to the public when submitted to the LMRWD, except where specifically protected as nonpublic by state law.

## *Reporting Requirements*

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Within 30 days of completion of the project, the grant recipient must complete and submit a project summary report to the LMRWD using the work plan, timeline and budget submitted as part of the application. Grantees will be required to include original receipts of the expenses, digital or hard copy photos of events, and electronic copies of all education materials produced.

## *Maintenance Requirements*

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Maintenance of the project is the responsibility of the grant recipient. Cost share recipients must commit to maintain their project for the duration of its "expected effective life" (see table below). The LMRWD encourages landowners to maintain projects in perpetuity; but the effective life period listed below is the minimum number of years that the LMRWD requires the grant recipient to maintain a project. The LMRWD will not provide cost share funding for restoration of a project, the loss of functionality of which, in the opinion of the LMRWD, was caused by the recipient or present landowner.

<b>BMP</b>	<b>Effective life (years)</b>
<b>Wetland restoration</b>	10
<b>Filter strip/buffer (vegetative)<sup>1</sup></b>	5
<b>Rain garden</b>	5
<b>Shoreline/streambank stabilization (vegetative)</b>	5
<b>Pervious hard surfaces (pavers, concrete, asphalt)</b>	10
<b>Infiltration basins (above and below ground)</b>	10

<sup>1</sup>Only the minimum required upland buffer width is eligible for funding

## *For More information*

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You can contact the Lower Minnesota River Watershed District with questions by e-mail to the LMRWD Administrator Linda Loomis at [naiadconsulting@gmail.com](mailto:naiadconsulting@gmail.com) or by telephone at 763-545-4659.

## Evaluation Criteria

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The selection committee will determine the eligibility of an application based upon an established set of criteria using a scaled point system. Criteria considered include: Project Type, Project Location, Water Quality Improvement, Erosion Control, Commercial and Recreational Navigation, Public Outreach. An application must score at least 30 points to be considered eligible for the Cost Share Program.

Please keep the following in mind when developing your project and filling out your application:

### **Project Type**

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What type of project?	<b>BMP (10 pts.):</b>	<b>Study/investigation</b>	<b>(5 pts.)</b>
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### **Project Location**

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1. Is the project tributary to an MPCA-listed impaired water (excluding mercury), trout stream or fen?

<b>YES, direct connection (10 pts.):</b>	<b>YES, within subwatershed (5 pts.):</b>	<b>NO (0 pts.)</b>
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2. If NO, is the project tributary to a lake, stream, ditch, fen, or DNR-Protected Water Wetland?

<b>YES, direct connection (10 pts.):</b>	<b>YES, within subwatershed (5 pts.):</b>	<b>NO (0 pts.)</b>
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### **Water Quality Improvement**

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Improves and protects water quality through BMP implementation or potentially improves and protects water quality through investigation. **Score 0 – 10**

### **Unique Resources Protection and Improvement**

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Implements controls intended for protection of and/or improvements to fish and wildlife habitat and/or outdoor recreational opportunities of the LMRWD's Unique Resources, or for studies thereof.

**Score 0 – 10**

### **Surface Water Rate and Volume Control**

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Implements controls intended for reduction and/or minimization of the rate and volume of water that drains off the property/study area; or studies thereof. **Score 0 – 10**

### **Erosion Control**

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Implements controls intended for minimization of erosion and/or sedimentation to downstream waters; or studies thereof. **Score 0 – 10**

### **Commercial and Recreational Navigation**

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Project or study enhances navigation on the Minnesota River.	<b>Score 0 – 10</b>
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### **Public Outreach**

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Based upon willingness of applicant to allow signage, tours and public site visits; public visibility of the site; diversity of practices; potential educational opportunities. **Score 0 – 10**

	A	B	C	D	E	F	G	H	I	J	K	L
1	Applicant	Application year	Address of Project		Grant requested	Amount Approved	Amount reimbursed					
2	South West Metro Education	2014	401 East 4th Street, Chaska		\$ 1,187.00	\$ 1,187.00	\$ 3,601.00	Completed 2014	Southwest Education Cooperative			
3	Continental Machine	2014	5505 West 123rd Street, Savage		\$ 2,255.25	\$ 2,255.25	\$ -	Project never completed	Continental Machine			
4	Scott County SWCD	2014	Scott County SWCD	Rain Gardens	\$ 1,750.00	\$ 1,750.00	\$ -	No applications were received in 2014, the LMRWD and the SWCD have since agreed that the LMRWD would applications as they came in under the TACS (Technical Assistance and Cost Share) section of the agreement between us.				
5	South West Metro Education	2014	Carver County Government Center		\$ 800.00	\$ 800.00	\$ 1,237.76		Completed 2014	Southwest Education Cooperative		
6												
7				<b>TOTALS:</b>	\$ 5,992.25	\$ 5,992.25	\$ 4,838.76					
8												
9	City of Savage	2015	Dakota Ravine		\$ 5,000.00	\$ 5,000.00	\$ -	Project completed without LMRWD participation	City of Savage			
10							\$ -					
11												
12	Chimney Pines Home Owners	2016	Spyglass Drive, Eden Prairie	Storm Water Pond buffer	\$ 2,373.39	\$ 2,373.39	\$ 2,773.39		Chimney Pines Homeowners Assoc.			
13												
14				<b>TOTALS:</b>	\$ 2,373.39	\$ 2,373.39	\$ 2,773.39					
15												
16	Chimney Pines Home Owners	2017	Spyglass Drive, Eden Prairie	Storm Water Pond buffer	\$ 2,314.30	\$ 2,314.30	\$ 2,314.30	Completed 2017	Chimney Pines Homeowners Assoc.			
17	Janezich	2017	10217 Tenth Avenue Circle, Bloomington	rain gardens, rock gabion	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	Completed 2017	Janezich			
18	Forde	2017	99112 2nd Avenue S. Bloomington	rain gardens	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	Completed 2017	Forde/Rick			
19	Carver County	2017	Carver County Government Center	turf replacement	\$ 8,336.00	\$ 8,336.00	\$ 3,555.19	Completed 2017	Carver County WMO			
20	Unity of the Valley	2017	4011 Hwy. 13, Savage	rain garden			\$ 750.00	completed through Scott SWCD	Unity of the Valley Spiritual Center			
21	Rathjen	2017	7326 132nd Circle, Savage	rain garden			\$ 500.00	completed through Scott SWCD	Rathjen			
22												
23				<b>TOTALS:</b>	\$15,650.30	\$15,650.30	\$12,119.49					
24												
25	Bergo	2018	727 7th Street, Chaska	rain garden	\$ 2,281.73	\$ 2,281.73	\$ 2,338.48	Completed 2018	Bergo			
26	Chimney Pines Home Owners	2018	Spyglass Drive, Eden Prairie	Storm Water Pond buffer	\$ 2,270.74	\$ 2,270.74	\$ 1,791.82	Completed 2018	Chimney Pines Homeowners Assoc.			
27	City of Carver	2018	Main St. & Broadway	sump manholes	\$ 4,800.00	\$ 4,500.00	\$ -	reimbursement not requested yet	City of Carver			
28	Larson	2018	10831 Quebec Avenue, Bloomington	rain barrels & tree	\$ 2,220.00	\$ -	\$ -	Project not approved as submitted	Nelson			
29	Siedenfeld/Zepeda	2018	3113 Chelsea Court, Burnsville	rain garden			\$ 250.00	Landscaping for Clean Water	Zapeda			
30	Schwartz	2018	3100 Chelsea Court, Burnsville	rain garden			\$ 250.00	Landscaping for Clean Water	Schwartz			
31	Glassen	2018	1437 Valley Drive, Burnsville	rain garden			\$ 250.00	Landscaping for Clean Water	Glassen			
32	Carver County	2018	Audubon/East Creek Diversion Channel	prairie restoration	\$ 1,200.00	\$ 1,200.00	\$ -	project completed - never requested payment	Carver County WMO			
33	Freshwater	2018	Freshwater	historical landslide project	\$10,000.00	\$10,000.00	\$10,000.00	Completed 2018				
34												
35				<b>TOTALS:</b>	\$22,772.47	\$20,252.47	\$14,880.30					
36												
37	Chimney Pines Home Owners	2019	Spyglass Drive, Eden Prairie	Storm Water Pond buffer	\$ 5,703.32	\$ 2,770.74	\$ 2,129.17	Completed	Chimney Pines Homeowners Assoc.			
38	Rathjen	2019	MNDNR property in Savage	oak savannah restoration	\$ 1,627.40	\$ 1,627.40	\$ 1,327.08	Completed	Rathjen			
39	Freshwater	2019	Study	nonphenol study	\$10,000.00	\$10,000.00	\$10,000.00	project completed in 2021 delayed because of COVID	Freshwater			
40	Glassen	2019	1437 Valley Drive, Burnsville	rain garden	\$ 785.00		\$ 250.00	Applicant went through Dakota Landscaping for Clean Water program	Glassen			
41	MN River Congress	2019	MN River Congress - Coalition for a Clean N	water storage initiative	\$10,000.00	\$10,000.00	\$ 5,000.00	grant spread across 2 years				
42												
43				<b>TOTALS:</b>	\$28,115.72	\$24,398.14	\$18,706.25					
44												
45	Braun	2020	10312 Portland Ave. Bloomington	cistern for irrigation	\$ 2,418.00	\$ 2,418.00	\$ 2,018.00	\$400 withheld until final report received	Hoffman			
46	Sullivan	2020	4419 W. Old Shakopee Rd. Bloomington	rain garden	\$ 1,240.50	\$ 1,240.50	\$ 1,240.50	completed	Sullivan			
47	Larson	2020	1033 Sunnyridge, Carver	rain garden	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	completed	Larson			
48	Mueller	2020	10745 Lyndale Bluffs Trail	invasive species removal	\$ 2,419.00	\$ -	\$ -	Application pending	Mueller			
49	Zepeda	2020	3113 Chelsea Court, Burnsville	residential rain garden			\$ 250.00	landscaping for clean water	Zapeda			
50	Friends of the MN Valley	2020	Friends of the MN Valley	matching funds for River Watch	\$10,000.00	\$10,000.00	\$10,000.00					
51	MN River Congress	2020	MN River Congress - Coalition for a clean N	water storage initiative	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00					
52												
53					\$23,577.50	\$21,158.50	\$21,008.50					
54												
55	Ali-Sinner	2021	11300 Goodrich Road, Bloomington	Residential rain garden	\$ 500.00	\$ -	\$ -	project cancelled	Ali-Sinner			
56	Sarazine	2021	11451 Landing Road, Eden Prairie	slope stabilization & manage roof drains	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	Project completed June 2022	Sarazine			





# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### **Agenda Item**

**Item 4. L. – Authorize execution of FY 2022 Lower MN River Dredge Management Grant Amendment**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

In 2018, the Legislature authorized the LMRWD to receive \$480,000 per biennium to assist with the management of dredge material. The Board of Water and Soil Resources (BWSR) is the state agency charge with implementation of the dredge management funds. Funds come to the LMRWD from the State every year and is managed in the same manner as other grants that the LMRWD receives, except that no matching funds are required.

BWSR has prepared a grant agreement that must be signed by the LMRWD before funds can be released to the LMRWD. The LMRWD Board of Managers should authorize the President to execute the Grant Amendment and return the signed document to BWSR. The Grant Amendment adds \$240,000 to the grant award and extends the expiration date to 12/31/2024.

### **Attachments**

2022 Lower MN River Dredge Management – Lower Minnesota River WD Grant Amendment

### **Recommended Action**

Motion to authorize execution by President Hartmann of 2022 Lower MN River Dredge Management Grant Amendment and return of signed document to BWSR



# BOARD OF WATER AND SOIL RESOURCES

FY 2022 and 2023 STATE OF MINNESOTA  
 BOARD OF WATER and SOIL RESOURCES  
 LOWER MINNESOTA RIVER DREDGE MANAGEMENT  
 GRANT AGREEMENT

Vendor:	0000201935
PO#:	3000014618

This Grant Agreement is between the State of Minnesota, acting through its Board of Water and Soil Resources (Board) and Lower Minnesota River WD, 112 E 5th Street, Suite 102 Chaska Minnesota 55318 (Grantee).

This grant is for the following Grant Programs :		
P21-4620	2021 - Lower MN River Dredge Management (Lower Minnesota River WD)	\$240,000
<b>Total Grant Awarded: \$240,000</b>		

### Recitals

1. The Laws of Minnesota 2021, 1<sup>st</sup> Special Session, Chapter 6, Article 1, Section 4(i), appropriated funds to the Board for the FY 2022 and 2023 Lower Minnesota River Dredge Management Grant to the Lower Minnesota River Watershed District.
2. The Board adopted Board Order #22-23 to authorize and allocate funds for the FY 2022 and 2023 Lower Minnesota River Dredge Management Grant.
3. The Grantee has submitted a BWSR approved work plan for this Program which is incorporated into this agreement by reference.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State.
5. The Grantee agrees to expend any required non-state match.
6. As a condition of the grant, Grantee agrees to minimize administration costs.

### Authorized Representative

The State's Authorized Representative is Steve Christopher, Board Conservationist, BWSR, 520 Lafayette Road North, Saint Paul, MN 55155, 651-296-2633, or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services and performance provided under this Grant Agreement.

The Grantee's Authorized Representative is:

**TITLE:** Linda Loomis, Administrator  
**ADDRESS:** 112 East 5<sup>th</sup> Street, Suite #102  
**CITY:** Chaska, MN 55318  
**TELEPHONE NUMBER:** 763-545-4659

If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantees must immediately notify the Board.

### Grant Agreement

1. **Terms of the Grant Agreement.**
  - 1.1. **Effective date:** The date the Board obtains all required signatures under Minn. Stat. § 16B.98, Subd. 5. **The State will notify the Grantee when this grant agreement has been executed. The Grantee must not begin work under this grant agreement until it is executed.**
  - 1.2. **Expiration date:** December 31, 2023, or until all obligations have been satisfactorily fulfilled, whichever comes first.
  - 1.3. **Survival of Terms:** The following clauses survive the expiration date or cancellation of this Agreement: 7. Liability; 8. State Audits; 9. Government Data Practices; 11. Governing Law, Jurisdiction, and Venue; 13. Data Disclosure; and 16. Intellectual Property Rights.

2. **Grantee's Duties.**

The Grantee will comply with required grants management policies and procedures set forth through Minn. Stat. § 16B.97, Subd. 4(a)(1). The Grantee is responsible for the specific duties for the Program as follows:

- 2.1. **General:** The Grantee will provide administration and necessary support for the operations of the Lower Minnesota River Watershed District and the implementation of its business plan.
- 2.2. **Reporting:** All data and information provided in a Grantee's report shall be considered public.
  - 2.2.1. The Grantee will submit an annual progress report to the Board by February 1 of each year on the status of program implementation by the Grantee. Information provided must conform to the requirements and formats set by the Board.
  - 2.2.2. Final Progress Report: The Grantee will submit a final progress report to the Board by February 1 of each year on the status of the Grantees' grant activities and expenditures. The Grantee will also provide an annual activity and expenditure report on their website. Information provided must conform to the requirements and formats set by the Board.

3. **Time.**

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

4. **Terms of Payment.**

- 4.1. All grant funds will be distributed in one installment promptly after the execution of the Grant Agreement.
- 4.2. All costs must be incurred within the grant period and all incurred costs must be paid before the amount of unspent grant funds is determined.
- 4.3. Unspent grant funds must be returned within 30 days of the expiration date of the Grant Agreement.
- 4.4. The obligation of the State under this Grant Agreement will not exceed the amount listed above.
- 4.5. This grant is an advance payment. Advance payments allow the Grantee to have adequate operating capital for start-up costs, ensure their financial commitment to landowners and contractors, and to better schedule work into the future.

5. **Conditions of Payment.**

- 5.1. All services provided by the Grantee under this Grant Agreement must be performed to the State's satisfaction, as set forth in this Agreement and in the BWSR approved work plan for this program. Compliance will be determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, State, and local laws, policies, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state or local law.
- 5.2. Minnesota Statutes §103C.401 (2018), establishes BWSR's obligation to assure program compliance. If the noncompliance is severe, or if work under the grant agreement is found by BWSR to be unsatisfactory or performed in violation of federal, state, or local law, BWSR has the authority to require the repayment of grant funds or withhold payment on grants from other programs.

6. **Assignment, Amendments, and Waiver**

- 6.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this Grant Agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Grant Agreement, or their successors in office.
- 6.2. **Amendments.** Any amendments to this Grant Agreement must be in writing and will not be effective until it has been approved and executed by the same parties who approved and executed the original Grant Agreement, or their successors in office. Amendments must be executed prior to the expiration of the original agreement or any amendments thereto.
- 6.3. **Waiver.** If the State fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or its right to enforce it.

7. **Liability.**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

8. **State Audits.**

Under Minn. Stat. § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the Board and/or the

State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all State and program retention requirements, whichever is later.

8.1. The books, records, documents, accounting procedures and practices of the Grantee and its designated local units of government and contractors relevant to this grant, may be examined at any time by the Board or Board's designee and are subject to verification. The Grantee or delegated local unit of government will maintain records relating to the receipt and expenditure of grant funds.

**9. Government Data Practices.**

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. § 13.08, apply to the release of the data referred to in this clause by either the Grantee or the State.

**10. Workers' Compensation.**

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

**11. Governing Law, Jurisdiction, and Venue.**

Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate State of federal court with competent jurisdiction in Ramsey County, Minnesota.

**12. Termination.**

12.1. The State may cancel this Grant Agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

12.2. The State may immediately terminate this grant contract in the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

**13. Data Disclosure.**

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and State tax agencies and State personnel involved in the payment of State obligations. These identification numbers may be used in the enforcement of federal and State tax laws which could result in action requiring the Grantee to file State tax returns and pay delinquent State tax liabilities, if any.

**14. Prevailing Wage.**

It is the responsibility of the Grantee or contractor to pay prevailing wage for projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. All laborers and mechanics employed by grant recipients and subcontractors funded in whole or in part with these State funds shall be paid wages at a rate not less than those prevailing on projects of a character similar in the locality. Bid requests must state the project is subject to prevailing wage.

**15. Municipal Contracting Law.**

Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 of this statute, must follow the Uniform Municipal Contracting Law. Supporting documentation of the bidding process utilized to contract services must be included in the Grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.

**16. Intellectual Property Rights.**

The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant*. Works means all inventions, improvements, discoveries, (whether or not patentable), databases, computer programs, reports, notes, studies, photographs,



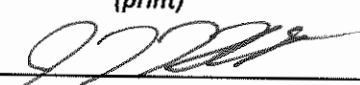
negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant. Work includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents or subcontractors, in the performance of this grant. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant at the State's request. To the extent possible, those Works eligible for copyright protection under the United State Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

*IN WITNESS WHEREOF, the parties have caused this Grant Agreement to be duly executed intending to be bound thereby.*

Approved:

Lower Minnesota River WD

Board of Water and Soil Resources

By: Jesse Hartmann  
(print)  
  
(signature)

By: \_\_\_\_\_

Title: President

Title: Central Region Manager

Date: May 18, 2022

Date: May 27, 2022

**FY 2022 STATE OF MINNESOTA**  
**BOARD OF WATER and SOIL RESOURCES**  
**2022 Lower MN River Dredge Management - Lower Minnesota River WD**  
**GRANT AMENDMENT**

<b>Grant Agreement Start Date:</b>	5/27/2022
<b>Original Grant Agreement Expiration Date:</b>	12/31/2023
<b>Original Agreement Amount:</b>	\$240,000.00

This amendment is by and between the State of Minnesota, through its Board of Water and Soil Resources (“Board”) and Lower Minnesota River WD, 112 E 5th Street, Suite 102, Chaska, MN 55318 (“Grantee”).

**Recitals**

1. The Board has a Grant Agreement with the Grantee identified as the 2022 Lower MN River Dredge Management - Lower Minnesota River WD, PO # 3000014618, for the following grants:

Grant ID	Grant Title	Previous Expiration Date	Amended Expiration Date	Previous Award Amount	Amended Award Amount
P21-4620	2022 - Lower MN River Dredge Management (Lower Minnesota River WD)	12/31/2023	12/31/2024	\$240,000.00	\$480,000.00

2. The Lower Minnesota River WD requests Fiscal Year 2023 funds consistent with the legislative appropriation in Laws of Minnesota 2021, 1<sup>st</sup> Special Session, Chapter 6, Article 1 Section 4(i).
3. The Lower Minnesota River WD requests an extension for 2022 - Lower MN River Dredge Management (Lower Minnesota River WD) to December 31, 2024 to implement all items in the approved workplan including those for the additional grant funds issued for Fiscal Year 2023 as identified in #2 above.
4. Grant reporting must be completed by February 1, 2025 or within 30 days of work completion, whichever comes first.
5. The Board and Watershed District are willing to amend the Original Contract as stated below.

**Contract Amendment**

**REVISION 1. 1. Terms of Grant Agreement.**

- 1.2 **Expiration date:** is amended as follows:

~~December 31, 2023~~ December 31, 2024, or until all obligations have been satisfactorily fulfilled, whichever comes first.

Except as amended herein, the terms and conditions of the Original Grant Agreement remain in full force and effect.

**APPROVED:**

**Lower Minnesota River WD**

**By:** \_\_\_\_\_

**Title:** President

**Date:** January 18, 2023

**Board of Water and Soil Resources**

**By:** \_\_\_\_\_

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

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



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### **Agenda Item**

**Item 4. F. - Order preparation of the 2022 Annual Report**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

Minnesota Statute 103D.351 and rule 8410.0150 requires the preparation of a yearly report, transmitted to the Board of Water and Soil Resources within 120 days of the end of the District's fiscal year. Managers should direct the Administrator to prepare the 2022 Annual Report.

### **Attachments**

None

### **Recommended Action**

Motion to authorize the preparation of the 2022 Annual Report



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, January 18, 2023

### Agenda Item

#### Item 5. A. – 2023 Salt Symposium Sponsorship

#### Prepared By

Linda Loomis, Administrator

#### Summary

The LMRWD has been a sponsor of the Salt Symposium since 2018 at the \$500 Bronze level. This event was originally set-up to educate cities with techniques to reduce the amount of salt used on roadways during the winter months. Since its inception the objectives of education have expanded to include other sources of salt usage, such as water softeners and to demonstrate to reasons salt is a concern.

The event has been virtual since 2020 and will be virtual again in 2023. The reason being that it benefits the inclusion of speakers beyond Minnesota. The date of the event in 2023 is Tuesday, August 1, and Wednesday August 2, 2023.

#### Attachments

<https://bolton-menk.regfox.com/sponsor-salt-symposium-2023>

#### Recommended Action

Motion to sponsor 2023 Salt Symposium at the Bronze Sponsor Level (\$500)



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### **Agenda Item**

#### **Item 6. D. – Dredge Management**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

The LMRWD was contacted by Cargill, who is planning to conduct additional dredging, add pilings and expand the footprint of tripods at Cargill West terminal. Cargill has asked to place additional dredging materials on the LMRWD dredge site.

There is room on the site, the question is whether the material will need to be confined. LS Marine has been contacted to see if confined material can be placed on the site without interfering with the 2022 material that is already on site.

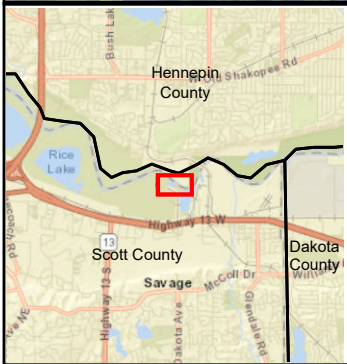
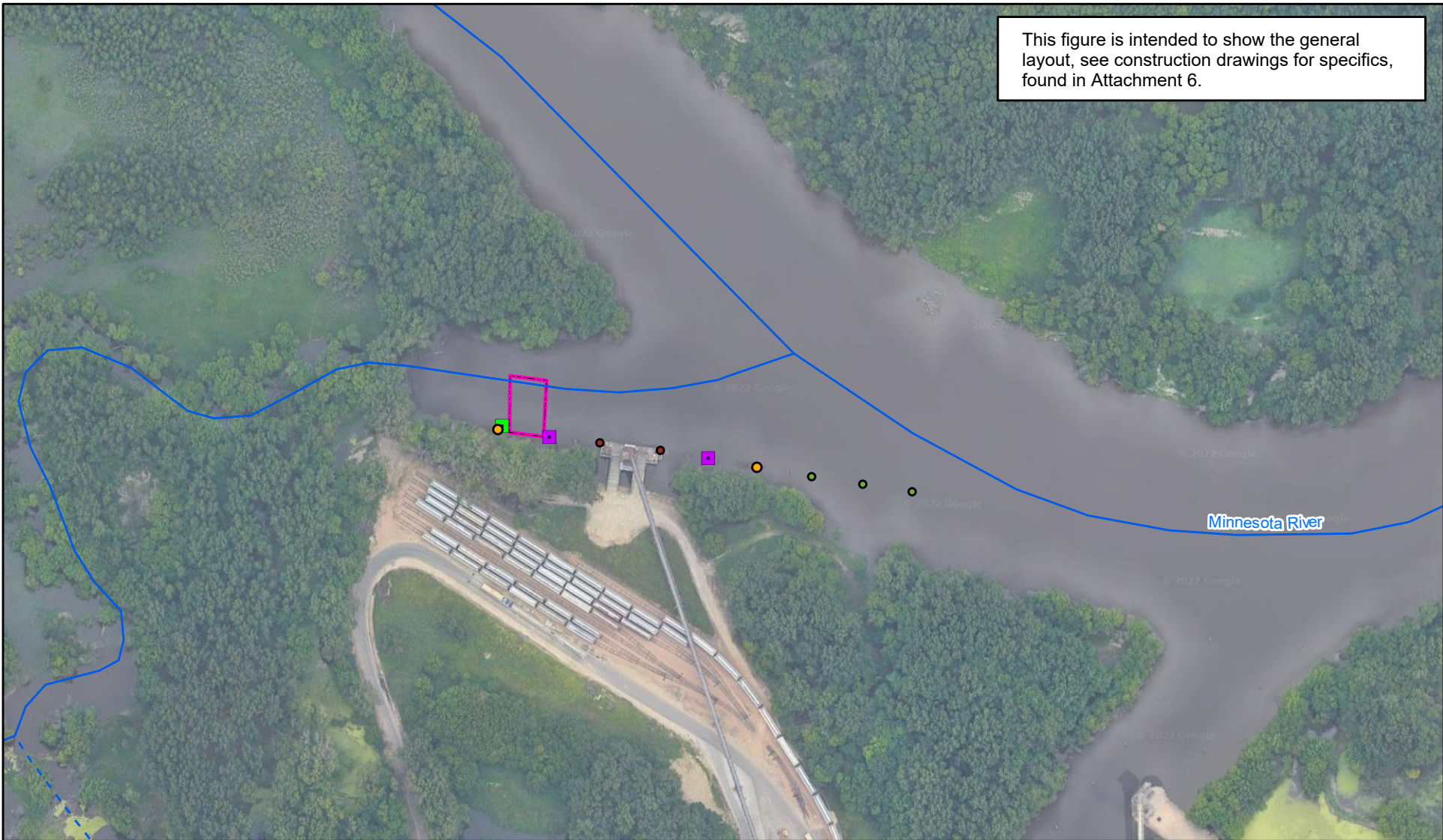
### **Attachments**

Site map

### **Recommended Action**

Motion to allow Cargill to place material on LMRWD Vernon Avenue Dredge site, if staff determines placement will not interfere with existing placed materials.

This figure is intended to show the general layout, see construction drawings for specifics, found in Attachment 6.



### Legend

- 16x16 ft, 4-pile winch platform
- 48-inch Monopile
- 48-inch Monopile (dock pile)
- 48-inch Tripod pile with snatch block
- Work Barge Staging Area for dredging
- Dredge area permitted 12.16.2022. See Attachment 4.

N

0 150 300  
Feet

Scale: 1:3,000  
1 inch = 250 feet

**Cargill Inc.**  
**Cargill Savage West Terminal**  
**Safety Improvement Project**

Attachment 2  
Aerial Photo-based Map

Scott County, Minnesota



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting  
Wednesday, January 18, 2023

### **Agenda Item**

#### **Item 6. E. – Watershed Management Plan**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

At the December 14, 2022 LMRWD Board of Managers meeting, the Board table approval of the 2023 workplan to the January 18, 2023 meeting. The Board wanted staff to walk them through the plans. A work session was called to allow staff to walk the Board through the individual workplan items.

In addition, summaries of the municipal coordination meetings were included on the agenda for the work session. Since no official actions are taken at work sessions, the Board should make a motion to approve the work plan and authorize implementation. The Board should receive and file the municipal coordination meeting summaries.

### **Attachments**

Technical Memorandum – Lower Minnesota River Watershed District – Projects and Programs Workplans dated 12/9/2022

Technical Memorandum – LMRWD Municipal Coordination Update dated December 8, 2022

Technical Memorandum - LMRWD Municipal Coordination Update dated January 11, 2023

### **Recommended Action**

Motion to approve workplan and authorize implementation

Motion to receive and file LMRWD Municipal Coordination Updates dated December 8, 2022 and January 11, 2023



# Technical Memorandum

<b>To:</b>	Linda Loomis, Administrator Lower Minnesota River Watershed District
<b>From:</b>	Della Schall Young, CPESC, PMP Owner/Principal Scientist
<b>Date:</b>	December 9, 2022
<b>Re:</b>	Lower Minnesota River Watershed District—Projects and Programs Workplans

Below and attached are workplans for projects and programs specified in the recently amended Implementation Section of the LMRWD Watershed Management Plan for the 2023 calendar year.

## 1. Municipal (LGU) and Individual Projects Permit Programs

**Municipal LGU permits:** During 2022, the city of Burnsville was conditionally approved for its LGU permit on the condition of reconciliation of outstanding items for Rule D: Stormwater Management and Rule F: Steep Slopes. The plan for 2023 is to coordinate with Savage, Chanhassen, and the Metropolitan Airports Commission (MAC) to get their LGU permits. The District will also complete a Rule A: Administrative and Procedural Requirements specified audit of LGU permit holders that have had their permits for more than a year. This includes Eagan, Mendota Heights, Bloomington, Carver, and Shakopee.

The District has completed municipal coordination meetings with Chanhassen, Mendota, Eden Prairie, Carver, Savage, and Bloomington. The purpose of these meetings is to continue the established collaboration and information-sharing framework, to review recent and upcoming LMRWD and city projects and programs, and to assess resources and leverage on projects that protect or enhance natural resources. The District will meet with Burnsville, Chaska, Lilydale, MAC, and Shakopee the week of December 12, 2022.

**Individual project permits:** As of Friday, December 2, 2022, the District had processed 41 rules review requests. Attached is a table (Table 1) showing a

breakdown of requests (see also the attached illustration, Figure 1). In 2022, for the first time since the adoption of the District's rules in 2020, the District inspected 38 individual permits. The purpose of the inspections was to confirm compliance with the District's rules during and after the construction of permitted projects.

In 2023, the District will continue to permit individual projects in cities without their LGU permits, MnDOT projects, and LGUs that have opted to have the District maintain specific rules. The plan is to continue project inspection activities next summer and refine the permitting data management system to enhance efficiency and access to the permit information.

## 2. Education and Outreach (E&O) Program

The 2023 workplan includes continuing management of the citizen advisory committee, social media activities, signage design and placement, school engagement efforts, and partnerships for community outreach and engagement activities. The E&O program's 2022 summary and 2023 workplan allocating \$66,250 are attached as separate documents.

## 3. CIPs are listed below, and workplans are attached.

- a. Area 3 Stabilization Project—The workplan for this project was approved earlier this year and is underway. The 60 percent plan set and preliminary engineer's cost estimate are on target for completion in January 2023, supporting the District's legislative agenda.
- b. Fen Stewardship Plan—The development of stewardship plans for the District's calcareous fens was recommended in the Fens Sustainability Gaps Analysis for Carver, Dakota, and Scott Counties Minnesota 2020 Report. These plans will build on the information generated and develop specific management strategies for continued protection and preservation of these valued resources. The workplan for this project allocates \$75,000 to the development of fen stewardship programs for Savage and Gun Club Fens and implementation strategies highlighted in the recently completed Seminary Fen Stewardship Plan.
- c. Dredge Management Site—The workplan for this project is not attached but is consistent with the work on the culvert and road submitted to the state of Minnesota for the appropriation. The culvert assessment has been completed and the replacement recommendation shared with the board and accepted. The next steps to be completed in 2023 include culvert upgrade and road improvements, using the District's engineering pool.

- d. Gully Inventory and Condition Assessment—Previously, the District completed gully inventory and condition assessment projects in 2020 and 2021. The goals of the projects were to revisit past sites, identify new erosion sites, and make recommendations for future field work and conditions assessments of high-priority gullies located within the District. In 2023, the District will revisit sites with medium to high erosion potential; continue to coordinate with city partners and other potential stakeholders to review findings; discuss high-priority sites; and strategize ways to stabilize gullies, repair outfalls, and prevent sediment from entering the Minnesota River. The project also includes a feasibility study of the Richard T. Anderson site. The workplan for this project allocates \$90,500.
- e. Minnesota River Floodplain Modeling Project—The update of the district-wide hydrologic model was recommended in the 2022 Lower Minnesota River Floodplain Model Feasibility Study. The District plans to create revised floodplain mapping to allow for better predictions of flood stages within the LMRWD and evaluate the effects of urban development and climate change on the river’s hydrology in partnership with cities within the District. The workplan for this project allocates \$85,632.
- f. Spring Creek (City of Carver)—The District has completed a Spring Creek Hydrology Review, site assessments of Spring Creek, and gully assessments located within Spring Creek’s channel and valley wall. The previous hydrology review consisted of three properties: 112 5th Street West (Site 1), 404 Broadway Street (Site 2), and 116, 4th Street (Site 3). The previous assessments of Spring Creek have led to the workplans described below:
  - i. Spring Creek Site 1 and 2 Design and Construction Stabilization Project—The District will work with a consultant from the consulting pool to develop final construction plans for the stabilization of Sites 1 and 2 and vegetation management strategies.
  - ii. Spring Creek Site 3 Design Feasibility Study—Site 3 was identified during the Spring Creek Hydrology review and prioritized as a top at-risk site for erosion due to the near vertical bank. However, a stabilization design has not yet been developed. The workplan focuses on completing a feasibility study and conceptual design in partnership with the landowner and the Carver Soil and Water Conservation District to determine the best approach to stabilize the area.

Table I: LMRWD Permit Program Summary — December 7, 2022



Permit No.	Project Name	City	Status	Pre-Permit Meeting	Date Received	Date Application Considered Complete	Board Actions			On Hold / Cancelled	Permit Issued	Permit Expiration Date	Renewed	Inspection Date	Date Permit Closed
							Information Only	Conditional Approval	Approval						
2020-105	Freeway Landfill Expansion	Burnsville	Pre-Permit	-	8/19/2022		9/21/2022								
2021-022	2021 Safety and Security Center	Fort Snelling	Active Permit	-	5/18/2021	10/29/2021	-	11/17/2021	-	-	3/18/2022	3/18/2023	-	7/20/2022	-
2021-023	106th St Improvements	Bloomington	Active Permit	-	5/25/2021	5/28/2021	-	6/2/2021	-	-	6/17/2022	6/17/2022	4/20/2022	7/28/2022	-
2021-025	TH 13	Savage	Active Permit	-	6/11/2021	6/15/2021	-	2/16/2022	-	-	5/20/2022	5/20/2023	-	7/13/2022	-
2021-030	Building Renovation Park Jeep	Burnsville	Active Permit	-	7/9/2021	7/16/2021	-	9/15/2021		-	6/21/2022	6/21/2023	-	-	-
2021-033	Minnesota MASH & 130th St Extension	Savage	Active Permit	6/23/2021	9/17/2021	-	-	-	6/15/2022	-	6/17/2022	6/17/2023	-	-	-
2021-035	I35W Frontage Trail	Burnsville	Active Permit	-	12/15/2021	12/22/2021	-	1/19/2022	-	-	11/3/2022	11/3/2023	-	-	-
2021-040	Canterbury Independent Senior Living	Shakopee	Active Permit	-	8/11/2021	8/19/2021	-	9/15/2021	9/15/2022	-	8/19/2022	10/1/2023	-	7/26/2022	-
2021-057	Cliff Road Ramp	Burnsville	Active Permit	-	12/14/2021	1/4/2022	-	1/19/2022	-	-	6/8/2022	6/8/2023	-	7/13/2022	-
2021-058	MAC Gate Security Improvements	Fort Snelling	Active Permit	-	12/15/2021	12/16/2021	-	1/19/2022	-	-	4/27/2022	4/27/2023	-	7/28/2022	-
2022-001	Centerpoint Shakopee Piggings	Shakopee	No Permit Required	-	1/12/2022	-	-	-	-	-	-	-	-	-	-
2022-002	2022 MBL Nicollet River Crossing	Bloomington, Burnsville	Active Permit	-	1/18/2022	-	-	3/16/2022	-	-	4/25/2022	4/25/2023	-	-	-
2022-003	Ivy Brook Parking East	Burnsville	Active Permit	-	1/19/2022	2/25/2022	-	3/16/2022	-	-	5/16/2022	5/16/2023	-	-	-
2022-004	CHS Savage Terminal	Savage	Incomplete	-	1/27/2022	-	-	-	-	-	-	-	-	-	-
2022-005	Chaska West Creek Apartments	Chaska	Incomplete	-	2/8/2022	-	-	-	-	-	-	-	-	-	-
2022-006	Quality Forklift	Shakopee	No Permit Required	-	2/10/2022	-	-	-	-	-	-	-	-	-	-
2022-007	Engineered Hillside	Eden Prairie	Active Permit	-	2/15/2022	3/14/2022	-	-	4/20/2022	-	4/21/2022	4/21/2023	-	-	-
2022-008	Ivy Brook Parking West	Burnsville	Active Permit	-	2/16/2022	2/25/2022	-	3/16/2022	-	-	5/31/2022	5/31/2023	-	-	-
2022-010	Quarry Lake Pedestrian Bridge and Trail	Shakopee	Conditional Approval	-	2/24/2022	-	-	4/20/2022	-	-	-	-	-	-	-
2022-011	Biffs Inc.	Burnsville	Active Permit	-	2/28/2022	3/29/2022	-	4/20/2022	-	-	8/16/2022	8/16/2023	-	-	-
2022-012	Quarry Lake Park Improvements - Roadway and Boat Launch	Shakopee	Cancelled by Applicant	-	3/17/2022	-	-	-	-	5/24/2022	-	-	-	-	-
2022-013	Normandale & 98th Intersection Improvements	Bloomington	Active Permit	-	3/22/2022	4/1/2022	-	4/20/2022	-	-	4/22/2022	4/22/2023	-	-	-
2022-014	TH 41/CSAH 61 Improvements	Chaska	Conditional Approval	2/16/2021; 1/6/2022	3/23/2022	5/11/2022	-	5/18/2022	-	-	-	-	-	-	-
2022-015	Xcel Driveway	Shakopee	Incomplete	-	4/20/2022	-	-	-	-	-	-	-	-	-	-
2022-016	Organic Recycling Facility Relocation	Louisville Township	Incomplete	-	4/20/2022	-	-	-	-	-	-	-	-	-	-



Table I: LMRWD Permit Program Summary — December 7, 2022



Permit No.	Project Name	City	Status	Pre-Permit Meeting	Date Received	Date Application Considered Complete	Board Actions			On Hold / Cancelled	Permit Issued	Permit Expiration Date	Renewed	Inspection Date	Date Permit Closed
							Information Only	Conditional Approval	Approval						
2022-017	PLOC Channel Stabilization	Shakopee	Active Permit	-	6/30/2022	7/5/2022	-	-	7/20/2022	-	7/21/2022	7/21/2023	-	-	-
2022-018	Lakota Lane	Chanhausen	Under Review	-	4/19/2022	-	5/18/2022	-	-	-	-	-	-	-	-
2022-019	TH 494 SP 2785-433	Eagan and Bloomington	Conditional Approval	-	4/21/2022	6/24/2022	-	7/20/2022	-	-	-	-	-	-	-
2022-020	New Century School	Bloomington	No Permit Required	-	4/28/2022	-	-	-	-	-	-	-	-	-	-
2022-021	Oak St N (CenterPoint Energy)	Chaska	Active Permit	-	4/29/2022	-	-	-	6/15/2022	-	6/17/2022	6/17/2023	-	-	-
2022-022	Ace Rent A Car	Fort Snelling	Incomplete	-	5/10/2022	-	-	-	-	-	-	-	-	-	-
2022-023	494 Corridors of Commerce	Fort Snelling	Pre-Permit	5/3/2022	5/19/2022	-	7/20/2022	-	-	-	-	-	-	-	-
2022-024	Gedney Pickles Holding Pond Restoration	Chanhausen	Active Permit	6/16/2022	8/10/2022	-	-	9/21/2022	-	-	11/14/022	11/14/2023	-	-	-
2022-025	10561 E Riverview Drive	Eden Prairie	No Permit Required	-	6/22/2022	-	-	-	-	-	-	-	-	-	-
2022-026	10521 Spyglass Drive	Eden Prairie	Active Permit	5/31/2022	7/13/2022	8/8/2022	-	-	7/20/2022	-	8/8/2022	8/8/2023	-	-	-
2022-027	Ivy Brook Parking Northeast	Burnsville	Active Permit	-	7/5/2022	-	-	8/17/2022	-	-	8/31/2022	8/31/2023	-	-	-
2022-028	Quarry Lake Park Restroom	Fort Snelling	Active Permit	-	7/6/2022	7/8/2022	-	7/20/2022	-	-	7/22/2022	7/22/2023	-	-	-
2022-029	Reliakor	Shakopee	Closed	-	7/20/2022	-	-	8/17/2022	-	-	9/19/2022	9/19/2023	-	-	10/28/2022
2022-030	Frenchies Metals	Chaska	Incomplete	-	7/22/2022	-	-	-	-	-	-	-	-	-	-
2022-031	RSI Marine (Great Plains Blvd)	Chanhausen	Pre-Permit	-	7/18/2022	-	8/17/2022	-	-	-	-	-	-	-	-
2022-032	PMP Street Maintenance	Bloomington	No Permit Required	-	8/31/2022	-	-	-	-	-	-	-	-	-	-
2022-033	Dred Scott Fields Area	Bloomington	No Permit Required	-	8/31/2022	-	-	-	-	-	-	-	-	-	-
2022-034	Valleyfair Parking Lot Expansion	Shakopee	Conditional Approval	-	9/26/2022	10/11/2022	-	10/19/2022	-	-	-	-	-	-	-
2022-035	Concourse G Infill Pods 2-3 EAW Review	Fort Snelling	No Permit Required	-	9/30/2022	-	-	-	-	-	-	-	-	-	-
2022-036	Structures, Inc.	Chaska	<i>Conditional Approval*</i>	-	10/6/2022	12/2/2022	-	12/14/2022*	-	-	-	-	-	-	-
2022-037	Peterson Wetland Bank	Eden Prairie	Pre-Permit	-	10/3/2022	-	-	-	-	-	-	-	-	-	-
2022-038	Xcel Energy Line 5516	Chaska	No Permit Required	-	10/14/2022	-	-	-	-	-	-	-	-	-	-
2022-039	Former Knox Site	Burnsville	Under Review	-	11/3/2022	-	-	-	-	-	-	-	-	-	-
2022-040	Burnsville Sanitary Landfill	Burnsville	Under Review	-	11/21/2022	-	-	-	-	-	-	-	-	-	-



Table 1: LMRWD Permit Program Summary — December 7, 2022



Permit No.	Project Name	City	Status	Pre-Permit Meeting	Date Received	Date Application Considered Complete	Board Actions			On Hold / Cancelled	Permit Issued	Permit Expiration Date	Renewed	Inspection Date	Date Permit Closed
							Information Only	Conditional Approval	Approval						

**STATUS DEFINITIONS:**

**Active Permit:** Applicant has a valid permit issued by LMRWD

**Cancelled by Applicant:** Applicant withdrew their application for a LMRWD permit

**Closed:** Applicant has indicated the project has completed construction and that the permit file may be closed

**Conditional Approval:** LMRWD managers conditionally approved the permit application, pending receipt of additional information from applicant

**Expired:** Applicant either obtained conditional approval, approval, and/or was issued a permit and the expiration date has passed

**Incomplete:** Applicant applied for a permit, but the application is incomplete

**No Permit Required:** Applicant applied for a permit, but during the completeness review, it was determined that the project did not trigger the regulatory thresholds

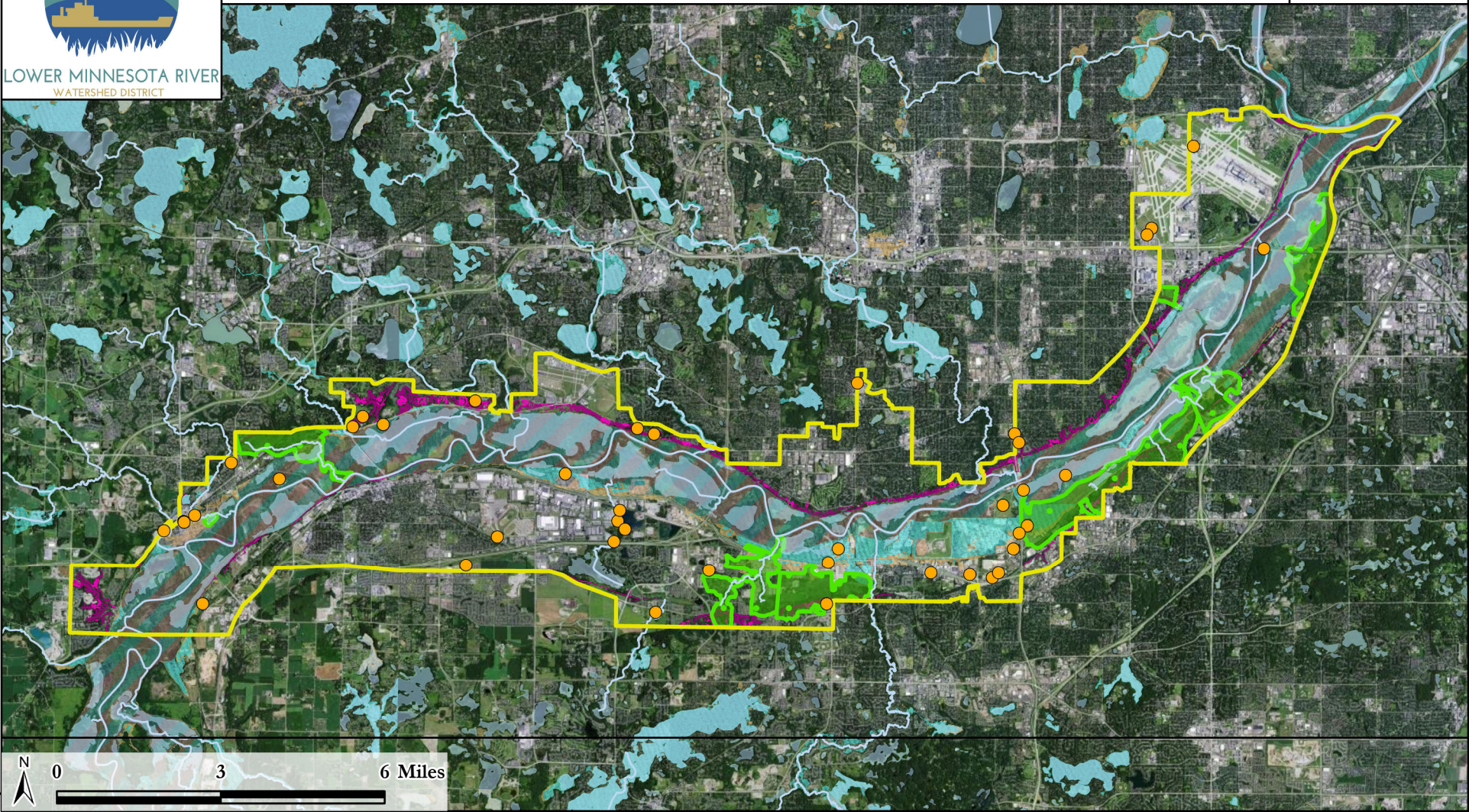
**On Hold:** Applicant requested their application be placed on hold

**Pre-Permit:** Applicant has requested pre-permit application reviews or meetings, but has not yet applied for a permit from LMRWD

**Under Review:** Permit application is complete and under review by LMRWD staff

*\* Staff recommendation only, has not yet been presented to the Board for action*

# 2022 Permit Reviews



## Legend

- LMRWD Active Permits
- LMRWD Boundary
- Public Waters
- Public Waterbodies
- High Value Resource Area
- Steep Slope Overlay District
- 100-yr Floodplain
- 500-yr Floodplain
- Floodway
- Levee Floodplain Area

## Location Map



Projects \LMRWD \Municipal Oversight \GIS Maps

# Technical Memorandum

**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Jen Dullum, Education and Outreach Coordinator  
Della Schall Young, CPESC, PMP

**Date:** December 1, 2022

**Re:** Lower Minnesota River Watershed Education and Outreach—2022 Year-End  
Activities Summary

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Young Environmental Consulting Group LLC (Young Environmental) continues to administer the Lower Minnesota River Watershed District's (LMRWD's) public education and outreach program. The following presents a summary of project activities undertaken and completed in 2022, as presented in the work plan approved by the LMRWD's managers in August 2021.

## **Citizen Advisory Committee**

Young Environmental continues to support the Citizen Advisory Committee (CAC). Support for the CAC includes preparing meeting agendas and minutes, securing educational presentations, creating educational materials, attending local events, and increasing membership. Below is a list of completed activities.

- 1) Recruitment Search
  - a. March 2022—Young Environmental sent targeted recruitment materials to 11 partner cities and counties.
  - b. September 2022—Young Environmental posted recruitment notice to a metro water resource educator message board hosting nearly 300 members.
  - c. Young Environmental shared quarterly postings on the LMRWD social media platforms.

Recruitment has proven difficult. Because of this, in 2023, Young Environmental will continue working with local partners and will increase its postings on social media to encourage participation in the CAC. In addition, information about joining the CAC will be brought to local



tabling events, and CAC members will be asked to reach out to interested contacts. Other recruitment methods may be developed throughout 2023.

2) Monthly Membership Meetings

The CAC held monthly meetings virtually January through April. From May through October, in-person meetings took place at various sites within the LMRWD. Meetings returned to the virtual space in November. Young Environmental drafted agendas and meeting minutes and secured presenters and on-site meeting locations.

## Website

As part of the 2022 work plan, Young Environmental has been editing and updating the LMRWD's website per solicited comments received from the CAC and three watershed management organization education and outreach/communications professionals. Edits and updates have been ongoing through 2022. Below is a chronological outline of milestones to date:

- 1) March 2022—Young Environmental shared the first round of edits with the LMRWD Administrator and completed those edits by April 8, 2022. Edits included grammar, date updates, and formatting changes.
- 2) September 2022—the *Additional Resources* webpage was changed to [Educational Resources](#) and developed with Educator Mini-Grants Program. Handouts were developed through the CAC. Links were populated for additional educational learning.
- 3) November 2022—Young Environmental published the [I Am a Resident](#) page, containing handouts developed by the CAC and links for additional resources.

## Social Media

The social media content is generated quarterly and shared with the managers and administrator. The year-to-date analytics are in Attachment A. Young Environmental continues to manage the LMRWD's social media presence on Facebook, Instagram, and Twitter. Although we will continue with our social media plan, we question the analytics and their ability to describe the true nature of our impact. Young Environmental plans to coordinate with other watershed districts to assess social media outreach and engagement strategies.

## LMRWD Signage

Young Environmental continued work on interpretive signs near high-value resource areas and at LMRWD project sites. Signs were developed and installed at two sites: East Chaska Creek and Eagle Creek/Savage Fen. Below is a list of completed activities in chronological order.

- 1) March 2022—East Chaska Creek and Eagle Creek/Savage Fen interpretive signs finalized and sent to Studio Lola for fabrication
- 2) Spring 2022—Both signs installed

- 3) November 2022—Additional interpretive sign locations were investigated. Those locations include Quarry Lake, Courthouse Lake, Black Dog Fen, Gun Club Lake Fen, and Ike's Creek. Based on responses from partners, Black Dog Fen and Gun Club Lake Fen are not viable options. Staff continues to investigate Quarry Lake, Courthouse Lake, and Ike's Creek with partners.

Flying Cloud Drive/CSAH 61 at Riley Creek remains a potential location. Staff is coordinating with Hennepin County and Riley Purgatory Bluff Creek Watershed District on this effort.

We also met with Dakota County Parks for potential signage opportunities along the Minnesota River Greenway/Big Rivers Regional Trail. Conversations are ongoing.

### **Schools and NGO Engagement**

Young Environmental continued outreach to local schools and nongovernmental organizations. Below is a chronological outline of progress to date.

#### Schools

- 1) Coordination is ongoing with the Dakota County Soil and Water Conservation District (SWCD), LMRWD, and the City of Burnsville about programming at Burnsville High School.
  - a. April 2022—Young Environmental, Dakota SWCD, City of Burnsville, and staff from Burnsville Public Schools met to further dial in programming needs.
  - b. July 2022—Young Environmental, Dakota SWCD, and City of Burnsville met at Burnsville High School to determine on-site educational opportunities for students because the school is not yet participating in field trips. The group developed a draft learning plan and will share it with school staff.
  - c. December 2022—A meeting with Burnsville Public School staff took place to flesh out details has been proposed, including an on-campus stormwater pond monitoring program protocol, equipment needs, and an accompanying classroom curriculum.
- 2) Young Environmental received communication from Normandale Hills Elementary Schools regarding programming opportunities. Nine Mile Creek Watershed District (Nine Mile), the local watershed district of the school, was brought into this conversation.
  - a. March 2022—Young Environmental and Nine Mile met to determine partnership opportunities and roles.
  - b. April 2022—Young Environmental, Nine Mile, and staff from Bloomington Public Schools and Normandale Hills Elementary met to discuss potential educational opportunities for the 5th grade. Young Environmental supported Nine Mile Creek

in three 30-minute sessions on April 19 in three science classes at Normandale Hills. The presentations and activities centered around the water cycle and watersheds.

- 3) May 2022—Young Environmental received communication from Jefferson High School regarding programming opportunities. The teacher, Jon Leverenz, is interested in the River Watch program, and we put him in contact with the River Watch program.
- 4) May 2022—Young Environmental contacted 18 schools not supported by other watershed management organizations to discuss potential needs, which may include in-school speakers, field trips, science equipment, and classroom books. The schools contacted are attached. These conversations inspired the creation of the Educator Mini-Grant Program.
- 5) Summer-Fall 2022—Young Environmental developed the Educator Mini-Grant Program. This program is designed to assist local educators and to further the LMRWD's mission and goals of water quality restoration, groundwater conservation, and wildlife connectivity while increasing public awareness of the Minnesota River and its unique natural resources with mini-grants of up to \$500. The program, with a budget of \$5,000, was considered and approved in September by the Board of Managers. Over 100 schools and other educators and organizations providing education were contacted by Young Environmental about this program. Two local educators applied for the grant.
- 6) November 2022—The first round of Educator Mini-Grants Program awards was approved by the Board of Managers. Seventh grade science teacher Shannon Lee from Black Hawk Middle School was awarded \$500 for wetland monitoring equipment and identification books, and high school biology teacher Jon Leverenz from Jefferson High School was awarded \$300 for transportation and equipment costs associated with the River Watch Program.

### Community Outreach Engagement

- 1) March 2022—Young Environmental developed criteria for tabling at local events.
- 2) May 2022—Young Environmental sent email correspondence to nine nature centers/nonprofit organizations asking to meet to discuss partnership opportunities. Several partners responded, including the Minnesota Valley National Wildlife Refuge, the Izaak Walton League, Dakota County, and Carver County, to discuss partnership opportunities. These entities are open to future partnerships.
- 3) Young Environmental continues to enhance LMRWD materials for tabling events, including by doing the following:
  - a. Young Environmental developed a trifold poster board to bring to local events describing the LMRWD cost-share program along with information on rain gardens, native plants, rain barrels, and winter salt use.

- b. Young Environmental also worked with a local vendor on a table skirt for future events.
  - c. Young Environmental has coordinated with neighboring watershed districts and watershed management organizations on borrowing protocol for tabletop displays for outreach events.
- 4) Tabling Events

Members of the CAC attended local events this year, including the Dakota County Fair, Carver County Fair, and Scott County Outdoor Education Days.

5) Other

The Minnesota Pollution Control Agency (MPCA) reached out to partners asking for assistance to find venues to host its Salt Dilemma Display and We Are Water Exhibit. In an attempt to help, Young Environmental reached out to eight partner cities (Bloomington, Burnsville, Chanhassen, Chaska, Eagan, Eden Prairie, Savage, and Shakopee) and two counties (Carver and Scott). We did not identify a location but will continue to assist when requested to support the MPCA in this effort.

### **Recommendations**

Based on 2022 activities, Young Environmental's recommendations are reflected in the proposed 2023 workplan.

**Facebook**

96 followers | 70 pages like our page

Q1	Avg Reach	Avg Likes	Avg Comments
	57	2	0
Q2	Avg Reach	Avg Likes	Avg Comments
	36	1	0
Q3	Avg Reach	Avg Likes	Avg Comments
	41	1	0
Q4*	Avg Reach	Avg Likes	Avg Comments
	28	1	0

\*as of December 1, 2022

**Reach:** the number of people who saw any content from your Page or about your Page. This metric is estimated.

**Best Performing Facebook Posts 2022**

	Reach	Likes	Comments
Adopt A Drain*	383	15	0
National Invasive Species Week*	470	4	3
Rain Barrels*	199	7	0
Explore Scavenger Hunt*	127	1	0
Summer Solstice*	224	3	0
Steep Slopes*	202	1	0
Lawn Mowing*	132	1	0
Sweep Up Grass Clippings*	276	4	0
First Day of Fall*	227	5	0

\*shared by others

**Instagram**  
165 followers

Q1	Avg Reach	Avg Likes	Avg Comments
	36	4	0
Q2	Avg Reach	Avg Likes	Avg Comments
	20	3	0
Q3	Avg Reach	Avg Likes	Avg Comments
	18	2	0
Q4*	Avg Reach	Avg Likes	Avg Comments
	22	2	0

\*as of December 1, 2022

**Reach:** the number of people who saw any content from your Page or about your Page. This metric is estimated.

**Best Performing Instagram Posts 2022**

	Reach	Likes	Comments
Trash on Ice*	70	9	0
Snow and Ice Removal*	57	8	1
Chloride*	54	5	0
National Invasive Species Week*	51	3	0
Stream Trout Fishing Opener	37	3	3
Savage Interpretive Sign	40	7	0
Rain Barrel	41	3	0
Adopt-A Drain	32	5	0
East Chaska Creek Interpretive Sign	57	6	0

\*shared by others

## Twitter

76 followers

Q1	Impressions	Engagements	Likes	Link Clicks	Retweets
	80	5	2	1	0
Q2	Impressions	Engagements	Likes	Link Clicks	Retweets
	82	4	2	1	1
Q3	Impressions	Engagements	Likes	Link Clicks	Retweets
	66	9	6	2	6
Q4*	Impressions	Engagements	Likes	Link Clicks	Retweets
	19	1	0	0	0

\*as of December 1, 2022

**Impressions:** how many total times a Tweet has been seen.

**Engagements:** Total number of times a user interacted with a Tweet. Clicks anywhere on the Tweet, including retweets, replies, follows, likes, links, hashtags, etc.

### Best Performing Tweets 2022

	Impressions	Engagements	Likes	Link Clicks	Retweets
Snow and Ice Removal	158	12	2	1	3
Chloride	160	14	6	2	1
Fix a Leak Week	221	2	1	0	0
Fishing Opener	179	3	2	1	
Rain Barrels*	361	12	2	2	2
Storm Drains	195	6	5	1	
Turf Grass	139	6	4		
National Water Quality Month	380	45	34	2	9
AIS*	228	15	4		2

\*profile click

## Schools and NGO Engagement

4) School contacted without other supporting watershed district/watershed management organization

<b>School</b>	<b>Watershed District</b>	<b>School District</b>	<b>County</b>
Black Hawk Middle School	Gun Club Lake	196	Dakota
Burnsville Alternative High School	Gun Club Lake	191	Dakota
Dakota Hills Middle School	Gun Club Lake	196	Dakota
Deerwood Elementary School	Gun Club Lake	196	Dakota
Eagan High School	Gun Club Lake	196	Dakota
Glacier Hills Elementary School	Gun Club Lake	196	Dakota
Northview Elementary School	Gun Club Lake	196	Dakota
Oak Ridge Elementary School	Gun Club Lake	196	Dakota
Pilot Knob STEM Magnet	Gun Club Lake	197	Dakota
Pinewood Elementary School	Gun Club Lake	196	Dakota
Rahn Elementary School	Gun Club Lake	191	Dakota
Red Pine Elementary School	Gun Club Lake	196	Dakota
Thomas Lake Elementary School	Gun Club Lake	196	Dakota
Woodland Elementary School	Gun Club Lake	196	Dakota
Friendly Hills Middle School	Lower Mississippi River	197	Dakota
Mendota Elementary School	Lower Mississippi River	197	Dakota
Somerset Elementary School	Lower Mississippi River	197	Dakota
Two Rivers High School	Lower Mississippi River	197	Dakota



LOWER MINNESOTA RIVER WATERSHED DISTRICT  
**2023 Public Education and Outreach Plan**

Workplan—December 1, 2022

**Summary**

*Outcome:* 2023 Public Education and Outreach Plan

*Project Partners:* City partners, residents, and businesses of the District; US Fish and Wildlife Service; and nongovernmental organizations (NGOs); public and private schools

*Timeline for Completion of Project:* January–December 2023

*Total Project Budget:* 2023: \$66,250

**Objective 1. Citizen Advisory Committee (CAC)**

*Task 1.1: Maintain a CAC of five members or more.* Young Environmental will continue to search for CAC members using the LMRWD website and increased social media presence as well as through outreach at local tabling events. Current CAC members, municipal partners, and other groups within the District will also be asked to provide assistance in reaching interested members of the community.

*Task 1.2: Plan and facilitate CAC meetings.* Young Environmental will develop monthly meeting agendas with input from the District and the CAC. As part of agenda development, Young Environmental may also organize speakers and visits to projects and high-value resource sites at the request of the CAC.

*Task 1.3: Monitor and assist the CAC.* Young Environmental will draft a meeting summary or notes with the secretary, provide technical information, and support and host the virtual and in-person meetings.

*Task 1.4: Develop educational materials as directed by the CAC.* Over the course of the year, the CAC may need to have materials developed to convey the work of the LMRWD or to address recurring questions it has encountered. Young Environmental will draft up to four educational items as directed by the CAC and LMRWD administrator.

*Deliverables:* CAC membership roster, meeting agendas, summaries, CAC-guided educational materials  
*Estimated Budget:* \$14,250

**Objective 2. Social Media**

*Task 2.1: Maintain social media sites.* District Facebook, Instagram, and Twitter accounts were established in 2021. Young Environmental will continue to build a following on the District's social media channels, create quarterly content calendars, and post content. Young Environmental will continue to gather and take photos of District resources for posting.

*Deliverables:* quarterly content calendar, weekly posting to social media accounts, monitoring and maintenance of accounts, image gathering

*Estimated Budget:* \$12,500

### **Objective 3. District Signage**

*Task 3.1: Signage.* Young Environmental will continue to identify sites for District project and District resource signage and will make recommendations for proposed interpretive sign locations. Young Environmental will continue to work with local partners on locations and messaging and with the current signage contractor for design and fabrication. The Board of Managers will receive estimates for the cost of up to five signs.

*Deliverables:* recommendations for District sign locations, design and fabrication cost memorandum

*Estimated Budget:* \$9,000 (design and fabrication cost not included)

### **Objective 4. Schools Engagement**

*Task 4.1: Partnerships.* Young Environmental will continue to explore education opportunities for students within our partner cities. Young Environmental will develop an education plan for interested partners for the 2023–24 academic year.

*Task 4.2: Grant program.* In 2022, Young Environmental developed the Educator Mini-Grant Program, providing schools, nonprofits, educators, and students with funding opportunities. As part of this program, Young Environmental will assist in evaluating proposals, awarding grants, and compiling reports and reimbursement requests. Young Environmental will also develop enhanced program promotion in 2023.

*Deliverables:* education plans, mini-grant promotion, website updates

*Estimated Budget:* \$11,000

### **Objective 5. Community Outreach and Engagement**

*Task 5.1: Partnership.* Young Environmental will continue to evaluate existing and established education and/or sustainability program partnerships with local cities, counties, nonprofits, and NGOs in 2023.

*Task 5.2: Local events.* In 2022, Young Environmental developed criteria to help determine participation in events and programming. Young Environmental presented to the CAC a list of potential events and programs based on these criteria. Young Environmental will coordinate participation in events and programs as directed and will support the CAC in the events that meet those criteria.

*Task 5.3: Tabling materials.* Over the past two years, Young Environmental developed several handouts that may be brought to community tabling events. Based on guidance from the CAC, Young Environmental will continue to develop additional handouts and/or other materials and investigate the purchase of interactive displays and present cost findings to the board.

*Deliverables:* local event participation, handout development, interactive display memorandum

*Estimated Budget:* \$10,500

## **Objective 6. Website Assistance**

*Task 6.1: Website updates.* In 2022, Young Environmental began populating water resource data for District water bodies on the District website. Young Environmental also made updates to the resident and education pages. Functionality updates are ongoing. Over the course of 2023, Young Environmental will continue to populate water resource data on the District's website along with updating the developer page and assisting the District with content management.

*Deliverables:* Develop website pages, update, and maintain website content

*Estimated Budget:* \$9,000

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Fen Stewardship Program

Workplan—December 1, 2022

*The District, in partnership with the Minnesota Department of Natural Resources (MNDNR), will develop a fen stewardship program for the District's fens. The effort will review historical data, assess current conditions, and develop a road map for restoration, preservation, and protection of the District's fens. Stewardship plans or sustainability reports will be developed for all fens to effectively manage and protect these groundwater-dependent resources.*

#### **Summary**

*Outcome:* The Fen Stewardship Plans for the Savage, Nicols, and Gun Club Fens will be developed in 2023. A portion of the funds from the Fen Stewardship Program will be reserved for implementation of the actions that are defined in the completed stewardship plans.

*Project Partners:* MNDNR, Metropolitan Council, City of Savage, City of Eagan, City of Mendota Heights

*Timeline for Completion:* January 2023–December 2023

*Total Project Budget:* \$75,000

#### **Objective 1. Project Management**

*Task 1-1: Project Plan Development and Project Management.* Finalize the workplan, assign project tasks, and determine whether additional resources are needed; set dates for deliverables; and generate and maintain project schedule.

*Timeline for Completion:* 6–12 months

*Deliverables:* Invoices and project updates

*Estimated Budget:* \$2,500

#### **Objective 2. Savage Fen Stewardship Plan Development**

*Task 2-1: Stakeholder Engagement and Outreach.* Young Environmental will coordinate two meetings with Savage Fen stakeholders in the development of the Savage Fen Stewardship Plan. The first meeting will be held to communicate the purpose of the stewardship plan and obtain data to inform the plan's development. A second meeting will be organized after the draft plan has been prepared to obtain feedback, which can include identifying opportunities for partnership and funding, and to finalize the plan's development.

*Task 2-2: Complete the Fen Stewardship Plan.* A stewardship plan will be developed for the Savage Fen. The outline for the stewardship plan will follow the same format as the previously developed Seminary Fen Stewardship Plan. The stewardship plan includes the validation of

existing data to further understand historical data and assess current conditions. It also includes the design of operational and future-oriented plans for protecting and restoring the fen.

*Task 2-3: Story Map Development.* A story map will be developed using ArcGIS to combine text, interactive maps and figures, and other multimedia content to educate various audiences on the history of the Savage Fen and current conditions. The final story map will be shared on the District's website.

*Task 2-4: Board Presentation and Recommendations.* The final stewardship plan will be presented to the board of managers, and recommendations for future actions will be discussed.

*Timeline for Completion:* 3–6 months

*Deliverables:* Agendas and meeting summaries, draft and final stewardship plans, and ArcGIS story map

*Estimated Budget:* \$20,000

### **Objective 3. Nicols Fen Stewardship Plan Development**

*Task 3-1: Stakeholder Engagement and Outreach.* Young Environmental will coordinate two meetings with Nicols Fen stakeholders in the development of the Nicols Fen Stewardship Plan. The first meeting will be held to communicate the purpose of the stewardship plan and obtain data to inform the plan's development. A second meeting will be organized after the draft plan has been prepared to obtain feedback, which can include identifying opportunities for partnership and funding, and to finalize the plan's development.

*Task 3-2: Complete the Fen Stewardship Plan.* A stewardship plan will be developed for the Nicols Fen. The outline for the stewardship plan will follow the same format as the previously developed Seminary Fen Stewardship Plan. The stewardship plan includes the validation of existing data to further understand historical data and assess current conditions. It also includes the design of operational and future-oriented plans for protecting and restoring the fen.

*Task 3-3: Story Map Development.* A story map will be developed using ArcGIS to combine text, interactive maps and figures, and other multimedia content to educate various audiences on the history of the Nicols Fen and current conditions. The final story map will be shared on the District's website.

*Task 3-4: Board Presentation and Recommendations.* The final stewardship plan will be presented to the board of managers, and recommendations for future actions will be discussed.

*Timeline for Completion:* 3–6 months

*Deliverables:* Agendas and meeting summaries, draft and final stewardship plans, and ArcGIS story map

*Estimated Budget:* \$20,000

## **Objective 4. Gun Club Lake Stewardship Plan Development**

*Task 4-1: Stakeholder Engagement and Outreach.* Young Environmental will coordinate two meetings with Gun Club Lake Fen stakeholders in the development of the Gun Club Lake Fen Stewardship Plan. The first meeting will be held to communicate the purpose of the stewardship plan and obtain data to inform the plan's development. A second meeting will be organized after the draft plan has been prepared to obtain feedback, which can include identifying opportunities for partnership and funding, and to finalize the plan's development.

*Task 4-2: Complete the Fen Stewardship Plan.* A stewardship plan will be developed for the Gun Club Lake Fen. The outline for the stewardship plan will follow the same format as the previously developed Seminary Fen Stewardship Plan. The stewardship plan includes the validation of existing data to further understand historical data and assess current conditions. It also includes the design of operational and future-oriented plans for protecting and restoring the fen.

*Task 4-3: Story Map Development.* A story map will be developed using ArcGIS to combine text, interactive maps and figures, and other multimedia content to educate various audiences on the history of the Gun Club Fen and current conditions. The final story map will be shared on the District's website.

*Task 4-4: Board Presentation and Recommendations.* The final stewardship plan will be presented to the board of managers, and recommendations for future actions will be discussed.

*Timeline for Completion:* 3–6 months

*Deliverables:* Agendas and meeting summaries, draft and final stewardship plans, and ArcGIS story map

*Estimated Budget:* \$20,000

## **Objective 5. Implementation of the Fen Stewardship Plan**

*Task 5-1: Coordination with the MNDNR.* The potential land acquisition activity identified in the completed Seminary Fen Stewardship Plan will be initiated. This includes coordination with the MNDNR to map and assess the value of private properties adjacent to the Seminary Fen and to begin the process of acquisition. Young Environmental will organize two meetings with the MNDNR. The first meeting will be held to reaffirm or modify the scope of the work and review data needs, and the second meeting will include discussing findings and recommendations with MNDNR staff.

*Task 5-2: Develop a Draft Technical Memorandum.* The private property northeast of the scenic and natural area where Fen Site E was identified is a notably valuable resource and will be the emphasis of a land acquisition study. Young Environmental will investigate historical and current conditions, provide information on potential properties for acquisition, and prepare a draft technical memorandum to summarize the findings from this review to share with the MNDNR.

*Task 5-3: Final Technical Memorandum.* Submit the final technical memorandum to the District and the MNDNR, incorporating the written feedback from Task 4-1.

*Timeline for Completion:* 6–12 months

*Deliverables:* Agendas and meeting summaries, draft technical memorandum, and final technical memorandum

*Estimated Budget:* \$12,500

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### **Gully Inventory and Assessment Program**

Workplan—December 1, 2022

*The District performs routine gully inventories to provide information to municipalities within the watershed district on the current conditions of gullies and pipe outfalls; it also identifies new locations that may be contributing sediment into the Minnesota River. Once each gully inventory is complete, the District will coordinate collaboration sessions with city partners and other potential stakeholders to review findings; discuss high-priority sites; and strategize ways to stabilize gullies, repair outfalls, and prevent sediment from entering the Minnesota River.*

#### **Summary**

*Outcome:* Identify and make recommendations for future field work and condition assessments of high-priority gullies located in the cities of Bloomington, Burnsville, Carver, Chanhassen, Chaska, Eagan, Eden Prairie, Mendota, Mendota Heights, Savage, and Shakopee within the Lower Minnesota River Watershed District

*Project Partners:* Minnesota Department of Natural Resources (MnDNR), US Fish and Wildlife Service (USFWS), Trout Unlimited, Cities of Bloomington, Burnsville, Carver, Chanhassen, Chaska, Eagan, Eden Prairie, Mendota, Mendota Heights, Savage, and Shakopee, and Dakota County and Scott County

*Timeline for Completion:* January 2023–December 2023

*Total Project Budget:* \$90,500

#### **Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize the workplan; assign project tasks, determine whether additional resources are needed; set dates for deliverables; generate and maintain project schedule; perform monthly invoicing.

*Timeline for Completion:* six to 12 months

*Deliverables:* project approach and schedule, invoices, project updates

*Estimated Budget:* \$3,600

#### **Objective 2. Database Organization**

*Task 2-1: Database development and organization.* GIS data from previous gully assessments requires organization to effectively structure relationships between the existing data and data that will be collected in the future. This task includes data mapping, database development, and data migration to transition existing data into a new geodatabase that will comprehensively organize



past information and streamline data management for the gully inventory and assessment program.

*Task 2-2: Survey 123 development.* The existing electronic inspection form will be refined to collect and record field data in the new geodatabase.

*Timeline for Completion:* three months

*Deliverables:* completed geodatabase, Survey 123 application for field documentation

*Estimated Budget:* \$3,500

### **Objective 3. Data Collection and Review**

*Task 3-1: Review of background information.* Young Environmental will review the high- and medium-priority sites identified in the *2020 and 2021 Gully Inventory and Condition Assessments* and will extract information for sites to be revisited during the 2023 field season.

*Task 3-2: Coordination with project partners.* The compiled information from Task 3-1 will be reviewed, and municipalities within this study area may be contacted for additional information and to determine new areas of concern, proposed projects, and completed projects that may affect future field work and surveys. In addition, this task will include coordination with the USFWS and the Minnesota Department of Natural Resources to gain permission to perform field work on their land, as needed.

*Timeline for Completion:* four to six weeks

*Deliverables:* maps, meetings, summary notes

*Estimated Budget:* \$6,700

### **Objective 4. Field Work**

*Task 4-1: Conduct field condition assessments.* Conduct site visits to reinspect each of the identified gullies from Objective 3. As before, Young Environmental interns will collect photographs, waypoint locations, and notes detailing the condition of each of the gullies using the ArcGIS Survey 123 electronic inspection form that will be refined in Objective 2. In addition, a drone survey may be considered for critical site(s), pending available budget. Young Environmental will have local drone experts assess the final list of high- and medium-priority sites to determine if a drone survey is feasible.

*Task 4-2: Gully ranking.* Based on the updated field condition assessments, Young Environmental will review and update the ranking of the identified and assessed gullies in the LMRWD. Criteria to be used will include the potential for sediment loading into the Minnesota River, proximity to HVRA or 303-listed impaired waterbody, and interest by project partners.

*Timeline for Completion:* three to six months, dependent on weather

*Deliverables:* maps, photographs, field notes, field inspection reports

*Estimated Budget: \$35,250*

**Objective 5. Richard T. Anderson Conservation Area Gully Feasibility Study**

*Task 5-1: Drone survey.* Perform a drone survey to assess the gullies in the Richard T. Anderson Conservation Area. During the 2020 Gully Inventory, extensive erosion was observed, but access was prohibited because of steep slopes and other safety concerns. Results from the drone survey will be used to inform potential stabilization measures in Task 5-2.

*Task 5-2: Conceptual engineering design.* Prepare concept drawings with proposed stabilization measures for the high- and medium-priority gullies in the Richard T. Anderson Conservation Area. Young Environmental will provide technical review of the design. This task includes coordination and meetings to develop and review conceptual designs.

*Task 5-3: Documentation.* Develop a draft technical memorandum that will document the data collected, results from the analysis, and recommendations for stabilization based on the concept drawings. The draft memo will be submitted to the District and project partners for consideration and written feedback. Pending feedback received, a final technical memorandum and findings will be developed, incorporating the written feedback, and submitted to the District and project partners.

*Timeline for Completion:* three to four months

*Deliverables:* maps, photographs, concept design drawings, draft technical memorandum, final technical memorandum

*Estimated Budget: \$30,200*

**Objective 6. Documentation**

*Task 6-1: Development of the draft 2023 Gully Inventory and Condition Assessment Report.* Prepare the draft 2023 Gully Inventory and Condition Assessment Report. The draft report will be provided to the District and partners for comment.

*Task 6-2: Finalization of the 2023 Gully Inventory and Condition Assessment Report.* Finalize the assessment report, and submit the final report to the District and project partners.

*Timeline for Completion:* four weeks

*Deliverables:* Draft 2023 Gully Inventory and Condition Assessment Report, final 2023 Gully Inventory Condition Assessment Report

*Estimated Budget: \$11,250*

## LOWER MINNESOTA RIVER WATERSHED DISTRICT

### Lower Minnesota River Floodplain Modeling

Workplan—December 1, 2022

*The District will coordinate with project partners to collect recent urban development information and survey data that can be incorporated into USACE's 2004 HEC-RAS model of the Lower Minnesota River to create revised floodplain mapping to allow for better predictions of flood stages within the LMRWD and evaluate the effects of urban development and climate change on the river's hydrology.*

#### **Summary**

<i>Outcome:</i>	Updated Lower Minnesota River HEC-RAS model
<i>Project partners:</i>	Minnesota Department of Natural Resources (MnDNR), US Army Corps of Engineers (USACE), Minnesota Department of Transportation (MnDOT), Dakota County, Carver County, Scott County, Hennepin County, and the fourteen LMRWD Partner Cities
<i>Timeline for completion:</i>	January 2023 to September 2023
<i>Total project budget:</i>	\$85,632

#### **Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize the workplan, assign project tasks, determine whether additional resources are needed, set dates for deliverables, and generate and maintain project schedule and monthly invoices.

*Task 1-2: Project Kickoff Meeting.* Young Environmental will host a project kickoff meeting with the MnDNR, USACE, and LMRWD to introduce the project team, share the project schedule and objectives, and review the preliminary data needs. Project partners can share projects that are underway that may complement the floodplain modeling effort, and Young Environmental will modify the scope of work as necessary. Young Environmental also will develop the meeting agenda and summary.

*Deliverables:* Project approach and schedule, meeting agendas and summaries, and invoices

*Estimated budget:* \$3,794

#### **Objective 2. Data Collection and Review**

*Task 2-1: Gather LiDAR.* Review available LiDAR data, download DEM data for the Lower Minnesota River, and convert to .tif file for use in the HEC-RAS model.

*Task 2-2: Gather Development Information.* Identify the date of the most recent LiDAR and collect development information after that date through coordination (email and phone correspondence) with LMRWD counties and municipalities. The relevant developments will be based on information provided in the Lower Minnesota River Floodplain Model Feasibility Study and include approximately 38 developments identified through LMRWD project reviews and 16 developments identified through FEMA LOMCs. Request as-built survey information for each development. If as-builts are unavailable, municipalities will be contacted to determine if a collecting survey is required, but a collecting survey is not part of this scope. This task includes reviewing the collected development information for accuracy and deciding what is necessary for inclusion in the model.

*Task 2-3: Gather Bridge Information.* This task includes gathering MnDOT bridge data to verify the 2004 HEC-RAS model has updated bridge information. Additionally, Young Environmental will coordinate with cities,

counties, and/or private landowners to collect the most recent bridge information for the remaining bridges that cross the Minnesota River. Bridge data includes bridge deck elevation, abutment shape and elevation, and pier shape and location as well as any other flow obstructions associated with the bridges. This task includes reviewing the collected bridge data for accuracy and deciding what is necessary for inclusion in the model.

*Timeline for completion:* February to March 2023

*Deliverables:* DEM, floodplain development as-builts and survey data, and bridge data

*Estimated budget:* \$14,212

### **Objective 3. Update Hydrology**

*Task 3-1: Statistical Analysis.* Review the USGS Jordan gage and complete a statistical analysis using HEC-SSP to include the most recent peak flow data from 2001 to present to quantify updated flows for inclusion in the 2004 model.

*Task 3-2: Future Conditions Analysis.* Conduct a literature review to determine an appropriate method for estimating future conditions based on the USGS Jordan gage data. Determine future conditions peak discharges to estimate impacts of climate change.

*Task 3-3: Coordination with Project Partners.* Young Environmental will host and facilitate a coordination meeting with project partners to communicate project progress, discuss the hydrologic modeling approach and issues encountered, and develop potential solutions. This task includes developing the meeting agenda and summary.

*Timeline for completion:* March to April 2023

*Deliverables:* Lower Minnesota River existing and future peak discharges

*Estimated budget:* \$9,411

### **Objective 4. Update Hydraulic Model**

*Task 4-1: Update Hydraulic Model Geometry.* Using information collected as part of Objective 2, Young Environmental will update the 2004 HEC-RAS model that is currently being used by the District and other entities to evaluate floodplain impacts. Updates include incorporating new development survey elevations, DEM elevations based on more recent LiDAR, and latest bridge data. The update also will include converting the current model to the most recent and appropriate version of HEC-RAS.

*Task 4-2: Update Hydraulic Model Flow File.* Using the hydrologic modeling and analysis from Objective 3, Young Environmental will update the HEC-RAS flow file to represent the most recent peak flow data. Based on the hydrologic analysis, the flow file will include present day flows as well as future conditions flows.

*Task 4-3: Coordination with Project Partners.* Young Environmental will host and facilitate a coordination meeting with project partners to communicate project progress, discuss the hydraulic modeling approach and issues encountered, and develop potential solutions. This task includes developing the meeting agenda and summary.

*Timeline for completion:* April to June 2023

*Deliverables:* Lower Minnesota River hydraulic model (HEC-RAS model)

*Estimated budget:* \$22,473

## **Objective 5. Documentation and Review**

*Task 5-1: Draft technical memorandum.* Develop a draft technical memorandum to document methods, assumptions, procedures, results, and recommendations. Submit draft report to the District for written feedback.

*Task 5-2: Model Quality Control Review.* Young Environmental will provide the updated HEC-RAS model and draft technical memorandum to an engineering firm from the LMRWD pool for review and written feedback. This task includes preparing the HEC-RAS model for sharing, coordination with project reviewer on questions, and updating the HEC-RAS model as deemed necessary by Young Environmental based on the quality control feedback.

*Task 5-3: Model Review with Project Partners.* Young Environmental will host and facilitate a meeting with project partners to discuss the floodplain model development process and results, including data sharing methods for tracking future floodplain development. The meeting will provide a collaborative space for project partners to provide feedback, address modeling concerns, and develop a path forward. This task includes responding to all participant comments by either incorporating comments into the final floodplain model or tabling comments for future discussion and resolution.

*Task 5-4: Finalize the report.* Finalize the technical memorandum by incorporating written feedback from project partners, district administrator, and managers.

*Timeline for completion:* June to August 2023

*Deliverables:* Draft technical memorandum and final technical memorandum

*Estimated budget:* \$35,742

LOWER MINNESOTA RIVER WATERSHED DISTRICT

**Spring Creek Sites 1 and 2 Design and Construction Stabilization Project**

Workplan—December 1, 2022

*Spring Creek Sites 1 and 2 Design and Construction Stabilization Project is located in the City of Carver. Previous studies recommend channel erosion countermeasures, including riprap, Bio-D block, native plantings, removal of failing concrete walls, cross vanes, and reconnection to the floodplain. Site 1 is located at 112 5th Street West, and Site 2 is located at 404 Broadway. The Lower Minnesota River Watershed District (LMRWD) will work with a consultant from the consultant pool to develop final construction plans for the stabilization of Sites 1 and 2. A vegetation assessment will also be performed to inventory existing vegetation and inform the stabilization plans for Sites 1 and 2.*

**Summary**

<i>Outcome:</i>	Final design and construction of bank stabilization measures at Spring Creek Sites 1 and 2
<i>Project Partners:</i>	Sites 1 and 2 landowners; Carver Soil and Water Conservation District; Engineering consultant
<i>Timeline for Completion:</i>	March 2023–September 2024
<i>Total Fees:</i>	\$29,078
<i>Total Expenses:</i>	\$112,000
<i>Total Project Budget:</i>	\$141,078

**Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize the workplan, assign project tasks, determine whether additional resources are needed, set dates for deliverables, generate and maintain project schedule, and conduct monthly invoicing. Young Environmental will develop a request for design and construction for the LMRWD consultant pool, review proposals, and recommend the best consultant to move forward with. Young Environmental will execute the consultant contract, including specific deliverables.

*Task 1-2: Project kickoff meeting.* After a consultant is chosen for design, Young Environmental will host a project kickoff meeting with the Carver Soil and Water Conservation District (SWCD), the LMRWD, and the consultant to introduce the project team, reaffirm or modify the scope of work and schedule, and review the preliminary data needs. This task includes developing a meeting agenda and summary.

*Task 1-3: Board updates.* Young Environmental will provide two update memos to the LMRWD board summarizing project progress and recommendations as necessary.

*Timeline for Completion:* August 2023–September 2024

*Deliverables:* project approach and schedule, executed contract with engineering consultant, meeting agendas and summaries, invoices, board updates

*Young Environmental Budget:* \$5,044

## **Objective 2. Data Collection and Field Work**

*Task 2-1: Data collection.* Use available background resource information and modeling developed as part of the Spring Creek Hydrology Review in January 2022. This task also includes reviewing and verifying the data used in the original study and updating data where needed.

*Task 2-2: Vegetation assessment.* Perform an inventory of the existing vegetation within Sites 1 and 2. Both desirable and invasive species will be inventoried to determine existing vegetation that will be preserved and areas where removal of terrestrial invasive species is required. The vegetation information collected during the assessment will inform the stabilization and site restoration plans that will be developed in Task 3-1.

*Task 2-3: Topographic survey.* Complete a topographic survey near Sites 1 and 2 to support detailed design development and hydraulic updates if necessary. Bathymetric data may be necessary to characterize the channel.

*Timeline for Completion:* June–October 2023

*Deliverables:* data matrix, survey data, maps, photographs

*Young Environmental Budget:* \$0

*Consultant Budget:* \$44,000

## **Objective 3. Final Engineering Design**

*Task 3-1: Engineering design.* This task includes using the vegetation assessment and new topographic and bathymetric data to support the development of final design plans for stabilization measures at Sites 1 and 2, final specifications, preparation of a technical design memorandum, and engineers' opinion of probable construction costs (EOPCC). An engineering consultant will be chosen from the LMRWD pool and will be expected to submit 60 percent, 90 percent, and final plans to the LMRWD for review and concurrence.

*Task 3-2: Hydraulic analysis.* This task includes updating the hydraulic model with new topographic and bathymetric data as necessary and developing a proposed hydraulic model based on the proposed stabilization measures.

*Task 3-3: Permitting.* Young Environmental will develop a permit matrix to identify specific permit requirements, prepare and submit applicable permit applications based on the final design plans, and review and share agency comments with the appropriate project partners for resolution. This task includes coordination with identified agencies to present the project and confirm permit requirements and timelines.

*Task 3-4: Design review.* Young Environmental will review the design, hydraulic model, and construction plans and provide comments and feedback for incorporation. Reviews will be completed at 60 percent, 90 percent and final submittal. Young Environmental will work closely with the consultant to ensure that LMRWD scope and goals are being met.

*Task 3-5: Coordination with project team.* Young Environmental will host and facilitate three meetings with the consultant (60 percent, 90 percent, and final submittal) to communicate project progress, discuss issues encountered, develop potential solutions, and share any new information. This task includes developing meeting agendas and summaries.

*Timeline for Completion:* October 2023–February 2024

*Deliverables:* final construction plans, hydraulic modeling, EOPCC, specifications, technical design memorandum, permit matrix, permit applications

*Young Environmental Budget:* \$15,038

*Consultant Budget:* \$25,000

#### **Objective 4. Construction Administration**

*Task 4-1: Preparation of bid package.* This task includes preparing the bid package for advertisement. The bid package will include all relevant specifications, contract documents, and final signed construction plans.

*Task 4-2: Bid opening.* This task includes facilitating the bid opening and award and execution of the construction contract.

*Task 4-3: Construction administration.* This task includes receiving and responding to contractor questions throughout the entire bidding process as well as during construction and at closeout; providing project inspection during construction; providing weekly summary reports during construction; and providing construction closeout documents after the successful completion of all activities.

*Task 4-4: Construction management.* Young Environmental will facilitate construction coordination activities to ensure the LMRWD scope and goals are being met. This task includes attending the bid opening, recommending the best contractor for the project, facilitating document signatures, and answering contractor and consultant questions when necessary.

*Timeline for Completion:* March–September 2024

*Deliverables:* bid package, construction summary reports, closeout documents

*Young Environmental Budget:* \$4,588

*Consultant Budget:* \$43,000



LOWER MINNESOTA RIVER WATERSHED DISTRICT

**Spring Creek Site 3 Design Feasibility Study**

Workplan—December 1, 2022

*Site 3 on Spring Creek was identified during the Spring Creek Hydrology Review and is prioritized as a top at-risk site for erosion due to the near vertical bank; however, a stabilization design has not been developed. The Lower Minnesota River Watershed District (LMRWD) will work with the landowner and the Carver Soil and Water Conservation District (SWCD) to conduct a feasibility study and conceptual design to determine the best approach to stabilize the area.*

**Summary**

<i>Outcome:</i>	Complete a feasibility study to inform the design and stabilization measures for Site 3 on Spring Creek.
<i>Project Partners:</i>	Site 3 Landowner; Carver Soil and Water Conservation District
<i>Timeline for Completion:</i>	January 2023–December 2023
<i>Total Fees:</i>	\$33,704
<i>Total Expenses:</i>	\$21,000
<i>Total Project Budget:</i>	\$54,704

**Objective 1. Project Management**

*Task 1-1: Project plan development and project management.* Finalize the workplan; assign project tasks, determine whether additional resources are needed; set dates for deliverables; generate and maintain project schedule; conduct monthly invoicing.

*Task 1-2: Project kickoff meeting.* Young Environmental will host a project kickoff meeting with the Carver SWCD and LMRWD to introduce the project team, reaffirm or modify the scope of work and schedule, and review the preliminary data needs. This task includes developing a meeting agenda and summary.

*Task 1-3: Coordination with project partners.* Young Environmental will host and facilitate monthly meetings with the Carver SWCD to communicate project progress, discuss issues encountered, develop potential solutions, and share any new information. This task includes developing meeting agendas and summaries.

*Task 1-4: Board updates.* Young Environmental will provide two update memos to the LMRWD board summarizing project progress and recommendations as necessary.

*Timeline for Completion:* August–December 2023

*Deliverables:* Project approach and schedule, meeting agendas and summaries, invoices, board updates

*Estimated Budget:* \$11,044

## **Objective 2. Data Collection and Review**

*Task 2-1: Data collection and review.* Use available background resource information and modeling developed as part of the Spring Creek Hydrology Review in January 2022. This task also includes reviewing and verifying the data used in the original study and updating data where needed. Young Environmental will contact public resources such as the City of Carver, the Minnesota Department of Natural Resources, the US Army Corps of Engineers, and the Carver SWCD to collect additional background information if necessary. The data used will be summarized in a data matrix.

*Timeline for Completion:* August 2023

*Deliverables:* Data matrix

*Estimated Budget:* \$2,984

## **Objective 3. Field Work**

*Task 3-1: Field condition assessment.* Following the same methodology developed for Site 1 and Site 2, conduct a site visit at Site 3. Young Environmental will collect photographs, waypoint locations, and notes detailing the conditions of the area using field collection sheets. During the site visit, locate and stake important geomorphic characteristics, including bank-full elevation, pool and riffle cross sections, and low banks so the SWCD can collect topographic survey at the applicable locations. Conduct a pebble count at the riffle and reach-wide.

*Task 3-2: Topographic survey.* Complete a topographic survey of the project reach to aid in the concept design of the project. Collect geomorphic characteristics of the river, including longitudinal profile as well as riffle and pool cross sections.

*Timeline for Completion:* September–October 2023

*Deliverables:* maps, photographs, field notes and collection sheets, survey staking, survey data, topographic map

*Estimated Budget:* \$1,752

## **Objective 4. Engineering Design**

*Task 4-1: Conceptual engineering design.* Prepare concept drawings with proposed stabilization measures for Site 3. Young Environmental will provide technical review of the design. This task includes coordination and meetings to develop and review conceptual designs.

*Timeline for Completion:* October–November 2023

*Deliverables:* proposed stabilization measures, concept design drawings

*Estimated Budget:* \$4,202

**Objective 5. Documentation**

*Task 5-1: Draft technical memorandum.* Develop a draft technical memorandum that will document the data collected, methods and software used, results from the analysis, and recommendations for stabilization based on the concept drawings. The draft memo will be submitted to the District and project partners for consideration and written feedback.

*Task 5-2: Final technical memorandum.* Submit the final technical memorandum and findings to the District and project partners incorporating the written feedback from Task 5-1.

*Timeline for Completion:* October–December 2023

*Deliverables:* draft technical memorandum, final technical memorandum

*Estimated Budget:* \$13,722

# Technical Memorandum

**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Meghan Litsey, CPESC  
Della Schall Young, CPESC, PMP

**Date:** December 08, 2022

**Re:** Lower Minnesota River Watershed District (LMRWD) Municipal  
Coordination Update

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In November 2022, Linda Loomis, district administrator, and Young Environmental Consulting Group (Young Environmental) initiated annual municipal coordination meetings with the municipalities in the Lower Minnesota River Watershed District (LMRWD). The purposes of the coordination meetings include continued collaboration and information sharing, review and discussion of upcoming projects and programs, and potential resource and cost sharing coordination on natural resources projects.

Linda Loomis and Young Environmental scheduled 90-minute meetings with city engineering and water resources staff from each of the municipalities to discuss topics, including municipal and individual permits, recent and upcoming projects and programs, and the gully inventory and assessment program's previous and upcoming activities. Coordination meetings were held during the week of November 14, 2022, with the following entities:

- City of Chanhassen
- City of Mendota Heights
- City of Eden Prairie
- City of Carver
- City of Savage
- City of Bloomington

Summary notes from the November 2022 municipal coordination meetings are included in Attachment 1.

In general, discussions with each municipality were productive, particularly regarding the LMRWD's permitting program and gully inventory and assessment program. The meetings provided dedicated discussion on implementation of the LMRWD's rules and how the LMRWD and cities can share information and resources as cities prepare to complete updates to their city code. In addition, many municipalities were interested in learning more about the gully inventory and assessment program, and initial collaboration efforts were discussed in preparation for the 2023 fieldwork. Discussions with the cities included Rule C, the Floodplain and Drainage Alteration Rule, and the planned floodplain modeling efforts.

### **Next Steps**

Linda Loomis and Young Environmental will continue hold municipal coordination meetings with the following entities in December 2022 and January 2023:

- City of Burnsville
- City of Chaska
- City of Lilydale
- City of Mendota
- City of Shakopee
- City of Eagan
- Metropolitan Airports Commission

A survey will be distributed to Dakota, Scott, and Hennepin Counties in December 2023 in lieu of holding individual coordination meetings with these groups.

Meetings summaries from the December 2022 and January 2023 municipal coordination meetings and the results from the counties survey will be included in an update to the board of managers in January 2023.

Attachments:

1. November 2022 Municipal Coordination Meeting Summaries

# Summary



**PROJECT NAME:** LMRWD Municipal Coordination—City of Chanhassen

Date: Tuesday, November 15, 2022  
Start Time: 1:00 p.m.  
End Time: 2:30 p.m.  
Location: Virtual meeting using Teams

## MEETING OBJECTIVES:

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

**INVITEES:** Joe Seidl, Charles Howley—City of Chanhassen

**HOSTS:** Linda Loomis—Naiad Consulting and Lower Minnesota River Watershed District; Della Young, Hannah LeClaire, Meghan Litsey, Erica Bock—Young Environmental Consulting Group

## AGENDA:

### 1. Welcome (Linda Loomis)

Linda thanked the city for its partnership and provided an update on LMRWD board of manager positions.

### 2. Introductions (All)

### 3. Municipal Permit (Della Young)

#### a. Progress on obtaining a Municipal Permit

Joe's predecessor started the process to obtain a municipal permit, but the LMRWD still needs an official application from the City.

The City is still working on navigating the best path forward. There aren't many projects within the LMRWD, and the City sees some advantages to having separate permitting processes between the City and the LMRWD. The City doesn't think taking on LMRWD municipal permit at this time and is anticipating a mass update of the city code this winter.

Joe asked whether there are cities that don't have a municipal permit. Della said Eden Prairie and Chaska do not. Della offered the topic for comment because the city is required to update its MS4 permit, and there are similar requirements in LMRWD's Rule B—Erosion and Sediment Control and Rule D—Stormwater Management. Della said the LMRWD could review the updates to the city code for

# Summary

alignment to the LMRWD rules.

- i. Discuss the process for permitting projects within watershed districts

Erica provided language from Ch. 19 regarding surface water management permits. Representatives for the City said it's trying to figure out the best way to navigate between the watershed management organizations, and the City doesn't intend to take permitting authority from the Riley-Purgatory-Bluff Creek Watershed District.

## 4. Individual Permits (Hannah LeClaire)

Charlie asked about an example project, what rules would be triggered, the cost, how long it would take, and the overall permitting process. Hannah reviewed the application process and materials provided on the LMRWD's website.

The group discussed permit fee schedules, specifically the cost to review a permit application compared to the current permit fees and how that is generally not enough funding.

Della suggested that the LMRWD could share information about review costs with the City to help the City understand the potential costs of taking on the Municipal Permit.

Hannah asked whether the City would want notification of permit applications that the LMRWD receives for projects within the City's boundaries. The City representative said yes.

- a. Active permits

- i. LMRWD No. 2021-002 CSAH 61 Drainage Ditch

This permit was issued at the end of 2021, but work didn't start until June 2022.

- b. 2022 Inspections (Figure 1)

Hannah reviewed the total number of projects inspected. There was no discussion.

- i. Total number of projects inspected:

- LMRWD No. 2019-065 TH 101 Chanhassen
- LMRWD No. 2019-085 MN Bluffs LRT Regional Trail Repair
- LMRWD No. 2020-100 Peterson Farms Maintenance Road

- ii. Zero sites had follow-ups or maintenance issues.

- c. Upcoming projects

- i. LMRWD No. 2022-024 Gedney Pickles Holding Pond Restoration (conditionally approved by LMRWD Board of Managers)

- ii. LMRWD No. 22-031 RSI Marine pre-permit review

- iii. Charlie updated the LMRWD on an upcoming project: extending sewer and water down TH 101 and CSH 61, which is identified in the 5-year plan but has no hard deadline.

# Summary

d. Work without a permit

i. 535 Lakota Lane update

Linda provided background on the area. The property had work done without a City or LMRWD permit. Both the City and LMRWD tried to contact property owners, but the property owners took offense and did not respond. Linda does not know the status. A letter of correction has been filed by the LMRWD with the district court, and the LMRWD is waiting on a ruling before taking any corrective action.

Della highlighted the partnership with the City regarding compliance issues on the site, devising a strategy for mitigation, and moving through the problem effectively and efficiently.

## 5. Recent and Upcoming Projects and Programs

a. Rule Revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules.

b. Watershed Management Plan Amendment (Meghan Litsey)

Meghan provided an update on the Watershed Management Plan Amendment.

i. Upcoming CIP Projects

- Gully Inventory and Assessment Program—Reassessment of Existing Gullies

c. Gully Inventory (Della Young)

i. [Link](#) to 2020 Gully Inventory and Condition Assessment

ii. Review the Priority Regions (Figure 2)

- High Priority Region 10
  - Located on the eastern portion of Bluff Creek Park watershed, it contains gullies that are along the same hillslope, share similar characteristics, and are geographically close.
- High Priority Region 11
  - Located within a stream along the Minnesota River Bluffs LRT Regional Trail across from Trails End Road. Sites share similar characteristics and the same drainage basin.
- High Priority Region 12
  - Located in the Richard T. Anderson Conservation Area. Sites share similar characteristics and access conditions.

iii. Discuss opportunities for partnering on high priority sites

- Planned projects



# Summary

- Funding opportunities

Charlie said the City is aware of these areas but is not sure what can be done. The gullies are mostly on private land, and the City is hesitant to spend public dollars for private improvements.

Della said that the LMRWD does not have the answers, but a feasibility study is likely the next step as well as a follow-up meeting on high priority areas. Some of these areas could receive grants, and it would be great to prepare for the next steps. The LMRWD's next round of gully inventory is to document progression and to potentially collect the documentation needed to generate legislative action. The LMRWD would be seeking knowledge sharing for the upcoming project.

## 6. Other Discussion (Della Young)

- a. Seminary Fen Stewardship Plan

Della provided an update regarding the completion of the Seminary Fen Stewardship Plan.

- b. Assumption Creek H&H Analysis

Della shared that the analysis was complete, and Young Environmental will share a copy of the report with the City.

## 7. Next Steps (Meghan Litsey)

- a. Generate and share a meeting summary.

# Summary



**PROJECT NAME:** LMRWD Municipal Coordination – City of Mendota Heights

Date: Wednesday, November 16, 2022  
Start Time: 8:30 a.m.  
End Time: 10:00 a.m.  
Location: Virtual meeting using Teams

**MEETING OBJECTIVES:**

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

**INVITEES:** Ryan Ruzek, Krista Spreiter—City of Mendota Heights

**HOSTS:** Linda Loomis—Naiad Consulting and Lower Minnesota River Watershed District  
Della Young, Hannah LeClaire, Meghan Litsey—Young Environmental Consulting Group

**AGENDA:**

**1. Welcome (Linda Loomis)**

Linda thanked the city for its partnership and provided an update on LMRWD board positions.

**2. Introductions (All)**

**3. Municipal Permit (Della Young)**

a. Rule A: Administrative and Procedural Requirements (audit)

Della explained that *audit* is a daunting term, and it is more of a way to understand how the City has been managing permits in accordance with the requirements of LMRWD Rule A—Administrative and Procedural Requirements. An audit is planned for the first quarter of the year.

**4. Individual Permits (Hannah LeClaire)**

a. Upcoming projects

Hannah informed the City that there are no active projects at this time.

Della recommended sharing notification of projects coming up in the LMRWD. Krista asked whether the LMRWD would like notification about projects that are outside the LMRWD but discharge to the LMRWD; for example, the Lake August feasibility study has a natural outlet to the Minnesota River. Della said that the LMRWD would like to be involved.

# Summary

Linda commented that the Prior Lake-Spring Lake Watershed District (PLSLWD) and City of Prior Lake have a similar operation with the Prior Lake Outlet Channel and recommended the City talk either to the PLSLWD or City of Prior Lake about this.

The LMRWD should be notified of potential slope-stabilization issues.

## 5. Recent and Upcoming Projects and Programs

### a. Rule Revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules.

### b. Watershed Management Plan Amendment (Meghan Litsey)

Meghan provided an update on the Watershed Management Plan Amendment.

#### i. Upcoming CIP Projects

- Gully Inventory and Assessment Program—Reassessment of Existing Gullies

### c. Gully Inventory (Della Young)

#### i. [Link](#) to 2020 Gully Inventory and Condition Assessment

#### ii. Review the Priority Regions (Figure 2)

- High-Priority Region 21

- Sites grouped together based on geographic proximity to one another, similar characteristics, and similar erosion progression

Sites around High-Priority Region 21 are a combination of high to moderate priority. Della said work in the future surrounds high-priority sites to see whether erosion is progressing or stable.

- High-Priority Region 22

- Large gully channel

The City tried to get MnDOT to address High-Priority Region 22.

Della said that we could try to approach the City's contact at MnDOT to discuss what has been done, how a feasibility analysis might be implemented, and whether it makes sense to move that analysis forward.

- High-Priority Region 23

- Sites grouped together based on geographic proximity to one another, shared access locations, and ultimate discharge location of Gun Club Lake Fen

# Summary

The LMRWD has been working with the DNR on this recently. There is a scar in the fen, but the DNR has not made a determination yet.

The City said there is a potential MnDOT 494 pond project, southwest from high priority site 23.

The LMRWD will share the Gun Club Lake H&H report with the City.

- iii. Discuss opportunities for partnering on high-priority sites (Meghan Litsey)
  - Planned projects
  - Funding opportunities

## 6. Other Discussion (All)

Della asked if the City had any concerns on the LMRWD's Rule C—Floodplain and Drainage Alteration requirements. The city mentioned Burnsville's comments on LMRWD Rule C—Floodplain and Drainage Alteration. The LMRWD plans to meet with the City of Burnsville and other interested municipalities to discuss floodplain management.

## 7. Next Steps (Meghan Litsey)

- a. Generate and share a meeting summary.

# Summary



**PROJECT NAME:** LMRWD Municipal Coordination – City of Eden Prairie

Date: Wednesday, November 16, 2022

Start Time: 10:30 a.m.

End Time: 12:00 p.m.

Location: Virtual meeting using Teams

## MEETING OBJECTIVES:

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

**INVITEES:** Rod Rue, Patrick Sejkora—City of Eden Prairie

**HOSTS:** Linda Loomis—Naiad Consulting and Lower Minnesota River Watershed District  
Della Young, Hannah LeClaire, Meghan Litsey—Young Environmental Consulting Group

## AGENDA:

### 1. Welcome (Linda Loomis)

Linda thanked the City for its partnership and provided an update on LMRWD board positions.

### 2. Introductions (All)

### 3. Individual Permits (Hannah LeClaire)

- a. Discuss the process for communicating LMRWD permit requirements
- b. Active permits
  - i. LMRWD No. 2022-007 Engineered Hillside
  - ii. LMRWD No. 2022-026 10621 Spyglass Drive

The year 2022 was when LMRWD first completed inspections.

Engineered Hillside and Spyglass will be inspected in 2023.

- c. Year 2022 inspections (Figure 1)
  - i. Total number of projects inspected: one
    - LMRWD No. 2020-103 Prairie Heights Development
  - ii. One site had follow-ups and maintenance issues:

# Summary

- Lack of erosion control BMPs
- Rill erosion along infiltration basin (ongoing)

Prairie Heights is a unique project because it is in two watershed districts, the LMRWD and RPBCWD, and the infiltration basins are technically in the RPBCWD. The contractor and the RPBCWD were notified of the issues, and the LMRWD wanted to notify the City to keep it informed.

## d. Upcoming projects

### i. Peterson Wetland Bank

Peterson Wetland Bank is an ongoing project led by Lori Haak with the City.

The LMRWD transferred authority of the Pioneer Trail project to the RPBCWD.

The feasibility study is advancing on Dell Road, and WSB has been trying to set up a meeting with the RPBCWD.

## 4. Recent and Upcoming Projects and Programs

### a. Rule revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules.

Della asked if the City had any concerns about the LMRWD's Rule C—Floodplain and Drainage Alteration requirements. The City indicated that it does not have any involvement with Rule C.

### b. Watershed Management Plan Amendment (Meghan Litsey)

#### i. Upcoming CIP Projects (Hannah LeClaire)

- Area 3 Bluff Stabilization Project update
  - When was the last time the outfall was repaired or replaced?
  - What are your goals for the design of the outfall?
  - Does the City have a hydraulic report for the original outfall design?

Hannah from Young Environmental is the new point of contact for the project. The project is partnered with Barr Engineering and Inter-Fluve. Young Environmental is designing the outfall from the pond. Young Environmental wants to keep the City involved on the design to meet its expectations.

The City has been notified by the MPCA that it approves of the removal of the pond in the floodplain.

Hannah has plans for the outfall from 1986 and was wondering whether this is the last time work was completed on the outfall. Rod replied that it was redone about 10 years ago (2013?) when Barr

# Summary

Engineering completed reinforcement on the bank. Patrick is going to look at the City's records for the pipe work.

City goals for the design include capturing as much of the water as possible in the pipes and minimizing surface flow. For the outfall, there are no specific goals other than protecting it and having access for City inspections and maintenance.

Della asked about access and easements in the area. Easements shown in the plan set from Barr Engineering (which Hannah already has) are mostly accurate.

Hannah asked for the elevation of ditch checks, if known, and clarified that the pipe won't be extended.

Della said that Young Environmental needs design constraints upstream and asked what kind of piping is needed when the pond is removed to attenuate the volume coming in. Rod said that the original design does not follow Atlas 14 precipitation estimates.

Linda asked whether the pond is on City property, and Patrick responded it is in an easement.

Hannah said that Young Environmental will bring the City into coordination with Inter-Fluve.

- Gully Inventory and Assessment Program—Reassessment of Existing Gullies

## c. Gully inventory (Della Young)

i. [Link](#) to 2020 Gully Inventory and Condition Assessment

ii. Review the Priority Regions (Figure 2)

- High-Priority Region 13
  - Sites are located within the Richard T. Anderson Conservation area near the border of the City of Chanhassen

The City is aware of the gully issue but unaware of any planned projects.

- High-Priority Region 14
  - HPR 14 is located along the banks of the Minnesota River. The region includes two channels consisting of two gully sites each and one large slump along the Minnesota River.
- New-Priority Sites (2 sites)

iii. Discuss opportunities for partnering on high-priority sites (Meghan Litsey)

- Planned projects
- Funding opportunities

# Summary

The LMRWD will use Patrick as a point of contact to navigate the departments and contacts that need to be included in a feasibility study and to decide what information the LMRWD needs to collect to make informed decisions. Young Environmental will monitor the gullies in 2023.

The timing of a feasibility study is to be determined. In the LMRWD CIP, there are dollars set aside for inventory assessment, and whatever is leftover can be spent on high-priority sites.

## 5. Other Discussion (All)

There was no discussion.

## 6. Next Steps (Meghan Litsey)

- a. Generate and share meeting summary



# Summary



**PROJECT NAME:** LMRWD Municipal Coordination – City of Carver

Date: Wednesday, November 16, 2022

Start Time: 1:30 p.m.

End Time: 2:30 p.m.

Location: Virtual meeting using Teams

## MEETING OBJECTIVES:

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

**INVITEES:** Brent Mareck, Aaron Schmidt, Bob Bean—City of Carver

**HOSTS:** Linda Loomis—Naiad Consulting and Lower Minnesota River Watershed District  
Della Young, Hannah LeClaire, Meghan Litsey—Young Environmental Consulting Group

## AGENDA:

### 1. Welcome (Linda Loomis)

Linda thanked the City for its partnership and provided an update on the LMRWD board.

### 2. Introductions (All)

### 3. Municipal Permit (Della Young)

#### a. Rule A: Administrative and Procedural Requirements (audit)

The audit is designed to get a sense of the City's permitting process, not as a punitive conversation. The LMRWD wants to learn about the City's process to understand whether there are any changes required.

#### b. Rule C: Floodplain and Drainage Alteration

Carver does not have Rule C authority in its permit. The LMRWD has received comments on the restrictive nature of Rule C, and the LMRWD will hold separate meetings on the floodplain requirements.

Something the City would like to discuss with the LMRWD is taking on Rule C because it makes sense from an administrative standpoint. Della said that the one caveat would be self-regulation, and the LMRWD would retain regulatory authority over the Carver Levee project.

# Summary

The City said code updates for the MS4 permit and other items related to the floodplain are in progress. Della said the next steps in the process would be to have the City go to the LMRWD's website and complete the LGU application and highlight applicable rules, including adding Rule C. Advance notification was requested from the City so the LMRWD can plan accordingly.

## 4. Individual Permits (Hannah LeClaire)

### a. Active permits

There was no discussion.

### b. Year 2022 Inspections (Figure 1)

#### i. Total number of projects inspected: one

- LMRWD No. 2020-110 CSAH 11 Reconstruction

#### ii. Zero sites had follow-ups or maintenance issues

### c. Upcoming projects

#### i. Spring Creek 3rd Street Culvert Replacement

The permit for the Spring Creek Project would have to come through LMRWD if Carver does not have its Rule C authority yet. The City indicated that Bolton & Menk would be submitting an application for this project soon.

## 5. Recent and Upcoming Projects and Programs

### a. Rule Revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules.

### b. Watershed Management Plan Amendment (Meghan Litsey)

Meghan provided an update on the Watershed Management Plan Amendment.

#### i. Upcoming CIP Projects

- Spring Creek Vegetation Management
- Spring Creek Site 1 and 2 Stabilization Project
- Spring Creek Site 3 Design Feasibility Study

LMRWD will forward the link to the Spring Creek H&H reports completed in 2021.

Regarding project improvements at Spring Creek, the City is not going to spend public dollars on private property improvements. The LMRWD wants to proactively address this situation to prevent catastrophic failure, and the City would like to continue the dialogue on the issue but is not prepared to commit to anything at this time.

Young Environmental is coordinating the development of a vegetative management plan and two designs have been prepared and need finalizing.

# Summary

- Gully Inventory and Assessment Program—Reassessment of Existing Gullies
- c. Gully Inventory (Della Young)
  - i. [Link](#) to 2020 Gully Inventory and Condition Assessment
  - ii. Review the Priority Regions (Figure 2)
    - High-Priority Region 1
      - Located within Spring Creek Channel’s valley wall, making one large gully system
    - High-Priority Region 2
      - Sites located within shared access locations
    - High-Priority Region 3
      - One large gully channel
    - High-Priority Region 4
      - One large gully system with two head cuts
    - High-Priority Region 5
      - Stream channel with multiple slumps and finger gullies forming along its valley wall
    - High-Priority Region 6
      - Sites grouped by proximity, shared access conditions, erosion progression, and characteristics
    - High-Priority Region 7
      - Grouped by shared characteristics, access conditions, and geographic proximity of all three sites
    - High-Priority Region 8
      - One large gully system forming a stream channel
    - High-Priority Region 9
      - Large gully formed by a pipe outfall discharging and creating a channel
    - New-Priority Sites (2 Sites)

The City indicated that several of the gullies are within the Hawthorn Development, and the Surface Water Management Plan for the project noted this. Della said that as the City reviews the gully report, the City should let the LMRWD know whether there are opportunities to partner or combine resources to address an area.

# Summary

The City asked to be updated when Spring Creek and gully inventory field work is going to be completed in the event that residents call and ask questions about what is going on.

- iii. Discuss opportunities for partnering on high-priority sites
  - Planned projects
  - Funding opportunities

## 6. Other Discussion (Della Young)

- a. Carver Levee project update

The City was notified that it will be awarded \$2.5 million in federal funding (through the HUD program). This will allow the project to continue moving forward with design. The total project cost is \$12 million. Linda asked whether the City plans to lobby for funds and requested that the City let the LMRWD know so that it is aware and knowledgeable. The LMRWD can have its legislative liaison help inform legislators about the project.

## 7. Next Steps (Meghan Litsey)

- a. Generate and share meeting summary

# Summary



**PROJECT NAME:** LMRWD Municipal Coordination – City of Savage

Date: Wednesday, November 16, 2022  
Start Time: 2:30 p.m.  
End Time: 4:00 p.m.  
Location: Virtual meeting using Teams

## MEETING OBJECTIVES:

- To continue the established collaboration and information sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

**INVITEES:** Jesse Carlson, Seng Thongvanh – City of Savage

**HOSTS:** Linda Loomis – Naiad Consulting and Lower Minnesota River Watershed District;  
Della Young, Hannah LeClaire, Meghan Litsey – Young Environmental Consulting Group

## AGENDA:

### 1. Welcome (Linda Loomis)

Linda thanked the City for its partnership and provided an update on the LMRWD board.

### 2. Introductions (All)

### 3. Municipal Permit (Della Young)

#### a. Progress on obtaining a Municipal Permit

In 2023, the has set aside budget for City zoning ordinance updates and plans to update water resource items. The City plans to start this at the beginning of the new year and have the ordinance updates adopted by council members in midsummer. The City said that it may be looking into creating more of a design guide, similar to the City of Prior Lake.

- Della said that if the City has draft deliverables of certain sections of the updated code, the LMRWD can look into it so that it's in line with the LMRWD rules.
- Della asked if the City had any concerns about the Rule C-Floodplain rule revisions. The City of Savage indicated that it's interested in discussing this topic. The biggest concern for the City is along Credit River from McColl to the Minnesota River and how that floodplain extends. The City says there are some issues with the current modeling, and this should be looked at closer.

# Summary

The model is currently 1-D but probably needs a 2-D model. The City can send the report to the LMRWD.

- With Katy Thompson moving on from Young Environmental, the City asked who the new liaison from the LMRWD would be. Della recommended emailing the [permit@lowermnriverwd.org](mailto:permit@lowermnriverwd.org), and it will be delegated from there.

## 4. Individual Permits (Hannah LeClaire)

- a. Active permits
  - i. LMRWD No. 2021-025 TH 13
  - ii. LMRWD No. 2021-033 Minnesota MASH & 130th St. Extension
- b. 2022 Inspections (Figure 1)
  - i. Total number of projects inspected: 2
    - LMRWD No. 2021-031 Caribou Coffee
    - LMRWD No. 2021-034 Circle K Holiday Station Stores
  - ii. Zero sites had follow-ups or maintenance issues

Caribou and Circle K Holiday projects are complete and can be closed.

MN Mash did some preliminary grading. The City did some pond excavation work this year, and storm sewer work will be completed next year.

- c. Upcoming projects

The City received watershed-based implementation funding for the Eagle Creek bridge stabilization project. The City will set up an agency meeting to discuss the concept plan and submittal requirements. LMRWD recommended the City submit a work plan to BWSR, if it hasn't already, and the agreement would be through the BWSR.

The Credit River stream assessment is planned for 2023 from TH 13 to Hanrehan Blvd.

## 5. Recent and Upcoming Projects and Programs

- a. Rule Revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules.
- b. Watershed Management Plan Amendment (Meghan Litsey)

Meghan provided an update on the Watershed Management Plan Amendment.

- i. Upcoming CIP Projects
  - Gully Inventory and Assessment Program – Reassessment of Existing Gullies
  - Schroeder Acres Project Status

# Summary

The City needs to send final plans and request final closeout from the BWSR to be reimbursed for the project.

- c. Gully Inventory (Della Young)
  - i. [Link](#) to 2020 Gully Inventory and Condition Assessment
  - ii. Review the Priority Sites (Figure 2)
    - Savage Bluffs High Priority Region
      - Area includes the southern border of the LMRWD within Savage and the bluffs that drop into Savage Fen Natural Science Area
    - Eagle Creek High Priority Region
      - Comprises two gullies directly contributing to Eagle Creek

The LMRWD will revisit high priority areas in 2023.

The City completed a ravine stabilization project in 2016 (smallest area on Figure 2), and another project was completed closer to City Hall. The LMRWD will share the Gully Report, and the City can let the LMRWD know which gullies they are aware of and determine potential next steps.

- iii. Discuss opportunities for partnering on high priority sites
  - Planned projects
  - Funding opportunities

## 6. Other Discussion (Della Young)

- a. Dredge Site Maintenance Project

LMRWD updated the City on the dredge site plans, including using the LMRWD engineering pool for designs.

- b. Credit River Outfall Repair

The City hopes to complete the project in 2023. The City needs an erosion and sediment control permit with the LMRWD. The City also needs to go to USACE and schedule the work.

- c. Floodplain (Compensatory Storage) Analysis

Della asked for the City's thoughts on pursuing this. The City said its number one priority would be to do additional floodplain analysis specific to 2-D modeling updates to see how the area would be affected during a flood. Regarding developing the floodplain analysis, the City said it has no need to discuss or look at this now.

## Summary

The LMRWD has paused on the comments from the City of Burnsville regarding Rule C until the LMRWD could have discussions during the coordination meetings. The LMRWD will maintain Rule C until additional data is forthcoming. The LMRWD will revisit this topic with the TAC at a later date.

- d. [Link](#) to 2022 Trout Streams Gaps Analysis and Management Plan – Final Report

The City would like more intentional documentation on how to manage trout waters and was wondering about stocking Eagle Creek.

Last fall the DNR stocked brook trout in Eagle Creek and found that brown trout are reproducing but brook trout are not.

There was a discussion about how to manage beaver dams and who is responsible for that along Eagle Creek and south of the dredge site.

### 7. Next Steps (Meghan Litsey)

- a. Generate and share meeting summary.



# Summary



**PROJECT NAME:** LMRWD Municipal Coordination – City of Bloomington

Date: Thursday, November 17, 2022  
Start Time: 10:00 a.m.  
End Time: 11:30 a.m.  
Location: Virtual meeting using Teams

## MEETING OBJECTIVES:

- To continue the established collaboration and information sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

**INVITEES:** Steve Gurney, Bryan Gruidl, Jack Distel—City of Bloomington

**HOSTS:** Linda Loomis—Naiad Consulting and Lower Minnesota River Watershed District  
Della Young, Hannah LeClaire, Meghan Litsey—Young Environmental Consulting Group

## AGENDA:

### 1. Welcome (Linda Loomis)

Linda thanked the City of Bloomington for its partnership and gave an update on the LMRWD board of managers and open positions.

### 2. Introductions (All)

### 3. Municipal Permit (Della Young)

#### a. Rule A: Administrative and Procedural Requirements (audit)

Bloomington was the first to get its municipal permit over a year ago. It does not have permitting authority for Rule C. The audit is to get a sense for how things are going and to help make the process more efficient per LMRWD Rule A—Administrative and Procedural Requirements.

The City said its rules are slightly more restrictive than LMRWD and thinks it could use help through Rule F—Steep Slopes. It could use help getting landowners to understand and trying to define the area.

The City feels like it is struggling with project creep. Della advised that it may be worthwhile to look at standard plans or BMPs to prevent this and said the LMRWD can meet with the City this winter to discuss it further.

# Summary

The City said it struggles with projects getting after-the-fact permits (asking for forgiveness not for permission). The LMRWD is willing to get more involved when these situations arise.

## 4. Individual Permits (Hannah LeClaire)

- a. Active permits
  - i. LMRWD No. 2021-023 106th Street Improvement  
This project has been completed
  - ii. LMRWD No. 2020-132 77th Street Underpass  
This is a City of Richfield project and will be removed.
  - iii. LMRWD No. 2022-002 MBL Nicollet River Crossing
  - iv. LMRWD No. 2022-013 Normandale and 98th Intersection Improvements  
This is not in MnDOT ROW. MnDOT is involved because of state aid funding. The City was wondering if it has state funding, but the project is a city-led project, if the LMRWD permits the project. Della said that the LMRWD and the City should talk about the project ahead of time and determine how to move forward.
- b. Year 2022 Inspections (Figure 1)
  - i. Total number of projects inspected: three
    - LMRWD No. 2020-132 77th Street Underpass
    - LMRWD No. 2021-023 106th Street Improvement
    - LMRWD No. 2021-049 Stump Road Maintenance
  - ii. Follow-ups/Maintenance Issues
    - The 77th Street Underpass had standing water runoff under the bridge. The LMRWD received photo confirmation that the violation during the project inspection was fixed.
- c. Upcoming projects

## 5. Recent and Upcoming Projects and Programs

- a. Rule Revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules.
- b. Watershed Management Plan Amendment (Meghan Litsey)

Meghan provided an update on the Watershed Management Plan Amendment.

  - i. Upcoming CIP Projects
    - Gully Inventory and Assessment Program—Reassessment of Existing Gullies

# Summary

## c. Gully Inventory (Della Young)

- i. [Link](#) to 2020 Gully Inventory and Condition Assessment
- ii. Review the Priority Regions (Figure 2)
  - High-Priority Region 15
    - Two gullies located within the same long stream channel  

This is near a scenic easement area and some City drainage. There is potential to address some pipe issues at this location or at the end of Palmer Road.
  - High-Priority Region 16
    - Two gullies within the same channel
  - High-Priority Region 17
    - Three gullies grouped together due to geographical proximity and ease of access
  - High-Priority Region 18
    - Gullies found within Mound Springs Park  

This area is by the Indian mounds and could be coordinated with Parks and Rec, a different branch in the City. There is unofficial access to the Minnesota River from a recreation standpoint.
  - High-Priority Region 19
    - Gullies located within the Ike's Creek high-value resource area
  - High-Priority Region 20
    - Includes all of the gullies that lay near the Minnesota Valley National Wildlife Refuge Visitor Center and could be accessed along the Long Meadow Lake Trail

The City is aware of the locations, and some are on private property, which is not necessarily under the City's control; the City is hesitant to do work on private property. However, if a gully is combined with stormwater outfall or direct drainage, the project would be within the City's ability to maintain its infrastructure.

Della said the goal now is to continue to review the high-priority sites and start an initial feasibility study.

There is a public education component on how to prevent or manage erosion because people are dumping stuff over the bluff and direct downspouts over the bluff. Della offered that the LMRWD could look into creating a campaign about

# Summary

this topic and target specific landowners. The City could also attach an informational brochure to permits.

If there are staff going out in 2023, the LMRWD is to let the City know, and the City might be able to send some staff to come along. Della said that a schedule will be provided in advance when this work is anticipated.

- iii. Discuss opportunities for partnering on high-priority sites (Meghan Litsey)
  - Planned projects
  - Funding opportunities

## 6. Other Discussion (Della Young)

- a. American Square Condo Development (USFWS)

American Square changed its name to The Ardor. It was unable to acquire the failed parking garage adjacent to the project. This project is moving forward, but the scope has changed.

There was a perception that the City issued a variance from the rules on the project, and the LMRWD wanted to talk about the concern USFWS raised that there was a variance. The City said there was no variance and was not sure where the confusion came from.

- b. Other Discussion

The City asked if there was any monitoring at Ike's Creek by the LMRWD. Monitoring is through USFWS, and it is partnered with MCES. Linda is in communication with the USFWS. Young Environmental is not intimately engaged in the project. Linda hasn't seen the data yet, but she believes they are being put into the state's systems. She will look into this to see if we can get more information.

## 7. Next Steps (Meghan Litsey)

- a. Generate and share meeting summary
- b. Coordinate audit of Municipal Permit

# Technical Memorandum

**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Meghan Litsey, CPESC  
Della Schall Young, CPESC, PMP

**Date:** January 11, 2023

**Re:** Lower Minnesota River Watershed District (LMRWD) Municipal  
Coordination Update

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In December 2022, Linda Loomis, district administrator, and Young Environmental Consulting Group (Young Environmental) continued to hold the annual municipal coordination meetings with the municipalities in the Lower Minnesota River Watershed District (LMRWD). The purposes of the coordination meetings include continued collaboration and information sharing, review and discussion of upcoming projects and programs, and potential resource and coordinated cost sharing for natural resource projects.

Linda Loomis and Young Environmental scheduled a 90-minute meeting with city engineering and water resources staff from each municipality to discuss several topics, including municipal and individual permits, recent and upcoming projects and programs, and the gully inventory and assessment program's previous and upcoming activities. They held coordination meetings during the week of December 12, 2022, with the following entities:

- City of Burnsville
- City of Chaska
- City of Lilydale
- City of Mendota
- City of Shakopee
- Metropolitan Airports Commission

Summary notes from the December 2022 municipal coordination meetings are included in Attachment 1.

Discussions with the entities during the December 2022 meetings were informative and provided insight into the status of the municipal permits and progress toward obtaining municipal permits. In addition, the discussions with the cities on Rule C, the Floodplain and Drainage Alteration Rule, were productive, and both the City of Shakopee and the City of Burnsville are interested in working with the LMRWD in the planned floodplain modeling efforts.

### **Next Steps**

Linda Loomis and Young Environmental will hold a municipal coordination meeting with the City of Eagan on January 17, 2023. A survey will be distributed to Carver, Dakota, Scott, and Hennepin Counties in January 2023, in lieu of holding individual coordination meetings with these groups.

A summary of the meeting with the City of Eagan and the results from the county's survey will be included in an update to the board of managers in February 2023.

### **Attachment:**

1. December 2022 Municipal Coordination Meeting Summaries

# Summary



## **PROJECT NAME:** LMRWD Municipal Coordination—City of Burnsville

Date: Tuesday, December 13, 2022  
Start Time: 9:00 a.m.  
End Time: 10:00 a.m.  
Location: Virtual meeting using Teams

## **MEETING OBJECTIVES:**

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

## **ATTENDEES:**

Jen Desrude, City Engineer, and Ryan Peterson, Public Works Director—City of Burnsville

Linda Loomis—Naiad Consulting and LMRWD

Della Young, Hannah LeClaire, Meghan Litsey—Young Environmental Consulting Group

## **AGENDA/SUMMARY:**

### **1. Welcome (Linda Loomis)**

Linda thanked the City for their partnership.

### **2. Introductions (All)**

### **3. Municipal Permit (Della Young)**

#### a. Progress on obtaining the Municipal Permit

##### i. Status of Conditional Approval Requirements

The City initially planned to complete the conditional approval items by December 20, but these items are tentatively tabled until the January City Council meeting.

Jen commented on the steep slopes rule; she is trying to understand where the steep slope areas are and what the rule change could mean for residential properties proposing improvements in those areas (e.g., construction of a shed). Della responded that the City could exclude the steep slopes rule from their municipal permit, and the district could continue to permit those activities. Della clarified that the City could revisit the steep slopes rule in 2024 and asked the City to send a memo summarizing the change to remove the steep slopes rule from their

# Summary

municipal permit.

Ryan asked for an update on the floodplain rule. Della responded that the managers and staff are interested in working with the City to review, understand, and update the requirements so that the rules are not too onerous or too lenient.

## 4. Individual Permits (Hannah LeClaire)

### a. Active permits

- i. LMRWD No. 2021-007 Burnsville Cemetery Expansion
- ii. LMRWD No. 2021-017 Capstone 35
- iii. LMRWD No. 2021-030 Building Renovation Park Jeep
- iv. LMRWD No. 2021-057 Cliff Road Ramp
- v. LMRWD No. 2022-002 2022 MLB Nicollet River Crossing
- vi. LMRWD No. 2022-003 Ivy Brook Parking East
- vii. LMRWD No. 2022-008 Ivy Brook Parking West
- viii. LMRWD No. 2022-011 Biffs Inc.
- ix. LMRWD No. 2022-027 Ivy Brook Parking Northeast

Jen asked if the active LMRWD permits would transfer to the City after they receive their municipal permit. Hannah responded that the open permits would not transfer to the City; instead, the LMRWD would continue to oversee open permits until they are terminated.

### b. 2022 Inspections (Figure 1)

- i. Total number of projects inspected: 6
  - LMRWD No. 2021-007 Burnsville Cemetery Expansion
  - LMRWD No. 2021-009 Burnsville Industrial IV
  - LMRWD No. 2021-017 Capstone 35
  - LMRWD No. 2021-041 Line 0832
  - LMRWD No. 2021-046 CenterPoint Dakota Station Facility
  - LMRWD No. 2021-057 Cliff Road Ramp
- ii. Sites with follow-ups/maintenance issues:
  - LMRWD No. 2021-007 Burnsville Cemetery Expansion
  - LMRWD No. 2021-017 Capstone 35
- iii. Most common maintenance/noncompliance issues:
  - Collapsing/fallen silt fence
  - Lack of stockpile stabilization

### c. Upcoming projects

- i. LMRWD No. 2022-039 Former Knox Site
- ii. LMRWD No. 2022-040 Burnsville Sanitary Landfill Expansion



# Summary

Hannah requested an update on the upcoming landfill project. Ryan indicated that the City doesn't expect the landfill to increase its footprint for another two to three years; the landfill can only add vertically for now. The landfill will have to create a plan for the MPCA for the unlined portion of the landfill and factor in remediation.

## 5. Recent and Upcoming Projects and Programs

- a. Rule revisions (Hannah LeClaire)
  - i. Rule C—Floodplain and Drainage Alteration discussion per comments received during the October 19, 2022, board meeting

Hannah provided an update on the rule revisions and shared that the changes were mostly administrative in nature. She stated that the district would like to work with the City on their feedback for Rule C. The district plans to improve the modeling in 2023 and would like to involve the City in this project. Young Environmental Consulting Group would develop the modeling, and a consultant from the district's engineering pool would conduct a peer review. The Army Corps of Engineers (ACOE) and Minnesota Department of Natural Resources (MNDNR) would be invited to participate in the review as well.

Ryan commented that Rule C exceeds the state and federal requirements, and the City doesn't understand why this is necessary. He said that the district is seeing a rise based on preliminary information. The City struggles most with the flood fringe. Della responded that Young Environmental could share the memo summarizing the information used to support the standards in Rule C. She also shared that we have been working with the MNDNR and ACOE on this effort for some time, and although we don't have the same requirements as these agencies, they support the district's approach. Further, the district encourages the City and others to be at the table in future discussions as the model is reviewed to inform the process. The current requirements will stay until we can obtain more information. Ryan responded that he would like to ensure a tangible benefit to going above and beyond.

- b. Watershed Management Plan Amendment (Meghan Litsey)
  - i. Upcoming CIP Projects in Burnsville
    - Lower Minnesota River Floodplain Modeling Update
    - Gully Inventory and Assessment Program—Reassessment of Existing Gullies

Meghan summarized the amendment process and upcoming projects.

- c. Gully Inventory (Della Young)
  - i. [Link](#) to 2021 Gully Inventory and Assessment
  - ii. Review the priority sites (Figure 2)

# Summary

- Identified four very high-risk sites located in Black Dog Lake Fen
  - LMRWD identified two high-risk sites in Black Dog Lake Fen that were not included in the 2018 Burnsville Slope Analysis
- iii. Discuss opportunities for partnering on high-priority sites
  - Planned projects
  - Funding opportunities

Della asked if the City was looking into any of the high-risk sites. Jen responded that the City would revisit their budget for gully stabilization in 2024 or 2025. She indicated that the City is focusing on projects on public land, and if public stormwater is contributing to the issue, then they may be able to assist. Della responded that we could clarify public versus private land information when sharing information on the gully issues in the future and then determine potential funding and partnership opportunities at that time.

## 6. Other Discussion (Della Young)

There was no other discussion.

## 7. Next Steps (Meghan Litsey)

- a. Generate and share a meeting summary

# Summary



## **PROJECT NAME:** LMRWD Municipal Coordination—City of Chaska

Date: Tuesday, December 13, 2022  
Start Time: 1:00 p.m.  
End Time: 1:45 p.m.  
Location: Virtual meeting using Teams

## **MEETING OBJECTIVES:**

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

## **ATTENDEES:**

Brent Alcott, Water Resources Coordinator, and Matt Clark, City Engineer—City of Chaska

Linda Loomis—Naiad Consulting and LMRWD

Della Young, Hannah LeClaire, Meghan Litsey—Young Environmental Consulting Group

## **AGENDA/SUMMARY:**

### **1. Welcome (Linda Loomis)**

Linda thanked the City for their partnership.

### **2. Introductions (All)**

### **3. Municipal Permit (Della Young)**

- a. Progress on obtaining a Municipal Permit

Della stated that the district has not received an official notice that the City would like to opt out of having a municipal permit. Brent clarified that he has talked to their stormwater consultant (Stantec) about updating their ordinances to comply with the updated MS4 permit requirements; the City is leaning toward obtaining a municipal permit in coordination with this process. The City would likely focus on the stormwater management rule and let the district continue to permit activities for other rules. Draft ordinances should be available in the first quarter of 2023.

### **4. Individual Permits (Hannah LeClaire)**

- a. Active permits

- i. LMRWD No. 2022-021 Oak Street North

Hannah commented that the City is technically working without an approved permit on this project because the conditional use items are

# Summary

outstanding. Brent reached out to the City's consultants to provide the outstanding information. Hannah asked about an updated plan set. Brent indicated there may be some historic locations where plan changes occurred. Brent will forward a copy of the updated information to the LMRWD.

For future coordination with permitting needs, the City can call Hannah directly and email the [permit@lowermnriverwd.org](mailto:permit@lowermnriverwd.org) email address.

Brent also asked about as-built requirements and maintenance agreement templates. Hannah indicated that the district would request as-builts after a project is completed and that she could share a copy of the agreement template with the City.

- b. Permit Inspection Program
- c. Upcoming projects
  - i. LMRWD No. 2022-014 TH 41/CSAH 61 Improvements
  - ii. LMRWD No. 2022-030 Frenchies Metals
  - iii. LMRWD No. 2022-036 Structures Inc.

## 5. Recent and Upcoming Projects and Programs

- a. Rule revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules.

- b. Watershed Management Plan Amendment (Meghan Litsey)

Meghan provided an update on the Watershed Management Plan Amendment. Matt and Brent requested a final copy of the updated Implementation Program.

- i. Upcoming CIP Projects in Chaska
  - Chaska Creek Bank Stabilization (Unfunded)
  - Stormwater Pollutant Reduction (Unfunded)
  - East Chaska Creek Chain of Lakes Ravine Stabilizations (Unfunded)
  - SW Chaska Ravine Stabilization (Unfunded)
  - SW Chaska Wetland Restoration and Enhancements (Unfunded)
  - Big Woods Lake Gully Restoration (Unfunded)
  - Gully Inventory and Assessment Program—Reassessment of Existing Gullies (Funded)
- c. Gully Inventory (Della Young)
  - i. Review the priority sites (Figure 2)
    - [Link](#) to 2020 Gully Inventory and Assessment
    - High-Priority Region 24
      - Reach of Chaska Creek that contains two gullies
    - High-priority site near Brickyard Lake
    - High-priority site in Seminary Fen

# Summary

- ii. Discuss opportunities for partnering on high-priority sites
  - Planned projects
  - Funding opportunities

The City indicated that they were aware of High-Priority Region 24, and there is a tributary from Chaska Creek in the vicinity of that location. This area is difficult to access and located within the floodplain; a lot of flow comes through this area.

## 6. Other Discussion (Della Young)

- a. Seminary Fen Stewardship Plan

The district recently completed the Seminary Fen Stewardship Plan, and a copy of the plan will be shared with the City. Matt asked Linda if the board of managers was open to purchasing property. Linda responded that the district doesn't want to own property; however, the district could purchase property and transfer ownership to others, such as the City. She shared that the district has been working with the Minnesota Department of Natural Resources, and they have identified some potential properties.

- b. Assumption Creek H&H (Hydrology and Hydraulics) Study

Matt asked the district to share a copy of the Assumption Creek H&H study with the City.

## 7. Next Steps (Meghan Litsey)

- a. Generate and share meeting summary

# Summary



## **PROJECT NAME:** LMRWD Municipal Coordination—City of Lilydale

Date: Wednesday, December 14, 2022  
Start Time: 8:30 a.m.  
End Time: 9:00 a.m.  
Location: Virtual meeting using Teams

## **MEETING OBJECTIVES:**

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

## **ATTENDEES:**

Jen Koehler, City Engineer—City of Lilydale and Barr Engineering

Della Young, Hannah LeClaire, Meghan Litsey—Young Environmental Consulting Group

## **AGENDA/SUMMARY:**

### **1. Welcome (Linda Loomis)**

Della opened the discussion with a welcome and thanked Jen for her time at the meeting.

### **2. Introductions (All)**

### **3. Municipal Permit (Della Young)**

#### **a. Progress on obtaining a Municipal Permit**

Della invited the City to let the district know their thoughts on obtaining a municipal permit. Jen asked whether the district would continue to perform project reviews and permit activities for the portion of the City within the district if the City was not interested. Della responded that the district would continue that process, and the City would notify applicants regarding when they would need to apply for a permit from the district. Jen asked whether there was a deadline for providing an answer on the municipal permit. Della clarified that the issue is not urgent, but the district would like to know by the end of March 2023. Jen responded that the City is streamlining their ordinances and completing updates related to their MS4 permit, so they will likely have more information in January 2023.

Hannah shared that the district reviewed the stormwater management plan. Erica

# Summary

Bock with Young Environmental Consulting Group has done an in-depth review to understand how the plan compares to the district's rules, and Hannah indicated that the district could share the summary memo that compares the City's policies to the district's rules.

## 4. Individual Permits (Hannah LeClaire)

### a. Upcoming projects

Jen commented that there are no upcoming projects in the near future. The City doesn't own much infrastructure; all roads are privately owned or owned by MnDOT, and the City has limited coverage of infrastructure. Most of the properties along the top of the bluff are residences. She is often looking at safe ways to convey water over the bluff and how to modify drainage in the future. However, the City is working with MnDOT to look at one gully location and is in a planning-level study about runoff over the bluff. Most of what is in the district is MnDOT's responsibility.

## 5. Recent and Upcoming Projects and Programs

### a. Rule revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules. Jen requested to be added to future communications regarding district updates. Jen will add a comment in the letter from the City to the district about the municipal permit to request that she be added as a contact for the City.

### b. Watershed Management Plan Amendment (Meghan Litsey)

Meghan provided an update on the Watershed Management Plan Amendment.

#### i. Upcoming CIP Projects in Lilydale

- Gully Inventory and Assessment Program—Reassessment of Existing Gullies

### c. Gully Inventory (Della Young)

#### i. Review the priority sites

- [Link](#) to 2020 Gully Inventory and Assessment
- No high-priority gully sites were identified

Jen commented that the gully location identified in the report is likely MnDOT's gully work, which was discussed earlier in the meeting.

## 6. Other Discussion (Della Young)

There was no other discussion.

## 7. Next Steps (Meghan Litsey)

### a. Generate and share meeting summary

# Summary



## **PROJECT NAME:** LMRWD Municipal Coordination—Metropolitan Airports Commission

Date: Thursday, December 15, 2022  
Start Time: 1:00 p.m.  
End Time: 1:45 p.m.  
Location: Virtual meeting using Teams

## **MEETING OBJECTIVES:**

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and partner projects and programs
- To assess resources and share costs for projects that protect or enhance natural resources

## **ATTENDEES:**

Marisa Trapp, Manager of Environmental Affairs

Jennifer Gora, Project Manager—Metropolitan Airports Commission

Linda Loomis—Naiad Consulting and LMRWD

Della Young, Hannah LeClaire, Meghan Litsey—Young Environmental Consulting Group

## **AGENDA/SUMMARY:**

### **1. Welcome (Linda Loomis)**

Linda opened the meeting with a welcome.

### **2. Introductions (All)**

### **3. Municipal Permit (Della Young)**

#### **a. MAC NPDES Permits**

Della asked the MAC to clarify the types of NPDES permits that the MAC holds. Marisa responded that the MAC is not an MS4, and they have a few NPDES industrial stormwater permits for their deicing and glycol operations.

#### **b. Progress on obtaining a Municipal Permit**

Della asked the MAC about potential policies or specifications related to construction and design activities. Jennifer responded that the MAC has design and construction specifications they can provide the district for review. Hannah asked that the information be sent to [permit@lowermnrivewd.org](mailto:permit@lowermnrivewd.org). Jennifer said she



# Summary

would work with Marisa to provide this information to the district by the end of 2022.

## 4. Individual Permits (Hannah LeClaire)

- a. Active permits
  - i. LMRWD No. 2021-022 Safety and Security Center Phase 1
  - ii. LMRWD No. 2021-058 Perimeter Gate Security Improvements
- b. 2022 Inspections (Figure 1)
  - i. Total number of projects inspected: 2
  - ii. LMRWD No. 2021-058 Perimeter Gate Security Improvements had follow-ups/maintenance issues:
    - Sedimentation from stockpiles in the street with unprotected inlets (resolved September 12, 2022)

Hannah reviewed the active permits and 2022 inspection information with the group.

- c. Upcoming projects
  - i. Concourse G Infill Pods 2–3

Hannah confirmed that information had been sent to Lynn K. on October 24, 2022, and that this project does not require a permit. Jennifer commented that the Phase II Safety and Security Center is anticipated in 2023.

## 5. Recent and Upcoming Projects and Programs

- a. Rule revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules.
- b. Watershed Management Plan Amendment (Meghan Litsey)

Meghan provided an update on the Watershed Management Plan Amendment.

## 6. Other Discussion (Della Young)

Marisa asked about the status of the watershed district boundary change. Linda responded that the Minnehaha Creek Watershed District is amenable to the change, and she will touch base with the LMRWD's representative on the status. Marisa responded that she sent some GIS information to Linda, and Linda will share the information with Young Environmental Consulting Group for their review.

## 7. Next Steps (Meghan Litsey)

- a. Generate and share meeting summary

# Summary



## **PROJECT NAME:** LMRWD Municipal Coordination—City of Mendota

Date: Wednesday, December 14, 2022  
Start Time: 1:00 p.m.  
End Time: 1:20 p.m.  
Location: Virtual meeting using Teams

## **MEETING OBJECTIVES:**

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

## **ATTENDEES:**

Kathy Krotter, City Clerk—City of Mendota

Linda Loomis—Naiad Consulting and LMRWD

Della Young, Hannah LeClaire—Young Environmental Consulting Group

## **AGENDA/SUMMARY:**

### **1. Welcome (Linda Loomis)**

Linda opened the meeting with a welcome.

### **2. Introductions (All)**

### **3. Municipal Permit (Della Young)**

- a. Progress on obtaining a Municipal Permit

Della explained that the purpose of this agenda item is to discuss how the City and the district can partner on permitting activities. However, if the City does not wish to take on permitting authority, the City will need to provide a letter stating this to the district. The district will check in with the City on their progress in February 2023.

### **4. Individual Permits (Hannah LeClaire)**

- a. Upcoming projects

Kathy commented that there is little area to develop in Mendota; however, three

# Summary

individuals are interested in building apartments in Mendota. The City is concerned about the availability of space, especially around challenges with stormwater and parking. In particular, there is a potential apartment building along Highway 13. Della responded that the district would permit the project. If the City is going through development reviews, it is recommended that they share the information with the district so that the developer's expectations about permitting from the district are clear.

## 5. Recent and Upcoming Projects and Programs

### a. Rule revisions (Hannah LeClaire)

Hannah provided an update on the revisions of the LMRWD's rules.

### b. Watershed Management Plan Amendment (Meghan Litsey)

#### i. Upcoming CIP Projects in Mendota

- Gully Inventory and Assessment Program—Reassessment of Existing Gullies

Della provided an update on the Watershed Management Plan Amendment.

### c. Gully Inventory (Della Young)

- [Link](#) to 2020 Gully Inventory and Assessment
- Review the Priority Sites (Figure 1)
  - One high-priority outfall

## 6. Other Discussion (Della Young)

There was no other discussion.

## 7. Next Steps (Meghan Litsey)

- Generate and share meeting summary

# Summary



## **PROJECT NAME:** LMRWD Municipal Coordination—City of Shakopee

Date: Thursday, December 15, 2022  
Start Time: 10:00 a.m.  
End Time: 11:00 a.m.  
Location: Virtual meeting using Teams

## **MEETING OBJECTIVES:**

- To continue the established collaboration and information-sharing framework
- To review recent and upcoming LMRWD and City projects and programs
- To assess resources and share costs on projects that protect or enhance natural resources

## **ATTENDEES:**

Steve Lillehaug, City Engineer, and Kirby Templin, Water Resource Engineer—City of Shakopee

Linda Loomis—Naiad Consulting and LMRWD

Della Young, Hannah LeClaire, Meghan Litsey—Young Environmental Consulting Group

## **AGENDA/SUMMARY:**

### **1. Welcome (Linda Loomis)**

Linda thanked the City for their partnership.

### **2. Introductions (All)**

### **3. Municipal Permit (Della Young)**

#### a. Rule A: Administrative and Procedural Requirements (audit)

Della shared that the City has had their municipal permit for a little over a year. The audit is designed to get a sense of the City's permitting process, not to initiate a punitive conversation. The LMRWD wants to learn about the City's process to understand whether any changes are required. The audit will take place in the first quarter of 2023.

### **4. Individual Permits (Hannah LeClaire)**

#### a. Active permits (Figure 1)

- i. LMRWD No. 2020-135 Canterbury Crossings
- ii. LMRWD No. 2021-003 Southwest Logistics Center
- iii. LMRWD No. 2021-016 Whispering Waters

# Summary

- iv. LMRWD No. 2021-018 Jefferson Court
  - v. LMRWD No. 2021-020 Core Crossings Apartments
  - vi. LMRWD No. 2021-039 River Bluffs Improvements
  - vii. LMRWD No. 2021-040 Canterbury Independent Senior Living
  - viii. LMRWD No. 2021-045 Triple Crown Residences Phase II
  - ix. LMRWD No. 2021-052 Shakopee Dental Office
  - x. LMRWD No. 2022-017 PLOC Channel Stabilization
- b. 2022 Inspections
- i. Total number of projects inspected: 19 (see Table 1 below)
  - ii. Sites with follow-ups/maintenance issues (Figure 2)
    - 2 sites resolved maintenance issues and sent photo confirmation via email
    - 6 sites needed to be reinspected
  - iii. Most common maintenance/noncompliance issues
    - Large rills on infiltration basins
    - Stockpiles without erosion protection
    - Lack of construction entrance BMPs
    - Silt fence gaps or collapsing
    - Lack of vegetation
- c. Upcoming projects

Hannah reviewed the active permits and 2022 inspection information. Steve shared that if there were any outstanding issues from the 2022 inspections, the district should contact him and Kirby. Hannah responded that she could forward the summary memos from the inspections to Steve and Kirby for their review.

## 5. Recent and Upcoming Projects and Programs

- a. Rule revisions (Hannah LeClaire)
  - i. Rule C—Floodplain and Drainage Alteration comments

Hannah provided an update on the revisions of the LMRWD's rules. She stated that the district would like to work with the City on their feedback on Rule C. The district plans to improve the modeling in 2023 and would like to involve the City in this project. Steve asked if the model would include the remainder of the watershed in addition to the river. For example, would the modeling include the Prior Lake Outlet Channel? Della responded that the watershed-level work has not been defined yet, but this could be a future consideration. Kirby commented that he hoped to see the lingering comments from the City addressed. Della clarified that the recent rule updates were administrative in nature, so the City's suggested changes would need to be addressed with subsequent updates to the district's rules.

# Summary

- b. Watershed Management Plan Amendment (Meghan Litsey)
  - i. Upcoming CIP Projects in Shakopee
    - Riverbank Stabilization Project
    - Stormwater BMP at Parking Lot near Lewis Street West and Second Avenue West Project
    - Gully Inventory and Assessment Program—Reassessment of Existing Gullies

Meghan provided an update on the Watershed Management Plan Amendment.

- c. Gully Inventory (Della Young)
  - i. [Link](#) to 2021 Gully Inventory and Assessment
  - ii. Review the priority sites (Figure 3)
    - Shakopee Bluffs High-Priority Region
      - Gullies represent areas within Shakopee Bluffs adjacent to the Minnesota River
  - iii. Discuss opportunities for partnering on high-priority sites
    - Planned projects
    - Funding opportunities

Della reviewed the high-priority gully information with the group. Steve commented that the Kelly Court location was surprising because he was not aware of this gully location. However, the gully assessment and inventory work align with the City's goals. He also asked about the high-priority location for further study at Quarry Lake and wondered how the information was collected. Della responded that the information was collected using an ArcGIS Survey 123 application, so the location information should be accurate.

## 6. Other Discussion (Della Young)

Steve mentioned the Shakopee Riverbank Stabilization project and indicated that the City is open to feedback on how the information is being distributed and communicated with the project partners. Della asked if there was anything else the district could do to support the City on the project. Steve responded that the district has been a good partner; he is unsure of the full financial contribution needed at this point, and the district could contribute by providing honest feedback on the project for now.

## 7. Next Steps (Meghan Litsey)

- a. Generate and share a meeting summary.

# Summary

**Table 1: Projects Inspected and Maintenance Issues**

LMRWD No.	Project Name	Inspection Issues	Memo
2020-019	Cretex Site	No issues	Yes
2020-112	Vierling Industrial	No issues	Yes
2020-115	Quarry Lake Mountain Bike Area	No issues	Yes
2020-116	Memorial Park Pedestrian Bridge	No issues	Yes
2020-117	Greystone HQ	No issues	Yes
2020-135	Canterbury Crossing	- Erosion surrounding pond - <b>Applicant said issue would be addressed in Spring of 2023</b>	Yes
2020-123	Shakopee Flats and related projects	No issues	Yes
2020-126	Texas Roadhouse	No issues	Yes
2021-003	Southwest Logistics Center	<b>Resolved maintenance issue</b> - Lack of vegetation - Sediment build-up in infiltration basin - Poor silt fence maintenance	Yes
2021-012	Canterbury Parking Lot	No issues	Yes
2021-013	Summerland Place	- Rill formation on infiltration basins o <b>Still an issue</b> - Damaged silt fence o <b>Resolved</b>	\\00Admin\2022 Inspections\Deliverables\ <b>Draft Tech memos\ Karina</b>
2021-015	Stagecoach Road Improvements	<b>Resolved maintenance issue</b> - Rills along the sides of pond	Stagecoach road memo is not finished \\00Admin\2022 Inspections\Deliverables\ <b>Draft Tech memos\ Anthony</b>
2021-018	Jefferson Court	<b>Resolved maintenance issue</b> - Silt fence maintenance issues - Inlets unprotected	Memo is not finished \\00Admin\2022 Inspections\Deliverables

## Summary

			\ <b>Draft Tech memos\</b> <b>Anthony</b>
2021-016	Whispering Waters	<b>Resolved maintenance issue</b> - Lack of sediment control around stockpile locations - Large rill in the pond near discharge culvert	Yes
2021-020	Core Crossing Apartments	<b>Resolved maintenance issue</b> - Silt fence maintenance issues	Yes
2021-039	River Bluffs Improvements	<b>Resolved maintenance issue</b> - Stockpiles without erosion prevention - Lack of construction entrance BMPs	\00Admin\2022 <b>Inspections\Deliverables</b> \ <b>Draft Tech memos\</b> <b>Karina</b>
2021-040	Omry Independent Living	No Issues	Yes
2021-045	Triple Crown Residences Phase II	<b>Resolved maintenance issue</b> - Missing inlet protection	Yes
2021-052	Shakopee Dental	No issues	Yes





# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### **Agenda Item**

**Item 6. F. – 2023 Legislative Action**

### **Prepared By**

Linda Loomis, Administrator

### **Summary**

The 2023 legislative session has begun. With re-apportionment there are several new legislators representing the LMRWD and the Minnesota River Basin. Lisa Frenette, LMRWD legislative liaison, is waiting for LMRWD staff to get a dollar amount for the Area #3 Riverbank Stabilization. Once we get a firm estimate of the cost, legislation will be drafted and authors will be found.

### **Attachments**

None

### **Recommended Action**

No action recommended



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### Agenda Item

#### Item 6. H. – LMRWD Projects

#### Prepared By

Linda Loomis, Administrator

#### Summary

##### i. MN River Corridor Management Plan

This item was tabled at the December 14, 2022, LMRWD Board of Managers meeting. The item was placed on the agenda for the work session to be held prior to the January 18, 2023 Board of Managers meeting.

#### Attachments

[Lower Minnesota River Corridor Management Plan - 2022](#)

#### Recommended Action

Motion to receive report and authorize distribution

##### ii. MAC Boundary Change

Several years ago, the Metropolitan Airport Commission (MAC) requested to redraw the boundaries of the watershed districts within the Minneapolis/St. Paul International Airport (MSP). MAC would like the watershed district boundaries to correspond with actual hydrological boundaries. An update on the status of this is attached for the Board's Information.

LMRWD staff has discussed the changes with Minnehaha Creek Watershed District, who has indicated they do not have any concern with the requested boundary changes. They asked to review the GIS files before giving consent. LMRWD staff has reached out to the Board of Water & Soil Resources to verify the requirements to petition for a boundary realignment.

#### Attachments

Metropolitan Airport Commission Boundary Adjustment Request dated January 11, 2023

#### Recommended Action

Motion to approve proposed boundary realignment, conditioned upon coordinating with MAC, and Minnehaha Creek Watershed District

##### iii. Area #3 Permitting requirements

LMRWD staff has continued work on the Eden Prairie Area #3 Minnesota Riverbank Stabilization Project. Young Environmental Consulting Group, on behalf of the LMRWD, has researched permits and requirements needed to obtain permits for this project. A summary of this research is attached for the Board's information.

**Attachments**

Technical Memorandum – Area 3 Slope Stabilization Project – Environmental Review and Permitting Update

**Recommended Action**

No action Recommended – for information only

iv. **MN River Floodplain Modeling**

The LMRWD will be working to update the floodplain model of the Minnesota River within the LMRWD. The most recent version of the model was developed in 2004. Much development has occurred since then and there have been noticeable changes in the MN River flood stages. For these reasons, the LMRWD plans to update the model.

In November 2022, the Minnesota Pollution Control Agency announced that Community Planning Grants for Stormwater, Wastewater and Community Resilience were available. Young Environmental Consulting Group prepared and application for a grant for this project. The grant application was submitted January 12, 2023.

**Attachments**

None

**Recommended Action**

No action recommended – for information only



# Technical Memorandum

**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Karina Weelborg, Water Resources Scientist  
Chris Ross, Senior GIS Analyst  
Della Schall Young, CPESC, PMP

**Date:** January 11, 2023

**Re:** Metropolitan Airport Commission Boundary Adjustment Request

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The Metropolitan Airport Commission (MAC) has requested a boundary adjustment to the Lower Minnesota River Watershed District (LMRWD) and Minnehaha Creek Watershed District (MCWD) area within the Minneapolis-St. Paul (MSP) Airport property. A storm sewer line update at the MSP Airport changed drainage boundaries to those shown in Figure 1. The current LMRWD boundary includes the Snelling Lake Drainage Area, MSP Pond #2 Drainage Area, and a portion of the MSP Pond #1 Drainage Area. The storm sewer line shows that the proposed new boundary includes the entirety of the MSP Pond #1 Drainage Area as part of the LMRWD, leaving only the Mother Lake Drainage Area and a portion of MSP Pond #2 Drainage Area as part of the MCWD.

Young Environmental Consulting Group, LLC (Young Environmental) has reviewed the boundary change request on behalf of the LMRWD.

## Summary

<u>Project Name:</u>	MAC Boundary Adjustment Request
<u>Purpose:</u>	Adjustment of the LMRWD Boundary within the MSP Airport to reflect drainage updates
<u>Added Area:</u>	475 acres
<u>Subtracted Area:</u>	6.6 acres

Location: Fort Snelling Unorganized Territory, MN 55111

Recommended Board Action: Conditional Approval

## Discussion

The LMRWD received the following documents for review:

- MSP Property Inventory Map by MAC and TKDA; dated December 15, 2015; received December 15, 2022
- MSP Drainage Area Boundary Map by Liesch; dated January 12, 2010; received December 15, 2022
- 2019 Master Drainage Plan by TKDA; dated February 2019; received December 15, 2022
- MSP Watershed Boundary CAD files; received December 15, 2022

Figure 2 shows the existing and proposed LMRWD boundary. As shown, 475 acres of area within the MSP Pond #1 Drainage Area would be added to the LMRWD while 6.6 acres from the MSP Pond #2 Drainage Area would be removed as part of the 2021 Safety and Security Center Phase 1 project (LMRWD 2021-22).

Young Environmental reviewed the proposed boundary by examining the storm sewer line connections in the 2019 Master Drainage Plan and area topography. First, storm sewer line connections were confirmed to be draining into either the MCWD or the LMRWD. Topography, in geographic information system format, of the area was then used to confirm storm sewer line drainage areas around the proposed boundary. This review revealed three areas that require clarification from the MAC. These areas are discussed below.

### Clarification Area 1

Area 1 is numbered in Figure 2. The 2019 Master Drainage Plan in this area shows potential storm sewer line connections to and drainage from an MnDOT facility that is

not currently included in the proposed boundary. The drainage boundaries as drawn in the 2019 Master Drainage Plan make the connections within the area unclear.

#### Clarification Area 2

Area 2 is numbered in Figure 2. The 2019 Master Drainage Plan in this area shows a connection to a storm sewer line leading past the proposed boundary into a pond within the MCWD. This connection makes drainage boundaries within the area unclear.

#### Clarification Area 3

Area 3 is numbered in Figure 2. Here, topography shows that the proposed boundary does not align with surface drainage. The elevation-determining surface drainage in the area is 840 ft. The 840-ft elevation crest is southeast of the proposed boundary.

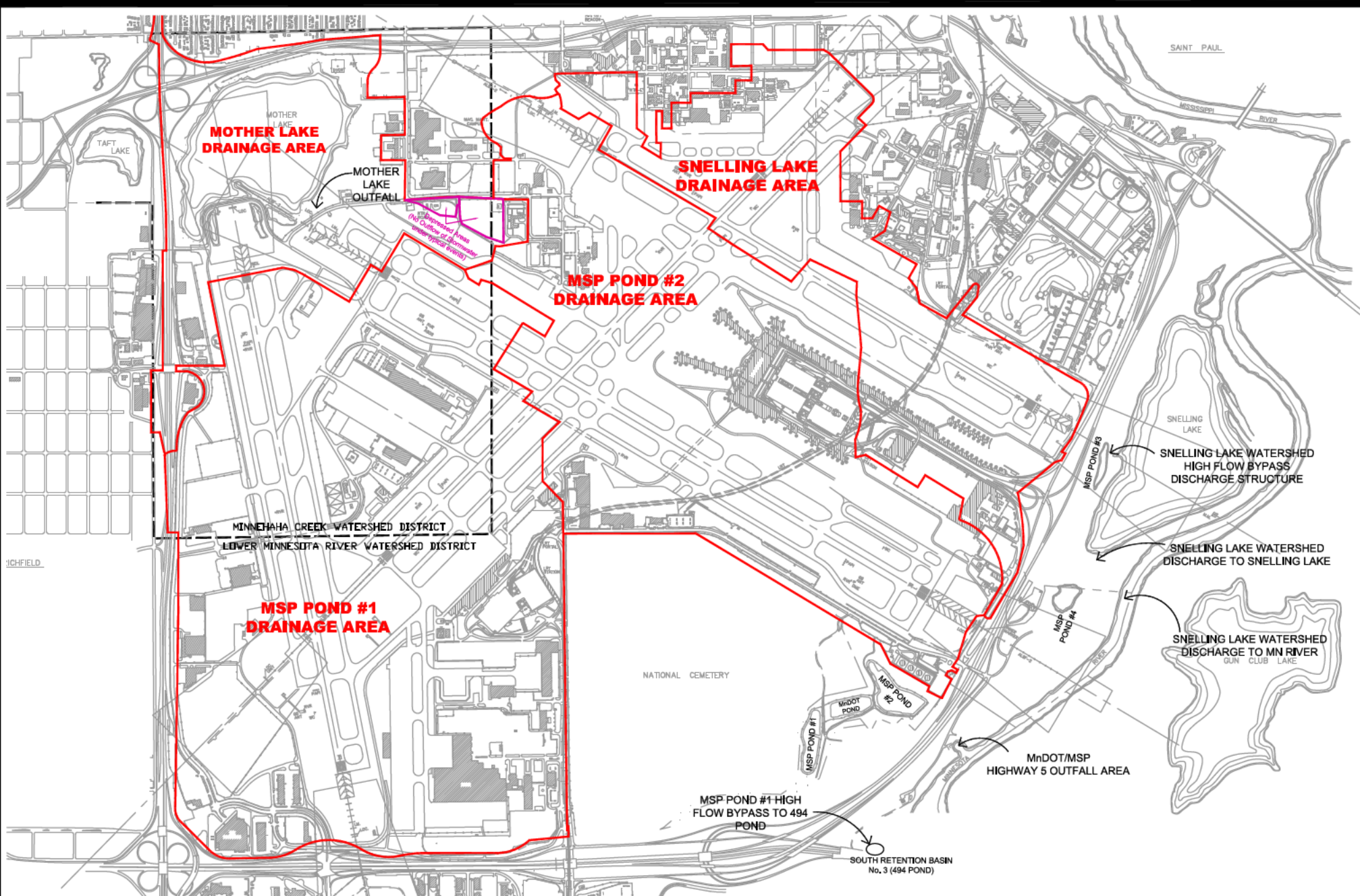
### **Recommendations**

Young Environmental recommends approval of the proposed boundary, conditioned on coordination with the MAC areas 1, 2, and 3 as shown on Figure 2.

### **Attachments**

- Figure 1 – MSP Drainage Area Map
- Figure 2 – Metropolitan Airport Commission Proposed Boundary Change

1-12-10 1=1 PRJ/MAC/AIRPORT DATA/WATERSHED MAPS/JAN 2010.DWG



**LIESCH** HYDROLOGISTS • ENGINEERS • ENVIRONMENTAL SCIENTISTS

6000 Glaholt Dr. Suite 203 Madison, WI 53713 (608) 223-1532

13400 16th Avenue N Minneapolis, MN 55441 (763) 486-3100

4300 N. Miller Rd., Suite 211 Phoenix, AZ 85251 (480) 421-0853

**METROPOLITAN AIRPORTS COMMISSION**

**MINNEAPOLIS-ST. PAUL INTERNATIONAL AIRPORT**

**DRAINAGE AREA BOUNDARY MAP**

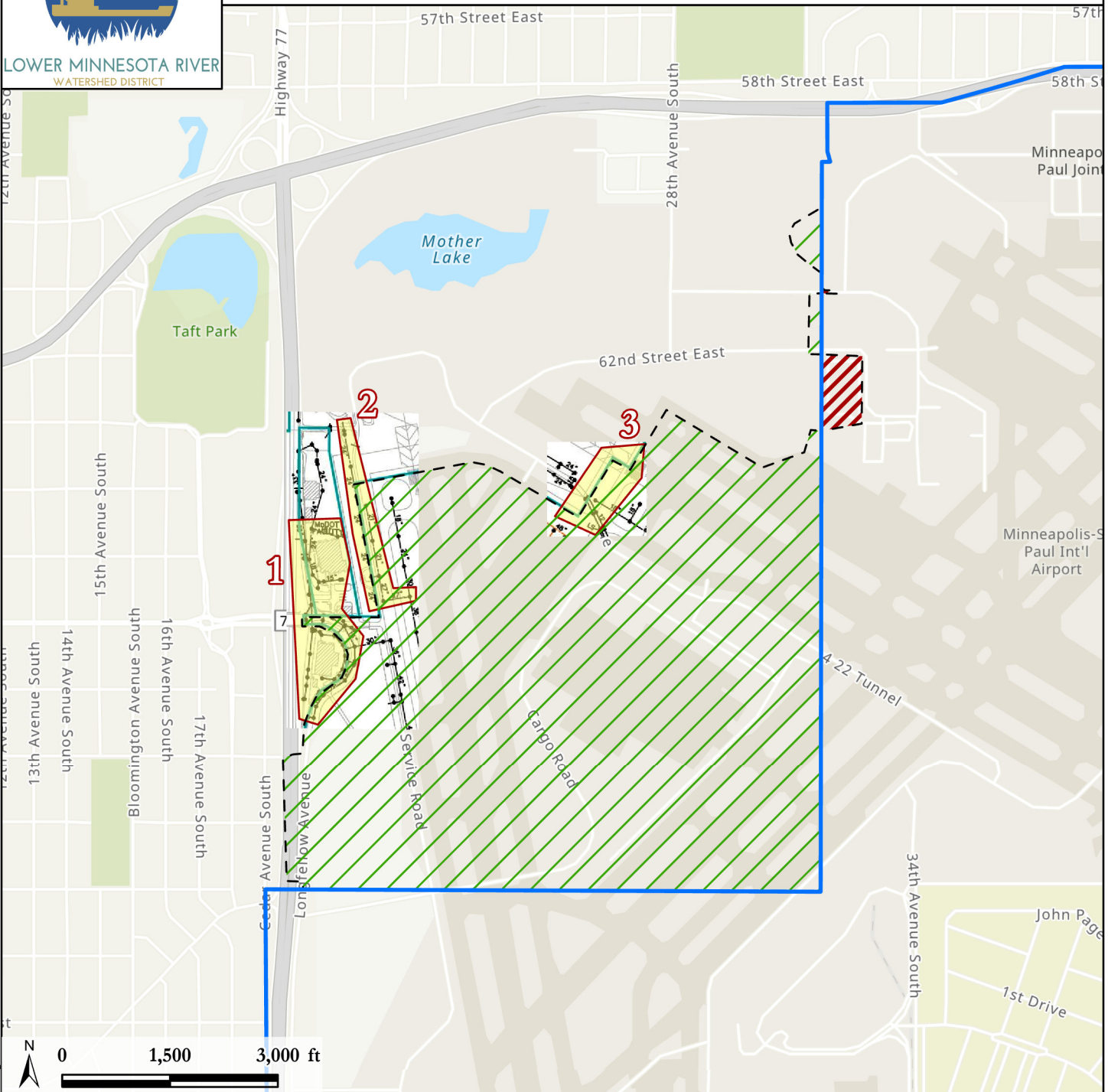
**JAN 10**

**FIGURE 1**







LOWER MINNESOTA RIVER  
WATERSHED DISTRICT

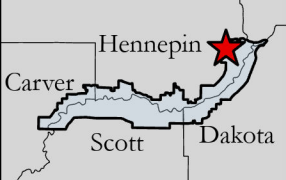
# Metropolitan Airport Commission Proposed Boundary Change



## Legend

-  Existing LMRWD Boundary
-  Subtracted Area ~ 6.6 Acres
-  Additional Area ~ 475 Acres
-  Requires clarification from the MAC

## LMRWD Watershed Location Map



Projects \LMRWD\Municipal Oversight\MAC.sx: Boundary Change\GIS





# Technical Memorandum

**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Meghan Litsey, CPESC  
Della Schall Young, CPESC, PMP

**Date:** January 11, 2023

**Re:** Area 3 Slope Stabilization Project - Environmental Review and Permitting Update

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Young Environmental Consulting Group (Young Environmental) reviewed the existing conditions within and directly adjacent to the Area 3 Slope Stabilization project (project) to identify potential environmental permits and reviews that may be applicable to the project. In November 2022, a review of existing conditions was initiated, and various regulatory agency websites and environmental databases were consulted.

The following is a summary of the existing conditions reviewed and applicable permit requirements for the projects that are known to date. As more information becomes available, Young Environmental will update this memo and the Lower Minnesota River Watershed District (LMRWD) board accordingly. The final environmental permitting and review requirements for the project will be summarized in a separate memo following the completion of the 60% plan set by Inter-Fluve, which is scheduled to be completed by the end of January 2023.

## Existing Conditions

### Water Resources

The United States Fish and Wildlife Service (USFWS) established the National Wetlands Inventory (NWI) to determine the presence of water resources and potential wetlands within the project area. The Minnesota River was the primary water resource identified within the project limits. The desktop review from the NWI indicates the presence of a freshwater forested and shrub wetland within the project area where the

placement of riprap is proposed. A previous wetland delineation by the City of Eden Prairie (City) from 2009 also confirmed the presence of the wetland within the project area; however, wetland delineations are valid for only five years. Therefore, an updated wetland delineation is required to determine the effects of potential wetland and comply with the City and United States Army Corps of Engineers' permit requirements.

### **Floodplain and Shoreland**

The City defines shoreland as land located within the following distances from public waters:

- 1,000 feet from the ordinary high-water level of a lake, pond, or flowage
- 300 feet from a river or stream, or the landward extent of a floodplain designated by code on a river or stream, whichever is greater

The limits of the project fall within the shoreland area as defined by the City. In addition, the project proposes to place riprap at or below the ordinary high-water level of the Lower Minnesota River; as such, the project is expected to affect the Lower Minnesota River floodplain.

### **Contaminated Properties**

The Minnesota Pollution Control Agency's (MPCA) What's in My Neighborhood database was reviewed for potential properties that had been contaminated as well as those being investigated for contamination. The results of the review indicated there are no known contaminated sites within or directly adjacent to the project area.

### **Threatened/Endangered Species**

The USFWS' information for planning and consultation (IPaC) tool was used to determine federally listed threatened or endangered species, critical habitats, or other natural resources that may be affected by the project. The results from this review indicate the species specified in Table 1 may be potentially affected by project activities.

*Table 1. Threatened or Endangered Species*

Name	Status
Northern Long-Eared Bat ( <i>Myotis septentrionalis</i> )	Endangered
Tricolored Bat ( <i>Perimyotis subflavus</i> )	Proposed Endangered
Monarch Butterfly ( <i>Danaus plexippus</i> )	Candidate
Rusty Patched Bumble Bee ( <i>Bombus affinis</i> )	Endangered

However, the results from the IPaC tool indicated there are no critical habitats for the species listed above within the project area.

The Minnesota Department of Natural Resources' natural heritage information system review will also be consulted by Young Environmental to determine the presence of rare plants and animals, native plant communities, and other rare features within the project area.

### **Historical, Archaeological, and Cultural Resources**

The Minnesota River Valley is home to significant cultural resources and historic sites, including burial mounds. The Area 3 project area is located within the City's cultural resources buffer, and previous cultural resource inventory work completed by the City indicates the presence of archaeological resources on the properties east and west of the project area. The State Historic Preservation Office and Tribal Historic Preservation Office will be consulted for a project review to determine the potential for the presence of cultural resources within the project area.

### **Environmental Review and Permit Requirements**

A summary of the anticipated environmental review and permit requirements for the Area 3 project is summarized in Attachment 1. The status of each environmental review and permit is indicated as follows:

1. Not applicable: The item is not applicable to the project, and no further action is required.
2. Need more information: Additional project information is required to determine the project's applicability, or communication with the responsible regulatory agency is required to determine the project applicability.
3. Identified: The item is applicable to the project, and the review or permit will be obtained or completed.
4. In progress: The environmental review or permit application has been initiated.

### **Items That Need More Information**

The following reviews or permits have been identified as requiring additional information:

- City permits: Since the City is a project partner, it is unknown if the City will require formal permit applications for the proposed project activities. Further, the LMRWD is a nonprofit governmental organization, and application fees may not be required. In addition, a preliminary desktop analysis indicates the presence of a wetland area within the project area,

and the project has the potential to affect this potential wetland. Young Environmental will meet with City staff to determine what, if any, permits apply to the project and potential permit fee requirements.

- MPCA construction stormwater permit: It is unknown if the project will disturb one or more acres of land and require a MPCA construction stormwater permit. Once the 60% plans are complete, Young Environmental will coordinate with Inter-Fluve to determine the total proposed disturbance and if the construction stormwater permit is applicable to the project.

Attachment 1. Area 3 Environmental Permitting and Review Summary

Agency	Permit/Review	Description	Predecessor Task	Agency Review Timeline	Permit Application Fee	Status
City of Eden Prairie	Land Alteration/Grading Permit	Required for any land disturbing activity of 100 cubic yards or more, including: excavating, grading, scraping, clearing, and grinding of tree stumps, filling or other changes or movement of earth which may result in diversion of a man-made or natural water course or erosion of sediments.	60% Plans	30 Days	125% of the estimated cost of site grading	Need More Information
City of Eden Prairie	Wetland Conservation Act (WCA) Wetland Determination Application	Required to determine the presence of wetlands on a property and regulate wetland alteration activities.	60% Plans	60 Days	\$1,900	Need More Information
City of Eden Prairie	Water Resources Land Alteration	Regulates activities in the floodway district, flood fringe district, or general floodplain district.	60% Plans	60 Days	Unknown	Need More Information
Flood Emergency Management Agency (FEMA)	No Rise Certificate	A "No-Rise" certification simply states that the proposed project meets the requirements of 44 CFR Section 60.3(d)(3) and will not increase flood levels.	90% Plans	30 Days	N/A	Identified
Lower Minnesota River Watershed District	Individual Permit	Regulates activities with land disturbing activities, floodplain and drainage alteration, stormwater management, and development on steep slopes.	60% Plans	90-120 Days	N/A	Identified
Minnesota Department of Natural Resources (MNDNR)	Public Waters Work Permit	Regulates water development activities below the ordinary high-water level in public waters and public waters wetlands.	90% Plans	90-120 Days	\$300-\$3,000	Identified
MNDNR	Natural Heritage Information System (NHIS) Review	Identifies the presence of rare plants and animals, native plant communities, and other rare features.	60% Plans	30 Days	N/A	Identified
Minnesota Environmental Quality Board	Environmental Assessment Worksheet (EAW)	An EAW is a MEPA document required for any project listed under the mandatory EAW categories in 4410.4300 - MN Rules Part.	60% Plans	4-6 months	N/A	Not Applicable
Minnesota Pollution Control Agency (MPCA)	Construction Stormwater General Permit	Required when a project proposes land disturbing activities that are one or more acres.	90% Plans	1 Business Day	\$400	Need More Information
MPCA	401 Water Quality Certification	When a project that will impact a water of the US in Minnesota requires a federal Section 404 permit, the MPCA reviews the project under Section 401 to ensure that it will not violate the more restrictive water quality	60% Plans	45-90 Days	N/A	Identified

## Attachment 1. Area 3 Environmental Permitting and Review Summary

		standards that the MPCA has established for that body of water.				
Minnesota State Historic Preservation Office (SHPO) and Tribal Historic Preservation Office	Historical and Archeological Review	Under Section 106 of the National Historic Preservation Act, agencies must work with the SHPO to address historic preservation issues when planning projects or issuing funds or permits that may affect historic properties and archaeological resources listed in or determined eligible for the National Register of Historic Places.	60% Plans	30-45 Days	N/A	Identified
United States Army Corps of Engineers' (USACE)	Section 404 Discharges of Dredged or Fill Material into Waters of the US	Regulates discharges of dredged or fill material into waters of the United States and structures or work in navigable waters of the United States, under section 404 of the Clean Water Act.	60% Plans	45-90 Days	N/A	Identified
USACE	Section 10 Safe Rivers and Harbors Act	Regulates the construction of any structure in or over any navigable waters of the US, the excavation and dredging or deposition of material, or any obstruction or alteration to a navigable water.	60% Plans	45-90 Days	N/A	Identified



# LOWER MINNESOTA RIVER WATERSHED DISTRICT

## Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, January 18, 2023

### Agenda Item

#### Item 6. I. – Permits & Projects

#### Prepared By

Linda Loomis, Administrator

#### Summary

##### i. Former Knox Site (LMRWD No. 2022-039)

This is a permit for a project on the former Knox Lumber site in the City of Burnsville. The project proposes to remove the existing buildings and parking lots and construct parking for semitrailers and landscape the site. Young Environmental Consulting Group has reviewed the application on behalf of the LMRWD. Recommendations are contained in the attached Technical Memorandum.

#### Attachments

Technical Memorandum – Former Knox Site (LMRWD No. 2022-039) dated January 9, 2023

#### Recommended Action

Motion to conditionally approve subject to receipt of the final construction plans, signed by a professional engineer; name and contact information for all contractors undertaking land-disturbing activities as part of the proposed project; name and contact information for the person(s) responsible for erosion control inspections and maintenance of erosion control measures; a copy of the NPDES permit and Documentation that the Applicant has received full approval for the project from the City of Burnsville.

##### ii. City of Shakopee – Draft Minnesota Riverbank Stabilization Study

The City of Shakopee plans to stabilize Minnesota Riverbank within the City. The City retained Bolton & Menk to prepare a feasibility report. Young Environmental Consulting Group has reviewed the report on behalf of the LMRWD. The project will be constructed in phases as funding allows. The project will require a permit from the LMRWD because of impacts to drainage and the MN River Floodplain. Recommendations are contained in the Technical Memorandum prepared by Young Environmental.

#### Attachments

Technical Memorandum – Draft Minnesota Riverbank Stabilization Study dated January 9, 2023

#### Recommended Action

No action recommended at this time

**iii. Permit Program Summary**

A Summary of all the open LMRWD permits is attached.

**iv. 535 Lakota Lane, Chanhassen – work without a permit**

Legal Counsel for the LMRWD received communication from the attorney for the owner of this property. The Owner's attorney requested that the LMRWD not file the complaint and summons with the Court. After conferring with the LMRWD Administrator, it was decided to postpone filing paper with the Court and work with the property owner. The Owner has applied for an After-the Fact permit from the LMRWD. Legal Counsel will provide an update at the meeting

**Attachments**

No attachments

**Recommended Action**

No action recommend – Legal Counsel will advise at the meeting if any action is needed.



# Technical Memorandum



**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Erica Bock, Water Resource Scientist  
Hannah LeClaire, PE

**Date:** January 9, 2023

**Re:** Former Knox Site | LMRWD No. 2022-039

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Benton LLC (the applicant) has applied for an individual project permit from the Lower Minnesota River Watershed District (LMRWD) to develop an industrial site within an existing industrial park in the City of Burnsville (City), as shown in Figure 1. The applicant's engineer, Loucks, has provided site plans for the Former Knox Site project (Project) along with the permit application.

The Project proposes to remove the remaining structures and existing bituminous pavement and construct semitrailer parking, hardscape, and landscape. The Project would disturb approximately 5.8 acres and reconstruct 4.3 acres of new impervious surfaces. All the proposed impervious surfaces within the site are captured and routed to the proposed NURP treatment pond in the northwest corner of the property as shown in Figure 1. The on-site pond is designed to have a dead storage equivalent to the inflow of a 2.5-inch storm event over the site impervious surface. The applicant proposes to commence construction in January 2023.

Because the City does not have its LMRWD municipal permit, this project requires an LMRWD individual permit.

## Summary

Project Name: Former Knox Site

Purpose: Demolish existing buildings and pavement; construct a storage parking lot for semitrailers

Project Size:

Area Disturbed	Existing Impervious	Proposed Impervious	Net Increase
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	Area	Area	Impervious Area
5.8 acres	5.5 acres	4.3 acres	-1.2 acres

Location: 12251 Dupont Ave. South, (Lot 1, Block 1, Gateway at Cliff), Burnsville, Minnesota, 55337

LMRWD Rules: Rule B—Erosion and Sediment Control  
Rule D—Stormwater Management

Recommended Board Action: Conditional approval

## Discussion

The LMRWD received the following documents for review:

- LMRWD permit application; received November 3, 2022
- Permit application fee of \$1,000; received November 16, 2022
- Grading and construction plans, by Loucks; revised November 21, 2022; received November 30, 2022
- Stormwater Management Plan Hydrology Report, by Loucks; revised November 21, 2022; received November 30, 2022
- Phase II Environmental Site Assessment, by Braun Intertec, dated June 23, 2022; received November 3, 2022

The application was deemed complete on November 30, 2022, and the documents received provide the minimum information necessary for permit review.

### Rule B—Erosion and Sediment Control

The LMRWD regulates land-disturbing activities that affect one acre or more under Rule B. The proposed project would disturb approximately 5.8 acres within the LMRWD boundary. The applicant has provided an erosion and sediment control plan and a Stormwater Pollution Prevention Plan. The project generally complies with Rule B, but a copy of the NPDES permit and contact information for the contractor and person(s) responsible for the inspection and maintenance of erosion and sediment control features are needed before the LMRWD can issue a permit.

### Rule D—Stormwater Management

The project proposes a total of 4.3 acres of reconstructed impervious surface. The stormwater management report states that the site soils are mostly hydrologic soil group D, and the site is located within a Drinking Water Supply Management Area. The applicant is proposing to use a NURP sedimentation pond to meet the LMRWD's stormwater management requirements. This sedimentation pond would include a

combination of permanent (dead) storage and extended detention storage above the permanent pool to provide additional water quality or rate control (live storage). All the proposed impervious surfaces within the site are captured via sheet flow and routed to the proposed NURP pond. The proposed pond is designed to have a dead storage equivalent to the inflow of a 2.5-inch storm event over the site impervious surface. There is small portion (0.464 acres) along the south property line that sheet drains directly to 123rd Street.

Section 5.4.1 of Rule D requires applicants demonstrate no increase in proposed runoff rates compared with existing conditions. Stormwater drains off the site in two areas: 123rd Street and Cliff Road.

*Table 1. Former Knox Site Runoff Rate Summary*

Rainfall Event (24-hour depth)	123rd Street (cfs)		Cliff Road (cfs)	
	Existing	Proposed	Existing	Proposed
2-year – 2.86”	5.73	0.73	20.1	7.74
10-year – 4.26”	8.66	1.64	30.46	14.36
100-year – 7.32”	15.03	3.91	52.93	21.08

The reported runoff rates show a decrease from existing conditions for the 2-, 10-, and 100-year events, meeting the rate control requirements of Rule D.

Section 5.4.2 of Rule D requires projects to retain 1.1 inches of runoff from the new and fully reconstructed impervious areas. There are 4.3 acres (185,870 sq. ft) of reconstructed impervious area. Therefore, the project must provide 17,038 cubic feet of volume retention to meet Rule D requirements. The applicant is proposing a NURP sedimentation pond for volume control to meet Rule D requirements.

*Table 2. Former Knox Site Volume Control Summary*

BMP	Volume (CF)
NURP Pond Dead Storage	34,635
NURP Pond Live Storage	18,929
<b>Total</b>	<b>53,564</b>

The project’s volume control has been achieved through live storage in the NURP pond, and the project complies with Rule D volume requirements.

Section 5.4.3 of Rule D requires a no net increase in total phosphorus (TP) or total suspended solids (TSS) to receiving waterbodies when compared to existing conditions.

Table 3. Water Quality Summary for Former Knox Site

	TP (lb/yr)	TSS (lb/yr)
Existing	10.18	1848.9
Proposed	4.38	288.7
Difference	-5.8	-1,560.2
% Reduction	57%	84%

As presented, the pollutant load would be reduced for both TP and TSS. Although the stormwater pond does not provide TP removal, the applicant proposes to reduce impervious surface area, therefore reducing TP. Hence, the project meets the water quality requirements established under Rule D.

### Recommendations

Based on our review of the project, we recommend conditional approval contingent on receipt of the following:

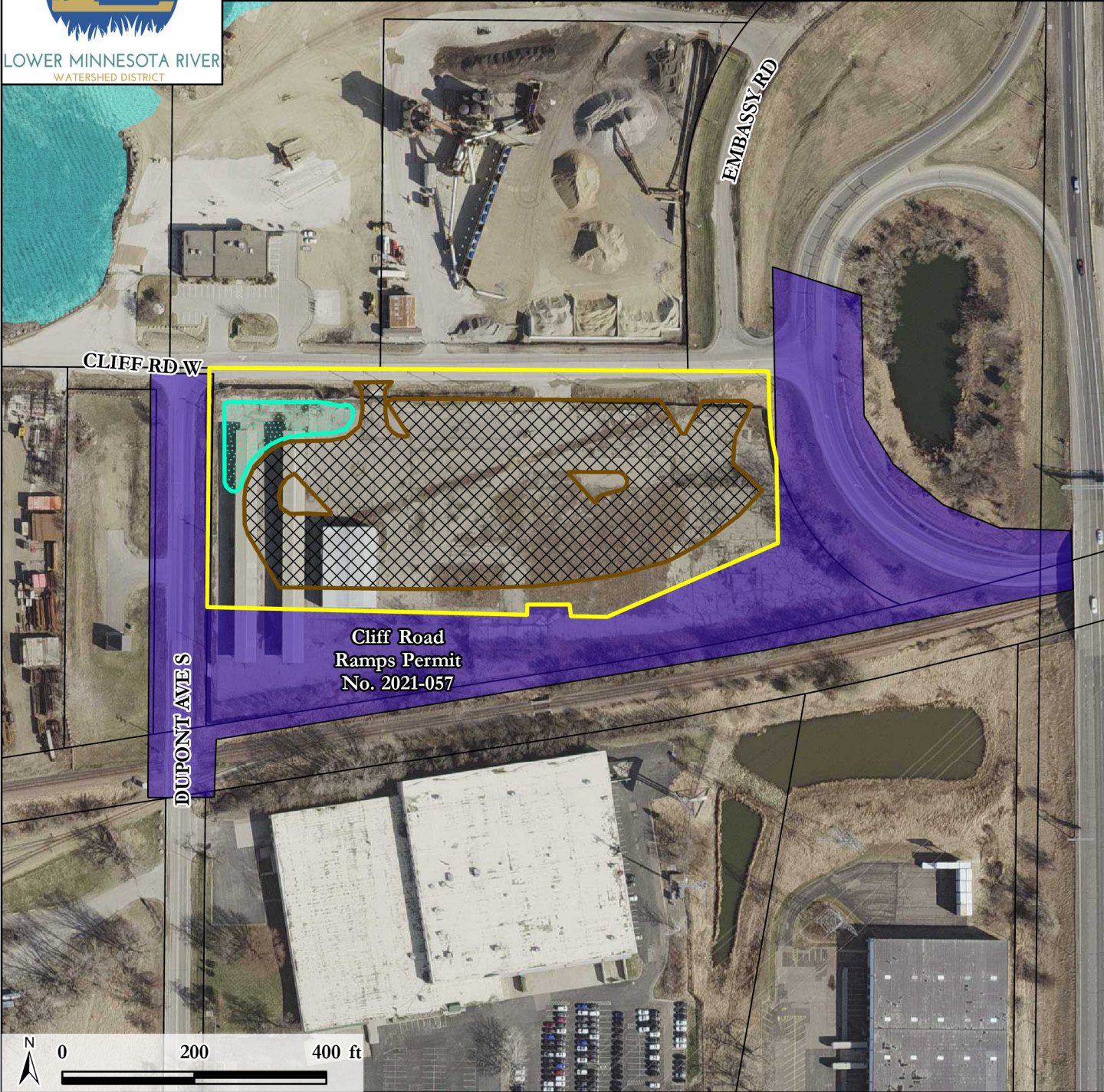
- Final construction plans signed by a professional engineer
- Name and contact information for all contractors undertaking land-disturbing activities as part of the proposed project
- Name and contact information for the person(s) responsible for erosion control inspections and maintenance
- Copy of NPDES permit
- Documentation that the applicant has received full approval for the project from the City of Burnsville

### Attachments

- Figure 1—Former Knox Site Project Location



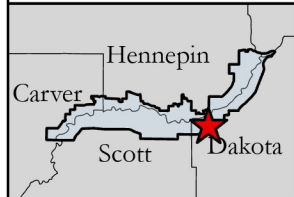
Figure I: Former Knox Site Project Location  
LMRWD No. 2022-039



**Legend**

- Former Knox Site Project Location
- Proposed Parking Lot
- Proposed Nurb Pond
- Past LMRWD Permits
- 100-yr Floodplain
- Parcels

**LMRWD Watershed Location Map**





# Technical Memorandum

**To:** Linda Loomis, Administrator  
Lower Minnesota River Watershed District

**From:** Erica Bock, Water Resources Scientist  
Hannah LeClaire, PE

**Cc:** Tim Olson, Bolton & Menk  
Steve Lillehaug, City of Shakopee

**Date:** January 9, 2023

**Re:** Draft Minnesota Riverbank Stabilization Study

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On December 1, 2022, the City of Shakopee (City) submitted an Agency Review Request to the Lower Minnesota River Watershed District (LMRWD) and requested comments on the draft Minnesota Riverbank Stabilization Study (Project [Attachment 1]). Bolton & Menk, the engineer for the Project, prepared the feasibility report.

The frequency of flood conditions on the Minnesota River is increasing, which affects City infrastructure, public spaces, and cultural resources. The City and the LMRWD estimate that the riverbank has widened nearly 50 feet on either side of the river near the historic Holmes Street Bridge piers and within downtown Shakopee. The Project identifies locations and methods for riverbank stabilization and parkland protection as well as strategies for protecting trunk sanitary sewer facilities and saving cultural resources. The Project creates a proactive approach to preserving cultural resources and park areas during flood conditions and evaluates options to preserve the sanitary sewer system to ensure future flooding will not result in sanitary sewer discharge into the river.

The City has its LMRWD Municipal Permit, excluding Rule C—Floodplain and Drainage Alteration, which requires the City to obtain an LMRWD Individual Project Permit for work in the floodplain. The purpose of this memo is to summarize the preliminary review that Young Environmental Consulting Group LLC has completed in response to the

provide preliminary recommendations to the prospective applicant.

## Summary

Project Name: Minnesota River Stabilization Study

Purpose: Identifies locations and methods for riverbank stabilization and parkland protection; identifies strategies for protecting trunk sanitary sewer facilities and saving cultural resources

Approximate Cut and Fill:

Potential bank cut near critical downtown corridor	Preliminary fill near sanitary manholes (with 25% factor of safety)
22,000 cubic yards	19,000 cubic yards

Location: 3rd Avenue NW to Murphy's Landing along the Minnesota Riverbank, City of Shakopee, Scott County, Minnesota

LMRWD Rules: Rule C—Floodplain and Drainage Alteration

Recommended Board Action: Information Only

## Discussion

The LMRWD received the following documents for review:

- Draft Minnesota River Stabilization Study, prepared for the City of Shakopee by Bolton & Menk, November 2022; received December 1, 2022

### Rule C—Floodplain and Drainage Alteration

The LMRWD regulates the placement of fill and alterations to drainageways below the 100-year flood elevation. The Project is in the Minnesota River Floodplain, shown on the FEMA Flood Insurance Rate Map (FIRM), Panel 27139C0016E and Panel 27139C0017E (effective December 12, 2021). The project disturbs areas within FEMA Zone AE (or the 100-year floodplain) as well as within the floodway. The effective FIRM shows the project at cross sections AI, AH, AG, AF, and BJ, with regulatory 100-year elevations of 720.9, 720.8, 720.7, 720.7, and 720.7 NAVD88, respectively. Attachment 2 shows the 100-year floodplain in relation to the project.

The magnitude of floodplain fill will vary based on the selected sanitary sewer protection strategy. Floodplain fill near sanitary manholes will be offset by excavating and

flattening the vertical riverbanks. To comply with Rule C, the applicant must provide a no-rise certification signed by a professional engineer and supporting hydraulic model to demonstrate that the proposed grading will not result in a loss of flood conveyance capacity nor cause a rise in the 100-year flood elevation of the Minnesota River. We recommend the applicant review the [LMRWD Rule C](#), Sections 4.4 and 4.5, for further information regarding compliance.

### Additional Considerations

In 2021, the LMRWD completed a gully inventory and condition assessment study to determine the number and condition of gullies contributing to the turbidity impairment of the Minnesota River. At the time of the investigation, the City noted concerns regarding ongoing Minnesota Riverbank erosion in downtown Shakopee. The gullies in the Shakopee River Bluffs High Priority Region (Attachment 3) represent gullies that are adjacent to the Minnesota River and are subject to periodic flooding. Several of the gullies in this region were rated as high erosion potential. The proposed Project intends to address stormwater outfall erosion and provides potential for future partnerships and collaboration regarding gully and stormwater outfall stabilization.

The Minnesota River near Shakopee is widening to accommodate larger flows caused by altered hydrology in the upper watershed. The Project proposes to prevent further erosion of the riverbank through riverbank armoring to protect important City infrastructure, public spaces, and cultural resources. Projects that prevent the natural progression of a river can occasionally cause negative effects upstream and downstream of the project area when the root cause of the erosion is not addressed. Through its Corridor Management Plan (Plan), the LMRWD is committed to developing a shared vision and framework with stakeholders within the Minnesota River Watershed. One of the primary issues that the Plan aims to address is altered hydrology, which will ultimately improve the resilience of the Shakopee Riverbank Stabilization project.

### **Recommendations**

No board action is required at this time. As presented, the Project must obtain an LMRWD Individual Project Permit for LMRWD Rule C—Floodplain and Drainage Alteration before the start of construction activities for the applicable LMRWD rules. The draft Minnesota Riverbank Stabilization Study provided helpful insight into the project plans and details. We offer the following summarized comments to the applicant to help facilitate the permit review process:

- Review LMRWD [Rule C](#), especially the *Criteria* and *Required Information and Exhibits* sections to determine the requirements necessary for compliance.
- For compliance with LMRWD Rule C, provide a no-rise certification signed by a professional engineer and supporting hydraulic model to demonstrate that the

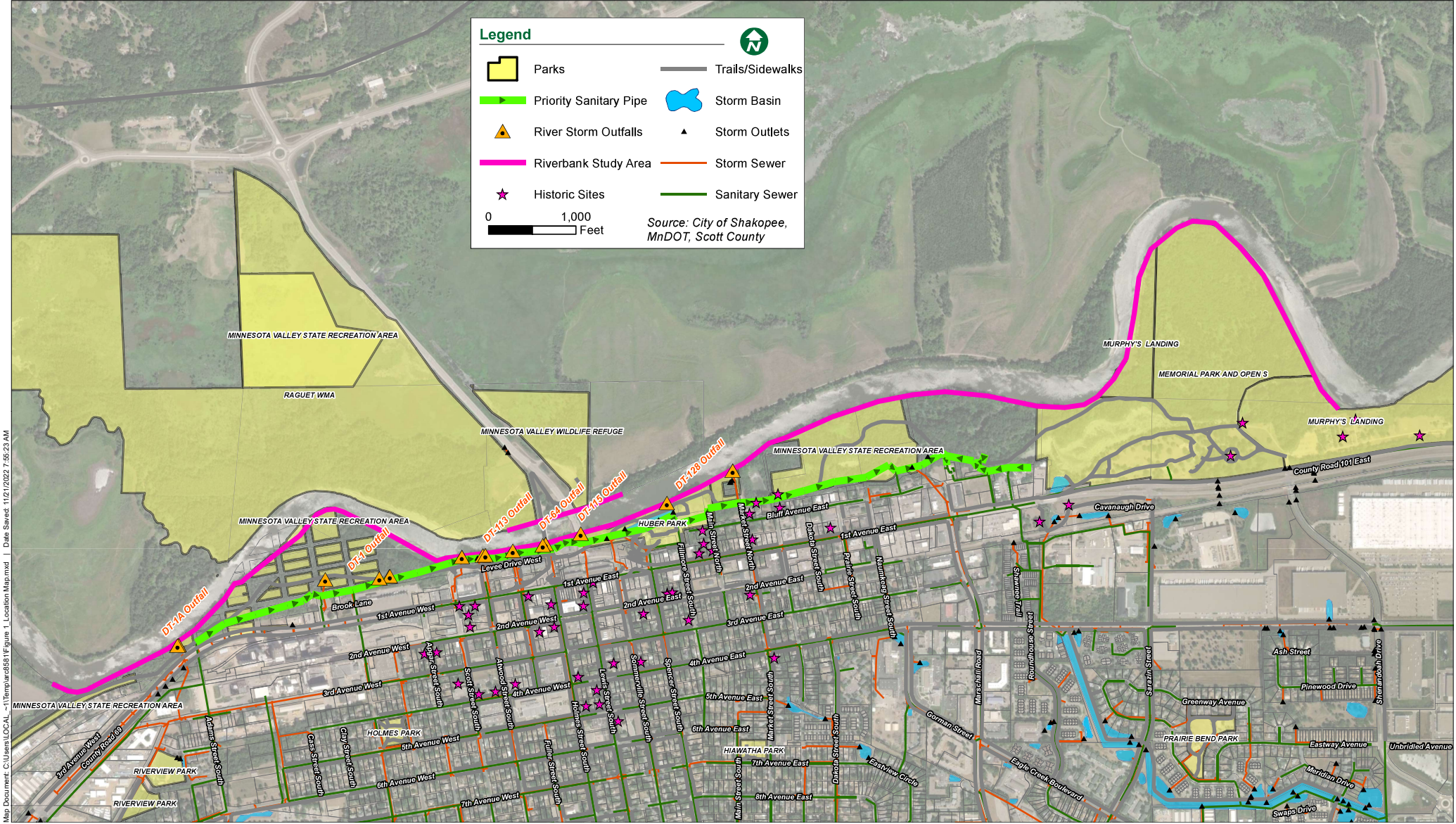


proposed fill will not result in a loss of flood conveyance capacity nor cause a rise in the 100-year flood elevation of the Minnesota River.

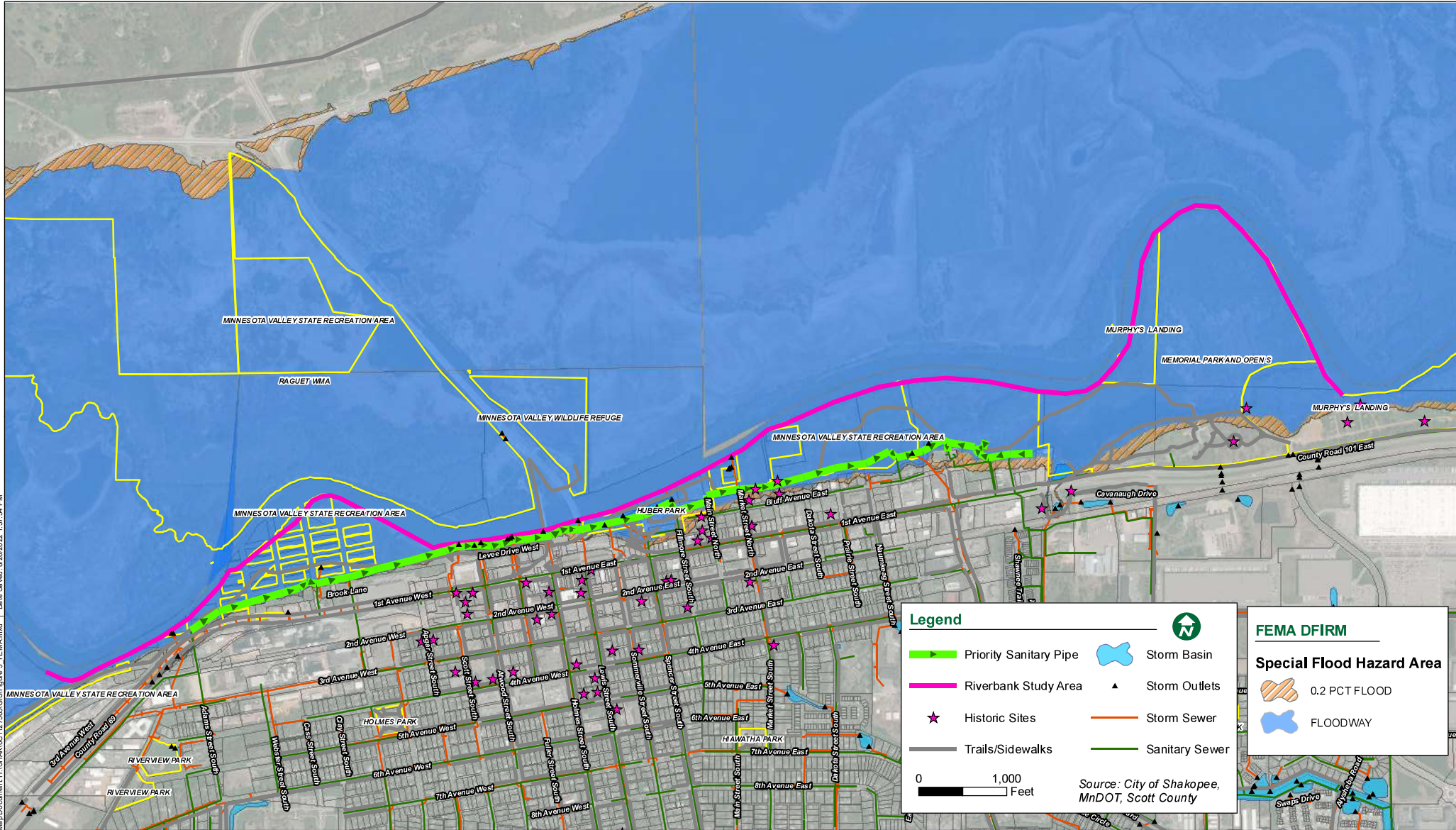
- The LMRWD encourages early coordination for complex projects and suggests scheduling a pre-application meeting to discuss the LMRWD permitting process and requirements.
- Continue coordination with the LMRWD to address altered hydrology within the upper Minnesota River watershed to support long-term sustainability of the riverbank stabilization project.

### **Attachments**

- Attachment 1—Minnesota Riverbank Stabilization Study Project Location
- Attachment 2—FEMA Floodplain Map
- Attachment 3— Shakopee River Bluffs High Priority Gully Region

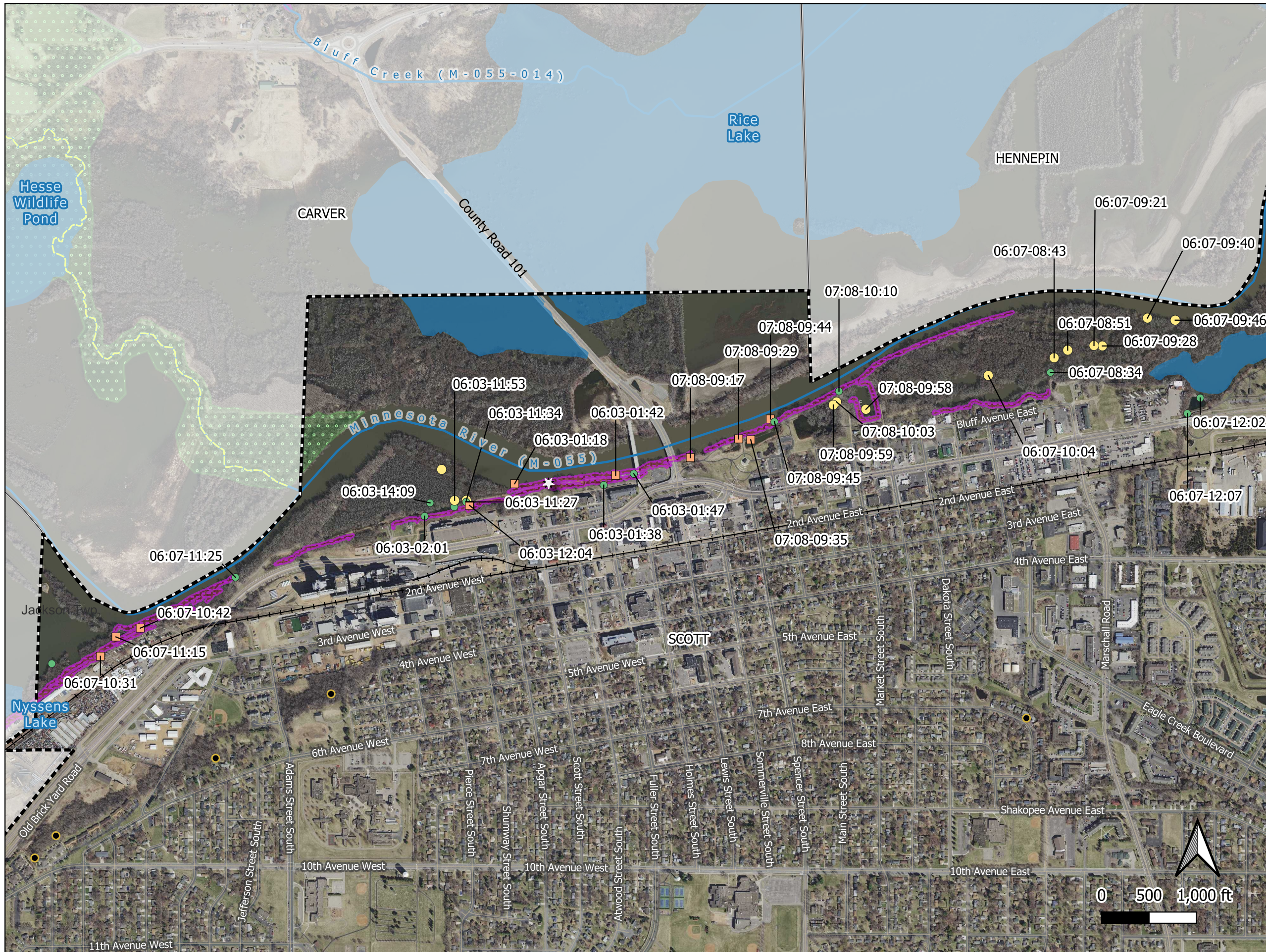


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**Figure 42: Shakopee Bluffs HPR**



**Legend**

2021 Gully Scores

- Very Low, No Action
- Low, Monitor As Needed
- Medium, Monitor Regularly
- High, Further Study
- ◆ Very High, Mitigation Required
- ☆ City Erosion Concerns
- 2021 Potential Gully, Not Found

- ▨ 2021 No Access
- LMRWD Trout Streams
- Public Waters
- Public Waterbodies
- High Value Resource Area
- ▨ Steep Slopes Overlay District
- ▭ Shakopee
- ▭ Scott Co. Parcels
- ▭ LMRWD Boundary



LOWER MINNESOTA RIVER  
WATERSHED DISTRICT



Young Environmental Consulting  
Group, LLC

Table I: LMRWD Permit Program Summary — January 11, 2023



Permit No.	Project Name	City	Status	Pre-Permit Meeting	Date Received	Date Application Considered Complete	Board Actions			On Hold / Cancelled	Permit Issued	Permit Expiration Date	Renewed	Inspection Date	Date Permit Closed
							Information Only	Conditional Approval	Approval						
2019-085	Minnesota Bluffs LRT Regional Trail Repair	Chanhassen	Closed	-	12/12/2019		-			-	5/20/2020	June 2023	-	7/6/2022	7/22/2022
2019-065	Trunk Highway 101 Improvements	Chanhassen	Closed		11/8/2019				11/20/2019		11/20/2019			7/6/2022	11/22/2022
2020-100	Peterson Farms Road Maintenance	Chanhassen	Closed	-	5/6/2020	5/6/2020	-	-	5/20/2020	-	5/21/2020	5/21/2021	-	7/19/2022	8/11/2022
2020-103	Prairie Heights Development	Eden Prairie	Expired	-	5/27/2020	6/5/2020	-	6/17/2020	-	-	10/23/2020	10/23/2021	-	7/6/2022	-
2020-105	Freeway Landfill Expansion	Burnsville	Pre-Permit	-	8/19/2022		9/21/2022								
2020-110	CSAH 11 Reconstruction	Carver	Active Permit	-	9/28/2020	11/3/2020	-	12/16/2020	-	-	4/13/2021	4/13/2022	4/20/2022	7/26/2022	-
2020-112	Vierling Industrial Project	Shakopee	Closed	-	6/25/2020	6/29/2020	-	7/15/2020	-	-	Not Issued		-	7/19/2022	10/14/2022
2020-113	Fort Snelling Redevelopment (2019-057)	Fort Snelling	Active Permit	-	7/20/2020	8/12/2020	-	8/19/2020	-	-	9/11/2020	8/19/2022	7/20/2022	7/20/2022	-
2020-115	Quarry Lake Park Improvements and Mountain	Shakopee	Closed	-	7/23/2020	9/8/2020	-	9/16/2020	-	-	9/16/2020	9/16/2021	-	8/5/2022	3/17/2022
2020-116	Shakopee Memorial Park Pedestrian Bridge	Shakopee	Closed	-	8/24/2020	10/5/2020	-	10/21/2020	-	-	10/23/2020	10/23/2021	-	7/6/2022	7/20/2022
2020-117	Greystone Headquarters	Shakopee	Closed	-	7/24/2020	9/10/2020	-	-	9/16/2020	-	9/16/2020	9/16/2021	-	7/19/2022	10/3/2022
2020-123	Gaughan Companies Demolition	Shakopee	Closed	-	8/27/2020	8/27/2020	-	-	9/16/2020	-	9/17/2020	9/17/2021	-	7/6/2022	10/15/2021
2020-123 (amended)	Shakopee Flats	Shakopee	Closed								2/17/2021	9/17/2021		7/6/2022	
2020-126	Texas Roadhouse	Shakopee	Closed	-	9/17/2020	11/5/2020	-	-	11/18/2020	-	11/19/2020	11/18/2021	-	7/1/2022	7/26/2022
2020-132	77th Street Underpass	Bloomington	Active Permit	10/18/2020	10/21/2020	11/12/2020	11/18/2020	12/16/2020	-	-	7/27/2021	7/27/2022	7/20/2022	7/28/2022	-
2020-133	Shakopee Mix Use	Shakopee	Closed	10/29/2020	11/2/2020	11/2/2020	-	-	11/18/2020	-	Not Issued				-
2020-135	Canterbury Crossings	Shakopee	Active Permit	-	11/19/2020	12/3/2020	-	12/16/2020	-	-	5/11/2021	5/11/2022	4/20/2022	7/26/2022	-
2021-002	CSAH 61 Drainage Ditch	Chanhassen	Active Permit	-	2/1/2021	10/11/2021	-	-	10/20/2021	-	10/21/2021	5/31/2022	5/18/2022	-	-
2021-003	Southwest Logistics Center	Shakopee	Closed	-	2/11/2021	3/12/2021	-	3/17/2021	-	-	4/21/2021	4/21/2022	4/20/2022	7/1/2022	11/22/2022
2021-007	Burnsville Cemetery Expansion	Burnsville	Active Permit	3/5/2021	9/2/2021	9/17/2021	-	10/20/2021	-	-	11/17/2021	10/20/2022	-	7/28/2022	-



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Permit No.	Project Name	City	Status	Pre-Permit Meeting	Date Received	Date Application Considered Complete	Board Actions			On Hold / Cancelled	Permit Issued	Permit Expiration Date	Renewed	Inspection Date	Date Permit Closed
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2021-009	Burnsville Industrial IV	Burnsville	Closed	4/2/2021	3/22/2021	3/31/2021	-	4/21/2021	-	-	4/23/2021	4/21/2022	-	7/28/2022	10/5/2022
2021-011	2021 Street & Utility Reconstruction	Shakopee	Closed	3/30/2021	3/30/2021	4/16/2021	-	4/21/2021	-	-	4/28/2021	4/28/2022	-	7/6/2022	7/25/2022
2021-012	Canterbury Park Parking Lots Phase 2	Shakopee	Closed	4/1/2021	4/2/2021	4/10/2021	-	4/21/2021	-	-	5/11/2021	5/11/2022	-	7/19/2022	7/25/2022
2021-013	Summerland Place	Shakopee	Closed	-	4/8/2021	5/27/2021	-	4/21/2021	-	-	4/26/2021	4/22/2022	-	6/20/2022	3/22/2022
2021-015	Stagecoach Rd Improvements	Shakopee	Closed	4/16/2021	4/12/2021	4/30/2021	-	5/5/2021	-	-	5/7/2021	5/5/2022	-	7/1/2022	3/23/2022
2021-016	Whispering Waters	Shakopee	Active Permit	-	4/14/2021	6/4/2021	-	6/16/2021	-	-	7/13/2021	7/13/2022	7/20/2022	7/13/2022	-
2021-017	Capstone 35	Burnsville	Closed	-	4/20/2021	5/12/2021	-	5/19/2021	-	-	8/19/2021	8/17/2022	7/20/2022	7/13/2022	11/22/2022
2021-018	Jefferson Court	Shakopee	Active Permit	-	4/22/2021	5/17/2021	-	6/2/2021	-	-	6/3/2021	6/2/2023	7/20/2022	7/6/2022	-
2021-019	Cretex Site	Shakopee	Closed	4/23/2021	4/26/2021	4/30/2021	-	5/5/2021	-	-	5/7/2021	5/5/2022	-	7/1/2022	5/5/2022
2021-020	Core Crossings Apartments (Prev. Southbridge)	Shakopee	Active Permit	-	6/14/2021	7/13/2021	-	7/21/2021	-	-	8/5/2021	6/15/2023	6/17/2022	7/26/2022	-
2021-022	2021 Safety and Security Center	Fort Snelling	Active Permit	-	5/18/2021	10/29/2021	-	11/17/2021	-	-	3/18/2022	3/18/2023	-	7/20/2022	-
2021-023	106th St Improvements	Bloomington	Active Permit	-	5/25/2021	5/28/2021	-	6/2/2021	-	-	6/17/2022	6/17/2022	4/20/2022	7/28/2022	-
2021-025	TH 13	Savage	Active Permit	-	6/11/2021	6/15/2021	-	2/16/2022	-	-	5/20/2022	5/20/2023	-	7/13/2022	-
2021-027	Minnesota River Greenway Trail	Eagan	Upcoming	-	8/17/2021	11/2/2021	-	11/17/2021	-	-	-	-	-	-	-
2021-030	Building Renovation Park Jeep	Burnsville	Active Permit	-	7/9/2021	7/16/2021	-	9/15/2021	-	-	6/21/2022	6/21/2023	-	-	-
2021-031	Caribou Coffee	Savage	Closed	6/1/2021	7/9/2021	8/10/2021	-	8/18/2021	-	-	8/19/2021	-	-	7/13/2022	10/4/2022
2021-032	I-35W Auxiliary Lane	Bloomington	Pre-Permit	5/24/2021; 8/31/21	-	-	-	-	-	-	-	-	-	-	-
2021-033	Minnesota MASH & 130th St Extension	Savage	Active Permit	6/23/2021	9/17/2021	-	-	-	6/15/2022	-	6/17/2022	6/17/2023	-	-	-
2021-034	Circle K Holiday Station Stores	Savage	Closed	8/25/2021	7/26/2021	9/10/2021	-	9/15/2021	-	-	10/19/2021	9/15/2022	-	7/13/2022	7/12/2022
2021-035	I35W Frontage Trail	Burnsville	Active Permit	-	12/15/2021	12/22/2021	-	1/19/2022	-	-	11/3/2022	11/3/2023	-	-	-



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2021-039	River Bluffs Improvements	Shakopee	Active Permit	-	7/23/2021	8/12/2021	-	8/18/2021	-	-	10/1/2021	8/18/2022	-	7/6/2022	-
2021-040	Canterbury Independent Senior Living	Shakopee	Active Permit	-	8/11/2021	8/19/2021	-	9/15/2021	9/15/2022	-	8/19/2022	10/1/2023	-	7/26/2022	-
2021-041	Line 0832	Burnsville	Closed	-	9/7/2021	9/7/2021	-	9/15/2021	-	-	9/17/2021	9/15/2022	-	7/28/2022	6/27/2022
2021-042	Hwy 13 & Lone Oak	Eagan	Active Permit	-	8/27/2021	9/16/2021	-	10/20/2021	-	-	10/22/2021	6/30/2023	9/21/2022	-	-
2021-045	Triple Crown Residences Phase II	Shakopee	Active Permit	-	9/22/2021	10/27/2021	-	11/17/2021	-	-	11/19/2021	11/17/2023	10/19/2022	7/26/2022	-
2021-046	CenterPoint Dakota Station Facility	Burnsville	Closed	-	9/21/2021	10/15/2021	-	10/20/2021	-	-	10/22/2021	10/22/2022	-	7/28/2022	9/12/2022
2021-047	River Valley Industrial Center	Chanhassen	On Hold	-	9/21/2021	-	-	-	-	10/1/2021	-	-	-	-	-
2021-048	Minnesota River Greenway Railroad Bridge	Eagan	Pre-Permit	9/28/2021	-	-	-	-	-	-	-	-	-	-	-
2021-049	Stump Road Maintenance	Bloomington	Closed	10/20/2021	10/22/2021	10/29/2021	-	11/17/2021	-	-	11/19/2021	11/17/2022	-	7/28/2022	9/5/2022
2021-052	Shakopee Dental Office	Shakopee	Construction Complete	-	11/3/2021	12/14/2021	-	12/15/2021	-	-	12/17/2021	12/15/2022	-	7/13/2022	-
2021-057	Cliff Road Ramp	Burnsville	Active Permit	-	12/14/2021	1/4/2022	-	1/19/2022	-	-	6/8/2022	6/8/2023	-	7/13/2022	-
2021-058	MAC Gate Security Improvements	Fort Snelling	Active Permit	-	12/15/2021	12/16/2021	-	1/19/2022	-	-	4/27/2022	4/27/2023	-	7/28/2022	-
2021-061	Merriam Junction Trail	Burnsville	Pre-Permit	1/31/2022	-	-	-	-	-	-	-	-	-	-	-
2022-002	2022 MBL Nicollet River Crossing	Bloomington, Burnsville	Active Permit	-	1/18/2022	-	-	3/16/2022	-	-	4/25/2022	4/25/2023	-	-	-
2022-003	Ivy Brook Parking East	Burnsville	Active Permit	-	1/19/2022	2/25/2022	-	3/16/2022	-	-	5/16/2022	5/16/2023	-	-	-
2022-004	CHS Savage Terminal	Savage	Incomplete	-	1/27/2022	-	-	-	-	-	-	-	-	-	-
2022-005	Chaska West Creek Apartments	Chaska	Incomplete	-	2/8/2022	-	-	-	-	-	-	-	-	-	-
2022-007	Engineered Hillside	Eden Prairie	Active Permit	-	2/15/2022	3/14/2022	-	-	4/20/2022	-	4/21/2022	4/21/2023	-	-	-
2022-008	Ivy Brook Parking West	Burnsville	Active Permit	-	2/16/2022	2/25/2022	-	3/16/2022	-	-	5/31/2022	5/31/2023	-	-	-
2022-010	Quarry Lake Pedestrian Bridge and Trail	Shakopee	Conditional Approval	-	2/24/2022	-	-	4/20/2022	-	-	-	-	-	-	-



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2022-011	Biffs Inc.	Burnsville	Active Permit	-	2/28/2022	3/29/2022	-	4/20/2022	-	-	8/16/2022	8/16/2023	-	-	-
2022-013	Normandale & 98th Intersection Improvements	Bloomington	Active Permit	-	3/22/2022	4/1/2022	-	4/20/2022	-	-	4/22/2022	4/22/2023	-	-	-
2022-014	TH 41/CSAH 61 Improvements	Chaska	Active Permit	2/16/2021; 1/6/2022	3/23/2022	5/11/2022	-	5/18/2022	-	-	12/13/2022	12/13/2023	-	-	-
2022-015	Xcel Driveway	Shakopee	Incomplete	-	4/20/2022	-	-	-	-	-	-	-	-	-	-
2022-016	Organic Recycling Facility Relocation	Louisville Townsh	Incomplete	-	4/20/2022	-	-	-	-	-	-	-	-	-	-
2022-017	PLOC Channel Stabilization	Shakopee	Active Permit	-	6/30/2022	7/5/2022	-	-	7/20/2022	-	7/21/2022	7/21/2023	-	-	-
2022-018	Lakota Lane	Chanhassen	Under Review	-	4/19/2022	-	5/18/2022	-	-	-	-	-	-	-	-
2022-019	TH 494 SP 2785-433	Eagan and Bloomington	Conditional Approval	-	4/21/2022	6/24/2022	-	7/20/2022	-	-	-	-	-	-	-
2022-021	Oak St N (CenterPoint Energy)	Chaska	Active Permit	-	4/29/2022	-	-	-	6/15/2022	-	6/17/2022	6/17/2023	-	-	-
2022-022	Ace Rent A Car	Fort Snelling	Incomplete	-	5/10/2022	-	-	-	-	-	-	-	-	-	-
2022-023	494 Corridors of Commerce	Fort Snelling	Pre-Permit	5/3/2022	5/19/2022	-	7/20/2022	-	-	-	-	-	-	-	-
2022-024	Gedney Pickles Holding Pond Restoration	Chanhassen	Active Permit	6/16/2022	8/10/2022	-	-	9/21/2022	-	-	11/14/022	11/14/2023	-	-	-
2022-026	10521 Spyglass Drive	Eden Prairie	Active Permit	5/31/2022	7/13/2022	8/8/2022	-	-	7/20/2022	-	8/8/2022	8/8/2023	-	-	-
2022-027	Ivy Brook Parking Northeast	Burnsville	Active Permit	-	7/5/2022	-	-	8/17/2022	-	-	8/31/2022	8/31/2023	-	-	-
2022-028	Quarry Lake Park Restroom	Fort Snelling	Active Permit	-	7/6/2022	7/8/2022	-	7/20/2022	-	-	7/22/2022	7/22/2023	-	-	-
2022-029	Reliakor	Shakopee	Closed	-	7/20/2022	-	-	8/17/2022	-	-	9/19/2022	9/19/2023	-	-	10/28/2022
2022-030	Frenchies Metals	Chaska	Incomplete	-	7/22/2022	-	-	-	-	-	-	-	-	-	-
2022-031	RSI Marine (Great Plains Blvd)	Chanhassen	Pre-Permit	-	7/18/2022	-	8/17/2022	-	-	-	-	-	-	-	-
2022-034	Valleyfair Parking Lot Expansion	Shakopee	Conditional Approval	-	9/26/2022	10/11/2022	-	10/19/2022	-	-	-	-	-	-	-
2022-036	Structures, Inc.	Chaska	Conditional Approval	-	10/6/2022	12/2/2022	-	12/14/2022	-	-	-	-	-	-	-





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2022-037	Peterson Wetland Bank	Eden Prairie	Pre-Permit	-	10/3/2022	-	-	-	-	-	-	-	-	-	-
2022-039	Former Knox Site	Burnsville	<i>Conditional Approval *</i>	-	11/3/2022	12/19/2022	-	1/18/2023*	-	-	-	-	-	-	-
2022-040	Burnsville Sanitary Landfill	Burnsville	Under Review	-	11/21/2022	-	-	-	-	-	-	-	-	-	-
2022-041	SP 2782-352 35W Resurface and Auxiliary Lane	Bloomington	Under Review	-	12/15/2022	-	-	-	-	-	-	-	-	-	-
2022-042	3rd Street Bridge Replacement	Carver	Under Review	-	12/16/2022	-	-	-	-	-	-	-	-	-	-

**STATUS DEFINITIONS:**

**Active Permit:** Applicant has a valid permit issued by LMRWD

**Cancelled by Applicant:** Applicant withdrew their application for a LMRWD permit

**Closed:** Applicant has indicated the project has completed construction and that the permit file may be closed

**Conditional Approval:** LMRWD managers conditionally approved the permit application, pending receipt of additional information

**Expired:** Applicant either obtained conditional approval, approval, and/or was issued a permit and the expiration date has passed

**Incomplete:** Applicant applied for a permit, but the application is incomplete

**No Permit Required:** Applicant applied for a permit, but during the completeness review, it was determined that the project did not trigger the regulatory thresholds

**On Hold:** Applicant requested their application be placed on hold

**Pre-Permit:** Applicant has requested pre-permit application reviews or meetings, but has not yet applied for a permit from LMRWD

**Under Review:** Permit application is complete and under review by LMRWD staff

**Construction Complete:** project construction is complete but permit is not closed

*\* Staff recommendation only, has not yet been presented to the Board for action*

