

Elm Creek Watershed Management Commission 2016-17 Treasurer's Report

		2016 Budget	Dec 2016	Jan 2017	Feb 2017	2016 Budget YTD
EXPENSES						
Administrative		90,000	7,638.16	8,201.65	7,299.66	84,997.87
Watershed-wide TMDL		24,406	246.53	126.20		1,432.35
Grant Writing		5,100				0.00
Website		6,000	146.85	91.85	96.25	3,794.24
Legal		2,000		290.00		1,040.50
Audit		5,000				4,500.00
Insurance		3,800	-2,014.00			1,442.00
Miscellaneous/Contingency		2,000				0.00
Project Reviews	HCEE	105,500			18,197.68	77,820.22
Project Reviews	Consult	6,000		3,157.50		9,780.00
Project Reviews	Admin	11,000	996.80	470.19	1,025.29	12,310.17
WCA-Technical	HCEE	12,500			4,199.12	12,834.24
WCA	Legal	500				0.00
WCA	Admin	2,000	200.72		165.39	1,126.54
Stream Monitoring		23,500				20,874.32
Extensive Stream Monitoring		7,200	6,120.00			6,120.00
DO Longitudinal Survey		500				0.00
TMDL Monitoring/Comm in-kind						13,600.00
Rain Gauge		195	18.97	16.35	15.38	210.40
Rain Gauge Network		100				0.00
Lakes Monitoring - CAMP		1,650		480.00		480.00
Lakes Monitoring - TRPD						0.00
Sentinel Lakes		3,100	3,100.00			3,100.00
Additional Lake		600				0.00
Aquatic Vegetation Surveys		1,000				0.00
Wetland Monitoring (WHEP)		4,000			4,000.00	4,000.00
Stream Health (SHEP)		6,000				0.00
Education		6,000	147.35	93.45	1,353.97	3,260.98
WMWA General Activities		4,000			3,750.00	3,750.00
WMWA Educators/Watershed Prep		4,500			4,500.00	4,500.00
WMWA Special Projects		1,500			1,500.00	1,500.00
Rain Garden Workshops		3,000				2,113.50
Education Grants		3,000				0.00
Macroinvertebrate Monitoring-River Watch		6,000			3,000.00	3,000.00
Ag Specialist		2,000				0.00
Projects ineligible for ad valorem		50,000				0.00
Studies/Project ID/SWA		35,000	195.00	409.63	374.46	6,484.20
S Metro/Upper Miss Bacteria TMDLs		1,000				0.00
Plan Amendments/Local Plans		8,000				1,698.91
Grant - Rush Creek SWA					17.00	0.00
<i>Transfer to (from) Encumbered Funds (see following pages)</i>						0.00
<i>Transfer to (from) Capital Projects (see following pages)</i>			123,163.52			246,088.95
<i>Transfer to (from) Cash Sureties (see following pages)</i>						0.00
<i>To Fund Balance</i>						0.00
TOTAL - Month			139,959.90	13,336.82	49,494.20	531,859.39
TOTAL Paid in 2016, incl 2015 Expenses		447,651.00	545,371.49	558,708.31	608,202.51	2016 Paid
				2016 Activity		

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		2016 Budget	Dec 2016	Jan 2017	Feb 2017	2016 Budget YTD
INCOME						
<i>From Fund Balance</i>						
Project Review Fee		100,000	6,070.25	3,705.00		67,397.10
Return Project Fee						-1,500.00
Water Monitoring - TRPD Co-op Agmt		6,000	5,132.97			5,132.97
WCA Fees		5,000		150.00		54,000.00
Return WCA Fee/Surety					-2,550.00	-1,000.00
Reimbursement for WCA Expense		1,500				840.00
Member Dues		215,360		135,496.13		215,360.00
Interest/Dividends Earned		80	137.79	184.45		914.70
<i>Transfer to (from) Capital Projects (see page 4)</i>			120,649.52	1,595.59		249,795.17
Watershed-wide TMDL - MPCA - 2015						0.00
Misc Income						0.00
Total - Month			131,990.53	141,131.17	-2,550.00	590,939.94
TOTAL Funds Rec'd in 2016, incl 2015 Income		327,940.00	597,497.60	738,628.77	736,078.77	2016 Received
CASH SUMMARY		Balance Fwd				
Checking						
4M Fund		517,804.14	570,930.25	698,724.60	646,680.40	
Cash on Hand			570,930.25	698,724.60	646,680.40	
CASH SURETIES HELD		Balance Fwd				Activity CY
WCA Escrows Received		0.00				46,000.00
WCA Escrow Reduced		0.00				0.00
Total Cash Sureties Held		0.00	1,000.00	1,000.00	1,000.00	
CAPITAL PROJECTS						
Revenue - AdValorem Levy Funds		250,000				
Medina Tower Drive		-	-46.08	8.95		-37.13
Champlin Mill Pond Dam		-	-41.89	8.14		-33.75
Plymouth EC Restoration			120,737.49	1,578.50		249,866.05
Expense - Commission Cost Share		250,000				
Administrative Expense		3,000				
Medina Tower Drive		-				0.00
Champlin Mill Pond Dam		-				0.00
Plymouth EC Restoration			-123,163.52			-245,557.35
ENCUMBERED FUNDS						
<i>Encumber Studies/Project Identification/ SWA balance from 2015</i>		34,316				
Total Expenditures			0.00	0.00	0.00	0.00
Total Encumbered Funds		34,316	34,315.54	34,315.54	34,315.54	
				2016 Activity		

Elm Creek Watershed Management Commission 2016-17 Treasurer's Report

Claims Presented		General Ledger Account No	December	January	February	TOTAL
Campbell Knutson - Legal		521000				0.00
Legal - Project Review (Admin)		578100				
Connexus - Rain Gauge		551100			15.38	15.38
Blue Thumb - 2017 Contribution		590000			250.00	250.00
City of Champlin - refund overpay project fee					2,550.00	2,550.00
Hennepin County Treasurer						29,396.80
HCEE - Tech Svcs Project Reviews		578000			18,197.68	
HCEE - Tech Svcs WCA		579500			4,199.12	
HCES - WHEP		579800			4,000.00	
HCES - SHEP		551010				
HCES - River Watch		553000			3,000.00	
Shingle Creek WMO - WMWA						9,750.00
SCWMO-2016 WMWA General Expense		590001			3,750.00	
SCWMO-2016 WMWA Watershed PREP		590001			4,500.00	
SCWMO-2016 WMWA Special Projects		590001			1,500.00	
Watershed Partners -2017 Contribution		590000			1,000.00	1,000.00
JASS						9,082.02
Administration		511000			5,507.23	
TAC Support		511000			1,637.63	
Annual Report		511000			154.80	
Website		581000			96.25	
Project Reviews		578100			1,025.29	
WCA		579000			165.39	
Plan Amendment		541500				
Education		590000			103.97	
Elm Creek TMDL		580800				
CIPs General		563001			374.46	
Grant Opportunities		511000				
Grant - Rush Creek SWA		584002			17.00	
TOTAL CLAIMS						52,044.20

**Elm Creek Watershed Management Commission
2016-17 Treasurer's Report
Capital Improvement Project Tracking**

CIPs		Amount	%age	TOTAL 2014	TOTAL 2015	JAN 2016	FEB 2016	MAR 2016	APR 2016	MAY 2016	JUN 2016	JUL 2016	AUG 2016	SEP 2016	OCT 2016	NOV 2016	DEC 2016	JAN 2017	FEB 2017	TOTAL 2016	TOTAL ALL YEARS
	Ad Valorem 2014 - Medina Tower Drive	68,750	52.380																		
	Revenue			-	68,916.44												(46.08)	8.95		(37.13)	68,879.31
	Expense			1,989.80	-															-	1,989.80
	Balance			(1,989.80)	68,916.44												(46.08)	8.95		(37.13)	66,889.51
	Ad Valorem 2014 - Champlin Mill Pond Dam	62,500	47.620																		
	Revenue			-	62,653.69												(41.89)	8.14		(33.75)	62,619.94
	Expense			1,631.81	-															-	1,631.81
	Balance			(1,631.81)	62,653.69												(41.89)	8.14		(33.75)	60,988.13
	Ad Valorem 2015 - Plymouth Elm Creek Restoration	250,000.00	100.000																		
	Revenue				-							127,449.66					100.40	120,737.49	1,578.50		249,866.05
	Expense				2,606.17											280.99					280.99
	First Half Payment														122,112.84						122,112.84
	Second Half Partial Payment																123,163.52				123,163.52
	Balance				(2,606.17)							127,449.66			(122,393.83)	100.40	(2,426.03)	1,578.50		4,308.70	1,702.53
	Ad Valorem 2016 - Fox Creek Phase 2 Bank Stabilization																				
	Revenue				-															-	-
	Expense				-									106.32						106.32	106.32
	Balance				-							-	-	(106.32)					-	(106.32)	(106.32)
	Ad Valorem 2016 - Miss Rvr Shore Repair/Stabilization																				
	Revenue				-															-	-
	Expense				-									106.32						106.32	106.32
	Balance				-							-	-	(106.32)					-	(106.32)	(106.32)
	Ad Valorem 2016 - EC Dam at Mill Pond																				
	Revenue				-															-	-
	Expense				-									106.32						106.32	106.32
	Balance				-							-	-	(106.32)					-	(106.32)	(106.32)
	Ad Valorem 2016 - Rush Creek Main Stem Restoration																				
	Revenue				-															-	-
	Expense				-									106.32						106.32	106.32
	Balance				-							-	-	(106.32)					-	(106.32)	(106.32)
	Ad Valorem 2016 - Fish Lake Alum Trmt Phase 1																				
	Revenue				-															-	-
	Expense				-									106.32						106.32	106.32
	Balance				-							-	-	(106.32)	-	-	-		-	(106.32)	(106.32)
TOTAL CIP		131,250.00																			
	Revenue			-	131,570.13	-	-	-	-	-	-	127,449.66	-	-	-	100.40	120,649.52	1,595.59	-	249,795.17	381,365.30
	Expense			3,621.61	2,606.17	-	-	-	-	-	-	-	-	531.60	280.99	-	-	-	-	812.59	7,040.37
	Payments														(122,112.84)		(123,163.52)			(245,276.36)	(245,276.36)
	Balance			(3,621.61)	128,963.96	-	-	-	-	-	-	127,449.66	-	(531.60)	(122,393.83)	100.40	(2,514.00)	1,595.59	-	3,706.22	129,048.57



Hennepin County
Public Works

Department of Environment and Energy
701 Fourth Avenue South, Suite 700
Minneapolis, Minnesota 55415-1842

612-348-3777, Phone
612-348-8532, Fax
hennepin.us/environment

Bill To:

Elm Creek Watershed Management Commission
c/o: Mr. Doug Baines
3235 Fernbrook Lane
Plymouth, MN 55447

Invoice

Date	Invoice #
2/4/2017	1609001

Contract

Elm Creek WMC

Description	Total Amount
4th quarter 2016 invoice (October 1, 2016 to December 31, 2016) for technical services, WCA, WHEP and Riverwatch per Agreement A154047	
<ul style="list-style-type: none">• Technical Assistance• WCA• WHEP (4 sites)• Riverwatch (3 sites)	18,197.68 4,199.12 4,000.00 3,000.00
(Services provided to date include; engineering and technical review on submitted projects, erosion and sediment control planning and implementation assistance, Wetland Conservation Act administrative and technical assistance, TMDL development and implementation, floodplain assistance and information; and storm water quantity and quality work throughout the watershed).	97,654.46
<ul style="list-style-type: none">• Accrued 2016 costs to-date - not to exceed a total of \$94,500 for technical services and WCA in 2016 unless amended per Agreement A154047.	68,257.66
<ul style="list-style-type: none">• 2016 Payments and other credits to-date	
<i>Costs associated with the Commission's participation in the Department led volunteer monitoring/education programs (Riverwatch, SHEP, and WHEP), at a not-to-exceed amount of \$16,000, will be billed on a lump sum basis with the 4th quarter 2016 invoice.</i>	
AMOUNT DUE	\$29,396.80

Make check payable to:

Hennepin County Treasurer

Remit to:

Karen Galles
Hennepin County Department of Environment and Energy
701 Fourth Avenue South, Suite 700
Minneapolis, MN 55415-1842.

Direct questions to:

Karen Galles 612-348-2027

From: James C Kujawa [<mailto:James.Kujawa@hennepin.us>]
Sent: Monday, February 06, 2017 11:02 AM
To: judie@jass.biz
Subject: FW: Incomplete ECWMC Wetland replacement plan/ Elm Creek WMC application (EC Project #2017-004W).

Good Morning,

Charlie Lehn from Champlin would like the difference in his fee submittal refunded to him. From my estimates, they owe \$950.00 and submitted \$3,500, so they would get a refund of \$2,550.00. Is that doable? If you can't make this meeting, he is okay with doing it at the March meeting.

Thanks
Jim

From: James C Kujawa [<mailto:James.Kujawa@hennepin.us>]
Sent: Monday, February 06, 2017 10:56 AM
To: Charlie Lehn
Subject: RE: Incomplete ECWMC Wetland replacement plan/ Elm Creek WMC application (EC Project #2017-004W).

Charlie,

We can refund the difference if you like. It might not be until our March 8, 2017 meeting, if that's okay?

Jim

From: Charlie Lehn [<mailto:CLEhn@ci.champlin.mn.us>]
Sent: Monday, February 06, 2017 10:53 AM
To: James C Kujawa <James.Kujawa@hennepin.us>; Dustin Simonson <DSimonson@wsbeng.com>
Subject: RE: Incomplete ECWMC Wetland replacement plan/ Elm Creek WMC application (EC Project #2017-004W).

Hi James,

Can you tell me if you need a second check cut?

It sounds as if we overpaid, and need to cancel that check and reissue another one if I read the schedule correctly?

I realize there are a few other things being requested, but I want to get this aspect done as well while we determine other provisions to fulfill requirements.

Thank you for your help,

Charlie Lehn

*Charles Lehn
Parks and Facilities Manager
City of Champlin*

Elm Creek Watershed Management Commission Request for Plan Review and Approval

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

Received 2/2/2017Project No. 2017-004WFee Rec'd \$3,500.00Date: 01/18/2017Fee Submitted: \$ 3500

EC **SC** **WM** **PSC**
Please print clearly.

Applicant: City of Champlin (Charlie, Parks and Facilities Manager)Address: 11955 Champlin DriveCity: ChamplinZip Code: 55316Phone: () 763-923-7163

Cell: () _____

Email: CLehn@ci.champlin.mn.usAgent: WSB & Associates, Inc. (Dustin Simonson)Address: 701 Xenia Avenue South Suite #300City: MinneapolisZip Code: 55416Phone: () 763-270-3475

Cell: () _____

612-655-5609Email: dsimonson@wsbeng.com**Application for Approval of:** (check all the applicable items)

- | | | |
|--|--|--|
| <input type="checkbox"/> Residential Development | <input type="checkbox"/> Road Construction | <input type="checkbox"/> WCA Exemption Certificate |
| <input type="checkbox"/> Commercial/Industrial Development | <input type="checkbox"/> Wetland Determination | <input checked="" type="checkbox"/> Wetland Replacement Plan |
| <input type="checkbox"/> Floodplain Alteration | <input type="checkbox"/> Wetland Delineation | <input type="checkbox"/> Wetland Banking Application |
| <input type="checkbox"/> Drainage Alteration | <input type="checkbox"/> Wetland Alteration | <input type="checkbox"/> Pond Excavation |
| <input type="checkbox"/> Other (explain): _____ | | <input type="checkbox"/> Issuance of General Permit |

Project Name: Cartway TrailProject Location - City or Town: City of ChamplinPID#: 1912021330002Total Acres: 0.85Acres Disturbed: 0.35Acres Impervious Before Development: 0.04Acres Impervious After Development (incl. gravel roads and parking areas): 0.22

For Residential Developments: Number of Lots: _____

Lot Density: _____

Anticipated Project Start Date: _____

Remarks: _____

Applicant's Signature:Print Name: Charlie Lehnx Charlie J. Lehn

In order for a project to be considered by the Commission, a complete application packet must be received in the Commission's administrative office at least TEN BUSINESS DAYS prior to the Commission's next regular meeting. Action by the Commission will be predicated on factors such as completeness of the application documents and complexity of the project, etc. The Commission normally meets on the second Wednesday of the month.

Submit this form to the City along with two paper and one electronic copy of the required plans and the appropriate fee (check made payable to "Elm Creek Watershed Management Commission"). The City will forward one paper copy, the electronic copy and the fee payment to the Commission. The Commission will transmit a letter to the applicant following approval. For submittal requirements, see the Commission Plan Review Requirements packet. A copy of this form and the fee schedule can be downloaded from:

<http://www.elmcreekwatershed.org/projrb.shtml>

AUTHORIZATION - to be prepared by City

Requested by City of _____

Signature _____

Name _____

Title _____

Phone _____

Date _____



Monthly Statement

Service Address
ELM CREEK RD
DAYTON MN

Billing Summary

Billing Date: Jan 17, 2017

Previous Balance	\$16.35
Payments - Thank You!	\$16.35
Balance Forward	\$0.00
New Charges	\$15.38

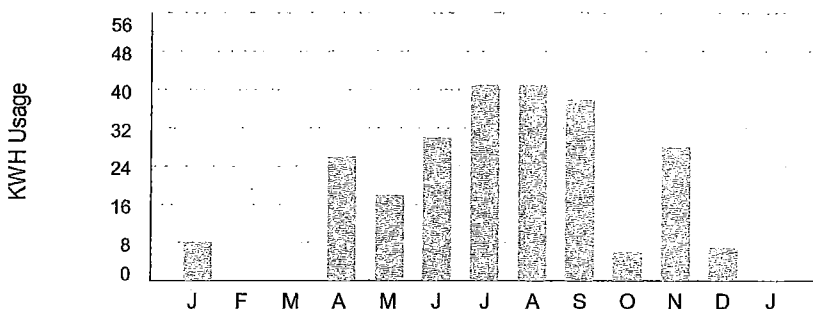
Total Amount Due **\$15.38**

Payment must be received on or before February 13, 2017

Energy Comparison

Previous Months' Usage

Current Month's Usage



How to contact us

Member Services / Moving - 763-323-2650
Outages and Emergencies - 763-323-2660
Hearing/Speech Impaired Call - 711 or 800-627-3529
Email: info@connexusenergy.com
www.connexusenergy.com
Gopher State One Call - 811
14601 Ramsey Boulevard, Ramsey, MN 55303

Account Number:

481113-238425

ELM CREEK WATERSHED MGMT ORG

Total Amount Due

\$15.38

Due Date

February 13, 2017

Message Center

Rate Update

2017 electric rates go into effect on this statement. The new rate adds approximately \$2 to the average residential or small commercial bill. The increase will help offset costs for system improvements and for maintaining high quality reliable service.

Report damage

Thousands of pieces of electrical equipment make up our distribution system that delivers electricity to your homes and businesses. We need your help to make sure our system remains safe. If you notice any damage to our lines or equipment, let us know about it. Please call our member services at 763.323.2650.

▼ Please detach at perforation and return this portion with a check or money order made payable to Connexus Energy ▼

TRA3-D-008707/001266 AGUAKY S1-ET-M1-C00003 1



Account Number:

481113-238425

Total Amount Due

\$15.38

Payment Due By

February 13, 2017

008707 1 AB 0.396 000643/008707/001266 033 01 AGUAKY
ELM CREEK WATERSHED MGMT ORG
3235 FERNBROOK LN N
PLYMOUTH MN 55447-5325



Connexus Energy
PO Box 1808
Minneapolis, MN 55480-1808

00001538 0004811130238425 000000 00000 000000000000 0000007

Please Indicate Your 2017 Payment Schedule:

- ☐ 100% fees payment due by February 1, 2017*
- ☒ 50% fees payment + 50% pledge of service hours
Please sign up for Blue Thumb Partner Service
Opportunities at Blue-Thumb.org/serviceopportunities

Please note, unfulfilled service hours will be billed on December 15, 2017.

New partner fees and service hours will be prorated based on 1st month of enrollment.

Partner Information

Elm Creek Watershed Management Commission
Company/Organization

Amy Juntunen
Your Organization's Blue Thumb Contact's Name

3235 Fernbrook lane N, Plymouth
Address City

MN 55447 763-553-1144
State Zip Phone

www.elmcreekwatershed.org
Website

amy @ JASS. biz
Email(s) of main contact(s) for Blue Thumb communications

amy @ JASS. biz
Email for publication on website/other partner materials

Please send this page of the partnership agreement to:

EMAIL: deborah@metroblooms.org

MAIL: Metro Blooms

Attn: Deb Jopp

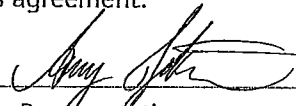
P.O. Box 17099

Minneapolis, MN 55417

For All Blue Thumb Partners:

The below signatures indicate that:

Elm Creek Watershed Management Commission
has agreed to become (or continue as) a partner with the **Blue Thumb—Planting for Clean Water®** program in accordance with the terms described in this agreement.

By: 
Partner Representative

Date: 2/7/17

By: _____
Blue Thumb Representative

Date: _____

For Nurseries and Garden Centers, Installers & Designers Only:

Nurseries and garden centers selling native plants will be expected to supply and/or use native plants from local ecotype native plants. This means plant material propagated from original sources no farther than 200 miles (300 for trees and shrubs) from the projects.

The below signatures indicate that:

has agreed to become (or continue as) a partner with the **Blue Thumb—Planting for Clean Water®** program in accordance with the terms described in this agreement.

By: _____
Partner Representative

Date: _____

By: _____
Blue Thumb Representative

Date: _____



PLANTING FOR CLEAN WATER®



MINNESOTA WATER
LET'S KEEP IT CLEAN

**Membership
INVOICE**

FROM

Staff Contact: Amy Juntunen
City Name: Elm Creek Watershed Management Commission
Address: 3235 Fernbrook Lane N
City and Zip: Plymouth, MN 55447
Telephone: 763-553-1144
E-mail: Amy@JASS.biz

TO

Metro Watershed Partners and its Clean Water MN Media Campaign

MEMBERSHIP AMOUNT

\$ 1,000.00

Note: (see attached table with requested levels of funding)

FISCAL AGENT

Hamline University
1536 Hewitt Ave. MS-A1760
St. Paul, MN 55104
Tel: 651-523-2812 Email: jlarson25@hamline.edu

DESCRIPTION OF SERVICE

2017 membership support for the Metro WaterShed Partners and its Clean Water MN Media Campaign, a stormwater pollution prevention education campaign. Services include:

- Create timely, consistent messages that will encourage behaviors that improve water quality.
- Technology trainings for partners to use these tools effectively.
- Development and implementation of clean water exhibits at the Minnesota State Fair in the DNR and Eco-experience buildings.
- Monthly meetings with information on partner activities, presentations by informative speakers, and updates on WSP activities.
- Maintenance of the Watershed Partners listserv.
- Administration of media outreach and partner events and activities.
- Evaluate, maintain and improve the Clean Water MN materials and website.
- Begin to develop the framework for a metro wide adopt-a-drain program, which incorporates community clean-up events.

DURATION OF SERVICE

January 1, 2017 to December 31, 2017

\$120,000 is needed to fully implement year 2 activities. We will initiate phased implementation of the campaign upon receiving a minimum of \$70,000 in contributions. Funds unspent in 2017 will carry over to 2018 to continue project implementation.



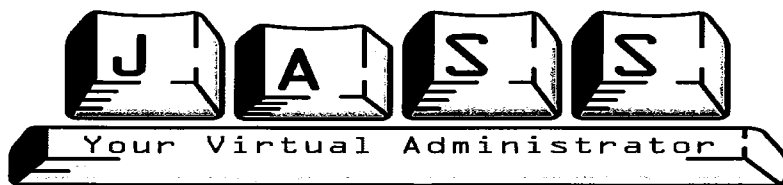
3235 Fernbrook Lane Plymouth MN
55447

Bassett Creek Watershed Management Commission
Elm Creek Watershed Management Commission
Shingle Creek Watershed Management Commission
West Mississippi Watershed Management Commission

1-Feb-17

2017 WMWA General Expense, Watershed PREP and Special Projects

[illegible]



3235 Fernbrook Lane
Plymouth MN 55447

Elm Creek Watershed Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

6-Feb-17

Total by
Project Area

Administrative		50.00	0.00	
Administrative	2.79	55.00	153.45	
Administrative	52.84	60.00	3,170.40	
Admin - Offsite	3.67	65.00	238.55	
Office Support	5.00	200.00	1,000.00	
Storage Unit	1.00	192.23	192.23	
Data Processing/File Mgmt	3.75	55.00	206.25	
File Management	1.85	60.00	111.00	
Archiving		60.00	0.00	
Admin - Reimbursable Expense	435.35	1.00	435.35	5,507.230
Admin - TAC support	0.83	55.00	45.65	
Admin - TAC support	21.53	60.00	1,291.80	
Admin - TAC support offsite	2.58	65.00	167.70	
TAC Support - Reimbursable Expense	132.48	1.00	132.48	1,637.630
Website	1.75	55.00	96.25	
Website		60.00	0.00	
Website - Reimbursable Expense		1.00	0.00	
Web Domain, hosting		1.00	0.00	96.250
Annual Reporting		55.00	0.00	
Annual Reporting	2.58	60.00	154.80	
Annual Report - Reimbursable Expense		1.00	0.00	154.800
Project Reviews - Secre		55.00	0.00	
Project Reviews - Admin	13.10	60.00	786.00	
Project Reviews - Admin - File Mgmt		55.00	0.00	
Project Reviews - Reimbursable Expense	239.29	1.00	239.29	1,025.290
WCA - Secre		55.00	0.00	
WCA - Admin	2.67	60.00	160.20	
WCA - Reimbursable Expense	5.19	1.00	5.19	165.390
Education - Secretarial	0.13	55.00	7.15	
Education - Admin		60.00	0.00	
Education - Admin Offsite	0.75	65.00	48.75	
Education - Reimbursable Expense	48.07	1.00	48.07	103.970
CIPs - General - Secretarial		55.00	0.00	
CIPs - Administrative	5.25	60.00	315.00	
CIPs- Offsite Admin		65.00	0.00	
CIPs - reimbursables	59.46	1.00	59.46	374.460
Rush Creek SWA - Admin	0.25	60.00	15.00	
Rush Creek SWA - reimbursable expense	2.00	1.00	2.00	17.000

Invoice Total

9,082.020



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

February 7, 2017

To: Elm Creek Commissioners

Fr: Judie Anderson

Re: Status of 2016 Work Plan - **updated**

Minnesota Rule 8410.0150 requires the Commission to submit to the Board of Water and Soil Resources a financial report, activity report and audit report for the preceding fiscal year. 8410.0150 Subp. 3 outlines the content of the annual activity report. It includes an assessment of the previous year's annual work plan and development of a projected work plan for the following year.

Following is a summary of the work undertaken by the Elm Creek Watershed Management Commission in 2016 to meet the goals, objectives, and projected work plan outlined in its *2015 Annual Report*. The Commission identified the following activities in 2016:

- ☒ Continue to review local development/redevelopment plans for conformance with the standards outlined in the Commission's third generation Watershed Management Plan. *Fifty-two projects were reviewed by the Commission in 2016. The Commission does not have a permit program.*
- ☒ Serve as the local government unit (LGU) for administering the Wetland Conservation Act (WCA) for the cities of Champlin and Corcoran. *The Commission continues to serve as the LGU for Champlin and Corcoran. In 2016 Technical staff assisted approximately 50 landowners/agency/developer contacts with wetland-related questions. On behalf of the Commission they reviewed the following types of wetland applications: six wetland boundary/type; three no-loss; two exemptions; three sequencing; and three wetland replacement plans. Wetland impacts totaled 67,809 SF; wetland replacement totaled 204,419 SF. Two WCA violations were investigated and resolved; two others were determined to not be WCA/Commission violations. The Commission was involved in 17 Technical Evaluation Panels (TEPs) throughout the watershed. The Elm Creek Commission does not have a wetland banking program.*
- ☒ Conduct lake and stream monitoring programs to track water quality and quantity conditions. *The Commission monitored Diamond, Fish, and Weaver Lakes, and Rice Lake Main Basin in cooperation with Three Rivers Park District. The Commission also funded the monitoring of Cowley and Jubert lakes through Metropolitan Council's Citizen Assisted Monitoring Program (CAMP).*
- ☒ Continue to operate the monitoring station in Champlin in cooperation with the United States Geological Survey (USGS). *Stream monitoring continued at the Champlin monitoring station where both grab samples and storm runoff samples were collected and analyzed for various parameters. The Commission also monitored lower Rush Creek, lower Diamond Creek and a site on Elm Creek above Rice Lake in cooperation with Three Rivers Park District.*
- ☒ Promote river stewardship through the River Watch program. *Three sites on Elm and Rush Creeks were monitored in 2016.*

- ☒ Participate in the Minnesota Wetland Health Evaluation Program (WHEP). *Four wetlands located in the Crow Hassan Park Reserve and the Elm Creek Park Reserve were monitored in 2016.*
- ☐ Partner with the Hennepin County Department of Environmental Services (HCES) in the Stream Health Evaluation Program (SHEP). *This program was discontinued in 2016.*
- ☐ Assist member communities in preparing and adopting their local water management plans. *No local plans were received in 2016. It is anticipated most communities will submit their local plans for approval in 2017.*
- ☐ Complete informal and formal reviews of the Elm Creek TMDL and WRAPS reports. Obtain US EPA approval of the TMDL document and MPCA approval of the WRAPS report. *At year-end the MPCA had completed its informal review of both the TMDL and the WRAPS. The TMDL was still being reviewed by the EPA. The informal Stakeholder review will begin early in 2017 and extend for a period of 30 days. Both documents will be uploaded to the MPCA and Commission websites.*
- ☐ **Use results of WRAPS study to establish priority areas and complete subwatershed assessments to identify specific BMPs that feasibly and cost-effectively reduce nutrient and sediment loading to impaired water resources.** *The Commission submitted a grant application to the Clean Water Fund (CWF) Accelerated Implementation Program to complete a subwatershed assessment in four key subwatersheds in the headwaters of Rush Creek and North Fork Rush Creek. Much of the land in those subwatersheds is in the City of Corcoran. The Commission was awarded a \$50,280 grant to complete this project.*
- ☐ **Develop model manure management ordinance to regulate placement of new small non-food animal operations, require member cities to adopt that or other ordinances and practices to accomplish its objectives.** *This task is being undertaken by the Technical Advisory Committee and is a priority in 2017.*
- ☒ Continue as a member of the West Metro Water Alliance (WMWA). *The Commission continued to support the WMWA Educator Program and contribute articles to its e-newsletter Water Links. The Commission promoted the Watershed PREP (Protection, Restoration, Education, and Prevention) program to reach every 4th grade science class in the watershed. 878 students in nine schools in the Elm Creek watershed participated in Lesson 1: What is a Watershed and Why do we Care? and Lesson 2: The Incredible Journey.*

The Watershed Prep educators also presented at the Basswood Science Night, the Fernbrook Nature Night, the Plymouth Home Expo and the Plymouth Kids Fest.

In 2016 the Commission also collaborated on the Pledge to Plant for Pollinators and Clean Water project and creation of the new WMWA website.
- ☒ Participate as an exhibitor at Plymouth's Home Expo. *The Commission participated in the Expo on April 8-9, 2016.*
- ☒ Continue as a member of Blue Thumb and WaterShed Partners and a partner in the NEMO (Nonpoint Education for Municipal Officials) program. *The Commission continues to support these organizations/ programs with their financial and in-kind contributions.*
- ☒ Co-sponsor Rain Garden Workshops in conjunction with the Commission's Education and Public Outreach Program. *Raingarden workshops were conducted in the cities of Champlin and Plymouth.*
- ☐ Work in partnership with Hennepin County's agriculture specialist to help build relationships with the agricultural community in the watershed in order to encourage TMDL implementation. *The Commission will continue to seek opportunities to use the resources of the Ag Specialist.*
- ☒ Seek grant funding to assist with the costs associated with projects identified on the Commission's CIP. *Five CIP projects, the Fox Creek Streambank Stabilization Project in Rogers; the Mississippi River Shoreline Repair and Stabilization and the Elm Creek Dam at the Mill Pond projects in Champlin; and the Rush Creek Main Stem Restoration and the Fish Lake Alum Treatment Phase 1 projects in Maple Grove were certified through the ad valorem taxing process for funding by Hennepin County.*

In conjunction with this effort, the Commission adopted two resolutions in 2016. Resolution 2016-01 adopted a Minor Amendment to the Third Generation Watershed Management Plan to add five projects to the Commission's CIP and revise the scope of one project and shift the timing of five others on the CIP. Resolution 2016-02 ordered the five projects certified above, designated the members responsible for construction, and designated the Commission cost-share funding.

☒ Continue to support City-sponsored projects as they are identified. *The Commission continues to identify projects on its CIP for funding either through the Commission's CIP budget or grant funding.*

☒ Adopt a 2017 operating budget. *At its June 8, 2016 regular meeting, the Commission approved a 2017 operating budget totaling \$421,614, with assessments to the member cities totaling \$219,700*

☒ Continue to populate and maintain the Commission's website www.elmcreekwatershed.org to provide news to residents of the watershed. *In 2016 the Commission transferred its current website to a new mobile-ready platform and continued to populate and maintain the website to provide news to residents, students, developers and other individuals interested in the water resources of the watershed.*

☒ Publish an annual activities report summarizing the Commission's yearly activities and financial reporting. *The 2015 Annual Activity Report was accepted by the Commission at its April 13, 2016 meeting.*



Media Alert

For Immediate Release

Contact: Becky Rice, becky@metroblooms.org, 612-865-0248

Learn How to Create A Weather Resilient Yard

2017 spring workshops hosted by Metro Blooms across the metro

When?	Unseasonably warm weather, long periods of drought and flooding rains are the new normal for Minnesota's spring and summer seasons. Metro Blooms <i>Creating Weather Resilient Yards</i> workshops will give you an overview of Minnesota's changing weather patterns and ways to mitigate the impact in your own yard. You'll receive recommendations for your own property and options for establishing mowable, native alternatives to "grass" turf, raingarden basics and other resilient yard practices. Receive one-on-one assistance from Metro Blooms landscape designers, Blue Thumb <i>Planting for Clean Water</i> Partners, Hennepin County Master Gardeners, and Master Water Stewards, as well as information about cost share programs and Blue Thumb resources for help along the way.
Where?	April-June 2017
How/Register?	10 Twin Cities metro locations, with more to come!
Why?	Visit metroblooms.org or call 651-699-2426 Cost: \$15 per household unless otherwise noted. Register soon, some locations fill up fast. You can also mail your registration to Workshop Registration, P.O. Box 17099, Minneapolis, MN 55417. Enclose a check payable to Metro Blooms, and include the workshop location, your name, address, zip code, phone number and your email address.
Who?	Increasingly severe changes in Minnesota's weather patterns are impacting all of us, but these changes are felt the most in our cities. The urban heat "island effect" intensifies heat waves, and instead of stormwater soaking into the soil where it can be cleaned, cooled and in turn help cool the earth - the high amount of impervious surface causes stormwater to runoff carrying with it toxins and pollutants directly to our waters. You will learn there are many ways to create a more resilient landscape that can improve the

	microclimate in your own yard and protect our natural environment.
	<p>Workshop presented by Metro Blooms, sponsored by the Cities of Minneapolis, Plymouth, St. Louis Park, Edina, Hennepin County Master Gardeners, St. Barnabas Lutheran Church, Redeemer Lutheran Church, St. Mary's Greek Orthodox Church, Minnehaha Creek Watershed District, Nine Mile Creek Watershed District, Shingle Creek and West Mississippi Watershed Management Commission, Elm Creek Watershed Management Commission, and the Bassett Creek Watershed Management Commission.</p> <p>Metro Blooms, a local non-profit organization, works to strengthen communities by promoting environmentally-sound landscaping that beautifies neighborhoods and protects our environment.</p>

Register now. Some locations fill up fast. The \$15 workshops will be offered April through June:

Date	Day	Time	Workshop Location
<i>April 6</i>	<i>Thursday</i>	<i>6-9 PM</i>	<i>Champlin City Hall</i>
<i>April 11</i>	<i>Tuesday</i>	<i>6-9 PM</i>	<i>St. Barnabas Lutheran Church, Plymouth (FREE to Plymouth residents)</i>
<i>April 18</i>	<i>Tuesday</i>	<i>6-9 PM</i>	<i>St. Mary's Greek Orthodox Church, Minneapolis</i>
<i>April 27</i>	<i>Thursday</i>	<i>6-9 PM</i>	<i>Audubon Park Recreation Center, Minneapolis</i>
<i>May 4</i>	<i>Thursday</i>	<i>6-9 PM</i>	<i>Crystal Community Center</i>
<i>May 9</i>	<i>Tuesday</i>	<i>6-9 PM</i>	<i>Redeemer Lutheran Church, Minneapolis (FREE)</i>
<i>May 13</i>	<i>Saturday</i>	<i>1-4 PM</i>	<i>North Regional Library, Minneapolis (FREE)</i>
<i>May 18</i>	<i>Thursday</i>	<i>6-9 PM</i>	<i>St. Louis Park Recreation Center</i>
<i>May 24</i>	<i>Wednesday</i>	<i>6-9 PM</i>	<i>Edina Public Works Building</i>
<i>June 10</i>	<i>Saturday</i>	<i>12:30-3:30 PM</i>	<i>Lake Nokomis Community Center, Minneapolis</i>





Adding Quality to Life

February 2017



Attention Manager or Business Owner:

We're excited to let you know about a turfgrass workshop and optional certification test that can help save you money, resources and reduce your impact on the environment. The City of Plymouth and Fortin Consulting have partnered to host a **Turfgrass Maintenance with Reduced Environmental Impacts Workshop** on **March 2nd, 2017 at Plymouth City Hall**. The workshop is scheduled from 7:30am – 2:00pm. Morning refreshments and lunch will be provided.

The course and materials were originally developed for the Mississippi Watershed Management Organization by Fortin Consulting, Inc. and the content was created and reviewed through extensive collaboration with local experts.

This workshop is designed for contractors maintaining private and/or public grounds, employees maintaining parks, school district grounds keeping staff and property managers.

An optional certification test is held at the end of the class. Certification is valuable to your employee's development and the cost-saving techniques they learn will help improve your bottom line and the environment.

Funding for the workshop is provided by the Minnesota Pollution Control Agency through a grant from the United States Environmental Protection Agency, Section 319 Nonpoint Source Management Fund.

For more information or to register, visit:

<https://www.eventbrite.com/e/city-of-plymouth-turfgrass-maintenance-with-reduced-environmental-impacts-tickets-31547904632>

We value your business and the work you do in Plymouth. If you have any questions, please feel free to contact me at 763-509-5527 or bscharenbroich@plymouthmn.gov.

Sincerely,

A handwritten signature in blue ink that reads 'Ben Scharenbroich'.

Ben Scharenbroich
Senior Engineering Technician
City of Plymouth

