

elm creek Watershed Management Commission

ADMINISTRATIVE OFFICE
3235 Fernbrook Lane • Plymouth, MN 55447
PH: 763.553.1144 • email: judie@jass.biz
www.elmcreekwatershed.org

June 7, 2023

Representatives **and** Members
Elm Creek Watershed Management
Commission Hennepin County, MN

*The meeting packets for these meetings may
be found on the Commission's website:*
[http://www.elmcreekwatershed.org/minutes--
meeting-packets.html](http://www.elmcreekwatershed.org/minutes--meeting-packets.html)

A regular meeting of the Elm Creek Watershed Management Commission will be held on **Wednesday, June 14, 2023, at 11:30 a.m.** in the Plymouth Community Center, 14800 34th Avenue North, Plymouth MN.

The Commission will suspend its regular meeting at 11:30 a.m. for the purpose of conducting a public meeting on a proposed Minor Plan Amendment to adopt revisions to its Capital Improvement Program. The regular meeting will resume immediately after the public meeting concludes.

The Technical Advisory Committee (TAC) will meet prior to the meetings, at 10:30 a.m.

Please email me at judie@jass.biz to confirm whether you or your Alternate will be attending the regular meeting.

Thank you.



Judie A. Anderson
Administrator
JAA:tim

Encls: Meeting Packet

cc:	Alternates	Erik Megow	James Kujawa	Rebecca Carlson	Ed Matthiesen
	TAC Members	Karen Galles	Kris Guentzel	Kevin Ellis	Diane Spector
	City Clerks	Brian Vlach	BWSR	Met Council	MPCA
	Official Newspaper		DNR		

Z:\Elm Creek\Meetings\Meetings 2023\06 Regular and Public Meeting Notice.docx

+elm creek Watershed Management Commission

ADMINISTRATIVE OFFICE
3235 Fernbrook Lane • Plymouth, MN 55447
PH: 763.553.1144 • email: judie@jass.biz
www.elmcreekwatershed.org

AGENDA REVISED **Regular Meeting | Public Meeting** **June 14, 2023**

The meeting packet may be found on the Commission's website: <http://elm creek watershed.org/minutes--meeting-packets.html>

Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN

1. Call Regular Meeting to Order.
 - a. Approve Agenda.*
2. Consent Agenda.
 - a. Minutes last Meeting.*
 - b. Treasurer's Report and Claims.*
- Suspend regular meeting.*
3. Public Meeting for Minor Plan Amendment to Third Generation Plan.
 - a. Staff Report.*
 - b. Commissioner Discussion.
 - c. Open Public Meeting.
 - 1) Receive written comments.
 - 2) Receive comments from public.
 - d. Close Public Meeting.
 - e. Commission Discussion.
 - f. Consider Resolution 2023-02.*

Resume regular meeting.

4. Open Forum.
5. Action Items.
 - a. Project Reviews.*
6. Old Business.
 - a. Selection of CAMP lake.
7. New Business.
 - a. Consider 2023 CIPs.
 - 1) Maple Grove Rush Creek Stabilization – Rush Hollow.
 - 2) Rogers Downtown Pond Project.
 - 3) Set Maximum 2023 Capital Levy.*
 - b. Proposed 2024 Operating Budget.*
 - 1) Year-End 2022 Non-Operating Fund Balances.*
 - c. Accept 2022 Audit Report.*

*in meeting packet

**available at meeting or on website

8. Communications.
 - a. Staff Report.*
 - b. Hennepin County Staff Report.*
9. Education.
 - a. WMWA – next meeting July 11, 2023, at 8:30 a.m., via Zoom.
10. Grant Opportunities and Updates.
 - a. Hennepin County Opportunity Grant - Dayton River Road Ravine Stabilization project.*
11. Project Reviews.
 - a. Project Review Fee Discussion.*
 - 1) Report from TAC.

Item No.	E	A	Status	AR	Project No.	Project Name
					W=wetland project	
ca.				AR	2014-015	Rogers Drive Extension, Rogers.
cb.				AR	2015-030	Kiddiegarten Child Care Center, Maple Grove.
cc.				AR	2016-005W	Ravinia Wetland Bank Plan, Corcoran.
cd.				AR	2017-014	Laurel Creek, Rogers.
a.					2017-050W	Ernie Mayers Wetland/floodplain violation, Corcoran.
ce.				AR	2018-046	Graco, Rogers.
cf.				AR	2020-009	Stetler Barn, Medina.
cg.				AR	2020-017	Meadow View Townhomes, Medina.
ch.				AR	2020-032	Enclave Rogers - Commerce Boulevard, Rogers.
ci.				AR	2020-033	Weston Woods, Medina.
cj.				AR	2021-020	Crew Carwash, Maple Grove.
b.					2021-025	Hackamore Road Reconstruction, Medina/Corcoran.
c.					2021-029	Tri-Care Grocery / Retail, Maple Grove
d.					2021-034	BAPS Hindu Temple, Medina.
ck.				AR	2021-035	Mister Car Wash - Rogers
cl.				AR	2021-036	D & D Service, Corcoran.
e.					2021-044	Balsam II Apartments, Dayton.
f.					2021-050	Evanswood, Maple Grove.
g.					2021-052	Norbella Senior Living, Rogers.
h.					2022-002	Summerwell, Maple Grove.
i.					2022-003	Fox Briar Ridge East, Maple Grove.
j.					2022-006	Hamel Townhomes, Medina.
k.					2022-008	Bechtold Farm, Corcoran.
l.					2022-009	Dunkirk Lane Development, Plymouth.
m.					2022-011	Arrowhead Drive Turn Lane Expansion, Medina.
n.					2022-012	Graco Building 2, Dayton
o.					2022-013	Dayton 94 Industrial Site, Dayton.
p.					2022-016	Rogers Activity Center, Rogers.
q.					2022-017	City Center Drive, Corcoran.
r.					2022-018	Big Woods, Rogers.
s.					2022-019	Grass Lake Preserve, Dayton.
t.					2022-020	Skye Meadows Extension, Rogers.
u.					2022-022	Cook Lake Highlands, Corcoran.
v.					2022-026	Archway Building, Rogers

*in meeting packet

**available at meeting or on website

w.				2022-028	Elsie Stephens Park, Dayton.
x.				2022-029	Hayden Hills Park, Dayton.
y.				2022-030	Garages Too, Corcoran.
z.				2022-031	Corcoran II Substation.
aa.				2022-033	Pet Suites, Maple Grove.
ab.				2022-035	Rush Hollow, Maple Grove.
ac.				2022-038	Tavera North Side, Corcoran.
ad.				2022-040	Kariniemi Meadows, Corcoran.
ae.				2022-042	Walcott Glen, Corcoran.
af.				2022-043	Meander Park and Boardwalk, Medina.
ag.				2022-044	Trail Haven Road Bridge Replacement, Corcoran.
ah.				2022-045	Corcoran Water Treatment Plant, Corcoran.
ai.				2022-046	CSAH12 Culvert and Guardrail Replacement, Dayton.
aj.				2022-047	Suite Living of Maple Grove.
ak.				2022-048	Hassan Elementary 2023 Pavement Renovation, Rogers.
al.				2022-049	Connexus Energy Subdivision, Dayton.
am.				2023-01	Chankahda Trail Reconstruction Phase 2, Plymouth.
an.				2023-02	Lynde Greenhouse Fire Damage Repair, Maple Grove.
ao.				2023-03	Cemstone Supply Facility, Dayton.
ap.				2023-04	Medina Industrial Site, Medina.
aq.				2023-05	MTL Troy Lane Addition, Dayton.
ar.				2023-06	Sota Shine, Maple Grove.
as.				2023-07	Lakeview Knoll's Pickleball Courts, Maple Grove.
at.	A	E		2023-08	Rush Creek Boulevard Interchange, Maple Grove.
	A	E		2023-09	Magnifi Financial , Maple Grove.
				2023-10	Rogers New Fire Station.
				2023-11	Sundance Greens 9 th Addition, Dayton.
				2023-12	Hope Community Mixed-Use Development EAW, Corcoran.
				2023-13	River Valley Church, Maple Grove.

A = Action item **AA** = Administrative Approval **AR** = awaiting recordation **D** = Project is denied **E** = Enclosure provided

I = Informational update will be provided at meeting **RPFI** = removed pending further information **R** = Will be removed

RP = Information will be provided in revised meeting packet

12. Other Business.

13. Adjournment.

Z:\Elm Creek\Meetings\Meetings 2023\06 Regular and Public Meeting Agenda.docx

*in meeting packet

**available at meeting or on website

elm creek

Watershed Management Commission

ADMINISTRATIVE OFFICE
3235 Fernbrook Lane
Plymouth, MN 55447

PH: 763.553.1144
email: judie@jass.biz
www.elmcreekwatershed.org

MINUTES Regular Meeting | May 10, 2023

I. CALL TO ORDER. A meeting of the Elm Creek Watershed Management Commission was called to order at 11:44 a.m., Wednesday, May 10, 2023, in the Plymouth Community Center, 14800 34th Avenue North, Plymouth, MN, by Vice Chair Catherine Cesnik.

Present were: Bill Walraven, Champlin; Ken Guenther, Corcoran; Joe Trainor, Maple Grove; Terry Sharp, Medina; Catherine Cesnik, Plymouth; and David Katzner, Rogers. Not represented: Dayton.

Also present: Heather Nelson, Champlin; Nico Cantarero, Dayton; Mark Lahtinen, Maple Grove; Rebecca Haug, WSB, Medina; Ben Scharenbroich, Plymouth; Andrew Simmons, Rogers; Diane Spector and Erik Megow, Stantec; James Kujawa, Surface Water Solutions; Rebecca Carlson, Resilience Resources; Kris Guentzel and Roz Davis, Hennepin County Environment and Energy (HCEE); Brian Vlach, Three Rivers Park District; and Judie Anderson, JASS.

A. Motion by Cesnik, second by Sharp to approve the **agenda*** with the addition of Project Review 2023-07, item III.E. *Motion carried unanimously.*

B. Motion by Guenther, second by Walraven to approve the consent agenda:

- 1. Minutes*** of the April 12, 2023, regular meeting.
- 2. May Treasurer's Report and Claims*** totaling \$97,821.78.

Motion carried unanimously.

II. OPEN FORUM.

III. PROJECT REVIEWS.

A. 2023-03 Cemstone Supply Facility, Dayton.* The project site is 5.6 acres located east of Holly Lane on Territorial Road. There are currently two commercial buildings with associated parking/access. This project proposes to demolish the northerly building (20,385 SF) and remove all pavement areas. It will preserve the southerly storage building (11,263 SF) and construct a new 38,000 SF office warehouse building with its associated parking and driving areas. In their findings dated April 19, 2023, Staff is recommending approval with two conditions: 1) final escrow balance determination and resolution and 2) City approval of the O&M agreement. Motion by Katzner, second by Walraven to approve this project with those conditions. *Motion carried unanimously.*

B. 2023-04 Medina Industrial Site, Medina.* This proposed industrial development is located on an undeveloped property currently being used for agricultural purposes. The project will disturb 23.8 acres of the 26.7-acre site and result in 17.3 acres of net, new impervious surfaces. The project requires review under Commission Rules D, E and G. In their findings dated May 1, 2023, Staff is recommending approval with four conditions: (1) escrow fee balance reconciliation; (2) receipt of an operation and maintenance plan approved by the City of Medina; (3) receipt of an irrigation layout and pump plan once a design-build contractor has been selected for the project; and (4) grading details showing how the pond,

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

maintenance road, and associated parking and retaining walls (shown on Sheet C-502) work with the proposed grades at the northwest corner of the proposed stormwater pond. Motion by Walraven, second by Sharp to approve this project with the four conditions. *Motion carried unanimously.*

C. 2023-05 MTL Troy Lane Addition, Dayton.* This is a 41.6-acre parcel located west of French Lake Road and north of CR 81 on Troy Lane proposed for development into two lots. The east lot will be a waste transfer station with an office/maintenance building. The west lot will be a maintenance building with a warehouse. Both properties will have associated parking areas and outdoor storage. Staff findings dated April 20, 2023, included a recommendation for approval contingent upon: 1) final escrow balance reconciliation and 2) City approval of the O&M agreement. Motion by Trainor, second by Guenther to approve this project with those two conditions. *Motion carried unanimously.*

D. 2023-06 Sota Shine, Maple Grove.* This is a 1.51-acre site located southeast of the intersection of Bass Lake Road and Troy Lane. This project is part of the greater HY-VEE development, where regional stormwater is provided for the development of this site. The project only triggers the Commission's erosion control requirements. This project was reviewed by Staff and given administrative approval with no conditions. A findings of fact memo dated April 10, 2023, was included in the meeting packet for information. No action was required by the Commission.

E. 2023-07 Lakeview Knoll's Pickleball Courts, Maple Grove.* This is a 4.0-acre site located in the southeast corner of Lakeview Knolls Park. The project will expand the existing hard court facilities to increase the available pickleball courts at the park. The project also involves expanding an existing parking area and adding a park building. The project triggers Commission Rules D and E. In findings dated April 20, 2023, Staff recommends approval conditioned on escrow fee reconciliation. Motion by Trainor, second by Sharp to approve Staff recommendation. *Motion carried unanimously.*

IV. OLD BUSINESS.

Members will continue to strive to identify a lake for participation in Metropolitan Council's CAMP program.

V. NEW BUSINESS.

A. 2023 CIP.* The preliminary CIP considered at the April meeting was circulated to the cities, who proposed revisions and requested one addition. The Commission's Third Generation Plan provides for certain types of revisions to the CIP to be done without formally amending the plan, such as moving projects between years or deleting projects. However, adding a new project to the CIP does require that the Commission proceed with a Minor Plan Amendment.

The City of Maple Grove has requested that one new project, Rush Creek Stabilization-Rush Hollow, be added to the CIP for 2024. This is a proposed restoration of about 4,000 LF of Rush Creek between Orchid Lane and Fernbrook Lane, just upstream of the Elm Creek Park Reserve. The estimated cost of this project is \$1,600,000, with the Commission's share being \$400,000. Exhibit A* describes the project in more detail. Derek Asche will be at the June meeting to answer Commissioner questions regarding this project.

If the Commission chooses to go forward with the Minor Plan Amendment, Staff recommend setting June 14, 2023, as the **public meeting** at which it would be discussed. At that meeting, the Commission would discuss the proposed 2023 CIP and establish a maximum levy for 2023. The Minor Plan amendment and maximum levy would then be forwarded to Hennepin County for consideration by the County Board.

Included in Staff's May 2, 2023, memo* is the proposed Notice of Minor Plan Amendment.

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

The Commission must send a copy of the proposed minor plan amendment to the member cities, Hennepin County, Met Council, and the state review agencies for review and comment, and must hold a public meeting to explain the amendment. This meeting must be public-noticed twice, at least seven and 14 days prior to the meeting.

This revision would not impact the proposed 2023 CIP. The draft 2023 CIP shown in Table 1 below includes the second half of the South Fork Rush Creek Restoration Project initiated by Maple Grove last year; the Commission's contribution toward work on two major ravines along CSAH 12; and a pond expansion project in downtown Rogers. The Commission has previously received feasibility projects for the first two projects, and Rogers will present findings prior to the Public Hearing later this year.

Table 1. Proposed 2023 CIP and levy

Project	City	Commission Share	Levy
S Fork Rush Creek Stream Restoration	Maple Grove	\$406,250	\$430,828
CSAH 12/Dayton Rd Ravine Stabilization	Dayton	110,000	116,655
Downtown Pond Expansion and Reuse	Rogers	101,500	107,640
City Cost Share	Various	100,000	106,500
Partnership Cost Share	Various	50,000	53,250
TOTAL		\$767,750	\$814,873

Table 2, also included in Staff's memo, shows the current proposed Capital Improvement Program as amended and revised.

Motion by Walraven, second by Trainor to proceed with the Minor Plan Amendment process and set June 14, 2023, as the public meeting date. *Motion carried unanimously.*

B. A second Exhibit A* for **BMPs in Diamond Creek and Headwaters of Rush Creek Priority Subwatersheds** was reviewed by the members. Estimated project(s) cost is \$103,537, with the Commission's share being \$20,000. Project location(s) would be in the cities of Corcoran, Dayton, and Rogers. Because of the monetary size of this application, it will be considered through the Commission's Cost Share Partnership Program.

C. 2024 Operating Budget.* According to the Joint Powers Agreement, the Commission must on or before June 15 of each year adopt a budget for the coming year. The budget must be transmitted along with notice of the apportionment of costs to each city by July 1. Member cities then have until August 15 to comment on or raise objections to the budget. If no objections are submitted, the budget proceeds as adopted. If objections are submitted in writing, the Commission must hold a public hearing to consider modifying the budget or proceeding with no change.

The proposed budget, shown on the following pages, is reformatted from what has been presented previously in that it separates out the operating expenses from the capital and other non-operating expenses and revenues. This allows the reader to more clearly determine if the assessments and project review fees are adequately funding operating expenses, or whether the Commission is operating a deficit or surplus. It is analogous to a General Fund budget rather than an all-funds, balance sheet style presented in previous years.

The 2024 budget as proposed is a continuation of the programs and activities undertaken in 2022, with some slight modifications. The overall proposed budget is about a \$5,500 increase over the 2023 budget, with the following modifications:

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

elm creek Watershed Management Commission

Regular Meeting Minutes | May 10, 2023

Page 4

Table 1. Proposed 2024 budget.

Line	Category	2022 Budget	2022 Pre-Audit	2023 Budget	Proposed 2024 Budget
EXPENSES					
GENERAL OPERATING EXPENSES					
	Administrative	95,000	117,893	100,000	100,000
	Grant Writing	500	0	0	3,000
	Website	3,000	731	2,000	2,000
	Legal Services	2,000	744	2,000	2,000
	Audit	6,000	6,700	6,500	7,000
	Insurance	3,800	2,978	4,000	4,000
	Meeting Expense	0	1,250	0	4,800
	Contingency	1,000	0	0	0
	Subtotal General Operating Expenses	\$111,300	\$130,296	\$114,500	\$122,800
TECHNICAL SUPPORT					
	Tech support - HCEE	12,000	17,000	20,000	22,000
	Generation Technical Services	77,500	82,590	70,000	75,000
	Subtotal Technical Support	\$89,500	\$99,590	\$90,000	\$97,000
PROJECT REVIEWS					
	Technical Reviews	107,500	188,032	184,000	184,000
	Administrative Support	15,000	22,703	16,000	21,250
	WCA	0	505	0	0
	Subtotal Project Reviews	\$122,500	\$211,240	\$200,000	\$205,250
EDUCATION					
	Education - City/Citizen Programs	2,500	1,262	2,000	2,000
	West Metro Water Alliance	11,500	7,000	11,500	11,500
	Subtotal Education	\$14,000	\$8,262	\$13,500	\$13,500
WATERSHED MANAGEMENT PLAN					
	Plan Amendments	2,000	1,158	2,000	2,000
	Contribution to 4th Generation Plan	12,500	12,500	12,500	12,500
	Subtotal Watershed Management Plan	\$14,500	\$13,658	\$14,500	\$14,500
WATER MONITORING PROGRAMS					
	<i>Stream Monitoring</i>				
	USGS Site Share	24,000	12,500	24,000	12,500
	TRPD-Routine Monitoring	9,345	9,345	10,020	10,020
	Biological Monitoring			4,500	0
	DO Longitudinal Survey	1,200	0	2,400	2,400
	Partnership Biomonitoring			2,000	0
	Gauging Station - Electric Bill	420	368	440	480
	Subtotal Stream Monitoring	\$34,965	\$22,213	\$43,360	\$25,400

RULE D - STORMWATER MANAGEMENT

RULE E - EROSION AND SEDIMENT CONTROL

RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION

RULE H - BRIDGE AND CULVERT CROSSINGS

RULE I - BUFFERS

*Indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

elm creek Watershed Management Commission

Regular Meeting Minutes | May 10, 2023

Page 5

Line	Category	2022 Budget	2022 Pre-Audit	2023 Budget	Proposed 2024 Budget
	<i>Lake Monitoring</i>				
	CAMP	840	0	840	840
	TRPD				
	Sentinel Lakes + Additional Lake	9,812	9,812	10,412	10,412
	Aquatic Vegetation Surveys	1,300	1,300	1,365	1,365
	Subtotal Lake Monitoring	\$11,952	\$11,112	\$12,617	\$12,617
	<i>Other Monitoring</i>				
	Macroinvertebrate Monitoring-River	3,000	0	0	3,000
	Wetland Monitoring - WHEP	4,000	0	0	0
	Subtotal Other Monitoring	\$7,000	0	\$0	\$3,000
	Subtotal Monitoring Expense	\$53,917	\$33,325	\$55,977	\$41,017
	SPECIAL PROJECTS, STUDIES, SWAs				
	Special Projects, Studies, SWAs -	\$ 0	\$0	\$0	\$0
	TOTAL GEN OPERATING EXP	\$405,717	\$496,371	\$488,477	\$494,067
	REVENUE				
	GENERAL OPERATING REVENUE				
	Membership Dues	237,300	237,300	250,000	250,000
	Interest Income	5,000	26,636	500	10,000
	Dividend Income	250		250	0
	TRPD Cooperative Agreement	6,000	4,165	6,500	6,500
	Subtotal General Operating Revenue	\$248,550	\$268,101	\$257,250	\$266,500
	PROJECT REVIEW REVENUE				
	Project Review Fees	107,500	169,720	184,000	184,000
	Contingency	10,750			
	Nonrefundable Admin	15,000	13,800	16,000	21,250
	Nonrefundable Tech	16,125	20,700	17,000	27,600
	Subtotal Project Review Revenue	\$149,375	\$204,220	\$217,000	\$232,850
	SPECIAL PROJECTS, STUDIES, SWAs REVENUE				
	Special Projects, Studies, SWAs	0	0	0	0
	TOTAL GEN OPERATING REVENUE	\$397,925	\$472,321	\$474,250	\$499,350
	OPERATING SURPLUS OR (DEFICIT)	(\$7,792)	(\$24,050)	(\$14,227)	\$5,283

1. The budget includes a proposed increase in the contract amount with Hennepin County to provide outreach and technical services, largely to agricultural and large-lot residential property owners but

RULE D - STORMWATER MANAGEMENT
 RULE E - EROSION AND SEDIMENT CONTROL
 RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
 RULE H - BRIDGE AND CULVERT CROSSINGS
 RULE I - BUFFERS

*Indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

generally, and across the watershed. The requested increase to \$22,000, compared to the approved 2023 contract amount of \$20,000, would allow for an increased commitment toward this work and is offset by the elimination of the Wetland Health Evaluation Program, for which the Commission had been budgeting \$4,000 annually.

2. Staff continue to review the adequacy of the project review fees to recapture the cost of administering the new fee structure. It is likely that the nonrefundable administration fee will need to be increased for 2024. Staff will bring a more complete review of project review costs and fees to a later meeting. There will always be some project review related expenses that are not recoverable through review fees. This budget assumes 50 project reviews in 2024, and that the fee structure will be revised to better capture the cost of administering the program.

3. In 2023 the Commission budgeted for biological monitoring on streams in the watershed as a follow up to stream restoration projects. That funding is not included in the 2024 budget, pending a review of monitoring needs as part of the proposed TMDL ten-year review.

4. Some adjustments have been made to individual line items based on past experience and the increasing cost of doing business.

5. One source of revenue that has in the past helped to subsidize the member assessments is investment interest. A combination of higher interest rates and a significant fund balance resulted in several thousand dollars of interest income in past years. As projects are completed and the Commission pays out levy and grant funds for those projects, interest earnings will fall.

Table 2. Member Assessments

2023	2022 Taxable Market Value	2023 Budget Share		Increase over Prev Year	
		%age	Dollars	%age	Dollars
Champlin	807,005,389	3.942	9,854.24	0.05	505
Corcoran	1,544,836,780	7.546	18,863.81	0.05	2,539
Dayton	1,644,909,207	8.034	20,085.78	0.05	4,573
Maple Grove	9,535,464,544	46.575	116,436.39	0.05	2,581
Medina	1,515,134,760	7.400	18,501.12	0.05	96
Plymouth	2,517,439,300	12.296	30,740.14	0.05	1,486
Rogers	2,908,759,834	14.207	35,518.51	0.05	921
Totals	20,473,549,814	100.000	250,000.00	0.00%	12,700.00
2024	2023 Taxable Market Value	2024 Budget Share		Increase over Prev Year	
		%age	Dollars	%age	Dollars
Champlin	898,761,000	3.999	9,997.86	0.01	144
Corcoran	1,808,292,200	8.046	20,115.53	0.07	1,252
Dayton	2,031,786,500	9.041	22,601.70	0.13	2,516
Maple Grove	10,043,624,100	44.690	111,725.78	-0.04	-4,711
Medina	1,680,727,800	7.479	18,696.50	0.01	195
Plymouth	2,671,442,700	11.887	29,717.26	-0.03	-1,023
Rogers	3,339,194,100	14.858	37,145.36	0.05	1,627
Totals	22,473,828,400	100.000	250,000.00	0.00%	0.00

RULE D - STORMWATER MANAGEMENT
 RULE E - EROSION AND SEDIMENT CONTROL
 RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
 RULE H - BRIDGE AND CULVERT CROSSINGS
 RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

The 2024 budget as proposed includes no increase in city assessments (Table 2, above). Last year, following several years of no or minimal assessment increases, they were increased by 5.4%. As can be seen on the bottom line of Table 1, in previous years the operating budget was running at a deficit, subsidized by contributions from the cash reserves. The proposed 2024 budget assumes a small surplus, assuming the Commission continues to benefit from interest earnings.

It was a consensus of the Commissioners present that the 2024 Operating Budget be considered for adoption at the Commission's June meeting.

D. Reserve and Fund Balance Policy.* Staff's May 3, 2023 memo discusses this new policy drafted by Staff. As written, the policy would require that the Commission maintain a cash reserve equal to either 50% of annual operating revenues or five months of operating expenses. Using the 2023 budget, that minimum reserve balance would be the greater of the following:

Component	Operating Expenses	Operating Revenues
2023 Budget	\$488,477	\$474,250
Less project reviews	184,000	184,000
Net Amount	304,477	290,250
5/12ths of yearly expenses	\$126,865	
50% of yearly revenues		\$145,125

According to the annual audit, the Unrestricted Fund Balance at the **end of 2021** was **\$279,332**. While the 2022 year-end balance is still under audit, it appears the Commission currently maintains more than adequate cash reserves. Other funds available at the end of 2021 were:

Account	2021 Audited Year End	2022 Expected Year End	2023 Funds Encumbered	Notes
Assigned for Projects/Studies	\$181,817	↑	\$9,468	Match for WBIF studies
Closed Projects Account	\$62,034	↑		
4 th Generation Plan	\$10,000	\$22,500		Budgeted \$12,500 in both '22 and '23

Motion by Guenthner, second by Walraven to adopt the Elm Creek Watershed Management Commission Reserve and Fund Balance Policy, effective May 10, 2023. *Motion carried unanimously.*

VI. COMMUNICATIONS. The following communications were received:

A. Staff Report.* Staff reports provide updates on the development projects currently under review by Staff. The projects listed in the table beginning on page 9 of these minutes are discussed in the May 2, 2023, report.

B. Hennepin County Staff Report.*

1. Hennepin County staff held an **open house** on April 13 in Hamel where they promoted a variety of programming including cost-share projects, soil health incentives, and forestry programs such as the annual tree sale. The program was headlined by a presentation by Dr. Krishona Martinson of University of Minnesota Equine Extension who gave a presentation on pasture management for horses. 36 landowners from across the county attended the program. Staff were able to talk with landowners about potential cost-share projects and are currently following up with site visits.

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

2. At the open house, one **landowner in the Diamond Lake/Diamond Creek subwatershed** scheduled a field visit to discuss potential cost-share projects on their property. The parcel is 17.76 acres of cropland close to Diamond Lake which is currently being transitioned to a homestead and pasture/market garden mix. The landowner currently has two horses, with plans for eight along with cattle, chickens, goats, and sheep in the near future. She also hopes to establish a farm stand to sell produce directly to consumers. This will be the last year that the acreage will be planted in soybeans before it is ultimately converted to pasture.

Hennepin County staff discussed the possibility of a manure bunker for storage and composting since the current system is inadequate for the current volume of manure being produced. Current homemade manure storage is currently located in an area where water pools around the structure or runs off through the field.

Staff also discussed the possibility of planting a cover crop in the fall through the soil health incentive program that would help transition away from row-crop into perennial pasture. Other potential projects discussed include fencing for rotational grazing, alternative tile intakes, filter strips, and pollinator habitat.

The current landowner is very interested in programming and recently signed a letter of intent to show willingness to get started on the project, and Hennepin County staff are currently developing pollution reduction estimates for the project to develop a cost-benefit analysis.

3. **Mattila Manure Bunker.** Contact with this landowner was reestablished this spring. The landowner still intends to move forward on constructing a manure bunker once site conditions are acceptable. The project requires a date amendment which is currently underway. Construction is estimated to begin in late May or early June.

4. **Project Funding Table.** A table included in Staff's report includes updates regarding projected funding for cost-share projects and overall budgeting. This table will be included in future staff updates and revised as projects are designed or reimbursed.

5. Hennepin County has healthy **tree canopy grants** available for tree plantings, ash tree removals, tree inventories, outreach, and more. Grants are available to cities, affordable housing properties, schools, and nonprofit organizations. Applications are due by 3 p.m. on Thursday, June 9. For more information, contact the Hennepin County forestry team at trees@hennepin.us.

6. **Ag preservation.** Conservation staff at Hennepin County are seeking input for a proposal to preserve agricultural land. There aren't currently good options for farmers or farmland owners wishing to avoid development in Hennepin County. Conservation staff are seeking feedback on the best ways to fill this gap. Farmers and landowners in Hennepin County enrolled in Green Acres, Agricultural Preserve, or those with an interest and involvement in agriculture are being asked to take a survey to inform the proposal. Take the survey, hennepin.us/ag-preservation-survey. It takes approximately ten minutes. A printed survey with a return envelope is available from Kevin Ellis, kevin.ellis@hennepin.us, 612-382-3956.

[Katzner departed 1:18 p.m.]

VII. Education and Public Outreach.

A. The **Conservation Education and Implementation Partnership Program** will be coordinated by a new limited-duration education and outreach coordinator shared with Hennepin County, WMWA, and the Richfield-Bloomington WMO. Watershed-Based Implementation Funding (WBIF) will help fund the pro-

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

gram. Over 100 applicants expressed interest in the position. Some of the WMWA representatives assisted Hennepin County in the interview process for the shared Education and Outreach Coordinator. An offer has been extended and accepted, and the new coordinator plans to start June 5. The first month or so will be mainly learning and networking, but the new person will attend one of the Commission meetings in the next few months.

B. Hennepin County Chloride Initiative (HCCI). The grant supporting development of the various chloride management tools by the Hennepin County Chloride Initiative (HCCI) ran out at the end of 2022, and that specific work is complete. The representatives of the 11 Hennepin County watersheds and the several cities and agencies that participated were interested in continuing to meet to share information and further roll out the Low Salt No Salt campaign. The WMWA group agreed that facilitating additional meetings, perhaps quarterly, would be an appropriate task for the new Education and Outreach Coordinator. The Steering Committee will plan for one to two meetings prior to the snow and ice season.

C. Watershed PREP. Jessica Sahu Teli, the PREP educator, is winding down classroom lessons for the spring semester, with several schools scheduled for the last few weeks of the school year. She has also worked with some middle schools to offer the Watershed Game (see [The Watershed Game | Minnesota Sea Grant \(umn.edu\)](#)), a fun and hands-on large-format board game about pollution prevention, best management practices, plans, and policies to decrease water pollution while balancing financial resources. She will also be attending several outreach events this summer, so if there is an event or festival with tabling or hands-on opportunities, contact Amy at JASS to find about the educators' availability (amy@jass.biz).

Some of the MPRB naturalists based at the North Mississippi Regional Park Kroening Nature Center observed one of Sahu Teli's classroom lessons and are interested in learning more about how they can integrate learning about watersheds into the programming at Kroening.

D. The **West Metro Water Alliance (WMWA)** will meet via Zoom at 8:30 a.m., June 13, 2023.

VIII. Grant Opportunities and Project Updates. Guentzel announced that the **Opportunity Grant** program is opening soon. Grants will be capped at \$50,000.

IX. Other Business.

X. Adjournment. There being no further business, the meeting was adjourned at 1:21 p.m.

Respectfully submitted,



Judie A. Anderson
Recording Secretary

JAA:tim

Z:\Elm Creek\Meetings\Meetings 2023\May 10 2023 Regular meeting minutes.docx

Project No.	Project Name
W=wetland	
2014-015	Rogers Drive Extension, Rogers.
2015-030	Kiddiegarten Child Care Center, Maple Grove.
2016-005W	Ravinia Wetland Bank Plan, Corcoran.
2017-014	Laurel Creek, Rogers.
2017-050W	Ernie Mayers Wetland/floodplain violation, Corcoran.
2018-046	Graco, Rogers.

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

elm creek Watershed Management Commission

Regular Meeting Minutes | May 10, 2023

Page 10

2019-021	Brenly Meadows, Rogers.
2019-026	Interstate Power Systems, Rogers.
2020-009	Stetler Barn, Medina.
2020-017	Meadow View Townhomes, Medina.
2020-032	Enclave Rogers - Commerce Boulevard, Rogers.
2020-033	Weston Woods, Medina.
2020-036	Balsam Pointe, Dayton.
2021-007	Birchwood 2nd Addition, Rogers
2021-016	Territorial Lofts, Rogers.
2021-020	Crew Carwash, Maple Grove.
2021-021	Territorial Triangle, Dayton.
2021-023	Maple Grove Medical Office Building (MOB).
2021-024	Riverwalk, Dayton
2021-025	Hackamore Road Reconstruction, Medina/Corcoran.
2021-027	Xcel Energy Elm Creek Substation, Maple Grove
2021-029	Tri-Care Grocery / Retail, Maple Grove
2021-031	Cook Lake Edgewater, Maple Grove
2021-034	BAPS Hindu Temple, Medina.
2021-035	Mister Car Wash, Rogers.
2021-036	D & D Service, Corcoran.
2021-037	Marsh Pointe, Medina.
2021-039	1-94 Logistics Center, Rogers.
2021-040	Napa Auto, Corcoran.
2021-041	Carlson Ridge, Plymouth.
2021-043	Northwood Community Church, Maple Grove.
2021-044	Balsam II Apartments, Dayton.
2021-047	CR 10 Box Culvert Replacement, Corcoran
2021-050	Evanswood, Maple Grove.
2021-051	Fields of Nanterre Drainage Improvements, Plymouth.
2021-052	Norbella Senior Living, Rogers.
2021-053	Towns at Fox Creek, Rogers.
2021-055	Morningside Estates 6th Addition, Champlin.
2022-002	Summerwell, Maple Grove.
2022-003	Fox Briar Ridge East, Maple Grove.
2022-006	Hamel Townhomes, Medina.
2022-008	Bechtold Farm, Corcoran.
2022-009	Dunkirk Lane Development, Plymouth.
2022-011	Arrowhead Drive Turn Lane Expansion, Medina.
2022-012	Graco Building 2, Dayton.
2022-013	Dayton 94 Industrial Site, Dayton.
2022-014	Aster Mill, Rogers.
2022-015	County Road 47 Phase I Reconstruction, Plymouth.
2022-016	Rogers Activity Center, Rogers.
2022-017	City Center Drive, Corcoran.
2022-018	Big Woods, Rogers.
2022-019	Grass Lake Preserve, Dayton.
2022-020	Skye Meadows Extension, Rogers.

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

elm creek Watershed Management Commission

Regular Meeting Minutes | May 10, 2023

Page 11

2022-022	Cook Lake Highlands, Corcoran.
2022-023	Asguard, Rogers.
2022-024	Bridge No. 27J70, Maple Grove.
2022-025	Harvest View, Rogers.
2022-026	Archway Building, Rogers
2022-027	Edison at Maple Grove Apartments.
2022-028	Elsie Stephens Park, Dayton.
2022-029	Hayden Hills Park, Dayton.
2022-030	Garages Too, Corcoran.
2022-031	Corcoran II Substation.
2022-033	Pet Suites, Maple Grove.
2022-034	CSAH 101 Improvements, Maple Grove.
2022-035	Rush Hollow, Maple Grove.
2022-036	West French Lake Road Improvements, Maple Grove.
2022-037	CSAH13 CR203 Culvert Replacement, Dayton.
2022-038	Tavera North Side, Corcoran.
2022-039	Garland Commons, Maple Grove.
2022-040	Karinieimi Meadows, Corcoran.
2022-041	Elm Creek Swim Pond Culvert, Maple Grove.
2022-042	Walcott Glen, Corcoran.
2022-043	Meander Park and Boardwalk, Medina.
2022-044	Trail Haven Road Bridge Replacement, Corcoran.
2022-045	Corcoran Water Treatment Plant.
2022-046	CSAH12 Culvert and Guardrail Replacement, Dayton.
2022-047	Suite Living of Maple Grove.
2022-048	Hassan Elementary Pavement Renovation, Rogers.
2022-049	Connexus Energy South Dayton Substation.
2023-001	Chankahda Trail Reconstruction Phase 2, Plymouth.
2023-002	Lynde Greenhouse Fire Damage Repair, Maple Grove.
2023-003	Cemstone Supply Facility, Dayton.
2023-004	Medina Industrial Site, Medina.
2023-005	MTL Troy Lane Addition, Dayton.
2023-006	Sota Shine, Maple Grove.
2023-007	Lakeview Knoll's Pickleball Courts, Maple Grove.
2023-008	Rush Creek Boulevard Interchange, Maple Grove.

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

*indicates enclosure

CHAMPLIN - CORCORAN - DAYTON - MAPLE GROVE - MEDINA - PLYMOUTH - ROGERS

Elm Creek Watershed Management Commission Treasurer's Report

		2023 Budget	May 2023	June 2023	2023 Budget YTD
EXPENSES					
Administrative		100,000	10,535.97	9,474.64	55,005.76
Grant Writing		0			0.00
Website		2,000	18.75	18.75	590.29
Legal		2,000	170.50		465.00
Audit		6,500			0.00
Insurance		4,000			3,784.00
Miscellaneous/Contingency		0			0.00
Technical Support - HCEE		20,000			0.00
HUC-8 Floodplain Mapping		0			0.00
Technical - Project Review		184,000	12,078.75	5,907.50	33,696.25
Technical - Other		70,000	12,307.00	9,766.25	40,547.50
Project Review - Admin Support		16,000	546.82	3,378.22	7,784.30
Stream Monitoring USGS		24,000	5,775.00		20,850.00
Stream Monitoring TRPD		10,020			0.00
Biological Monitoring		4,500			0.00
DO Longitudinal Survey		2,400			0.00
Partnership Biomonitoring Project (Comm sha		2,000			0.00
Rain Gauge		440	32.17	33.20	151.84
Lakes Monitoring - CAMP		840			0.00
TRPD Monitoring - Sentinel Lakes/Addn'l Lake		10,412			0.00
Aquatic Vegetation Surveys		1,365			0.00
Wetland Monitoring (WHEP)		0			0.00
Education		2,000	40.00		841.62
WMWA General Activities		5,000			3,000.00
WMWA Implementation/Watershed Prep		4,500			2,000.00
Rain Garden Wkshops/Intensive BMPs/Special Proj		2,000			4,000.00
Macroinvertebrate Monitoring-River Watch		0			0.00
Studies / Project ID / SWA		0			14,750.00
CIPs General		3,000	329.07	135.00	753.80
Rush Creek SWA Implementation		106,050			0.00
Plan Amendment		2,000		94.12	94.12
Contribution to 4th Gen Plan		12,500			0.00
Transfer to (from) Capital Projects (see CIP Tr		291,638	55,987.75	74,884.82	130,872.57
Transfer to (from) Cash Sureties (see below)			-	-	0.00
Transfer to (from) Grants (see below)		125,000	-	68,746.25	88,718.00
To Fund Balance					0.00
TOTAL - Month			97,821.78	172,438.75	404,904.30
TOTAL Paid in 2023, incl late 2022 Expenses		1,014,165.00	263,142.56	435,581.31	2023 Paid

Elm Creek Watershed Management Commission Treasurer's Report

		2023 Budget	May 2023	June 2023	2023 Budget YTD
INCOME					
Project Review Fee		184,000	2,750.00		26,400.00
Nonrefundable Admin		16,000	250.00		2,400.00
Nonrefundable Technical		17,000	375.00		3,600.00
Water Monitoring - TRPD Co-op Agmt		6,500			0.00
Member Dues		250,000			250,000.00
Interest/Dividends Earned		750	7,000.86		31,151.27
Transfer to (from) Capital Projects (see CIP Tr		291,638			0.00
Transfer to (from) Grants (see below)		125,000	-	-	133,887.00
Rush Creek SWA Implementation		79,537			
Transfer from Assigned Fund Balance		26,513			
Misc Income / Contingency		0			
From Unrestricted Cash Reserves		17,227			
Total - Month			10,375.86	0.00	447,438.27
TOTAL Rec'd 2023, incl late 2022 Income		1,014,165.00	467,466.42	467,466.42	2023 Received
CASH SUMMARY		Balance Fwd			
Checking		0.00			
4M Fund		1,399,787.64	1,604,111.50	1,431,672.75	
Cash on Hand			1,604,111.50	1,431,672.75	
Claims Presented		General Ledger Account No	May	June	TOTAL
Campbell Knutson - Legal		521000			0.00
Connexus - Rain Gauge		551100		33.20	33.20
City of Champlin -EC Restoration Phase IV					67,243.00
Balance 2018 BWSR WBIF Grant		584003		67,243.00	
City of Champlin -Downs Rd Trail Rain Garden					74,884.82
CIP 2018-04		563016		74,884.82	
Surface Water Solutions					562.50
Technical - Project Review		578050		62.50	
Technical - Other		578050		500.00	
Stantec					16,614.50
Technical - Project Review		578050		5,845.00	
Technical - Other		578050		9,266.25	
South Fork Rush Creek SWA (23 WBIF)		584006		1,503.25	
JASS					13,100.73
Administration		511000		9,073.89	
TAC Support		511000		397.00	
Website		581000		18.75	
Project Review Admin Support		578100		2,819.47	
Project Reviews - Project Specific Admin		578100		558.75	
Education		590000			
Plan Amendment		541500		94.12	
CIPs General		563001		135.00	
Cost Share Admin		511000			
Grant Opportunities		511000		3.75	
TOTAL CLAIMS					172,438.75



City of Champlin
11955 Champlin Drive
Champlin, MN 55316
Phone: 763-421-8100

INVOICE

Billed To:
ELM CREEK WATERSHED MANAGEMENT
COMMISSION
3235 FERNBROOK LANE
PLYMOUTH, MN 55155

DATE: 5/19/2023
INVOICE #: INV00379
DUE DATE: 5/31/2023
TOTAL DUE: 75,000.00

CUSTOMER ACCOUNT # : 0061

ITEM DESCRIPTION	UNITS	PRICE	TAX	AMOUNT
REIMBURSEMENT FOR DOWNS ROAD RAIN GARDEN PROJECT	1.00	75,000.00	0.00	75,000.00
TOTAL THIS INVOICE				75,000.00

Less Commission Expense -115.18

\$ 74,884.82

For questions, contact Finance at 763-421-8100

REMIT TO:

City of Champlin
11955 Champlin Drive
Champlin, MN 55316

Please send your remittance and copy of this invoice to
ATTN: ACCTS RECEIVABLE. Thank you!



City of Champlin
11955 Champlin Drive
Champlin, MN 55316
Phone: 763-421-8100

INVOICE

Billed To:
ELM CREEK WATERSHED MANAGEMENT
COMMISSION
3235 FERNBROOK LANE
PLYMOUTH, MN 55155

DATE: 5/17/2023
INVOICE #: INV00378
DUE DATE: 5/31/2023
TOTAL DUE: 67,243.00

CUSTOMER ACCOUNT # : 0061

ITEM DESCRIPTION	UNITS	PRICE	TAX	AMOUNT
WBIF - Elm Creek Stream Restoration Project Phase IV	1.00	67,243.00	0.00	67,243.00
TOTAL THIS INVOICE				67,243.00

For questions, contact Finance at 763-421-8100

REMIT TO:

City of Champlin
11955 Champlin Drive
Champlin, MN 55316

Please send your remittance and copy of this invoice to
ATTN: ACCTS RECEIVABLE. Thank you!



Monthly Statement

Service Address
ELM CREEK RD
DAYTON MN

Billing Summary

Billing Date: May 17, 2023

Previous Balance	\$32.17
Payments - Thank You!	\$32.17
Balance Forward	\$0.00
New Charges	\$33.20
Total Amount Due	\$33.20

Payment must be received on or before June 13, 2023

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

\$33.20

Due Date

June 13, 2023

Message Center

Gopher State One Call

Before you start digging, call Gopher State One Call. Minnesota law requires you to call and have utilities mark the location of their underground services. To request a locate, call 811.

New Online Help Center

Designed with you in mind, we've made getting assistance to your questions even easier. Everything from billing and payments, programs and services, account services, and more. Just ask a question and we'll help direct you to how (or where) to find the answer. Check it out at connexusenergy.com.

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

TRA3-D-006801/005867 VG2GMU S1-ET-M1-C00002 1



Account Number:

481113-238425

Total Amount Due

\$33.20

Payment Due By

June 13, 2023

006801 1 AB 0.504 002778/006801/005867 023 02 VG2GMU
ELM CREEK WATERSHED MGMT ORG
3235 FERNBROOK LN N
PLYMOUTH MN 55447-5325



Connexus Energy

PO Box 1808
Minneapolis, MN 55480-1808

00003320 0004811130238425 000000 00000 000000000000 00000008

INVOICE

Surface Water Solutions LLC
 6533 Neddersen Circle
 Brooklyn Park, MN 55445-3206
 952-456-4091
 surfacewatersolutions@outlook.com

Stantec Project

Invoice Date: May 27, 2023
 Invoice Number: 2023 05

Type	Date	Hours	Job	Task	Memo	Amount
LCWMC	5/1/2023	0.50	Project Reviews	2023-004	QA/QC for L.M	62.50
ECWMC	5/3/2023	1.00	Technical Services	Meetings	Staff report updates & approved project follow-up	125.00
LCWMC	5/10/2023	3.00	Technical Services	Meetings	ECWMC TAC/Regular meeting/preperation	375.00
ECWMC						0.00
Total						562.50

Prereviews/Inquiries	101.2023.001	\$ -
Meetings	101.2023.002	500.00
General Technical	101.2023.003	-
Project Reviews	200	62.50
Total		\$562.50
2023-004	62.50	
\$62.50		

Invoice Number	2088157
Invoice Date	June 7, 2023
Purchase Order	
Customer Number	167501
Project Number	227705635

Bill To

Elm Creek Watershed Management Commission
Accounts Payable
3235 Fernbrook Lane
Plymouth MN 55447
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States

Project	Elm Creek WMO Services			
	Project Manager	Megow, Erik Robert	Contract Upset	254,000.00
	Current Invoice Total (USD)	15,111.25	Amount Billed to Date	65,878.50
			For Period Ending	May 26, 2023

Accounting to email att: Judie Anderson at judie@jass.biz; Beverly@jass.biz

Top Task	101	General Services
Low Task	101.2023.001	Prereviews and Inquiries

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Megow, Erik Robert	2.50	172.00	430.00
Subtotal Professional Services	<u>2.50</u>		<u>430.00</u>

Low Task Subtotal	Prereviews and Inquiries	430.00
-------------------	---------------------------------	--------

Low Task	101.2023.002	Meetings
----------	--------------	----------

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Megow, Erik Robert	5.00	172.00	860.00
Subtotal Professional Services	5.00		860.00

Low Task Subtotal	Meetings	860.00
-------------------	-----------------	--------

Low Task	101.2023.003	Other Services
----------	--------------	----------------

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Megow, Erik Robert	7.50	172.00	1,290.00
Spector, Diane F	31.75	195.00	6,191.25
Matthiesen, Edward Armin (Ed)	2.25	220.00	495.00
Subtotal Professional Services	41.50		7,976.25

Low Task Subtotal	Other Services	7,976.25
-------------------	----------------	----------

Invoice Number	2088157
Invoice Date	June 7, 2023
Purchase Order	--
Customer Number	167501
Project Number	227705635

Top Task Subtotal	General Services	9,266.25
-------------------	------------------	----------

Top Task	200	2023 Project Reviews
Low Task	200.2023.001	Chankahda Trail Reconstruction Phase 2
<u>Professional Services</u>		

Category/Employee	Current Hours	Rate	Current Amount
Matthiesen, Edward Armin (Ed)	0.25	220.00	55.00
Subtotal Professional Services	<u>0.25</u>		<u>55.00</u>

Low Task Subtotal	Chankahda Trail Reconstruction Phase 2	55.00
-------------------	--	-------

Low Task	200.2023.004	Medina Industrial - Medina
<u>Professional Services</u>		

Category/Employee	Current Hours	Rate	Current Amount
Megow, Erik Robert	10.50	172.00	1,806.00
Subtotal Professional Services	<u>10.50</u>		<u>1,806.00</u>

Low Task Subtotal	Medina Industrial - Medina	1,806.00
-------------------	----------------------------	----------

Low Task	200.2023.005	MTL Troy Lane Addition - Dayton
<u>Professional Services</u>		

Category/Employee	Current Hours	Rate	Current Amount
Megow, Erik Robert	0.50	172.00	86.00
Subtotal Professional Services	<u>0.50</u>		<u>86.00</u>

Low Task Subtotal	MTL Troy Lane Addition - Dayton	86.00
-------------------	---------------------------------	-------

Low Task	200.2023.010	Rogers New Fire Station
<u>Professional Services</u>		

Category/Employee	Current Hours	Rate	Current Amount
Truong, Kaitlen Nguyen (Kaitlin)	8.00	142.00	1,136.00
Megow, Erik Robert	1.00	172.00	172.00
Subtotal Professional Services	<u>9.00</u>		<u>1,308.00</u>

Low Task Subtotal	Rogers New Fire Station	1,308.00
-------------------	-------------------------	----------

Low Task	200.203.009	Magnifi Financial - Maple Grove
<u>Professional Services</u>		

Invoice Number	2088157
Invoice Date	June 7, 2023
Purchase Order	--
Customer Number	167501
Project Number	227705635

Category/Employee		Current Hours	Rate	Current Amount
	Truong, Kaitlen Nguyen (Kaitlin)	14.00	142.00	1,988.00
	Megow, Erik Robert	3.50	172.00	602.00
	Subtotal Professional Services	<u>17.50</u>		<u>2,590.00</u>

Low Task Subtotal	Magnifi Financial - Maple Grove	2,590.00
Top Task Subtotal	2023 Project Reviews	5,845.00
	Total Fees & Disbursements	<u>15,111.25</u>
	INVOICE TOTAL (USD)	15,111.25

Due upon receipt or in accordance with terms of the contract

Invoice Number	2088158
Invoice Date	June 7, 2023
Purchase Order	--
Customer Number	167501
Project Number	227705925

Bill To

Elm Creek Watershed Management Commission
Accounts Payable
3235 Fernbrook Lane
Plymouth MN 55447
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States

Project	South Fork Rush Creek Subwatershed Assessment		
Project Manager	Megow, Erik Robert	Contract Upset	66,351.00
Current Invoice Total (USD)	1,503.25	Amount Billed to Date	1,503.25
		For Period Ending	May 26, 2023

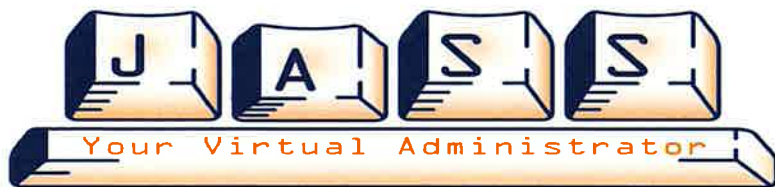
Top Task	100	SFRC SWA
-----------------	------------	-----------------

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Campbell, Patricia A (Patty)	0.50	133.00	66.50
Hyams, Aaron Robert	4.25	133.00	565.25
Beneke, Thomas S (Tom)	2.50	172.00	430.00
Megow, Erik Robert	2.00	172.00	344.00
Spector, Diane F	0.50	195.00	97.50
Subtotal Professional Services	<u>9.75</u>		<u>1,503.25</u>

Top Task Subtotal	SFRC SWA	1,503.25
	Total Fees & Disbursements	<u>1,503.25</u>
	INVOICE TOTAL (USD)	1,503.25

Due upon receipt or in accordance with terms of the contract



3235 Fernbrook Lane
Plymouth MN 55447

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

7-Jun-23

Total by
Project Area

Administrative		70.00	0.00	
Administrative	59.990	75.00	4,499.25	
Admin - offsite	2.470	80.00	197.60	
Handbook		75.00	0.00	
Office Support	20.00	200.00	4,000.00	
Storage Unit - .47	1.00	183.77	183.77	
Data Processing/File Mgmt		70.00	0.00	
Drop Box Subscription		120.00	0.00	
Archiving		70.00	0.00	
Reimbursables	193.27	1.00	193.27	9,073.890
Administrative - TAC support		70.00	0.00	
Administrative - TAC Support	3.40	75.00	255.00	
Admin - TAC support	1.40	80.00	112.00	
TAC support - reimbursables	30.00	1.00	30.00	397.000
Website		70.00	0.00	
Website	0.25	75.00	18.75	
Web Domain, hosting		1.00	0.00	
Website - Zoom		1.00	0.00	18.750
Project Reviews - Secre		70.00	0.00	
Project Reviews - Admin	36.49	75.00	2,736.75	
Project Reviews - Admin Project Specific	7.45	75.00	558.75	558.75
Project Reviews - Admin offsite		80.00	0.00	
Project Reviews - Admin - File Mgmt		75.00	0.00	
Project Reviews - reimbursables	82.72	1.00	82.72	2,819.470
Third Gen Plan - Secretarial		70.00	0.00	
Third Gen Plan- Administrative	1.25	75.00	93.75	
Third Gen Plan - offsite		80.00	0.00	
Third Gen Plan - reimbursables	0.37	1.00	0.37	94.120
CIPs -General		70.00	0.00	
CIPs - Administrative	1.80	75.00	135.00	
CIPs- Offsite Admin		80.00	0.00	
CIPs - reimbursables		1.00	0.00	135.000
Grant Opps - Admin		70.00	0.00	
Grant Opps - Admin		75.00	0.00	
Grant Opps - reimbursables	3.75	1.00	3.75	3.750
				13,100.730

To: Elm Creek WMO Commissioners

From: Erik Megow, PE
Diane Spector

Date: June 7, 2023

Subject: Proposed Minor Plan Amendment

Recommended Commission Action	Discuss Minor Plan Amendment. Approve a resolution adopting the amendment.
--	--

The Elm Creek Watershed Management Commission on May 10, 2022 initiated a Minor Plan Amendment to the Third Generation Watershed Management Plan. This revision adds one project to the CIP. This proposed revision is set forth in the attached Notice of Minor Plan Amendment. The City of Maple Grove will present an overview of the project to the Technical Advisory Committee (TAC) on June 14 and following that meeting will make a recommendation to the Commission regarding the proposed CIP revision.

Notice was sent to the member cities, county, and reviewing agencies, and published as required by statute and the Plan. The purpose of the June 14, 2023 meeting is to discuss the proposed minor plan amendment and any comments received prior to or at a public meeting. (Note this is not a formal public hearing.) After that discussion, the Commission may consider a resolution adopting the Minor Plan Amendment contingent on County Board approval of the CIP portion of Minor Plan Amendment, which will be heard at a County Board hearing in June-August 2023. As of this date, no comments have been received.

CIP Amendment

The Plan would be revised to add one new project to the Capital Improvement Program (CIP) Table 4.5 and Appendix G:

- Add the Maple Grove Rush Creek Steam Restoration - Rush Hollow project to the CIP in 2024.

**Notice of Minor Plan Amendment
Elm Creek Watershed Management Commission**

The Elm Creek Watershed Management Commission proposes to amend its *Third Generation Watershed Management Plan* to adopt revisions to Table 4.5 of that document - the Capital Improvement Program (CIP) – to add one project and to revise Appendix G, to add a description of that project.

The proposed minor plan revision is shown as additions (underlined) or deletions (~~strike outs~~).

Table 4.5. Elm Creek WMC Third Generation Plan Capital Improvement Program is hereby revised to add the following:

Description	Location	Priority	Project Cost	Partners	Funding Source(s)	Commission Share
						2024
<u>Rush Creek Stream Restoration-Rush Hollow</u>	<u>Maple Grove</u>	<u>H</u>	<u>\$1,600,000</u>	<u>Maple Grove</u>	<u>City, levy</u>	<u>\$400,000</u>

Appendix G, CIP Descriptions is hereby revised as follows:

Rush Creek Stream Restoration-Rush Hollow. Stream restoration and erosion repair from Orchid Ln to Fernbrook Ln, approximately 4,000 linear feet. Estimated phosphorus reduction of 200 lbs per year, improved riparian environment, improved floodplain connectivity, improved recreation and access to the creek, and improved education.

**ELM CREEK WATERSHED MANAGEMENT COMMISSION
STATE OF MINNESOTA**

**RESOLUTION NO. 2023-02
ADOPTING A MINOR AMENDMENT TO THE THIRD GENERATION PLAN**

WHEREAS, on October 14, 2015, the Elm Creek Watershed Management Commission (Commission) adopted the Elm Creek Watershed Management Commission Third Generation Watershed Management Plan, (hereinafter, “Plan”); and

WHEREAS, the Commission has proposed a Minor Plan Amendment that would add one project to Table 4.5 of the Capital Improvement Program (CIP) of the Plan; and

WHEREAS, the proposed Minor Plan Amendment has been reviewed in accordance with the requirements of Minnesota Statutes, Section 103B.231; and

WHEREAS, on June 14, 2023, after legal and written notice duly given, the Commission held a public informational meeting to explain the proposed revision; and

WHEREAS, the Commission has determined that it would be reasonable and appropriate and in the public interest to adopt the Minor Plan Amendment;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Elm Creek Watershed Management Commission that:

1. The Minor Plan Amendment is approved and adopted contingent upon approval by the Hennepin County Board of Commissioners, said approval anticipated forthwith.
2. Commission staff is directed to notify appropriate parties of the Amendment to the Plan.

Adopted by the Board of Commissioners of the Elm Creek Watershed Management Commission this fourteenth day of June, 2023.

Doug Baines, Chair

ATTEST:

Judie Anderson, Recording Secretary

STATE OF MINNESOTA
COUNTY OF HENNEPIN

I, Judie A. Anderson, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the Board of the Elm Creek Watershed Management Commission, that I have compared the above resolution with the original passed and adopted by the Board of said Commission at a regular meeting thereof held on the fourteenth day of June, 2023, at 11:30 a.m., that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this fourteenth day of June, 2023.

Judie A. Anderson
Recording Secretary

(NO SEAL)

elm creek Watershed Management Commission

ADMINISTRATIVE OFFICE
3235 Fernbrook Lane
Plymouth, MN 55447
PH: 763.553.1144
email: judie@jass.biz
www.elmcreekwatershed.org

Rush Creek Blvd Interchange Maple Grove Project #2023-008

Project Overview:

Location: Disturbing approximately 88.9 acres of farmland in Maple Grove between the TH610/I94 interchange and the intersection of Rush Creek and CSAH 30 (97th Ave N). T-199, R-22, Sec-5, 7, 8

Purpose: Extend Trunk Highway (TH) 610 from east of TH 94 to County State Aid Highway (CSAH) 30.

WMC Rules Triggered:

X	Rule D	Stormwater Management
X	Rule E	Erosion and Sediment Control
	Rule F	Floodplain Alterations
X	Rule G	Wetland Alteration
	Rule H	Bridge and Culvert Crossings
X	Rule I	Buffer Strips
	Rule K	Variance

Applicant: City of Maple Grove
Address: 12800 Arbor Lakes Parkway N
Maple Grove, MN 55369

Attention: John Hagen
Phone: (763) 494-6364
Email: jhagen@maplegrovern.gov

Agent: SRF Consulting Group
Address: 3701 Wayzata Blvd Suite 100
Minneapolis, MN 55416

Attention: Andrew Toay
Phone: (763) 249-6736
Email: atoay@srfconsulting.com

Exhibits:	Description	Date Received
Application	<input checked="" type="checkbox"/> Complete ECWMC Application	March 13, 2023
	<input checked="" type="checkbox"/> ECWMC Request for Review and Approval	March 13, 2023
	<input checked="" type="checkbox"/> City authorization: Maple Grove, MN	March 14, 2023
	<input checked="" type="checkbox"/> Review fee: \$4,050	April 3, 2023
	<input checked="" type="checkbox"/> Project Documents (site plans, reports, models, etc.)	March 14, 2023

Submittals

- Stormwater Memorandum, dated March 13, 2023, prepared by SRF Group
 - Stormwater Narrative
 - Existing and Proposed Drainage Maps
 - Existing and Proposed XP-SWMM models (updated May 19, 2023)
 - Geotechnical Evaluation Reports, dated August 17, 2021 (West Segment) and September 3, 2021 (East Segment) prepared by American Engineering Testing, Inc.
- Construction Drawings, not dated, prepared by SRF Group (updated May 19, 2023)

Findings

General

1. A complete application was received March 14, 2023. The initial 60-day decision period per MN Statute 15.99 expires June 14, 2023. The 60-day decision period was extended by staff an extra 60-days to August 1, 2023.
2. The existing 88.9-acre site contains agricultural land and multiple wetland areas. Stormwater currently drains from the site in several directions:
 - a. Southwest to Rush Creek
 - b. Northwest to Rush Creek
 - c. North to Wetland 610
 - d. North to Wetland 94
 - e. Southeast/I94 Crossing
 - f. East to Maple Grove Storm sewer
1. Construction consists of extending TH610 from east of TH 94 to County State Aid Highway CSAH30 and associated ponds and filtration basins.
2. The development will create 20.01-acres of impervious area, all of which is net, new impervious.
3. Four new wet ponds and one existing wet pond (Chickadee) along with five new filtration basins and one existing filtration basin (Chickadee) will be constructed/used to meet the water quality and abstraction requirements.
4. Soil borings indicate that in-situ soils are HSG C/D with low infiltration rates throughout the site. Infiltration is not feasible.
5. There are no Elm Creek Watershed jurisdictional floodplains or stream crossings within the site.

Rule D – Stormwater Management

General

1. The disturbed area is approximately 88.93-acres. The project will result in 32.79-acres of impervious area, 20.01-acres of which is new impervious area.
2. Soil boring logs indicate that in-situ soils are HSG C/D with low infiltration rates throughout the site. Infiltration is not feasible.
3. Stormwater will be managed with seven (7) BMP areas which are comprised of wet ponds and filtration basins, no infiltration.
4. The ultimate discharge locations of the site are South Fork Rush Creek to the west and multiple wetland discharge locations to the east.

Rate Controls

1. Rate control **meets** Commission requirements.
2. The proposed basins were sized to draw down within 48 hours.
3. The applicant provided a XPSWMM model output for the 2-year, 10-year, and 100-year events total outflow from each drainage from the site. The rates are summarized in Table 1.

Table 1 Rate of Discharge Leaving Site

Location	Condition	2-year (cfs)	10-year (cfs)	100-year (cfs)
Rush Creek N (Creek N)	Pre-Project	0.65	5.73	14.11
	Proposed	3.39	7.70	20.25
	Change	2.74	1.97	6.14
Rush Creek S (CSAH30Outlet DS)	Pre-Project	13.63	25.97	30.78
	Proposed	1.48	1.48	18.09
	Change	-12.15	-24.49	-12.69
Ex 94 Culvert (I94CrossingS)	Pre-Project	56.25	74.16	91.62
	Proposed	54.40	69.26	84.45
	Change	-1.85	-4.90	-7.17
Wetland NE 94 (NE I94)	Pre-project	29.22	52.21	101.21
	Proposed	25.50	43.37	86.97
	Change	-3.72	-8.84	-14.24
Wetland N 610 (N 610)	Pre-project	5.88	14.34	32.43
	Proposed	5.71	10.07	20.79
	Change	-0.17	-4.27	-11.64
MG Storm Sewer (MG SS)	Pre-project	26.39	53.05	98.97
	Proposed	24.46	48.93	95.05
	Change	-1.93	-4.12	-3.92
TOTAL	Pre-Project	132.02	225.46	369.12
	Proposed	114.94	180.81	325.60
	Change	-17.08	-44.65	-43.52

Low Floor Elevations

1. Low floors **meet** Commission requirements.
2. The low floor elevations must be at least two feet above the 100-yr high water level (HWL) and at least one foot above the EOF for the stormwater pond.

Operation and Maintenance

The applicant will need to enter a stormwater maintenance agreement with the City of Maple Grove and MnDOT. The city's template stormwater maintenance agreement satisfies the requirements of the Commission.

Abstraction Controls and Water Quality

1. Abstraction and Water Quality controls **meet** Commission requirements.
2. Infiltration from 1.1 inches of runoff from impervious areas is not feasible.
3. The applicant proposes to use filtration to meet the Commission's requirement for abstraction.
4. Net, new impervious areas will be 20.01-acres from the site, requiring abstraction of 79,900 cubic feet.
5. The applicant provided existing and proposed MIDS modeling for the development showing conformance with the water quality requirements.

Table 2 Water Quality Summary

	Annual Runoff Vol. (ac-ft)	Abstraction Vol. (cubic feet)	TP (lbs/year)	TSS (lbs/year)
Pre-Project	64.58	N/A	52.70	9573
Proposed (w/ BMP's)	97.23	79,900 (required) 373,776 (provided)	49.71	6394
Change	+32.65	+ 293,876 (excess)	-2.99	-3,179

Rule E – Erosion and Sediment Control (plans)

1. Plans **meets** Commission requirements for erosion and sediment control.
2. The erosion and sediment control plans are consistent with current best management practices, including:
 - a. Rock construction entrance
 - b. Silt fence
 - c. Catch basin inlet protection
 - d. Permanent erosion control devices
 - e. Stabilization of disturbed soil areas

Rule G – Wetland Alterations

1. Wetland alterations does **meet** the Commission's requirements.
2. The city of Maple Grove is the Local Government Unit (LGU) in charge of administering the Wetland Conservation Act (WCA) for portions of the project area outside of existing TH 610 and Interstate 94 (MnDOT) right of way. MnDOT is the WCA LGU for TH 610 and I-94 right of way.
3. The project proposes temporary and permanent fill in wetlands.
 - a. The project proposed 3.50 acres of total, permanent impacts to a total of 12 wetlands.
 - i. 7.0 acres of wetland credits will be purchased for 2:1 mitigation of the permanent impacts.

- b. The project also proposes a total of 6.12 acres of temporary (0.64 ac) and permanent (5.48 ac) of incidental wetland impacts.
 - i. The project is not proposing mitigation for incidental wetland impacts.
 4. A wetlands alterations plan has not yet been approved.

Rule I – Buffer Strips

1. The proposed Buffer strips **meet** the Commission's requirements as follows:
 - a. The City of Maple Grove has a buffer strip requirement that has been reviewed and approved by the Commission and these regulations have precedence over ECWMC rules. The City of Maple Grove has a buffer exemption in their ordinance stating, "Buffers shall not be required for roadways aligned either adjacent to or across wetlands and which are subject to the WCA requirements".

Recommendation

Approval

Conditions for Approval

1. Approval is contingent upon final application escrow fee balance. Additional payment or refund of the fees will be determined when all conditions for approval are met.
2. Approval is contingent upon receiving a wetland alteration plan approved by the WCA LGU.
3. Approval is contingent upon an operation and maintenance plan that is approved by MnDOT and the City of Maple Grove.
4. Approval is contingent upon receiving notice of approval from the City of Maple Grove for an increase of discharge to the City's storm sewer at the 101st Ave. roundabout.
5. Approval is contingent upon specifying the filtration media mix (percent sand, percent compost). Plan details show Mix E while MIDS calculations show Mix C.

On Behalf of Stantec Consulting Services, Inc.
Advisor to the Commission



Date 06/2/2023

Attachments

- | | |
|----------|------------------------|
| Figure 1 | Project Location |
| Figure 2 | Existing Drainage Map |
| Figure 3 | Proposed Drainage Plan |

Figure 1 Project Location

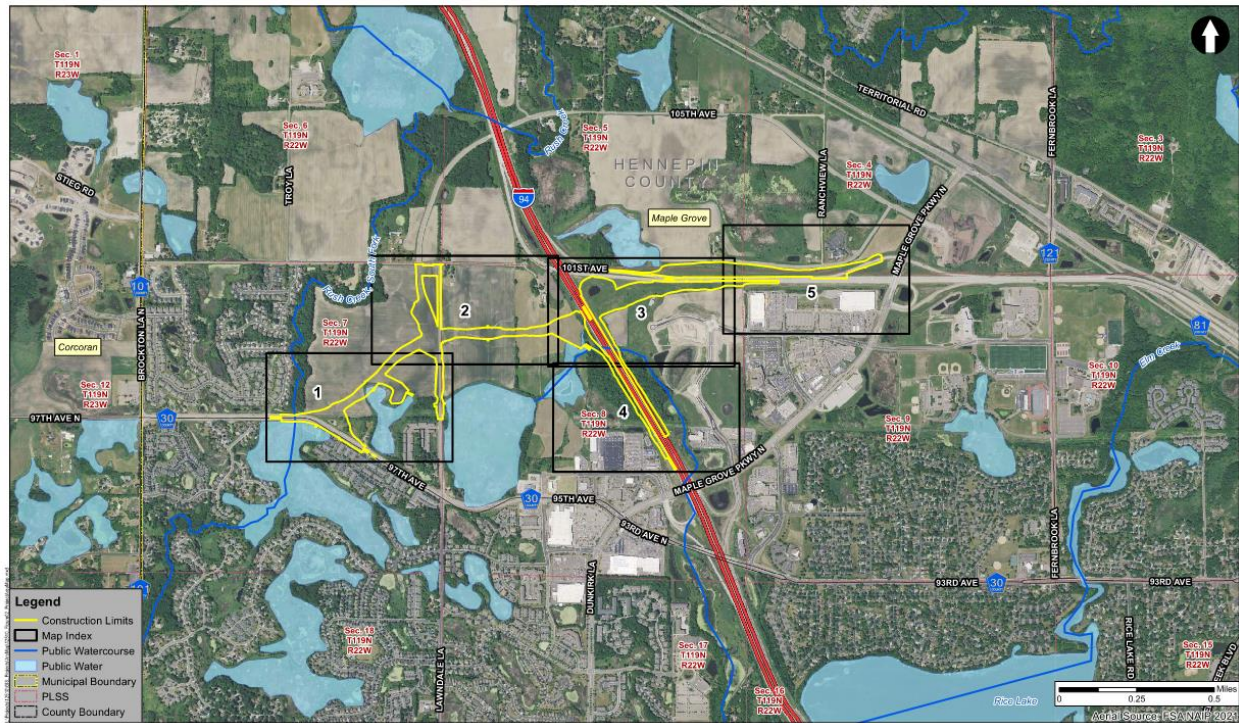


Figure 2 Existing Drainage Map

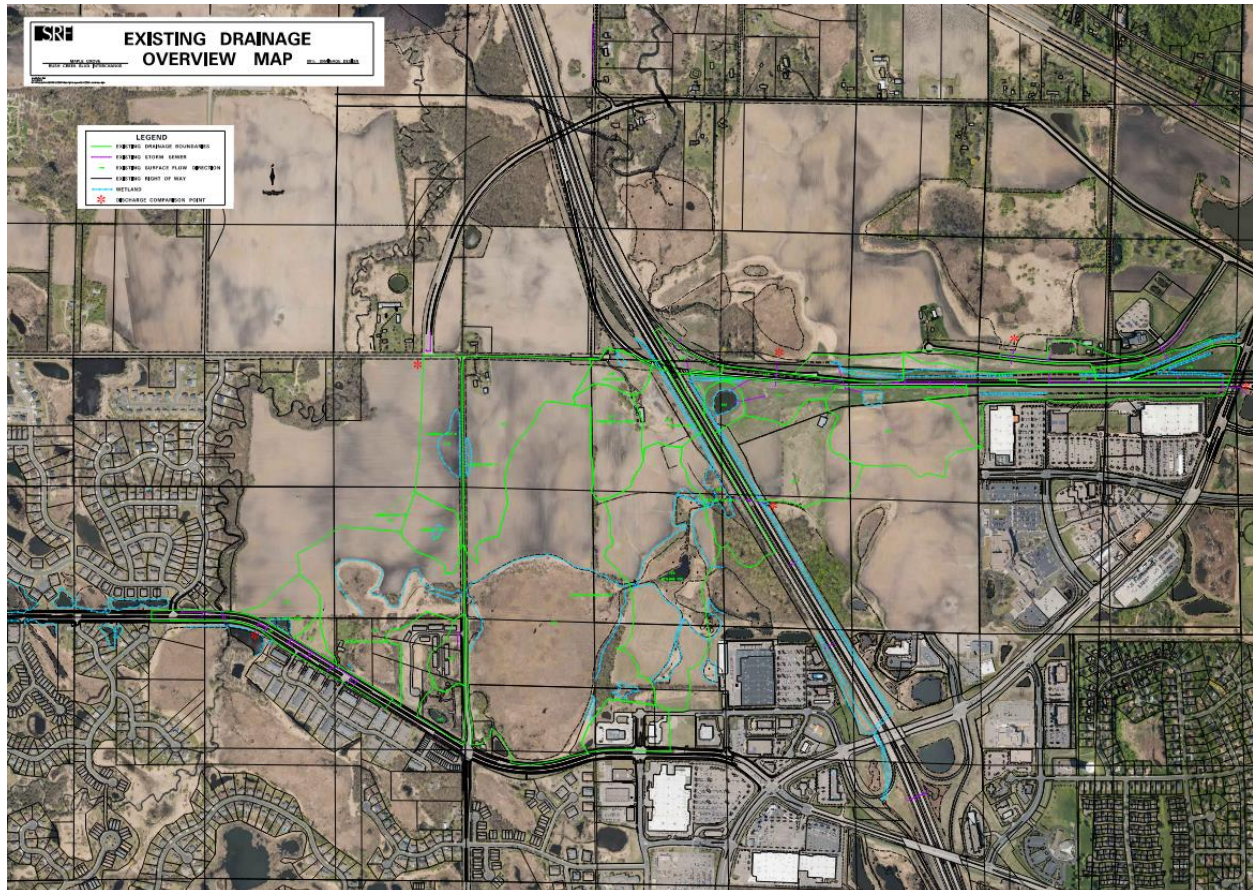
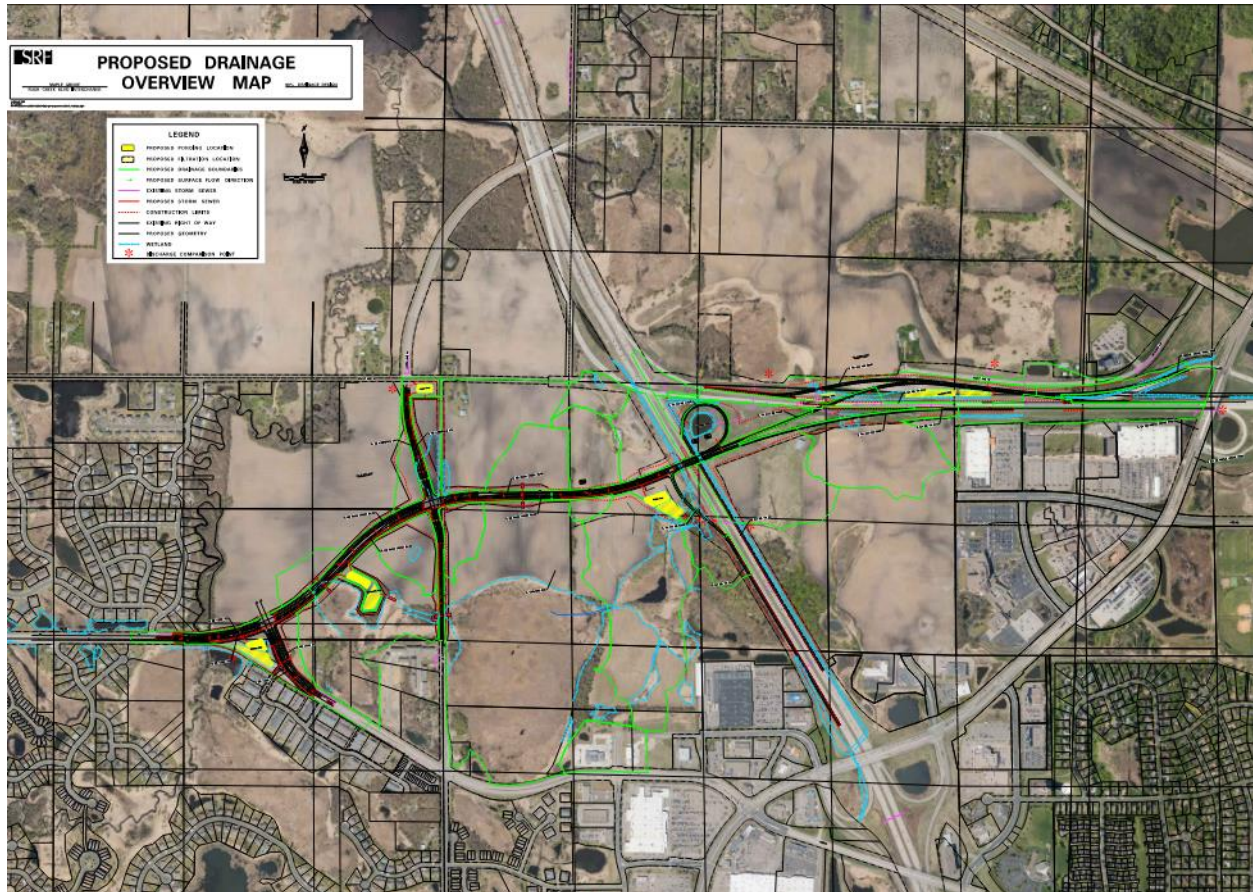


Figure 3 Proposed Drainage Plan



elm creek Watershed Management Commission

ADMINISTRATIVE OFFICE
3235 Fernbrook Lane
Plymouth, MN 55447
PH: 763.553.1144
email: judie@jass.biz
www.elmcreekwatershed.org

Magnifi Financials Maple Grove Project #2023-009

Project Overview:

Location: Disturbing approximately 2.15 acres in Maple Grove located at 7951 Elm Creek Blvd N.
Purpose: Construct one building with split use between a coffee shop and bank in addition to the associated parking and utility infrastructure.

WMC Rules	X	Rule D	Stormwater Management
Triggered:	X	Rule E	Erosion and Sediment Control
		Rule F	Floodplain Alterations
		Rule G	Wetland Alteration
		Rule H	Bridge and Culvert Crossings
		Rule I	Buffer Strips
		Rule K	Variance

Applicant: Magnifi Financial

Address: 20 4th Ave SE,
Melrose, MN, 56352

Attention: Kenny Fuchs

Phone: (320) 377-9019

Email: Kenny.fuchs@mymagnifi.org

Agent: HTG Architects

Address: 1010 Mainstreet Suite 100,
Hopkins, MN 55343

Attention: Josh Longo

Phone: (952) 204-3249

Email: jlongo@htg-architects.com

Exhibits:	Description	Date Received
Application	<input checked="" type="checkbox"/> Complete ECWMC Application	May 3, 2023
	<input checked="" type="checkbox"/> ECWMC Request for Review and Approval	May 3, 2023
	<input checked="" type="checkbox"/> City authorization: Maple Grove, MN	May 2, 2023
	<input checked="" type="checkbox"/> Review fee: \$3,375	May 3, 2023
	<input checked="" type="checkbox"/> Project Documents (site plans, reports, models, etc.)	May 3, 2023

Submittals

- Stormwater Management Plan, dated September 2, 2022, prepared by Westwood Professional Services, revised May 18, 2023
 - Stormwater Narrative
 - Existing and Proposed Drainage Maps
 - Existing and Proposed Cover Conditions
 - Existing and Proposed HydroCAD models
- Construction Drawings, July 29, 2022, prepared by Westwood Professional Services, revised September 2, 2022, February 17, 2022, May 9, 2023, and May 17, 2023

Findings

General

1. A complete application was received May 3, 2023. The initial 60-day decision period per MN Statute 15.99 expires July 2, 2023.
2. The existing 2.16-acre site contains one building surrounded by parking. Stormwater currently drains to on site inlet structures, which flow northeast via storm pipe to a regional stormwater pond.
1. Construction consists of removal of the existing building and parking lot and construction of one building with split use between a coffee shop and bank in addition to the associated parking and utility infrastructure.
2. The development will decrease 0.23-acres of impervious area.
3. Three new infiltration basins will be constructed to meet the water quality and abstraction requirements.
4. Soil borings indicate silty sand, silt, and poorly graded sand throughout the site. Infiltration is feasible.
5. There are no Elm Creek Watershed jurisdictional floodplains or stream crossings within the site.

Rule D – Stormwater Management

General

1. The disturbed area is approximately 2.16-acres. The project will result in 1.33-acres of impervious area, there is a 0.23-acres decrease in impervious area compared to existing.
2. Soil borings indicate silty sand, silt, and poorly graded sand throughout the site. Infiltration is feasible.
3. No groundwater was encountered.
4. Stormwater will be managed with three BMP areas which are comprised of infiltration basins.
5. Basin A will collect runoff from the north westerly half of the site, Basin B will collect runoff from the southern half of the site, and Basin C will collect from the proposed building via roof drain and the building's front plaza area. The north easterly portion of the site will discharge directly to existing storm sewer inlets. The ultimate discharge flows northeast via storm pipe to a regional stormwater pond.

Rate Controls

1. Rate control **meets** Commission requirements.
2. The proposed basins were sized to draw down within 48 hours.
3. The applicant provided HydroCAD models for the 2-year, 10-year, and 100-year events total outflow from each drainage from the site. The rates are summarized in Table 1.

Table 1 Rate of Discharge Leaving Site

Location	Condition	2-year (cfs)	10-year (cfs)	100-year (cfs)
TOTAL	Pre-Project	8.48	13.42	24.50
	Proposed	2.97	6.45	16.79
	Change	-5.51	-6.97	-7.71

Low Floor Elevations

1. Low floors **meet** Commission requirements.
2. The low floor elevations must be at least two feet above the 100-yr high water level (HWL) and at least one foot above the EOF for the stormwater pond.

Operation and Maintenance

The applicant will need to enter a stormwater maintenance agreement with the City of Maple Grove. The city's template stormwater maintenance agreement satisfies the requirements of the Commission.

Abstraction Controls and Water Quality

1. Abstraction and Water Quality controls **do meet** Commission requirements
2. Infiltration from 1.1 inches of runoff from impervious areas is feasible.
3. There is no net, new impervious areas acres from the site, requiring abstraction of 0.00 cubic feet.
4. The runoff from the proposed redevelopment is directed to a downstream regional facility that provides water quality. The regional facility fulfills water quality requirements. The infiltration basins will provide additional treatment.

Table 2 Water Quality Summary

	Annual Runoff Vol. (ac-ft)	Abstraction Vol. (cubic feet)	TP (lbs/year)	TSS (lbs/year)
Pre-Project	N/A	0.0	N/A	N/A
Proposed (w/ BMP's)	N/A	4,770 (0 cf required)	N/A	N/A
Change	N/A	+4,770	N/A	N/A

Rule E – Erosion and Sediment Control (plans)

1. Plans **meets** Commission requirements for erosion and sediment control.
2. The erosion and sediment control plans are consistent with current best management practices, including:
 - a. Rock construction entrance
 - b. Silt fence

- c. Catch basin inlet protection
- d. Permanent erosion control devices
- e. Stabilization of disturbed soil areas

Recommendation

Conditional Approval

Conditions for Approval

1. Approval is contingent upon final application escrow fee balance. Additional payment or refund of the fees will be determined when all conditions for approval are met.
2. Approval is contingent upon an operation and maintenance plan that is approved by the City of Maple Grove.
3. Approval is contingent upon updating the OCS 104 details and plans to match the rim elevations.

On Behalf of Stantec Consulting Services, Inc.
Advisor to the Commission



Date 6/2/2023

Attachments

- | | |
|----------|------------------------|
| Figure 1 | Project Location |
| Figure 2 | Existing Drainage Map |
| Figure 3 | Proposed Drainage Plan |

Figure 1 Project Location

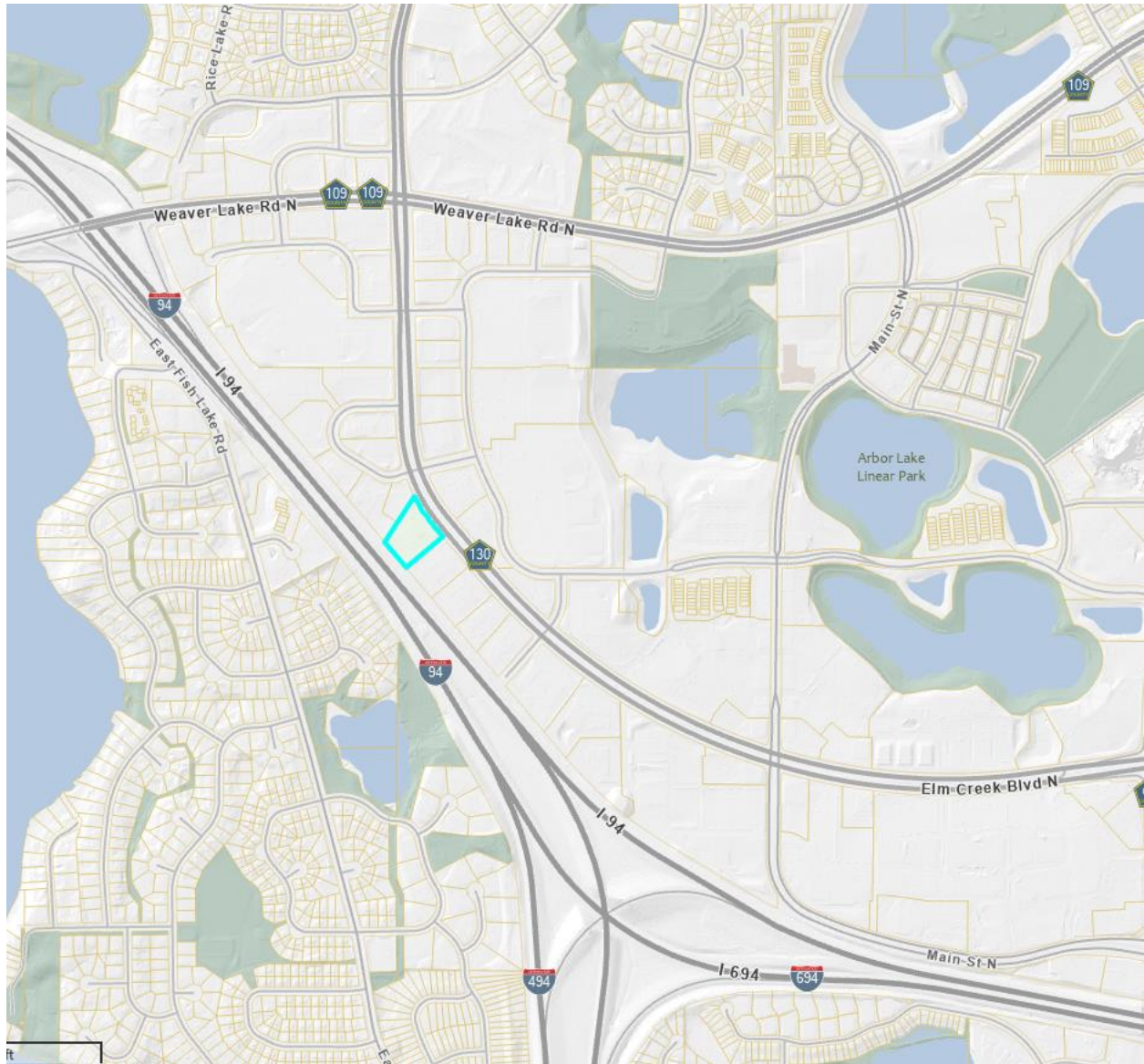


Figure 2 Existing Drainage Map

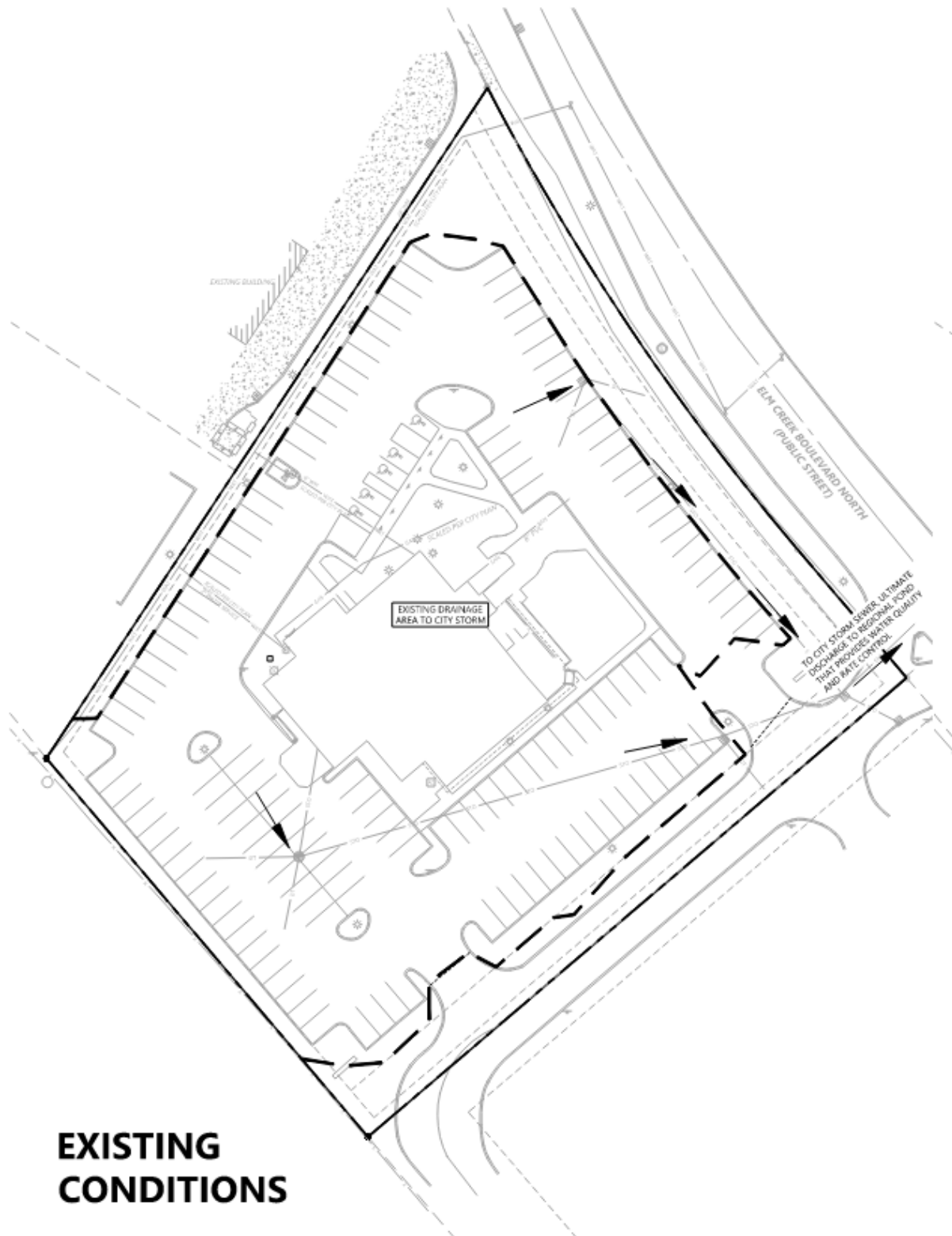
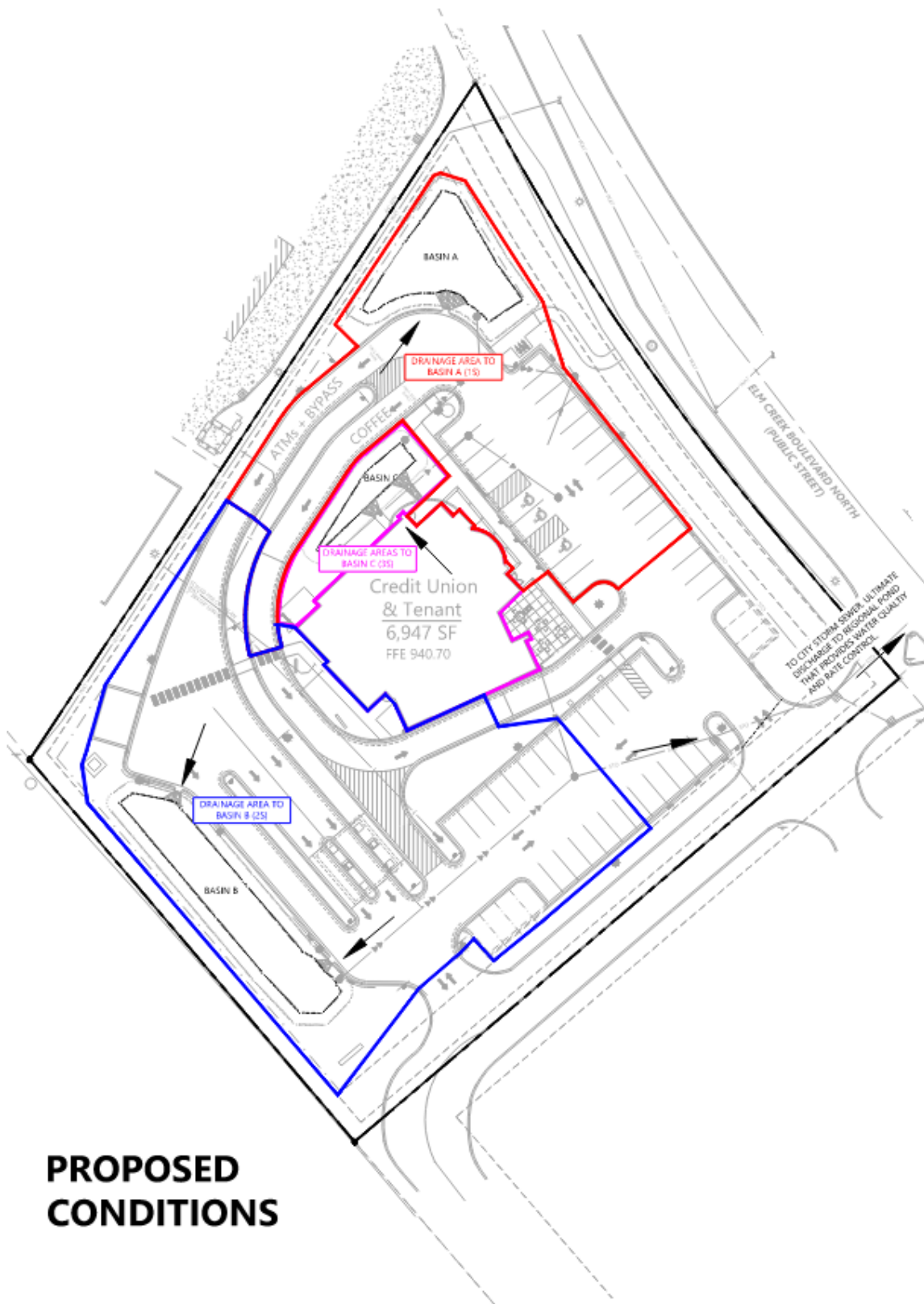


Figure 3 Proposed Drainage Plan



To: Elm Creek WMO Commissioners

From: Erik Megow, PE
Diane Spector

Date: June 7, 2023

Subject: Set Maximum 2023 Levies

**Recommended
Commission Action**

By motion set your 2023 maximum levy as \$xxxx

This action is to set the maximum amount of capital projects levy the Commission expects to certify to Hennepin County. The actual levy will be certified in September, after the Commission holds public hearings on the proposed projects. Tables 1 and 2 show the projects that will be considered in September. The Maximum Levy sets the ceiling for the capital levy; the Commissions can certify a lesser levy but cannot increase it. In addition to the project cost, the Commission levies an additional 5% to cover administrative costs, and 1% to cover uncollected levies, based on the historical rates. These maximum levies will be forwarded to Hennepin County. The City of Rogers will present an overview of the Downtown project to the Technical Advisory Committee (TAC) on June 14 and following that meeting will make a recommendation to the Commission regarding the proposed levy.

Table 1. Elm Creek 2023 CIP Projects (2024 levy).

Project	Total Estimated	City/ Other	Grant	Commission Share
S Fork Rush Creek Stream Restoration*	\$3,250,000	\$2,437,500	0	\$406,250
CSAH 12/Dayton Rd Ravine Stabilization	1,329,410	1,219,410	0	110,000
Downtown Pond Expansion and Reuse	406,000	304,500	0	101,500
City Cost Share	100,000	100,000	0	100,000
Partnership Cost Share	50,000	0	0	50,000
Subtotal	\$5,135,410	\$4,061,410	\$0	\$767,750
5% additional for legal/admin costs				38,390
Subtotal				806,140
TOTAL LEVY (101% for uncollectable)				\$814,200

*2023 share; an additional \$406,250 was levied in 2022.

Table 2. Levy by project.

Project	Total Levy
South Fork Rush Creek	\$430,830
CSAH 12/Dayton Rd Ravine Stabilization	116,655
Downtown Pond Expansion and Reuse	107,640
Cost share (city projects)	106,050
Partnership cost share (private projects)	53,025
Total	\$814,200

Project Descriptions

South Fork Rush Creek Stream Restoration. Restoration of 7,200 feet of the South Fork Rush Creek from 101st Avenue N to its confluence with Rush Creek in Maple Grove. This project will stabilize and restore eroding streambanks, improve floodplain access, enhance habitat and improve biotic integrity, and reduce sediment load by an estimated 410 tons/year and TP by 424 pounds/year.

CSAH 12/Dayton Rd Ravine Stabilization. Stabilization of two eroding deep ravines conveying stormwater runoff into the Mississippi River in Dayton, near Dayton River Road and Vicksburg Lane North, part of a package of drainage and stabilization improvements along Hennepin County CSAH 12. The 50+ foot deep ravines have severe active erosion that is not only a significant sediment and nutrient source but is also threatening nearby infrastructure. The project will reduce the excess sediment contributed to the River by about 1,100 tons per year, and nutrients by about 938 pounds per year.

Downtown Pond Expansion and Reuse. This project will address water quantity and quality issues the downtown area of Rogers will be facing as redevelopment continues. Major water quality improvements are anticipated with this project for TP and TSS reductions. The pond expansion will also feature a stormwater reuse for the irrigation of nearby parks. The additional storage area will reduce flooding within the Downtown Rogers Area.

City Cost Share. This annual project provides cost sharing to retrofit smaller BMPs on city property on a voluntary basis. The TAC developed policies and procedures to administer these funds and makes recommendations to the Commission on which projects should be funded.

Partnership Cost Share. This program makes funds available to member cities to help fund the cost of Best Management Practices (BMPs) partnership projects with private landowners. Participating projects on private property must be for water quality improvement and must be for improvement above and beyond what would be required to meet Commission rules.

To: Elm Creek WMO Commissioners/TAC

From: Budget Committee

Date: June 7, 2023

Subject: Proposed 2024 Budget

**Recommended
Commission Action**

Review and discuss. Move adoption of the proposed 2024 budget with any proposed revisions from the floor.

According to the Joint Powers Agreement, the Commission must on or before June 15 of each year adopt a budget for the coming year. Typically, the Commission considers a preliminary budget in May of each year, either adopting it at the May meeting or holding over action to the June meeting. The budget must be transmitted along with notice of the apportionment of costs to each city by July 1. Member cities then have until August 15 to comment on or raise objections to the budget. If no objections are submitted, the budget proceeds as adopted. If objections are submitted in writing, then the Commission must hold a public hearing to consider modifying the budget or proceeding with no change.

The draft budget was initially reviewed at the May 10 meeting, with a decision held over to the June 14 meeting. The proposed budget shown in Table 1 is reformatted from what you have considered in previous years. It separates the operating expenses from the capital and other non-operating expenses and revenues. This will allow you to more clearly determine if your assessments and project review fees are adequately funding operating expenses, or whether you are operating a deficit or surplus. It is analogous to a General Fund budget rather than an all funds, balance sheet style used in previous years.

The 2024 budget as proposed is a continuation of the programs and activities undertaken in 2022, with some slight modifications. Figure 1 shows the proposed operating budget by expenditure category, while Table 1 shows the proposed operating and projects budget by line item. The overall proposed 2024 operating budget is about a \$5,500 increase over the 2023 budget. However, some budget modifications are proposed:

1. The budget includes a proposed increase in the contract amount with Hennepin County to provide outreach and technical services, largely to agricultural and large-lot residential property owners but generally and across the watershed. The requested increase to \$22,000 compared to the approved 2023 contract amount of \$20,000 would allow for an increased commitment toward this work and is offset by the elimination of the Wetland Health Evaluation Program, for which the Commission had been budgeting \$4,000 annually.
2. We continue to review the adequacy of the project review fees to recapture the cost of administering the new fee structure. It is likely that we will need to increase the nonrefundable administration fee for 2024. There will always be some project review related expenses that are not recoverable through review fees. This budget assumes 50 project reviews in 2024, and that the fee structure will be revised later this year to better capture the cost of administering the program.

3. In 2023 the Commission budget for biological monitoring on streams in the watershed as a follow up to stream restoration projects. That funding was not included in the 2024 budget, pending a review of monitoring needs as part of the proposed TMDL ten-year review.
4. Some adjustments have been made to individual line items based on past experience and based on the increasing cost of doing business.
5. One source of revenue that has in the past helped to subsidize the member assessments is investment interest. A combination of higher interest rates and a significant fund balance resulted in several thousand dollars of interest income in past years. As projects are completed and the Commission pays out levy and grant funds for those projects, interest earnings will fall.

The 2024 budget as proposed includes no increase in city assessments (Table 3). Last year, following several years of no or minimal assessment increases, they were increased by 5.4%. As can be seen on the bottom line of Table 1, in previous years the operating budget was running at a deficit, subsidized by contributions from the cash reserves. The proposed 2024 budget assumes a small surplus, assuming the Commission continues to benefit from interest earnings.

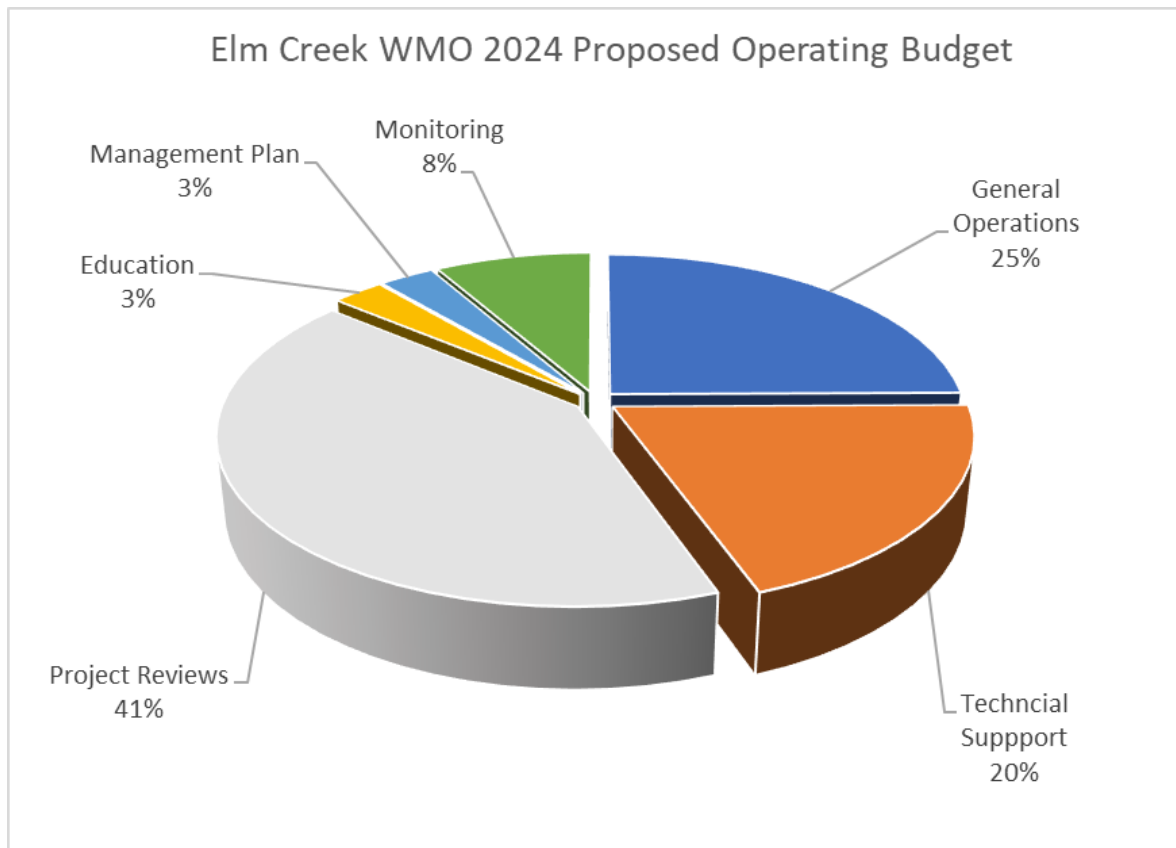


Figure 1. Proposed 2024 operating budget by expenditure category.

Table 1. Proposed 2024 budget.

Line	Category	2022 Budget	2022 Pre-Audit	2023 Budget	Proposed 2024 Budget
EXPENSES					
GENERAL OPERATING EXPENSES					
1	Administrative	95,000	117,893	100,000	100,000
2	Grant Writing	500	0	0	3,000
3	Website	3,000	731	2,000	2,000
4	Legal Services	2,000	744	2,000	2,000
5	Audit	6,000	6,700	6,500	7,000
6	Insurance	3,800	2,978	4,000	4,000
7	Meeting Expense	0	1,250	0	4,800
8	Contingency	1,000	0	0	0
	Subtotal General Operating Expenses	\$111,300	\$130,296	\$114,500	\$122,800
TECHNICAL SUPPORT					
9	Tech support - HCEE	12,000	17,000	20,000	22,000
10	Generation Technical Services	77,500	82,590	70,000	75,000
	Subtotal Technical Support	\$89,500	\$99,590	\$90,000	\$97,000
PROJECT REVIEWS					
11	Technical Reviews	107,500	188,032	184,000	184,000
12	Administrative Support	15,000	22,703	16,000	21,250
13	WCA	0	505	0	0
	Subtotal Project Reviews	\$122,500	\$211,240	\$200,000	\$205,250
EDUCATION					
14	Education - City/Citizen Programs	2,500	1,262	2,000	2,000
15	West Metro Water Alliance	11,500	7,000	11,500	11,500
	Subtotal Education	\$14,000	\$8,262	\$13,500	\$13,500
WATERSHED MANAGEMENT PLAN					
16	Plan Amendments	2,000	1,158	2,000	2,000
17	Contribution to 4th Generation Plan	12,500	12,500	12,500	12,500
	Subtotal Watershed Management Plan	\$14,500	\$13,658	\$14,500	\$14,500
WATER MONITORING PROGRAMS					
	<i>Stream Monitoring</i>				
18	USGS Site Share	24,000	12,500	24,000	12,500
19	TRPD-Routine Monitoring	9,345	9,345	10,020	10,020
20	Biological Monitoring			4,500	0
21	DO Longitudinal Survey	1,200	0	2,400	2,400
22	Partnership Biomonitoring			2,000	0
23	Gauging Station - Electric Bill	420	368	440	480
	Subtotal Stream Monitoring	\$34,965	\$22,213	\$43,360	\$25,400
	<i>Lake Monitoring</i>				
24	CAMP	840	0	840	840
	TRPD				
25	Sentinel Lakes + Additional Lake	9,812	9,812	10,412	10,412
26	Aquatic Vegetation Surveys	1,300	1,300	1,365	1,365
	Subtotal Lake Monitoring	\$11,952	\$11,112	\$12,617	\$12,617

Line	Category	2022 Budget	2022 Pre-Audit	2023 Budget	Proposed 2024 Budget
	<i>Other Monitoring</i>				
27	Macroinvertebrate Monitoring-River Watch	3,000	0	0	3,000
28	Wetland Monitoring - WHEP	4,000	0	0	0
	Subtotal Other Monitoring	\$7,000	0	\$0	3,000
	Subtotal Monitoring Expense	\$50,917	\$33,325	\$55,977	\$41,107
	SPECIAL PROJECTS, STUDIES, SWAs				
29	Special Projects, Studies, SWAs -	\$ 0	\$0	\$0	\$0
	TOTAL GEN OPERATING EXP	\$405,717	\$496,371	\$488,477	\$494,067
	REVENUE				
	GENERAL OPERATING REVENUE				
30	Membership Dues	237,300	237,300	250,000	250,000
31	Interest Income	5,000	26,636	500	10,000
32	Dividend Income	250		250	0
33	TRPD Cooperative Agreement	6,000	4,165	6,500	6,500
	Subtotal General Operating Revenue	\$248,550	\$268,101	\$257,250	\$266,500
	PROJECT REVIEW REVENUE				
34	Project Review Fees	107,500	169,720	184,000	184,000
35	Contingency	10,750			
36	Nonrefundable Admin	15,000	13,800	16,000	21,250
37	Nonrefundable Tech	16,125	20,700	17,000	27,600
	Subtotal Project Review Revenue	\$149,375	\$204,220	\$217,000	\$232,850
	SPECIAL PROJECTS, STUDIES, SWAs REVENUE				
38	Special Projects, Studies, SWAs	0	0	0	0
	TOTAL GEN OPERATING REVENUE	\$397,925	\$472,321	\$474,250	\$499,350
	OPERATING SURPLUS OR (DEFICIT)	(\$7,792)	(\$24,050)	(\$14,227)	\$5,283

2024 Budget Explanation

Line	Comment
EXPENSES	
1	This line item is to provide administrative support (scheduling, minutes, etc.) for regular Commission and TAC meetings and any Commission, TAC, or other meetings that require support, as well as general administrative duties such as notices, mailings, and correspondence.
2	The cost of writing grants and doing grant reporting.
3	The annual cost of hosting the Commission's website and general content updates.
4	The legal cost of reviewing, drafting policies and variances, reviewing contracts and agreements.
5-6	The cost of the required annual financial audit and insurance.
7	The cost of room rental and lunch for the monthly meetings.
8	A line item for unexpected expenses. Was discontinued in 2023 as the Commission's unrestricted fund reserves are adequate to provide for those unanticipated costs.
9	The annual contract cost for education and outreach activities provided by Hennepin County Environment and Energy (HCEE) staff working with landowners to address erosion issues and implement conservation. Public engagement, answering landowner's general land and water resource

Line	Comment
	management questions, and best management practice (BMP) project development, design, and construction. Proposed to increase from the 2023 contracted amount of \$20,000 to \$22,000.
10	This line item is for general engineering support, including preparation for and attendance at Commission and TAC meetings, general technical and engineering assistance, special projects, assistance with the budget and CIP, etc.
11	This line item is for project reviews, review of Local Water Management Plans and Comprehensive Plan amendments and updates, and general inquiries about past and upcoming projects. It is difficult to predict what the expense for a coming year will be, as it is based on the number of project reviews, inquiries, etc. received. The proposed budget is based on the increasing number of project reviews each year. This expenditure is mostly offset by the project review fees.
12	This line item is for administrative support of project reviews, including correspondence, tracking, bookkeeping, and invoicing. This expenditure is mostly offset by the project review fees.
13	The Commission no longer acts as the Wetland Conservation Act (WCA) administrator for wetland impacts, so these line items simply show previous years' expenses.
14	Ongoing outreach and education costs not undertaken through WMWA.
15	The Commission participates in the West Metro Water Alliance (WMWA), and contributes to funds to support coordinated messaging, workshops, classroom activities, and special projects on a regional basis.
16	The cost of undertaking periodic minor plan amendments, usually to revise the CIP or adjust the development rules and standards. Cost is typically publication costs and staff time to develop the amendment documents.
17	The Commission's 3 rd Generation Plan expires on October 23, 2025. Work on the 4 th Generation Plan should commence by early 2024. Funds are set aside annually in a restricted account for this purpose.
18	The Commission jointly funds the operation of the USGS gauging station in Elm Creek Park near Elm Creek Road.
19	The Commission contracts with Three Rivers Park District (TRPD), who provides flow and water quality monitoring at three locations in the watershed.
20	The Commission has undertaken minimal biological sampling on the streams in the watershed.
21	The Commission will contract with TRPD to undertake two longitudinal surveys of dissolved oxygen in impaired streams, which include taking a sequence of DO readings along points in the stream very early in the morning when DO is at its lowest, from an upstream point to a downstream point of interest. This shows a gradient of DO in the stream.
22	This funding would be available to cost share in post-construction stream biological monitoring undertaken by one or more city partners.
23	The Commission is responsible for the cost of electricity to the USGS gauging station.
24	Volunteer lake monitoring through the Met Council's Citizen Assisted Monitoring Program (CAMP). One lake is monitored per year.
25-26	The Commission contracts with TRPD to perform water quality monitoring and aquatic vegetation surveys on six lakes per year. The data is summarized in an annual report.
27	Volunteer macroinvertebrate monitoring coordinated by HCEE. The County is reconfiguring the program and we hope it will be back on track in 2024.
28	Volunteer wetland monitoring coordinated by HCEE through the Wetland Health Evaluation Program (WHEP). Hennepin County discontinued the program in 2022.
29	Most special projects or studies are now completed through a separate account and not tracked as part of the operating budget.
REVENUES	
30	Annual assessments to the member cities to pay the operating expenses of the Commission. Assessments are apportioned based on taxable market value of land within the watershed. Assessments did not increase 2020-2022 and went up 5.4% in 2023. No increase is proposed for 2024.
31	The amount of interest earnings varies based on interest rate and the balance carried by the Commission in its 4M Fund.

Line	Comment
32	Income received as dividends. Sometimes is shown as offsetting insurance costs.
33	The Commission's contract with TRPD includes reimbursement from the Park District to the Commission for the value of services provided.
34	The application fee structure is intended to recover the cost of completing current project reviews. While the fees do not fully fund that activity, they are set and periodically reviewed and adjusted to recover a majority of the cost. It is difficult to predict and budget for project review revenues and fees because it varies based on the economy.
35	The Commission's project review fee is calculated as a baseline escrow amount for each rule section that is triggered, plus an additional 10% of the total as a contingency. Unused funds are refunded to the applicant, while shortages are invoiced.
36	The Commission's project review fee includes a nonrefundable fee of 10% of the total review fee to cover the costs of administration.
37	The Commission's project review fee includes a nonrefundable fee of 15% of the total review fee to cover the costs of general technical services.
38	Most special projects or studies are now completed through a separate account and not tracked as part of the operating budget.

Table 3. Proposed 2024 member city allocations compared to previous years.

2022	2021 Taxable Market Value		2022 Budget Share			Increase over Prev Year	
			%age	Dollars		%age	Dollars
Champlin	603,102,432		3.940	9,349		-0.05	-452
Corcoran	1,053,101,089		6.880	16,325		0.03	522
Dayton	1,000,693,347		6.537	15,513		0.08	1,138
Maple Grove	7,344,495,742		47.979	113,855		-0.03	-3,242
Medina	1,187,298,004		7.756	18,406		-0.02	-282
Plymouth	1,887,099,770		12.328	29,254		0.07	1,918
Rogers	2,231,809,062		14.580	34,598		0.01	398
Totals	15,307,599,446		100.000	237,300		0.00%	0
2023	2022 Taxable Market Value		2023 Budget Share			Increase over Prev Year	
			%age	Dollars		%age	Dollars
Champlin	807,005,389		3.942	9,854		0.05	505
Corcoran	1,544,836,780		7.546	18,864		0.05	2,539
Dayton	1,644,909,207		8.034	20,086		0.05	4,573
Maple Grove	9,535,464,544		46.575	116,436		0.05	2,581
Medina	1,515,134,760		7.400	18,501		0.05	96
Plymouth	2,517,439,300		12.296	30,740		0.05	1,486
Rogers	2,908,759,834		14.207	35,519		0.05	921
Totals	20,473,549,814		100.000	250,000		0.00%	12,700
2024	2023 Taxable Market Value		2024 Budget Share			Increase over Prev Year	
			%age	Dollars		%age	Dollars
Champlin	898,761,000		3.999	9,998		0.01	144
Corcoran	1,808,292,200		8.046	20,116		0.07	1,252
Dayton	2,031,786,500		9.041	22,602		0.13	2,516
Maple Grove	10,043,624,100		44.690	111,726		-0.04	-4,711
Medina	1,680,727,800		7.479	18,697		0.01	195
Plymouth	2,671,442,700		11.887	29,717		-0.03	-1,023
Rogers	3,339,194,100		14.858	37,145		0.05	1,627
Totals	22,473,828,400		100.000	250,000		0.00%	0

To: Elm Creek WMO Commissioners

From: Erik Megow, PE
Diane Spector
Judie Anderson

Date: June 7, 2023

Subject: 2022 Year End Fund Balances

**Recommended
Commission Action**

For review and discussion.

While there may be a few adjustments as the 2022 audit is finalized, the 2022 preliminary year-end balances for non-operating accounts are the following:

Restricted for Capital Projects

These are funds levied for specific capital projects. The Commission holds these funds until such time as the member cities have completed the work. They then request reimbursement for their costs incurred.

Table 1. Elm Creek funds restricted for capital improvements.

Project	Amount Held
Rogers Fox Creek Creekview Phase 2 (2016)	\$80,206
Rogers Fox Creek Hyacinth Phase 3 (2017)	112,500
Champlin Downs Road Trail Rain Gardens (2018)	74,989
Corcoran Downtown Regional Stormwater Pond (2019)	28,013
Livestock Exclusions, Buffers, Stabilizations (2020)	53,006
Agricultural BMPs Cost Share (2020)	53,006
Elm Rd Area/Everest Ln Strm Restoration* (2021)	63,854
Champlin EC Strm Rest Ph V Hayden Lake Outfall (2021)	159,251
2022 admin costs for 2023 levy	-532
Account Balance YE 2022	\$624,293

*Final payment was made 5/23

Cost Share Projects

The Commission operates two cost share projects, one for city projects and one for partnership projects on private property. As noted below, there are two outstanding city cost share projects for which member cities have not yet requested reimbursement, and no outstanding partnership cost projects.

Table 2. Elm Creek city cost share projects.

Project	Balance
Year End 2022*	\$-
Encumbrances-none	-0

Project	Balance
Encumbered Account Balance YE 2022	\$0
Levy funds expected 2023	+100,000
Encumbrances 2023 YTD	-0
Estimated 2023 available balance	\$100,000

*First levy approved in 2022 for collection in 2023.

Table 3. Elm Creek partnership cost share projects.

Project	Balance
Year End 2022*	\$-
Dayton CSAH 12 Ditch	-50,000
Encumbered Account Balance YE 2022	\$-50,000
Levy funds expected 2023	+50,000
Encumbrances 2023 YTD	-0
Estimated 2023 available balance	\$0

*First levy approved in 2022 for collection in 2023.

Closed Projects Account

The Commission's Closed Projects Account houses levy funds that exceed final project costs. In addition, on occasion a project is cancelled, and the levy funds are then transferred to this fund. These funds are intended to be used for other capital improvement projects, including the cost of undertaking feasibility studies to preliminarily scope a future project. These funds may also be used to limit future capital levies for new projects.

Table 4. Elm Creek closed project account funds.

Project	Balance
Year End 2021	\$62,034
Maple Grove Rush Creek Main Ste Phase 3	74,949
Maple Grove Rush Creek Main Ste Phase 3	26,444
Champlin Elm Creek Resto Ph IV	9,180
Plymouth Stret Sweeper	1,727
Account Balance YE 2022	\$174,334

Unassigned Funds Balances

The Commission has also in past years acted to segregate or assign some of its unrestricted reserves to be held for a specific purpose, for example to fund the 4th Generation Plan. These unassigned funds may continue to be set aside to be used for these purposes or the Commission may elect to unassign the funds and transfer them to Unrestricted Reserves. From time to time the Commission has budget funding for projects or special studies and set that aside in an Assigned For Projects and Studies Account. It has rarely been used, but in 2023 the Commission encumbered just under \$10,000 to

provide matching funds for the Watershed-Based Implementation Fund grant supporting the Rush Creek SWA and the North Fork Rush reek remeandering study.

Table 5. Elm Creek assigned accounts balances.

Assigned Account	Balance
Fourth Gen Plan	\$10,000
Assigned For Projects or Studies YE 2022	\$181,817
-Encumbered 2023: match to WBIF funds	9,468
Estimated 2023 available balance	\$172,349

Unrestricted Reserve

The last category of funds is the Commission's Unrestricted Reserves, which is cash on hand that has not been designated for a particular use. This helps with monthly cash flow and is a "rainy day reserve" in the event something unusual occurs, or one of the member cities withdraws from the JPA and no longer is contributing its share of expected revenues. The newly adopted policy to maintain a cash reserve equal to either 50% of annual operating revenues or five months of operating expenses. Using the 2022 year-end figures, that minimum reserve balance would be the greater of the amounts in Table 6.

The nearly-final year-end 2022 Unrestricted Balance of \$141,927 is much less than the 2021 year-end balance of \$279,332. A very significant factor in that drop is the increase in the liability for project review fees from \$11,739 in 2021 to \$78,161 in 2022. Those are expenses the Commission has already incurred but for which additional review fee has not yet been collected. That escrow balance will vary from year to year. (See the separate discussion regarding the project review fees for more detail.)

Table 6. Unrestricted reserve desirable balance calculation using 2022 year-end amounts.

Component	Operating Expenses	Operating Revenues
2022 Budget	\$496,371	\$472,371
Less project reviews	188,032	190,442
Net Amount	308,339	285,929
5/12ths of yearly expenses	\$128,475	
50% of yearly revenues		\$141,464
YE 2022 Unrestricted Balance	\$141,927	\$141,927

ELM CREEK WATERSHED
MANAGEMENT COMMISSION

Financial Statements and
Supplemental Information
For the Year Ended
December 31, 2022

PRELIMINARY DRAFT
For Review and Discussion
Subject to Change

ELM CREEK WATERSHED MANAGEMENT COMMISSION

Table of Contents

	Page
FINANCIAL SECTION	
INDEPENDENT AUDITORS' REPORT	1 - 2
BASIC FINANCIAL STATEMENTS	
Government-Wide Financial Statements	
Statement of Net Position and Governmental Fund Balance Sheet	3
Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balances/Net Position - Budget and Actual	4
Notes to Basic Financial Statements	5 - 14
OTHER REQUIRED REPORTS	
Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters	15 - 16
Independent Auditors' Report on Minnesota Legal Compliance	17

INDEPENDENT AUDITORS' REPORT

Commissioners
Elm Creek Watershed Management Commission
Plymouth, Minnesota

Opinion

We have audited the accompanying financial statements of the governmental activities and major fund of the Elm Creek Watershed Management Commission (the Commission), which comprise the statement of net position and governmental fund balance sheet as of December 31, 2022, and the related statement of activities and governmental fund revenues, expenditures and changes in fund balances/net position for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and major fund of the Commission as of December 31, 2022, the respective changes in the financial position thereof, and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with the auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Commission and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

The Commission's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that,

individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Commission's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Prior Year Comparative Information

We have previously audited the Commission's financial statements for the year ended December 31, 2021 and we expressed unmodified audit opinions on the respective financial statements of the governmental activities and each major fund in our report dated June 20, 2022. In our opinion, the partial comparative information presented herein as of and for the year ended December 31, 2021 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting

We have also issued our report dated June 30, 2023, on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance.

PRELIMINARY DRAFT
For Review and Discussion
Subject to Change

June 30, 2023

BASIC FINANCIAL STATEMENTS

Elm Creek Watershed Management Commission

Statement of Net Position and
Governmental Fund Balance Sheet
As of December 31, 2022
(with Partial Comparative Actual Amounts as of December 31, 2021)

	Governmental Activities	
	2022	2021
Assets		
Cash and temporary investments	\$ 1,204,723	\$ 1,275,084
Restricted cash	195,065	228,085
Due from other governments	7,582	6,169
Accounts receivable	43,556	46,955
Total assets	<u>\$ 1,450,926</u>	<u>\$ 1,556,293</u>
Liabilities and Fund Balances/Net Position		
Liabilities		
Accounts payable	\$ 123,489	\$ 102,597
Financial and administrative guarantee fee deposits	7,599	8,105
Project review fees escrow	78,161	11,739
Unearned revenue	109,305	208,241
Total liabilities	<u>318,554</u>	<u>330,682</u>
Fund balances/net position		
Restricted fund balances/net position		
Restricted for capital improvement projects	624,293	692,428
Restricted closed project funds	174,335	62,034
Total restricted fund balance/net position	<u>798,628</u>	<u>754,462</u>
Assigned fund balances/net position		
Assigned for capital projects, studies	181,817	181,817
Assigned for fourth generation plan	10,000	10,000
Unrestricted/unassigned fund balances/net position	141,927	279,332
Total assigned or unrestricted fund balances/net position	<u>333,744</u>	<u>471,149</u>
Total fund balances/net position	<u>1,132,372</u>	<u>1,225,611</u>
Total liabilities and fund balances/net position	<u>\$ 1,450,926</u>	<u>\$ 1,556,293</u>

PRELIMINARY DRAFT
For Review and Discussion
Subject to Change

Elm Creek Watershed Management Commission

Statement of Activities and
Governmental Fund Revenues, Expenditures, and
Changes in Fund Balances/Net Position
Budget and Actual

Year Ended December 31, 2022

(with Partial Comparative Actual Amounts for the Year Ended December 31, 2021)

	Governmental Activities			
	2022			2021
	Original and Final Budget	(Audited)	Over (Under)	(Audited)
Revenue				
General				
Member assessments	\$ 237,300	\$ 237,300	\$ -	\$ 237,300
Property taxes (ad valorem)	291,638	293,281	1,643	138,249
Charges for services - project and wetland review fees	149,375	126,672	(22,703)	218,801
Reimbursements	6,000	4,166	(1,834)	5,230
Grants	231,050	98,936	(132,114)	23,488
Interest income	5,250	21,696	16,446	179
Total revenue	920,613	782,051	(138,562)	623,247
Expenditures				
Current				
Administration	114,000	143,759	29,759	130,494
Education	17,000	8,262	(8,738)	6,304
Grant programs	125,000	98,936	(26,064)	29,385
Insurance	3,800	2,978	(822)	2,599
Professional fees	8,500	7,444	(1,056)	7,155
Technical support	197,000	330,355	133,355	224,492
Water monitoring	50,917	33,325	(17,592)	41,837
Watershed programs	-	-	-	5,317
Watershed plan	14,500	1,158	(13,342)	642
Capital outlay				
Improvement projects	400,688	249,073	(151,615)	130,851
Total expenditures	931,405	875,290	(56,115)	579,076
Net change in fund balances/net position	\$ (10,792)	(93,239)	\$ (82,447)	44,171
Net fund balances/net position				
Beginning of year		1,225,611		1,181,440
End of year		\$ 1,132,372		\$ 1,225,611

PRELIMINARY DRAFT
For Review and Discussion
Subject to Change

Elm Creek Watershed Management Commission

Notes to Financial Statements
December 31, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

The Elm Creek Watershed Management Commission is formed under a Joint Powers Agreement, as amended according to Minnesota Statutes Sections 103B.201 through 103B.255 and Minnesota Rules Chapter 8410 relating to Metropolitan Area Local Water Management and its reporting requirements. Elm Creek Watershed Management Commission was established in February, 1973 to protect and manage the natural resources of the Elm Creek Watershed.

The Commission is considered a governmental unit, but is not a component unit of any of its members. As a governmental unit, the Commission is exempt from federal and state income taxes.

Reporting Entity

A joint venture is a legal entity resulting from a contractual agreement that is owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control, in which the participants retain either an ongoing financial interest or an ongoing financial responsibility. The Commission is considered a joint venture.

As required by accounting principles generally accepted in the United States of America, these financial statements include the Commission (the primary government) and its component units. Component units are legally separate entities for which the primary government is financially accountable, or for which the exclusion of the component unit would render the financial statements of the primary government misleading. The criteria used to determine if the primary government is financially accountable for a component unit include whether or not the primary government appoints the voting majority of the potential component's unit board, is able to impose its will on the potential component unit, is in a relationship of financial benefit or burden with the potential component unit, or is fiscally depended upon by the potential component unit. Based on these criteria, there are no component units required to be included in the Commission's financial statements.

Government-Wide and Fund Financial Statement Presentation

The government-wide financial statements (the Statement of Net Position and the Statement of Activities) report information about the reporting government as a whole. These statements include all the financial activities of the Commission. The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and grants or contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other internally directed revenues are reported instead as general revenues.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as eligibility requirements imposed by the provider have been met.

Elm Creek Watershed Management Commission

Notes to Financial Statements (continued)

December 31, 2022

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Financial Statement Presentation

The accounts of the Commission are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue, expenditures, additions, and deductions. Resources are allocated to and accounted for in individual funds based on the purposes for which they are to be spent and the means by which spending activities are controlled. The resources of the Commission are accounted for in one fund:

- **General Fund (Governmental Fund Type)** – This fund is used to receive dues and miscellaneous items which may be disbursed for any and all purposes authorized by the bylaws of the Commission.

Typically, separate fund financial statements are provided for Governmental Funds. However, due to the simplicity of the Commission's operation, the Governmental Fund financial statements have been combined with the government-wide statements.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, current liabilities, and deferred inflows/outflows of resources generally are included on the statement of net position and governmental funds balance sheet. Operating statements of this fund present increases (revenue and other financing sources) and decreases (expenditures and other financing uses) in fund balances. Under this basis of accounting, transactions are recorded in the following manner:

1. **Revenue Recognition** – Revenue is recognized when it becomes measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the Commission considers revenues to be available if collected 60 days after year-end. Grants and similar items are recognized as revenue when all eligibility requirements imposed by the provider have been met. Grant advances received for which not all eligibility requirements have been met are reported as unearned revenue at year-end. All significant revenue sources are considered susceptible to accrual.
2. **Recording of Expenditures** – Expenditures are generally recorded when a liability is incurred; however, expenditures are recorded as prepaid for approved disbursements or liabilities incurred in advance of the year in which the item is to be used.

Budgets

The amounts shown in the financial statements as "budget" represent the budget amounts based on the modified accrual basis of accounting. A budget for the General Fund is adopted annually by the Commission. Appropriations lapse at year-end. Budgetary control is at the fund level.

Elm Creek Watershed Management Commission

Notes to Financial Statements (continued)
December 31, 2022

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Members' Contributions

Members' contributions are calculated based on the member's share of the taxable market value of all real property within the watershed to the total taxable market value of all real property in the watershed.

Capital assets

The Commission follows the policy of expensing any supplies or small equipment at the time of purchase. The Commission currently has no capitalized assets.

Risk Management

The Commission is exposed to various risks of loss related to torts: theft of, damage to, and destruction of assets; error and omissions; and natural disasters. The Commission participates in the League of Minnesota Cities Insurance Trust (LMCIT), a public entity risk pool for its general property, casualty, and other miscellaneous insurance coverages. LMCIT operates as a common risk management and insurance program for a large number of cities in Minnesota. The Commission pays an annual premium to LMCIT for insurance coverage. The LMCIT agreement provides that the trust will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of certain limits. Settled claims have not exceeded this commercial coverage in any of the past three years. There were no significant reductions in insurance coverage during the year ended December 31, 2022.

Due from other governments

The Commission utilizes an allowance for uncollectible accounts to value its receivables; however, it considers all of its receivables to be collectible as of December 31, 2022 and 2021.

Net Position

In the government-wide financial statements, net position represents the difference between assets, deferred outflows of resources, liabilities, and deferred inflows of resources. Net position is displayed in three components:

Elm Creek Watershed Management Commission

Notes to Financial Statements (continued)
December 31, 2022

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Position (continued)

Net Investment in Capital Assets - Consists of capital assets, net of accumulated depreciation, reduced by any outstanding debt attributable to acquire capital assets.

Restricted Net Position - Consists of net position restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

Unrestricted Net Position - All other net position that do not meet the definition of "restricted" or "net investment in capital assets."

The Commission applies restricted resources first when an expense is incurred for which both restricted and unrestricted resources are available.

Prior Period Comparative Financial Information/Reclassification

The basic financial statements include certain prior year partial comparative information in total but not at the level of detail required for a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Commission's financial statements for the year ended December 31, 2021, from which the summarized information was derived. Also, certain amounts presented in the prior year data may have been reclassified in order to be consistent with the current year's presentation.

Unearned Revenue

The Commission recognizes grant revenue as it becomes eligible to receive the grant. If the grant has restrictions that have not been satisfied, the revenue is deferred until the Commission has satisfied them.

Elm Creek Watershed Management Commission

Notes to Financial Statements (continued)
December 31, 2022

NOTE 2 – ASSETS, LIABILITIES AND NET POSITION

Deposits

In accordance with applicable Minnesota Statutes, the Commission maintains a checking account authorized by the Commission.

The following is considered the most significant risk associated with deposits:

Custodial Credit Risk – In the case of deposits, this is the risk that in the event of a bank failure, the Commission's deposits may be lost.

Minnesota Statutes require that all deposits be protected by federal deposit insurance, corporate surety bond, or collateral. The market value of collateral pledged must equal 110 percent of the deposits not covered by federal deposit insurance or corporate surety bonds. Authorized collateral includes treasury bills, notes, and bonds; issues of U.S. government agencies; general obligations rated "A" or better; revenue obligations rated "AA" or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota Statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The Commission has no additional deposit policies addressing custodial credit risk.

At year-end, the Commission had no funds held in its bank account. All funds were transferred to their Minnesota 4M investment account. (see below)

Investments

At December 31, 2022 and 2021, the Commission held \$1,399,788 and \$1,503,169 (approximate cost and fair market value), respectively, in investments with PMA Financial Network in Minnesota 4M Funds Holdings.

The Minnesota Municipal Money Market (4M) Fund is an external investment pool regulated by Minnesota Statutes that are not registered with the Securities Exchange Commission (SEC), but follow the regulatory rules of the SEC. The Commission's investment in these funds is measured at the value per share provided by the pool, which are based on an amortized cost method that approximates fair value. There are no restrictions or limitations on withdrawals from the 4M Fund.

Investments are subject to various risks, the following of which are considered the most significant:

Custodial Credit Risk – For investments, this is the risk that in the event of a failure of the counterparty to an investment transaction (typically a broker-dealer) the Commission would not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Commission does not have a formal investment policy addressing this risk, but typically limits its exposure by purchasing insured or registered investments, or by the control of who holds the securities.

Elm Creek Watershed Management Commission

Notes to Financial Statements (continued)
December 31, 2022

NOTE 2 – ASSETS, LIABILITIES AND NET POSITION (CONTINUED)

Investments (continued)

Credit Risk – This is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Minnesota Statutes limit the Commission's investments to direct obligations or obligations guaranteed by the United States or its agencies; shares of investment companies registered under the Federal Investment Company Act of 1940 that receive the highest credit rating, are rated in one of the two highest rating categories by a statistical rating agency, and all of the investments have a final maturity of 13 months or less; general obligations rated "A" or better; revenue obligations rated "AA" or better; general obligations of the Minnesota Housing Finance Agency rated "A" or better; bankers' acceptances of United States banks eligible for purchase by the Federal Reserve System; commercial paper issued by United States corporations or their Canadian subsidiaries, rated of the highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less; Guaranteed Investment Contracts guaranteed by a United States commercial bank, domestic branch of a foreign bank, or a United States insurance company, and with a credit quality in one of the top two highest categories; repurchase or reverse purchase agreements and securities lending agreements with financial institutions qualified as a "depository" by the government entity, with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000; that are a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York; or certain Minnesota securities broker-dealers. The Commission's investment policies do not further address credit risk.

Concentration Risk – This is the risk associated with investing a significant portion of the Commission's investment (considered 5 percent or more) in the securities of a single issuer, excluding U.S. guaranteed investments (such as treasuries), investment pools, and mutual funds. The Commission does not have an investment policy limiting the concentration of investments.

Interest Rate Risk – This is the risk of potential variability in the fair value of fixed rate investments resulting from changes in interest rates (the longer the period for which an interest rate is fixed, the greater the risk). The Commission does not have an investment policy limiting the duration of investments.

Guarantee Fee Deposits and Project Review Fees Escrow

The financial and administrative guarantee fee deposits and project review fees payable are received as guarantee that the mitigation will perform as required. Upon completion, and if the project meets the qualified plan requirements, these financial guarantees are refunded.

Elm Creek Watershed Management Commission

Notes to Financial Statements (continued)
December 31, 2022

NOTE 3 – FUND BALANCE CLASSIFICATION

In the fund financial statements, governmental funds report fund balance in classifications that disclose constraints for which amounts in those funds can be spent. The classifications are as follows:

- **Nonspendable** – Consists of amounts that are not in spendable form, such as prepaid items, inventory and other long-term assets.
- **Restricted** – Consists of amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by the state statutory provisions.
- **Committed** – Consists of internally imposed constraints that are established by resolution of the Board of Commissioners. Those committed amounts cannot be used for any other purpose unless the Board of Commissioners removes or changes the specified use by taking the same type of action it employed to previously commit those amounts.
- **Assigned** – Consists of internally imposed constraints consisting of amounts intended to be used by the Commission for specific purposes that do not meet the criteria to be classified as restricted or committed. In governmental funds, assigned amounts represent intended uses established by the governing body itself or by an official to which the governing body delegates the authority.
- **Unassigned** – The residual classification for the General Fund; amounts that are available for any purpose.

When both restricted and unrestricted resources are available for use, it is the Commission's policy to first use restricted resources, and then use unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the Commission's policy to use resources in the following order: 1) committed, 2) assigned, and 3) unassigned.

NOTE 4 – COMMITMENTS AND CONTRACTS

Restricted fund balance – capital improvement projects

For the year 2017, the Commission received \$80,255 from tax levies that is to be used for the Fox Creek Stream Bank Stabilization Phase Two Project. During 2022, the Commission received \$609 in revenue. As of December 31, 2022, the City of Rogers has yet to complete the project. The Commission will hold the remaining funds of \$80,207 (less administrative costs) until completion.

For the year 2018, the Commission received \$112,347 from tax levies that is to be used for the Fox Creek Phase Three Stabilization Project. During 2022, the Commission received \$32 in revenue. As of December 31, 2022, the City of Rogers has yet to complete the project. The Commission will hold the remaining funds of \$112,501 (less administrative costs) until completion.

Elm Creek Watershed Management Commission

Notes to Financial Statements (continued)
December 31, 2022

NOTE 4 – COMMITMENTS AND CONTRACTS (CONTINUED)

Restricted fund balance – capital improvement projects (continued)

For the year 2019, the Commission received \$74,932 from tax levies that is to be used for the Rush Creek Main Stem Stream Stabilization Phase Three Project. During 2022, the Commission received \$40 in revenue. The City of Maple Grove has cancelled the project and, the Commission has transferred the balance of funds of \$74,949 to the Restricted Closed Project Funds.

For the year 2019, the Commission received \$74,932 from tax levies that is to be used for the Downs Road Trail Rain Garden Project. During 2022, the Commission received \$40 in revenue. As of December 31, 2022 the City of Champlin has yet to complete the project. The Commission will hold the remaining funds of \$74,990 (less administrative costs) until completion.

For the year 2020, the Commission received \$26,547 from tax levies that is to be used for the Rush Creek Main Stem Phase Three Project. The City of Maple Grove has cancelled the project and, the Commission has transferred the balance of funds of \$26,444 to the Restricted Closed Project Funds.

For the year 2020, the Commission received \$28,116 from tax levies that is to be used for the Downtown Regional Stormwater Pond Project. As of December 31, 2022, the City of Corcoran has yet to complete the project. The Commission will hold the remaining funds of \$28,013 (less administrative costs) until completion.

For the year 2020, the Commission received \$159,283 from tax levies that is to be used for the Elm Creek Stream Restoration Phase Four Project. During 2022, the Commission has incurred expenditures of \$150,000. The City of Champlin has completed the project and the Commission has transferred the balance of funds of \$9,180 to the Restricted Closed Project Funds.

For the year 2021, the Commission received \$53,055 from tax levies that is to be used for the Livestock Exclusions, Buffers and Stabilization Project. During 2022, the Commission received \$99 in revenue. As of December 31, 2022, the Cities of Corcoran and Rogers have yet to complete the project. The Commission will hold the remaining funds of \$53,006 (less administrative costs) until completion.

For the year 2021, the Commission received \$53,055 from tax levies that is to be used for Agricultural Best Management Practices Projects. During 2022, the Commission received \$99 in revenue. As of December 31, 2022, the Commission has yet to complete the project. The Commission will hold the remaining funds of \$53,006 (less administrative costs) until completion.

For the year 2021, the Commission received \$31,531 from tax levies that is to be used for an enhanced street sweeper for the City of Plymouth. During 2022, the Commission received \$59 in revenue and incurred expenditures of \$29,715. As of December 31, 2022, the Commission has completed the project and transferred the balance of funds of \$1,727 to the Restricted Closed Project Funds.

Elm Creek Watershed Management Commission

Notes to Financial Statements (continued)
December 31, 2022

NOTE 4 – COMMITMENTS AND CONTRACTS (CONTINUED)

Restricted fund balance – capital improvement projects (continued)

For the year 2022, the Commission received \$132,867 from tax levies that is to be used for Elm Rd and Everest Ln Stream Restoration Project. During 2022, the Commission incurred expenditures of \$68,826. As of December 31, 2022, the City of Maple Grove has yet to complete the project. The Commission will hold the remaining funds of \$63,854 (less administrative costs) until completion.

For the year 2022, the Commission received \$159,437 from tax levies that is to be used for Elm Creek Restoration Phase V Hayden Lake Outfall Project.. As of December 31, 2022, the City of Champlin has yet to complete the project. The Commission will hold the remaining funds of \$159,251 (less administrative costs) until completion.

Restricted fund balance - closed project funds

At December 31, 2022 and 2021, the Commission retained unspent funds collected through tax levies that exceeded the project costs and administrative fees totaling \$174,334 and \$62,034, respectively. The use of those funds is restricted for other capital improvement projects.

Grants

Floodplain Modeling Project

During 2018, the Commissioner of Natural Resources awarded the Commission a cost reimbursement grant of up to \$92,773. The grant is for updates to the Special Flood Hazard Areas shown on the FEMA Floodplain maps that are located within the watershed.

In February of 2021, the Commission received an amendment increasing the grant amount to \$108,773. As of December 31, 2022, the Commission had received \$106,940 of the grant funds and incurred direct project costs of \$112,838. The Commission expects to incur more project costs but will not receive the remaining grant funds of \$1,833. The remaining costs will be funded by the Commission.

Watershed Based Funding Grants

During 2018, BWSR awarded \$134,486 to the Commission for streambank and shoreline restoration and protection on Elm Creek. Total project costs are expected to be \$584,486. The Commission is to provide \$150,000 via the 2020 levy and the City of Champlin is to provide \$300,000. As of December 31, 2022, the Commission has received \$134,486 of the grant and incurred \$67,243 of costs. The Commission held the remaining \$67,243 as unearned grant revenue as of December 31, 2022. The Commission expects to complete this project and expend the grant amount by June 30, 2022.

Elm Creek Watershed Management Commission

Notes to Financial Statements (continued)

December 31, 2022

NOTE 4 – COMMITMENTS AND CONTRACTS (CONTINUED)

Grants (Continued)

During 2021, BWSR awarded \$281,996 to the Commission for restoration projects at Elm Creek and Rush Creek in the Cities of Maple Grove and Champlin. Total project costs are expected to be \$1,802,996. The Commission is to provide \$200,000, and the Cities and other governments are to fund \$1,321,000. As of December 31, 2021, the Commission has received \$140,998 of the grant revenues and incurred \$31,693 of costs. As of December 31, 2022, The Commission held \$109,305 as unearned grant revenue. The grant expires December 31, 2023.

NOTE 5 – MEMBERS' ASSESSMENTS

Dues received from members were as follows:

	For Year Ended December 31					
	2022			2021		
	Amount	Percentage		Amount	Percentage	
Champlin	\$ 9,349	3.94	%	\$ 9,801	4.13	%
Corcoran	16,325	6.88		15,804	6.66	
Dayton	15,513	6.54		14,375	6.06	
Maple Grove	113,855	47.98		117,097	49.35	
Medina	18,406	7.75		18,687	7.87	
Plymouth	29,254	12.33		27,336	11.52	
Rogers	34,598	14.58		34,200	14.41	
Total	<u>\$ 237,300</u>	<u>100.00</u>	<u>%</u>	<u>\$ 237,300</u>	<u>100.00</u>	<u>%</u>

elm creek Watershed Management Commission

ADMINISTRATIVE OFFICE
3235 Fernbrook Lane
Plymouth, MN 55447
PH: 763.553.1144 | email: judie@jass.biz
www.elmcreekwatershed.org

TECHNICAL SUPPORT
Erik R. Megow | erik.megow@stantec.com
James Kujawa | surfacewaterolutions@outlook.com
Rebecca Carlson | rebecca@resilience-resources.com

STAFF REPORT

June 6, 2023

- a. **2017-050W Ernie Mayers Wetland/floodplain violation, Corcoran.** The City of Corcoran contacted the Commission in 2017 concerning drainage complaints on Mayers' property. Technical Evaluation Panels (TEPs) were held to assess the nature and extent of the violations and a restoration order was issued to Mayers. In 2018, an appeal of the restoration order was received by the Board of Water and Soil Resources. BWSR placed an order of abeyance (stay) on the appeal looking for a resolution between the LGU and Mayers. The parties came to an agreement to resolve the violation in 2021. The agreement was signed by BWSR, Corcoran and Mayers. Commission Staff have not been provided with a copy of the agreement and the agreement does not resolve the Commission's floodplain fill issue from the wetland work. Staff sent correspondence to that effect to Mayers on February 1, 2022, requesting an application and site plan. To date, no WCA or floodplain compliance actions have been taken by Mayers *or the City*. Once the Commission is informed by the LGU of how the violations will be resolved, Staff can follow up on the scope of any outstanding Elm Creek floodplain issues.
- b. **2021-025 Hackamore Road Reconstruction, Corcoran/Medina.** The two cities plan to reconstruct 1.3 miles of Hackamore Road from just west of CR 116 to CR 101. The project will add 4.4 acres of new impervious surface by widening the roadway and adding turn lanes, pedestrian facilities, and utility improvements. To meet the Commission's stormwater requirements, the project will largely rely on adjacent developments (existing and proposed) to incorporate BMPs to provide rate control, volume control, and water quality control. The project was approved at the December 2022 Commission meeting with the following recommendations: 1) Approval is contingent upon final application escrow fee balance determination. 2) A buffer strip plan with proper wetland buffer monumentation, and 3) Future Development 1 BMPs providing volume control to offset the remaining 4,180 cfs, and water quality to offset the interim increases of 1.0 lb/yr TP and 179.5 lbs/yr TSS to Wetland 1. Staff's findings dated December 27, 2022, were prepared to reflect these recommendations.
- c. **2021-029 TriCare Grocery, Maple Grove.** The project will construct a grocery store, retail, and associated parking on approximately 2.5 acres of the 62.7-acre TriCare parcel, located just north of CR 30 and southwest of I-94. The project was reviewed for Rules D and E. Staff issued a denial in 2016 when the regional stormwater BMP project was constructed. On November 10, 2021, the Commission approved this project contingent upon receipt of the escrow balance and the City reconstructing the basin to meet Commission rules and standards per Staff findings dated November 1, 2021.
- d. **2021-034 BAPS Temple, Medina.** This project includes construction of a Hindu Temple, dining hall, gymnasium, parking lot and a permanent residency for the temple's priest on a 19.7-acre parcel at 1400 Hamel Road. The parcel currently serves as a farmstead with a farmhouse and

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

barns. The project was reviewed for Rules D, E, G, and I and approved at the October 2021 meeting contingent on three conditions outlined in Staff's findings dated October 4, 2021: (1) receipt of the escrow balance, (2) an operation and maintenance agreement with the City, and (3) a geotechnical report provided to the Commission. An update from the applicant's engineer on July 21, 2022, stated, "The client is holding on[to] construction documents temporarily; once they give us the go-ahead we will work to finalize the items below, likely by this fall [2022]." On November 3, 2022, Dusty Finke informed the Commission that the applicant has amended the site layout a bit and anticipates construction in 2023.

e. 2021-044 Balsam II Apartments, Dayton. The Commission approved this project in January 2022. The final infiltration testing of the stormwater basin and receipt of the escrow balance are the only conditions outstanding from Staff's findings dated December 22, 2021. As of November 2, 2022, the City and the Commission are awaiting the test results so that the outstanding escrow balance can be invoiced, and this project can be closed. The applicant informed the City they will provide the test results when completed in summer 2023.

f. 2021-050 Evanswood, Maple Grove. This proposed development will construct 227 single-family and 138 townhomes in the northwest corner of the City, disturbing 108.5-acres, and creating 45.8-acres of impervious surfaces, 41.4-acres of which is net, new impervious surfaces. The project was reviewed for Rules D, E, F, G, and I. Staff's March 2, 2022, findings were approved at the March meeting with five conditions. Two conditions remain outstanding: (1) receipt of the final escrow balance, and (2) receipt of a Stormwater Maintenance Agreement acceptable to the City and the Commission. The City is working on the agreement.

g. 2021-052 Norbella Senior Living, Rogers. This project will construct a 40-unit senior living facility on South Diamond Lake Road. The proposed disturbance is 2.4-acres with net, new impervious surfaces of 1.4- acres. The project was reviewed for Rules D and E. Staff findings dated February 14, 2022, were approved by the Commission at their March 9, 2022, meeting with three conditions: (1) final escrow balance being reconciled, (2) a stormwater maintenance agreement being put in place between the owner and the city with terms acceptable to the Commission, and (3) a detail being added to the construction drawings showing the inspection ports being installed along the isolator row of the underground filtration system. On January 25, 2023, Andrew Simmons reported that this project has not yet proceeded.

h. 2022-002 Summerwell Townhomes, Maple Grove. This project is for construction of a 26-acre site into a residential townhome community. It will create 13-acres of impervious, all of which is net, new impervious. The project triggers Rules D, E, G, and I and was approved at the Commission's June meeting with three conditions: (1) determination of escrow fee balance; (2) receipt of an O&M Plan approved by the City, and (3) provision of a wetland monitoring plan with four conditions. These conditions are found in Staff findings dated June 2, 2022. The monitoring plan was received on November 3, 2022. This project will be removed from the report upon receipt of the escrow balance.

i. 2022-003 Fox Briar Ridge East, Maple Grove. The proposed project is for construction of eight townhomes and one single family home with associated sidewalks, roads, and stormwater infrastruc-

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

ture. The project will create 1.81-acres of impervious, 1.68-acres of which is net, new impervious. The project triggers Rules D and E. This project received approval at the Commission's April meeting with two conditions as cited in Staff findings dated April 4, 2022: final escrow determination and provision of a stormwater maintenance agreement acceptable to the City and the Commission within 90 days after the plat is recorded for all stormwater BMPs on the site that will not be operated and maintained by the City. This project will be removed from the report upon receipt of the escrow balance.

j. 2022-006 Hamel Townhomes, Medina. The proposed project would construct 30 townhomes with associated sidewalks, roads, and stormwater infrastructure. The project will create 1.76-acres of impervious, 1.54-acres of which is net, new impervious, and triggers Rules D and E. In their findings dated August 2, 2022, Staff recommended approval with two conditions: receipt of an Operations and Maintenance Agreement acceptable to the City and final escrow determination. The project was approved at the Commission's August meeting. The project is currently on hold and Staff are working with the engineer and owner regarding the escrow.

k. 2022-008 Bechtold Farms, Corcoran. This is two parcels that total 117.6 acres proposed to be sub-divided into 12 large, single-family lots. The project will create 6.3-acres impervious areas, 4.5-acres which are net, new impervious. The project triggered Rules D, E, F, G, and I. The vegetation management plan for the wetland buffers and preservation areas was approved by Commission staff on May 3, 2022. The City is working on the conservation easements and O & M agreements. Staff provided the Commission's livestock guidelines to the applicant and the City. Staff's April 13, 2022 (updated) recommendations were approved at the Commission's April 13, 2022, meeting. All the contingencies have been accomplished and the escrow balance will be refunded.

l. 2022-009 Dunkirk Lane Development, Plymouth. This project is located in the southwest quadrant of the intersection of Dunkirk Lane and 59th Avenue. The proposed development includes construction of 21 single-family home units and associated streets, utilities, and stormwater management basin. The Commission review covered Rules D and E and the project received approval at the April meeting with three contingencies outlined in Staff findings dated April 4, 2022. *The only outstanding condition is the final escrow determination.*

m. 2022-011 Arrowhead Drive Turn Lane Expansion, Medina. This project consists of a linear project for the City of Medina and a private site expansion for Open Systems International (OSI). The City will be constructing a stormwater BMP on the OSI site to accommodate for rates and water quality from two projects: (1) Arrowhead Drive Turn Lane Expansion and the future (2) Open Systems International, Inc. (OSI) Expansion. The projects are being reviewed as a planned development being treated by the proposed basin. Updated plans were received April 1 and April 14, 2022. This project received approval at the Commission's May Meeting pending three conditions found in Staff findings dated May 2, 2022: (1) final escrow determination, (2) payment of the additional floodplain alteration review fee, and (3) plans for the OSI, Inc. parking expansion being developed. A Commission application for Rule E will be necessary, assuming the stormwater management is consistent with this approval. An erosion control and grading plan for the OSI site should include no more than 1.56 acres of impervious surface and all impervious surfaces shall be directed to the proposed stormwater BMP.

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

n. **2022-012 Graco Building 2, Dayton.** Graco purchased this property that was the Liberty Industrial Center, approved by the Commission under project 2015-011. Graco is proposing to replat this site and construct a 515,400 SF distribution center. Additionally, mass grading on the remaining portion of Outlot H, and Outlots A and B will occur to accommodate two future buildings, regional ponding, and the construction of French Lake Road West. In total, 74 acres will be graded. The Commission's review covers Rules D and E on the 74-acre site. The site plan proposes to encroach into an existing conservation and preservation easement approved by the Commission for project 2015-011. At the July 2022 meeting the Commission reviewed this project and approved site plans for the area west of French Lake Road, contingent upon Staff recommendations found in their findings dated July 6, 2022: (1) final wetland buffer monumentation meeting Commission requirements, (2) an operations and maintenance agreement approved by the City that implements conditions that bind current and future owners of the project shall be recorded on this property and (3) the escrow balance reconciliation. The areas east of French Lake Road were tabled at that meeting.

Revised plans for the West French Lake Road project area were submitted on November 23, 2022, January 6, 2023, and February 17, 2023. At the March 2023 meeting, the Commission approved the updated plans for West French Lake Road for erosion and sediment controls, buffers, and the conservation easement. The only outstanding item is the escrow balance.

o. **2022-013 Dayton Industrial Site, Dayton.** This project is a 25.04-acre site located on the north side of CR 81 between Brockton Lane and Dayton Parkway. The applicant is proposing to construct a 334,750 SF industrial building with associated parking for passenger vehicles and tractor trailers. Construction of an extension of Troy Lane Extension from its current cul-de-sac terminus continuing eastward to a future intersection with West French Lake Road is also planned, but will be permitted separately by the City. The proposed project will create 17 acres of new impervious, disturbing 30 acres. The area of the two existing parcels is 25.04 with 0.44 acres of existing impervious. Staff received the signed application March 21, 2022. Staff completed an initial review and requested additional documents from the applicant, which were received March 29, 2022. At their May 11, 2022 meeting the Commission approved this project with eight conditions per Staff's findings dated May 2, 2022.

p. **2022-016 Rogers Activity Center.** Redevelopment and additions to the Rogers Municipal Complex are proposed at 14160 James Road. The project includes site clearing, demolition of the existing asphalt pavement, and grading for a future turf and ice rink facility. The Commission review covered Rules D, E, G and I. At their May 11, 2022 meeting the Commission approved Staff's findings dated May 2, 2022, with five conditions.

q. **2022-017 City Center Drive, Corcoran.** This site is approximately 30-acres, adjacent to and east of CR 116. The City is proposing to provide infrastructure and a regional stormwater system for the ultimate development of this area. This plan proposes to grade and construct City Center Drive, 79th Place, CR 116 turn Lanes, the proposed St. Therese Senior housing facility and a linear city park and trail along CR 116. At the June meeting the Commission approved this project with four conditions 1) Wetland impacts and replacement plans must be approved by the LGU. 2) Final erosion and sediment control plans must be submitted that meet the Commissions requirements. 3) Post construction drawdown rates of >3" per hour must be verified on the filter bench to the NE regional

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

pond and 4) Final escrow balance determination, as cited in Staff findings dated May 31, 2022. Items 3 and 4 are the only remaining items.

r. 2022-018 Big Woods, Rogers. This site is approximately 72.1 acres, with 61.0 acres being disturbed. The project will create 207 residential lots and include 23.6 acres of impervious surface after development. The Commission review covers Rules D, E, and I. Per Staff findings dated June 1, 2022, the Commission approved this project at the June meeting conditioned on: (1) reconciliation of the escrow fee balance; (2) receipt of a wetland alteration plan approved by the WCA LGU [the City]; and (3) approval of an operations and maintenance plan approved by the City.

s. 2022-019 Grass Lake Preserve, Dayton. This is two parcels totaling 38.45 acres, located east of Brockton Road (CR 13) approximately halfway between North and South Diamond Lake Roads. The applicant is proposing 120 twin homes and 6 single family detached homes with corresponding utilities, and streets. Based on Staff findings dated June 2, 2022, the Commission approved this project at their June 2022 meeting with the following conditions. (1) reconciliation of the escrow fee balance; (2) final SWPPP plan submittal prior to grading; (3) receipt of a wetland alteration plan approved by the WCA LGU [the City] and MNDNR [if applicable]; (4) additional sump manholes at CBMHs 205 and 210; and (5) City approval of a long-term operation and maintenance plan on the stormwater facilities. Items 2, 4 and 5 are adequate. The WCA wetland replacement plan was approved in November by the LGU. The balance of the escrow will be refunded.

t. 2022-020 Skye Meadows Extension, Rogers. This is a development on a 45.3-acre parcel which will disturb 44.1 acres and result in 14.1 acres of impervious surface. The impervious surface includes 129 lots and associated streets. The Commission review covered Rules D, E, G, and I. The project was approved at the Commission's June meeting with the three conditions cited in Staff's findings dated June 1, 2022: (1) final escrow balance reconciliation; (2) approved wetland mitigation plan for the proposed disturbance of Wetlands A and B; and (3) an operation and maintenance plan approved by the City. On January 25, 2023, Andrew Simmons reported that the project includes a road vacation that likely will not be approved. The applicant may need to come back for a re-review.

u. 2022-022 Cook Lake Highlands, Corcoran/Maple Grove. This is a 53.58-acre development comprised of four existing parcels in both cities. The western parcel in Corcoran totaling 27.3 acres is under consideration for this review. The adjacent Cook Lake Edgewater, 2021-031 was approved in October 2021. The site is located along the north side of CR 10 (Bass Lake Road) just west of the CR 101 crossing and southwest of Cook Lake. The applicant is proposing to create a detached residential rental community with 59 units creating 10.4 acres of new impervious areas in Maple Grove, and 8.1 acres of new impervious in Corcoran (a total of 18.5 acres). The applicant reports incorporation of some impervious that is planned for the future acres of new impervious areas in Maple Grove, 8.1 acres of new impervious in Corcoran (totaling 18.5 acres) as well as for the future expansion of CR 10. This phase of the project will disturb 18.6 acres. A stormwater pond with bio-filtration bench and a smaller filtration basin are proposed for the Corcoran portion of the site. At the June meeting the Commission granted approval of the six conditions cited in Staff findings dated June 1, 2022.

v. 2022-026 Rogers Archway Building, Rogers. The project site is located between 129th Avenue North and Territorial Road, west of Main Street and east of Elm Parkway. The applicant reconfigured their construction activities in order to maintain the volume of the existing pond, thereby not triggering Commission rules. Upon receipt of as-built plans confirming the reconfiguration, this project will be closed out and the surplus escrow returned to the applicant. On January 26, 2023, Andrew Simmons reported that construction has not yet commenced.

w. 2022-028 Elsie Stephens Park, Dayton. This is existing park property (~20 acres) located about a mile north of the junction of County Roads 144 (N. Diamond Lake Road) and 12 (Dayton River Road). The project proposes to construct two entrance roads off CR 12, 1,300 feet of park roadways with a parking area and loop road, and a trail system to connect existing and future trails. Site revisions received July 5, 2022, were reviewed by the Commission at their July 2022 meeting. Staff recommended approval in their findings dated July 6, 2022, contingent upon: 1) pre- and post-construction soil analysis on each infiltration basin to determine that infiltration rates meet or exceed design assumptions; 2) erosion and sediment control meeting the Commission's requirements and approved by Staff; and 3) escrow fee reconciliation. No new information has been received.

x. 2022-029 Hayden Hills Park, Dayton. This is an existing 6.5-acre vacant park property located in the Hayden Hills Development about one-half mile south of Dayton City Hall near Deerwood Lane at 132nd Avenue. The City proposes to grade and construct a baseball field, open play areas, ice skating area, a basketball court, pickleball court, playground, putting green, and connection trails into the existing trail system. The site's stormwater (Rule D) was designed into the Hayden Hills development approved by the Commission under project 2018-008. Staff reviewed this plan for Rule E only. Site plans conformed to Rule E and were administratively approved in Staff findings dated May 27, 2022. The escrow balance will be invoiced and this item removed from the report when it is received.

y. 2022-030 Garages Too, Corcoran. The project proposes building and site improvements for a self-storage facility just north of Highway 55 near Rolling Hills Road. The site is within the physical boundary of the Pioneer-Sarah Creek watershed, but is in Corcoran, which is within the legal boundary of the Elm Creek watershed. In August the Commission approved Staff findings dated August 2, 2022, contingent upon (1) an O&M agreement, recorded on this property and approved by the City, that implements conditions binding current and future owners of the project, (2) wetland impacts/exemption request must meet the LGU (Corcoran) requirements; and (3) the escrow balance being reconciled. All items have been resolved except for the final escrow accounting.

z. 2022-031 Corcoran II Substation. The project site is located on 2.87 acres in the northeast intersection of Larkin Road and CR 116. It is a 38.91-acre parcel that is proposed to be subdivided into one lot and two outlots. Block 1, Lot 1 will be the parcel where Wright Hennepin Cooperative Electric Association will place their substation. The remaining areas will be utilized for future development and for ROW along CR 116. The Commission approved Staff's July 5, 2022, recommendations with three conditions. 1) a stormwater operation and maintenance agreement acceptable to the City and the Commission must be recorded by the landowner on this property; 2) the 48-hour drawdown (4,704 CF) on the stormwater basin must be verified post-construction; and 3) escrow fee reconcilia-

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

tion. No new information has been received.

aa. 2022-033 Pet Suites, Maple Grove. The project site is located on a vacant lot just north of the CR 30 and Upland Lane N intersection. The proposed project will include the construction of a building and parking lot along with necessary utilities and stormwater management for a canine care facility. The project triggers Rules D and E. This project was approved at the Commission's September meeting with two conditions: 1) receipt of final application escrow fee balance and 2) an O&M plan approved by the City. This project has been withdrawn and will be removed from the report upon receipt of the escrow balance.

ab. 2022-035 Rush Hollow, Maple Grove. The project is located on 161.5 acres and will result in 49.01 acres of impervious surface. The project triggers Rules D, E and I. The Commission approved Staff findings dated November 1, 2022, at the November meeting with the following conditions: 1) final application escrow fee balance. Additional payment or refund of the fees will be determined when all conditions for approval are met, 2) an operation and maintenance plan that is approved by the City.

ac. 2022-038 Tavera (North Phase), Corcoran. Lennar Homes is proposing to develop this site into a 244-unit housing development, with 110 single family detached lots and 134 attached townhouse units. It is the second phase of the overall larger 548-unit Tavera housing development. The total site area is 272 acres. Phase 2 will encompass approximately 175 acres, disturb 110 acres, and create 38.6 acres of new impervious area. The Commission approved the project at their August 2022 meeting contingent upon meeting the conditions cited in Staff's August 3, 2022, findings: (1) operation and maintenance plans and agreement being provided to the Commission for their review and approval. These plans must include the irrigation system. (2) irrigation system pump and augmentation information being provided and approved by Staff and (3) the escrow balance being reconciled. No new information has been received.

ad. 2022-040 Karineimi Meadows, Corcoran. This is a 125-acre parcel in the southeast quadrant of the CR 10 and 19 intersection proposed to be subdivided into 10 large single family residential lots. The project will consist of constructing Chaparral Lane south of CR 10 with its associated drainage and stormwater basins into the site. Lot grading improvements will be customized and occur at the time the homes are built. Staff provided preliminary comments to the applicant on August 17. The applicant extended the 15.99 deadline to February 8, 2023. Revised information and a recommendation for approval was provided to the Commission at their December 2022 meeting. The Commission approved this project contingent upon the following: 1) Ponds 3 and 4 filter volume drawdown rates must be designed for a 1.0"/hour drawdown rate, or if the existing rate of 1.8"/hour is used, the 48-hour drawdown must be field-verified after construction; 2) An approved and recorded operation and maintenance agreement for the stormwater ponds must be recorded on the property; 3) the escrow balance must be reconciled; and 4) the Commission recommends the City of Corcoran follow their recommended livestock management policy. Staff provided the City and applicant with the livestock management policy. *Construction is to begin this spring/summer (2023) Item 1 will be verified by the applicant after construction.*

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

ae. 2022-042 Walcott Glen, Corcoran. This is a 40-acre parcel located in the northwest quadrant of the intersection of Hackamore Road and CR 101 (Brockton Lane). The site will be developed into a residential area with 10.8 acres of new impervious area including homes, driveways, roads, and sidewalks, as well as a playground area. Staff's findings dated October 5, 2022, were reviewed and approved at the October meeting conditioned upon 1) The escrow balance being rectified to the satisfaction of the Commission Administrator; 2) Notice of wetland replacement plan approval being provided to the Commission. Prior to grading the wetland, a replacement plan must be approved by the LGU; 3) The applicant entering into a stormwater maintenance agreement with the City. The City's template stormwater maintenance agreement satisfies the requirements of the Commission; and 4) the City must approve the final emergency overflow design for wetland H4. Final design must be reviewed and approved by Commission staff. Revisions to the plan were received December 15, 2022. Staff approved the changes to the plan after determining them to be consistent with the Commission's requirements and intent from their October, 2022, approval. All items have been resolved except the final accounting for the escrow balance.

af. 2022-043 Meander Park and Boardwalk, Medina. This project is a proposed commercial planned unit development located on the north side of Highway 55, 900 feet east of Arrowhead Drive on Lake Medina. Wetland surrounds the 18-acre site on the west and south, leaving approximately 7 acres of developable land. The project will disturb 6.3 acres of the site, resulting in a 4.0 acre increase in impervious surface. The project triggers Rules D, E, F, G and I. In their November 2, 2022, findings Staff recommended approval contingent upon 1) final escrow fee reconciliation; 2) an operation and maintenance plan that is approved by the City, 3) addition of Emergency Overflows (EOFs) to the grading plan for basins East Filtration and the North Retention Basin. The low floor elevations must be at least one foot above the (EOF) for the stormwater pond. Secondary outlet devices potentially modeled as EOFs are reported as 987.27 for the North Retention Basin and 993.0, the elevation of the roadway, for the East Filtration Basin, 4) jurisdictional determination for LGU WCA replacement or exemption is necessary. LGU and WCA approval is required prior to any wetland impacts if required by LGU, and 5) addition of approved wetland monument signs to the plan set. These conditions were approved at the November 9, 2022, meeting.

ag. 2022-044 Trail Haven Road Bridge L9384 Replacement, Corcoran. This is on the North Fork of Rush Creek at Trail Haven Road approximately 1/2 mile south of CR 117. Corcoran is proposing to replace the existing 52' long 90" x 139" CMP arch culvert with 10' wide by 6' high concrete box culvert on Trail Haven Road. The Commission approved findings dated October 12, 2022, contingent upon, 1) The escrow balance must be rectified to the satisfaction of the Commission Administrator. 2) Provide the following for documentation, a) Current photographs of the existing channel to approximately 250 feet downstream of the proposed culvert invert, b) Detail of the proposed riprap design below the culvert, c) Provide MN DNR and WCA permits to Commission technical staff and d) General concurrence to assist private landowners downstream of this project if streambank erosion occurs as a result of this culvert replacement project. Updated information received January 31, 2023, meets the conditions for approval on this project. Reconciliation of the escrow balance is the only open item.

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

ah. 2022-045 Corcoran Water Treatment Plant, Corcoran. This is a 3.25-acre parcel on the east side of CR 116, one-half mile north of CR 30. The project will consist of access off CR 116, the Water Treatment Plant, a municipal well, and a wet detention stormwater pond with a bioretention bench for stormwater management, rate control and water quality. Initial review and comments were provided to the City and their consultant on October 23. Revisions were received November 4. Updated findings and recommendation were reviewed and approved by the Commission at their December 2022 meeting. The only outstanding item is reconciliation of the escrow fee balance.

ai. 2022-046 CSAH 12 Culvert and Guardrail Replacement and Ravine Stabilization, Dayton. The project area runs along the CSAH 12 ROW from 2500' northwest of Lawndale Lane and continues approximately 3.1 miles southwest to near Pioneer Parkway. The project will consist of mill and overlay work on an existing section of CR12. Construction plans show the removal of 9-11" of bituminous pavement and 12" of aggregate base and replacing it with recycled or new materials. Additionally, six sections of this corridor have failing slopes that threaten the road embankment. Culverts will be replaced where needed and six (6) gully areas will be stabilized between the road and the Mississippi River. Project review findings with two recommendations dated November 1, 2022, were approved at the November meeting: 1) final application escrow fee balance and 2) Jurisdictional determination for LGU WCA replacement or exemption is necessary. LGU and WCA approval is required prior to any wetland impacts if required by the LGU. *Item 2 has been received and verified. The only remaining item is the escrow balance.*

aj. 2022-047 Suite Living of Maple Grove. This project is the development of a parcel within the Market of Rush Creek development which was previously approved. The development includes a senior living facility with a new building and associated parking. Previous approvals covered wetland buffers and stormwater management. The current project will be reviewed for Rule E. The application was received December 6, 2022, and administratively approved on January 4, 2023. A findings of fact memo for the project dated January 4, 2023, was included in the January meeting packet. The escrow fee balance will be reconciled and invoiced/refunded accordingly and this item removed from the report.

ak. 2022-048 Hassan Elementary 2023 Pavement Renovation, Rogers. This is a redevelopment project at Hassan Elementary School to increase parking and hardcover to help the flow of buses and cars during pick-up and drop-off. The project will disturb approximately 5.7 acres of the 24-acre site and increase impervious surface by 0.997 acres. The project triggers Commission Rules D and E. Staff reviewed the initial submittals and sent comments to the applicant. The applicant and their engineer are working on updates to satisfy City and Commission comments. Staff's review and findings dated February 1, 2023, were approved at the February meeting with three standard conditions. *Only the escrow reconciliation remains outstanding.*

al. 2022-049 Connexus Energy Subdivision, Dayton. This is an existing 1.8-acre lot located on the north side of 117th Avenue North between Fernbrook Lane and East French Lake Road. The applicant is proposing to construct an energy substation adding 0.73 acres of impervious area, disturbing the entire parcel plus ROW. The current land use is row crops in C soils. A complete project application was re-

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

ceived December 12, 2022. In findings dated December 29, 2022, Staff is recommending approval with the following conditions: (1) payment of all review fees. Additional payment may be required if the review cost exceeds escrow payment(s) submitted by the applicant; (2) applicant must meet all City Requirements; (3) applicant must provide signed agreement from adjacent landowner and the City for any off-site grading and direction of flow to the west; and (4) an operation and maintenance agreement for the stormwater facilities that implement those conditions that bind current and future owners of the project shall be recorded on this property.

am. 2023-01 Chankahda Trail Reconstruction Phase 2, Plymouth. Hennepin County and the City of Plymouth are proposing to reconstruct approximately four miles of Chankahda Trail over the next few years. Phase 2 of the reconstruction extends from approximately 300 feet east of Peony Lane/Maple Grove Parkway to roughly 100 feet east of Vicksburg Lane. This project triggers Commission Rules D, E and F. This project was approved with two conditions at the Commission's April meeting: 1) final application escrow fee balance and 2) receipt of an updated compensatory storage plan that is separated from groundwater and hydraulically connected to the floodplain.

an. 2023-02 Lynde Greenhouse Fire Damage Repair, Maple Grove. The project proposes to rebuild a greenhouse building lost to a fire in 2022. The project is located south of 93rd Avenue North, along Pineview Lane. The property is approximately 10.3 acres and this project will disturb approximately 1.6 acres, triggering Commission Rules D and E. Staff have reviewed the initial application materials and sent the applicant comments for their stormwater management. As they address the stormwater management issues, Staff, along with the City of Maple Grove, have given approval to commence grading and erosion control activities at their own risk. Staff's findings dated March 1, 2023, were approved at the March meeting contingent upon an O&M plan that is approved by the City and the escrow fee balance reconciliation.

ao. 2023-003 Cemstone Supply Facility, Dayton. The project site is 5.6 acres located east of Holly Lane on Territorial Road. There are currently two commercial buildings with associated parking/access. This project proposes to demolish the northerly building (20,385 SF) and remove all pavement areas. It will preserve the southerly storage building (11,263 SF) and construct a new 38,000 SF office warehouse building with its associated parking and drive areas. *Staff findings dated April 19, 2023, were approved by the Commission at their May 2023 meeting contingent upon 1) final escrow balance reconciliation; 2) LGU verification of wetland determination; and 3) City approval of the O & M agreement*

ap. 2023-004 Medina Industrial Site Development, Medina. This proposed industrial development is located on an undeveloped property currently being used for agricultural purposes. The project will disturb 23.8 acres of the 26.7-acre site and result in 17.3 acres of net, new impervious surfaces. The project requires review under Commission Rules D, E and G. *Staff's May 1, 2023 findings with four conditions were approved at the Commission's May 10 meeting: (1) escrow fee balance reconciliation; (2) receipt of an operation and maintenance plan approved by the City; (3) receipt of an irrigation layout and pump plan once a design-build contractor has been selected for the project; and (4) grading details showing how the pond, maintenance road and as-*

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

sociated parking and retaining walls (Sheet C-502) work with the proposed grades at the northwest corner of the proposed stormwater pond.

aq. 2023-005 MTL Troy Lane Addition, Dayton. This is a 41.6-acre parcel located west of French Lake Road and north of CR 81 on Troy Lane that is proposed to be developed into two lots. The east lot will be a waste transfer station with an office/maintenance building. The west lot will be a maintenance building with a warehouse. Both properties will have associated parking areas and outdoor storage. *Staff findings dated April 20, 2023, were approved at the May meeting contingent upon: 1) Final escrow balance reconciliation and 2) City approval of the O&M agreement*

ar. 2023-006 Sota Shine, Maple Grove. This is a 1.51-acre site located southeast of the intersection of Bass Lake Road and Troy Lane. This project is part of the greater HY-VEE development, where regional stormwater is provided for the development of this site. The project only triggers the Commission's erosion control requirements. This project was reviewed by Staff and given administrative approval with no conditions. A findings of fact memo dated April 10, 2023 was included in the May meeting packet for information. *The escrow balance is being reconciled.*

as. 2023-007 Lakeview Knoll's Site Pickleball Courts, Maple Grove. This is a 4.0-acre site located in the southeast corner of Lakeview Knolls Park. The project will expand the existing hard court facilities to increase the available pickleball courts at the park. The project also involves expanding an existing parking area and adding a park building. The project triggers Commission Rules D and E. *Staff's April 20, 2023 findings were approved at the May meeting with the standard condition that the approval is contingent upon payment of all review fees.*

at. 2023-008 Rush Creek Boulevard Interchange, Maple Grove. The City of Maple Grove is proposing to extend Trunk Highway 610 from east of TH 94 to CSAH 30. The project will consist of the construction of a new interchange at TH 94, south of the existing TH 610 interchange with TH 94 and includes improvements and realignment of Lawndale Lane. The project area is roughly 89 acres and will include approximately 20 acres of new impervious surface, triggering Rules D and E. *This item has been reviewed and a findings of fact memo dated June 2, 2023 is included in the June meeting packet.*

au. 2023-009 Magnifi Financials, Maple Grove. This project consists of the construction of a building with split-use between a coffee shop and bank with associated 5173

parking and utilities. The project will disturb 2.15 acres and result in a decrease in hardcover for the lot. The project triggers the Commission's Rules D and E. This item has been reviewed and a findings of fact memo dated June 2, 2023 is included in the June meeting packet.

av. 2023-010 New Fire Station, Rogers. The City of Rogers is planning to construct a new fire station facility, Fire Station 2, located at 141st Avenue N. The proposed site includes a new building, parking lots, sidewalks, an access road tying into Northdale Boulevard, and driveways. The project triggers Commission Rules D and E. *This item has received initial review and comments were sent to the applicant on May 23, 2023.*

aw. 2023-011 Sundance Greens 9th Addition, Dayton. Sundance Development, LLC submitted an application for review of this project. *The submittal was received by the Commission on May 30, 2023.*

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

Staff is still reviewing to determine if this is a complete submittal. The project disturbs 10.6 acres increasing impervious by 2.8 acres for single-family homes. The project relies on existing stormwater approved for previous Sundance Greens Additions and is only an erosion control review request. Provided it's a complete application and meets Commission requirements, Staff will likely give a Staff-level approval for grading the week of the Commission meeting and provide an update in the July staff report.

ax. 2023-012 Hope Community Mixed-Use EAW, Corcoran. *The City of Corcoran submitted a draft EAW worksheet prepared by Stantec dated May 2023 for review of this project. Hope Community Church proposes phased construction of a mixed-use development spanning approximately 44.5 acres at the northwest corner of CRs 30 and 116. The proposed plan reflects 738 housing units (primarily within multifamily buildings) and up to 110,300 SF of commercial, retail, and medical office space. Approximately 43 acres (total Project Area minus trees that would be preserved) would be disturbed during the construction of the project and 17.3 acres of impervious surface would be added to the project area, based on the current site plan. Review is in progress by Staff.*

ay. 2023-013 River Valley Church, Maple Grove. *This project consists of the construction of a single building, bituminous parking lot, stormwater basin, and other associated site improvements on an undeveloped lot located at the southwest corner of Arbor Ridge Parkway and 101st Avenue North. The project triggers the Commission Rules D and E. This item has received initial review and comments were sent to the applicant on June 5, 2023.*

FINAL RECORDINGS OR OTHER DOCUMENTATION/FOLLOW-UP ARE DUE ON THE FOLLOWING PROJECTS:

ca. 2014-015 Rogers Drive Extension, Rogers. This project involves improvements along Rogers Drive from Vevea Lane to Brockton Lane. Site plans received July 1, 2014, met the requirements of the Commission with the exception of the nutrient control. The Commission approved the site plan contingent upon the City deferring 4.6 lbs. of phosphorus for treatment in future ponding opportunities as the easterly corridor of Rogers Drive develops. 2.3 lbs. will be accounted for in the Kinghorn Spec. Building site plan, with 2.3 lbs. still outstanding. This item will remain on the report until the total deferral is accounted for.

cb. 2015-030 Kiddiegarten Child Care Center, Maple Grove. Approved December 9, 2015. If the City does not take over the operation and maintenance of the underground system and the sump catch basins, an O&M agreement for the underground trench/pond system must be approved by the Commission and the City and recorded with the title. On February 5, 2019, Derek Asche contacted the owner requesting a copy of the recorded maintenance agreement. On October 21, 2022, Asche reported there is no update for this project.

cc. 2016-005W Ravinia Wetland Replacement Plan, Corcoran. In December 2016, the Commission approved Staff's recommendations on this wetland replacement plan. Barr Engineering is providing monitoring to ensure the replacement meets the performance standards of the approved plans. Annual reports were submitted to the US Army Corps of Engineers (USACE) in February 2019, February 2020, and March 2021. As of March 2021, wetlands and buffers are looking good but will need continued vegetation management in 2021 to get rid of invasive species (mostly cattail). Hydrology is good in both the restoration and creation areas. Cattail and Reed canary grass reemerged during the 2021 growing season and will likely need another year of aggressive maintenance in 2022. The 2021 monitoring report will be submitted to the USACE in March 2022 with recommendations for maintenance.

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

cd. 2017-014 Laurel Creek, Rogers. In June 2017, the Commission approved this project with four conditions. All contingency items have been provided with the exception of the O&M agreement which is being negotiated as to whether the City or the HOA will be responsible for the operation and maintenance of the stormwater management facility. On August 31, 2017, Andrew Simmons responded that the O&M agreement is still being negotiated.

ce. 2018-046 Graco Expansion, Rogers. This project is the expansion of an existing building. The site is located in an area that has regional ponding provided for rate control purposes, but needs to account for water quality and abstraction requirements on-site prior to discharging offsite as part of the improvements. The Commission granted conditional approval at their October 2018 meeting. Conditions of approval were to (1) submit a SWPPP plan meeting requirements, (2) clarify maintenance responsibilities for the iron enhanced sand filter, and (3) a letter from the City of Rogers stating their intentions to provide the water quality deficit in an upcoming project. Staff confirmed several minor plan revisions remain in conformance with the original approval. This item will remain on the Staff report until such time as the water quality deficit has been made up.

cf. 2020-009 Stetler Barn, Medina. This site disturbs approximately 3.5 acres and must meet Commission Rules D, E, and I. Because of the limited available space for pasture, paddocks and land application of manure, understanding how these components will be managed was also an important part of the review. A complete plan was received on April 22, 2020. At their May 13, 2020, meeting the Commission approved this project contingent upon: 1) the land-owner continuing to work with the U of M Extension Office and Hennepin County Rural Conservationist to finalize composting, pasture and paddock management plans and 2) a long-term pond/basin operation and maintenance plan and agreement with the City of Medina being approved by the City and the Commission. The agreement must be recorded on the land title with a copy of the recorded agreement provided to the Commission.

cg. 2020-017 Meadow View Townhomes, Medina. This is a 22-acre site located south of Meander Road and north of Highway 55. Lennar Homes is proposing to build 125 townhomes with their necessary infrastructure on this site. A complete application was received May 29, 2020. The plans call for 7.64 acres of new impervious areas. The Commission's review was for conformance to Rules D, E, F, G, and I. At their October meeting, the Commission approved Staff's finding dated September 30, 2020, contingent upon (1) The mean (average) depth on the west wet detention pond must be 4.0' or deeper; (2) Buffer strip monumentation and vegetation maintenance plans must conform to the Commission's requirements; (3) An operation and maintenance agreement of the stormwater ponds and irrigation system must be approved by the City and the Commission. The agreement must be recorded on the property title with a copy of the recorded document provided to the Commission; and (4) Erosion and sediment controls must conform to Commission requirements. Since the approval, the City of Medina has requested the applicant provide abstraction by irrigation only, thus eliminating one filter basin. Staff reviewed the changes and found the updates to be compliant with the Commission's original approvals for stormwater management and administratively approved the plans contingent upon item (3) above and added the condition that design information on the irrigation pump and augmentation water source must be provided within six months of this approval. On November 2, 2021, Dusty Finke provided the Commission with a copy of the recorded O&M agreement.

ch. 2020-032 Enclave Rogers – Commerce Boulevard., Rogers. This project would create an apartment complex on a 3.3-acre site. The existing condition is undeveloped. The project will disturb the entire site and create 2.15 acres of impervious surface. The applicant is proposing an iron enhanced sand filter to meet Total Phosphorus removal requirements. The site is within two of the three outlots created as part of the adjacent former Lowe's development. The application was reviewed for Rules D and E. Staff granted administrative approval for grading contingent on applicant accepting risk for changes required for final approval and on approval from the City for grading activities. In their findings dated December 2, 2020, Staff recommended approval with those conditions, as well as submission of an O&M agreement for stormwater features and with minor updates to the hydrology report and the SWPPP. The Commission approved Staff recommendations at their December 9, 2020, meeting.

ci. 2020-033 Weston Woods, Medina. This project would create 150 residential units on a 135-acre undeveloped site. The project will disturb 49.2 acres and create 17.49 acres of impervious area. The Commission approved this project at their March 2021 meeting with four contingencies: a) Wetland replacement plans must be approved by the City of Medina (LGU),

RULE D - STORMWATER MANAGEMENT
RULE E - EROSION AND SEDIMENT CONTROL
RULE F - FLOODPLAIN ALTERATION

RULE G - WETLAND ALTERATION
RULE H - BRIDGE AND CULVERT CROSSINGS
RULE I - BUFFERS

Italics indicates new information

indicates enclosure

MN DNR and USACE prior to impacts, b) Provide quantification of the change in flood storage capacity for the one-percent annual chance flood event due to the proposed project, c) Provide documentation that changes in flood elevation and loss of floodplain storage have been avoided, minimized, and/or mitigated to the extent practicable. Demonstrate that changes in flood elevation will not cause high water or aggravate flooding on other land and, d) An O&M agreement for stormwater facilities, including irrigation pumping system components and augmentation wells system, must be approved by the City and the Commission and recorded within 90-days after final plat approval on the title to this property. A copy of the recorded agreements must be provided to the Commission.

cj. 2021-020 Crew Carwash, Maple Grove. This project would reconstruct an existing bank building and parking lot on a 1.80-acre parcel into a carwash. The site is located southwest of the intersection of Weaver Lake Road and Elm Creek Boulevard with access from Grove Drive. The disturbance is 1.52 acres, the existing impervious is 1.07 acres, and the proposed impervious is 1.17 acres. Runoff from this site flows into a regional pond on Arbor Lakes Parkway, which ultimately discharges to Rice Lake. The City has stated that the regional pond meets rate control and water quality treatment for the site. The applicant is proposing to use soil amendments to meet the Commission's volume rules. The Commission approved the project at its June meeting contingent on a maintenance agreement being filed with the City with terms agreeable to the Commission. The outstanding escrow balance has been received. On October 21, 2022, Derek Asche reported there is no update for this project.

ck. 2021-035 Mister Carwash, Rogers. The project includes redevelopment of an existing, vacant Staff restaurant building, parking lot, and drive-through into a new carwash facility at 21421 South Diamond Lake Road. The redevelopment is anticipated to decrease the impervious area by approximately 0.3 acres at the project site and add an underground filtration basin with underdrain. The project was reviewed for Rules D and E. The Commission approved this project at its December 2021 meeting with four contingencies: 1) receipt of deficit escrows, 2) a Stormwater Maintenance Agreement, including irrigation system, being entered with the City, 3) A wetland replacement plan approved by the LGU and the TEP, and 4) the buffer plan contingent upon approval of the wetland replacement plan, per Staff findings dated August 31, 2021. The O&M Agreement was received in the administrative office on January 27, 2023.

cl. 2021-036 D&D Service, Corcoran. This development is proposed at the southeast corner of the intersection of County Roads 10 and 19 on a 16.54-acre parcel. The proposed project will include a large warehouse and office buildings along with parking and associated facilities. The existing site is a single farmhouse and surrounding agricultural land. The project was reviewed for Rules D, E, G, and I. Findings updated October 5, 2021, wherein Staff recommended contingent approval with five conditions were approved at the October meeting. Conditions include: (1) payment of all review fees; (2) Corcoran TEP approval of the Wetland Mitigation Plan and the city maintains a drainage and utility easement for existing and proposed on site wetlands; (3) applicant shall consider and respond to staff comments on plan and provide final data prior to approval; (4) applicant shall respond to any City comments; and (5) applicant shall provide a Stormwater Maintenance Agreement acceptable to the city and the Commission within 90 days after the plat is recorded. On July 26, 2022, Kevin Mattson confirmed that the O&M agreement has been received and recorded.

HENNEPIN COUNTY

MINNESOTA

DATE: June 6, 2023

TO: Elm Creek Watershed Management Commission (ECWMC)

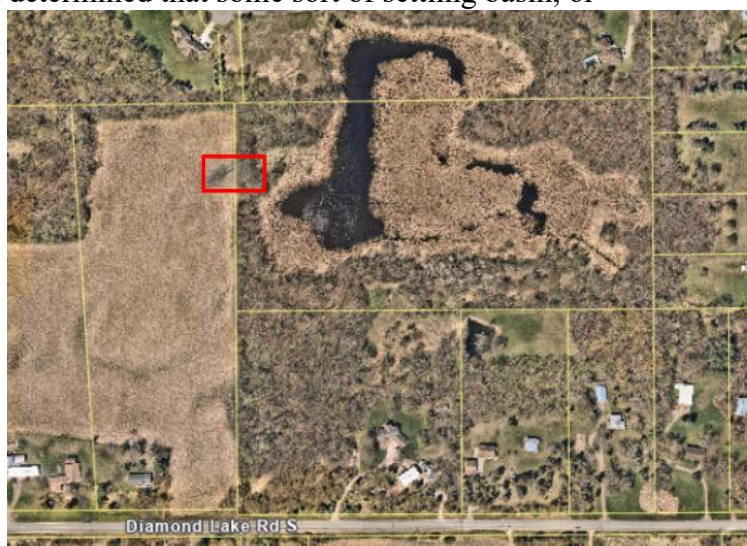
FROM: Kevin Ellis and Kris Guentzel; Hennepin County Department of Environment and Energy

RE: June ECWMC Updates

Project / Program Updates

Christian Settling Basin (Dayton)

Hennepin County was contacted by the owner of a fen at 13730 Berkshire Lane North in Dayton to assist with an issue he was having with sediment coming from a neighboring farm field onto his property. Staff conducted a field visit and determined that some sort of settling basin, or corrective action could be taken to help prevent nutrients and sediment from entering this rare ecosystem. The landowner is very motivated to complete a project that will help protect water quality and has signed a letter of intent and has a contractor on standby for the work.



The project will either need to be done in the field to ensure that runoff does not leave the field or on the edge of the property. The landowner is contacting the farmer next door as a first step to inquire if in-field work will be a viable option. If this is not an option for a project, the settling basin will need to be constructed on the far western edge of the property. A settling basin can be constructed, but an agreement on how to handle sediment will need to be reached.

Staff determined that this project will have an appreciable and cost-effective impact on water quality in Diamond Creek and have moved into the design phase. Updates on designs and edits will be provided at future meetings.

Welcome Ranch BMPs (Dayton)

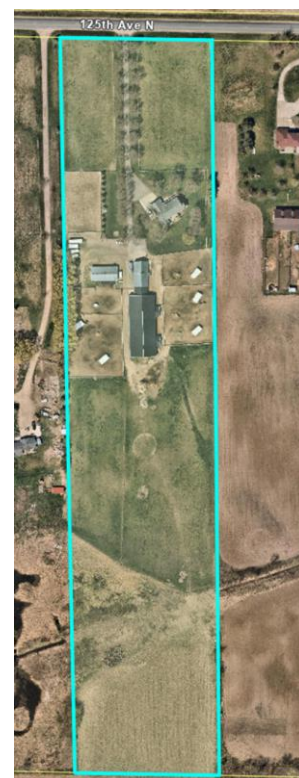
Manager of Welcome Ranch contacted Hennepin County after recommendation from Diamond Hills Stables. The horse boarding facility located at 16201 125th Avenue North, Dayton 55327 and the manager is currently interested in a few potential projects including a manure bunker. 22 horses are currently on site but are permitted to have up to 24. Manure is currently collected approximately every four months. However, siting the manure bunker may be an issue due to the available space and the needed size of the bunker based on the frequency of hauling. Ideal situation may be in the back pasture just south of the paddocks on the western side of the barn. Manager also noted some issues of water flowing into the barn from the East.

The barn and paddock areas are well maintained but could use some assistance. There are some gutters currently on the barn, but some areas where there are none, or current gutters do not work as intended. Installation could assist with mud accumulation during the Spring. Heavy use area protections could also help reinforce alleys and pads around feeders and waterers.

The pasture areas in the front are also well maintained. However, pasture in the back has been disrupted due to construction and could use some seeding. Technical assistance regarding seeding and seed mixes will be provided, as well as some assistance on rotational grazing.

There is an area at the very south of the property that was formerly row-cropped. The landowner is interested in converting that area either into perennial pasture, or restoring the area, similar to the adjacent natural area. Cover crops funded through the Soil Health Initiative could be used as a nurse crop to assist with the transition to.

Hennepin County staff are currently waiting on a returned letter of intent for any future projects. Staff will assist in providing a soil test with the University of Minnesota to better understand how to address pasture concerns.



Mattila Manure Bunker Update (Corcoran)

Landowner still obtaining updated quote manure bunker from contractor. Project requires a date amendment which is currently underway. Construction is estimated to begin in late June or early July. Landowner is also interested in installing exclusionary fence in the pasture on the other side of Rush Creek and for technical assistance to implement rotational grazing. Hennepin County staff will also connect landowner with NRCS for further assistance.

Bottema Wetland Restoration Update (Corcoran)

Designs were completed in May and all permits have been approved for the wetland and prairie restoration project. Contractor bids for the wetland restoration are anticipated in June. Staff

anticipate the project will be completed within 3 months of a contractor being chosen. Native prairie and wetland restoration seed was also purchased late last year and should be applied by a contractor in June or July.

New Hennepin County Staff

The Land and Water Unit has a new conservation specialist, Grace Barcelow. Grace's position will be dedicated to helping build and establish water quality program presence in more urban and suburban areas of the county, which will include using outreach and community engagement tactics to help build public awareness and interest in implementing water quality projects. Her position was created in partnership with the West Metro Water Alliance and our water management organizations and is supported by a grant from the Board of Water and Soil Resources.

Most recently, Grace worked for City of Saint Paul Regional Water Services where she started the [Lead Replacement Program](#) – a ten-year plan to replace all lead water service lines for St. Paul water customers at no cost to the property owners. She received her bachelor's degree from UMN – Twin Cities in Biology, Society and Environment in 2018. Since then, she has worked in numerous water-focused jobs. Some of this included working for environmental nonprofits like Clean Water Action, Save the Boundary Waters, and the Alaskan Wilderness League. Other work has included an Aquatic Invasive Species prevention internship with the Minnesota DNR, working as a water quality educator for the Minneapolis Parks and Recreation Board, and working in an environmental testing lab. Welcome, Grace!

Project Funding Table

See the table below for updates regarding projected funding for cost-share projects and overall budgeting. This will be included in future staff updates and revised as projects are designed or reimbursed. Numbers that are highlighted denote a change from the prior month, and those that are bold and italicized indicate estimated totals which have not been reimbursed.

HENNEPIN COUNTY

MINNESOTA

Project Funding Table: Projects completed and in design which are anticipated to utilize Elm Creek Watershed Management Commission (ECWMC) funds. Amounts in 'Funding Sources' columns include costs invoiced and encumbered. Funding sources may be from a federal agency (Natural Resources Conservation Service, or NRCS), state agency (Watershed-based implementation fund (WBIF) or another grant), or local entity (ECWMC Capital Improvement Program (CIP), Hennepin County, or from the landowner).

Receiving Water(s)	Project Name	Best Mngt. Practice(s) (BMP)	Status	BMP Benefits		Cost		Cost effectiveness *		Funding Sources					
				TP (lbs/yr)	TSS (tons/yr)	Project Dev / Design	Install	\$/lb-TP/yr	\$/ton-TSS/yr	NRCS	Grant **	WBIF	CIP	Henn. Co.	Land-owner
Rush Creek	Cain Fencing	Pasture Mngt.	Installed and Complete (2022)	6.63	-	\$6,419.86	\$14,180.50	\$213.88	-	-	\$7,799.28	-	\$3,545.13	\$1,418.05	\$1,418.05
	Mattila Phase 1	Barn Gutters and Waterers	Installed and Complete (2022)	17.29	-	\$4,279.91	\$33,225.00	\$192.16	-	-	\$24,918.75	-	\$4,983.75	-	\$3,322.50
	Mattila Phase 2	Manure Bunker	Install Spring 2023	4.8	-	\$6,419.86	\$36,900	-	\$768.75	-	-	\$20,295	\$9,225	\$3,690	\$3,690
	Stotts Phase 1A	Grassed Waterways	Substantially Installed	79.44	39.72	\$8,559.82	\$120,000	\$151.05	\$302.11	-	\$74,940	-	\$14,988	-	\$9,992
	Stotts WASC OB & Waterway	WASC OB & Grassed Waterway	Installed and Complete (2021)	7.5	7.5	\$4,279.91	\$32,704.80	\$436.06	\$436.06	-	\$17,987.64	-	\$8,176.20	\$3,270.48	\$3,720.48
	Vehrenkamp WASC OB	WASC OB	Prelim. design complete	TBD ±	TBD	\$8,559.82	\$20,600	TBD	TBD	-	-	\$9,270	\$5,150	\$2,060	\$2,060
	Bottema Restorations	Wetland and Prairie Restoration	Securing permits	14.2	-	-	\$124,000	\$932.86	-	-	-	\$68,200	\$31,000	\$6,200	\$18,600
	Stotts Phase 1B	Grassed Waterways, Wetland Restoration	In design	TBD ±	TBD	\$4,279.91	TBD	TBD	TBD	-	-	TBD	TBD	TBD	TBD
Diamond Creek, Diamond Lake	Diamond Hills Pasture / Feedlot Upgrades	Fencing, Waterers, Barn Drainage	Landowner design feedback	54	1.4	-	TBD	TBD	TBD	TBD		TBD	TBD	TBD	TBD
	Van Asten Manure Bunker	Manure Bunker	Cost-Benefit Analysis			\$6,419.86	\$36,900				-	\$20,295	\$9,225	\$3,690	\$3,690
								Total Encumbered:				\$118,060	\$86,293.08	\$20,328.53	\$46,043.03
								ECWMC Funding:				\$175,000	\$100,000	-	-
								Remaining:				\$56,940.00	\$13,706.93	-	-

* Cost effectiveness is annualized over the practice life cycle, which considers the cost (install + maintenance) and benefit over the lifetime of the practice, typically 10-20 years.

** Stotts Phase 1A was completed in 2022 using the Rush Creek Headwaters Clean Water Fund Projects and Practices grant.

± TBD = To Be Determined. Projects in early design phases may not have installation costs or water quality benefits estimated yet.

Bold and Italicized text indicates projects that have encumbered funds but have not been reimbursed or invoiced.

Highlighted text indicates change from last month's report.

Hennepin County Environment and Energy

701 Fourth Ave S., Suite 700, Minneapolis, MN 55415

612-348-3777 | hennepin.us/environment

HENNEPIN COUNTY

MINNESOTA

Other Hennepin County Programming

Opportunity Grants

Opportunity Grant applications are now open until July 20th to financially support residents, government organizations, nonprofits, and businesses in implementing conservation projects that protect water quality and preserve and restore natural areas. The grant [application](#), [program guidelines](#), and other program details can be found [on the grant website](#). You can also learn about past Opportunity Grant projects on the [Hennepin County Natural Resource online GIS story map](#).

If you're interested in learning more about the grant program, we're hosting a workshop on June 15th from 3:30-4:30pm. [You must RSVP](#) to receive a meeting invitation. If you have any questions on the grant application and your project's eligibility, please reach out to Ellen Sones (Ellen.Sones@hennepin.us).

Tree credits

In May, the county board approved the Hennepin County Tree Credits initiative, in which Hennepin County will partner with City Forest Credits and Green Minneapolis to facilitate the sale of carbon credits from trees planted on county property. The proceeds will be reinvested into planting and maintaining more trees.

The county hopes this initiative can be a model for other local governments to pursue to bolster funding for their tree planting efforts.



Financing available for energy efficiency and renewable energy projects at commercial buildings

Commercial buildings can reduce their carbon footprint and improve their bottom line by investing in renewable energy or making energy efficiency upgrades such as new windows, lights, or HVAC systems.

Hennepin County works with MinnPACE to offer an innovative financing tool that allows property owners to invest in energy efficiency and/or renewable energy upgrades with no upfront costs. Payments are rolled into a special tax assessment made payable twice a year for up to 20 years as part of the building owner's property taxes. Utility savings exceed payment obligations, making investments cash-positive for property owners and tenants.

Office buildings, manufacturing facilities, multifamily housing properties, buildings owned by nonprofit organizations, and place of worship are all eligible.

[Learn more about how MinnPACE works and how to get a project started](#)

To: Elm Creek WMO Commissioners
Elm Creek TAC

From: Erik Megow, PE
Diane Spector

Date: June 7, 2023

Subject: Dayton River Road Ravine Stabilization

**Recommended
Commission Action**

Authorize preparation of a Hennepin County Opportunity Grant application for the proposed Dayton River Road Ravine Stabilization project.

In fall 2022 the city of Dayton and Commission staff investigated a concern posed by residents of adjacent homes on Dayton River Road regarding ongoing erosion in a channel from a culvert under CSAH 12/Dayton River Road to the Mississippi River. Their concern was that this culvert was proposed to be modified as part of the ongoing CSAH 12 county road project, and that the modifications would exacerbate that erosion, with no improvement proposed by the county as part of that larger project.

City and Commission staff agreed that this was potentially the case and recommended that the city of Dayton apply for a Hennepin County Good Steward grant to fund stabilization, to be supplemented from the Commission's Partnership Cost Share Program for projects on private property. The City applied for the grant in November 2022, but unfortunately, was not selected for funding.

The Hennepin County Natural Resources Opportunity Grants program is now taking applications through July 20th, 2023. Applications may be for up to \$50,000, There is no specific match requirement, however, greater weight is given to applications that leverage other funds. The estimated project cost is \$75,000, and the Commission had previously approved an application from Dayton for \$50,000 from Partnership Cost Funds to match the \$25,000 requested from the County.

Staff recommends preparing a grant application in the amount of \$37,500, to be matched by \$37,500 from the Partnership Cost Share Program. Much of the application text that was prepared last year for the Good Steward grant can be reused in this new application. If you approve preparation of the application, we will provide a draft for review at the July 13, 2023 Commission meeting prior to submitting by the July 20 deadline,

To: Elm Creek WMO Commissioners
Elm Creek TAC

From: Erik Megow, PE
Diane Spector
Judie Anderson

Date: June 7, 2023

Subject: Project Review Fee Discussion

**Recommended
Commission Action**

For discussion and staff direction.

Technical and administrative staff have spent considerable time over the past few months reviewing the adequacy of the existing project review fee structure at recovering the costs of performing those reviews. The review fees will not recover all the costs of operating a project review program; there will always be costs such as working with developers on projects that never come to fruition or doing non-fee project review-like work such as reviewing environmental review documents (i.e. – EAWs). However, both engineering and administrative staff do track their time and expenses for numbered projects, so we can review those costs against the fees that were charged for them.

Background

For a number of years, the Commission charged a review fee per project that was a flat fee based on the size of the project. It was assumed that larger projects with more residential units would be more complicated and require more effort to review than smaller projects. This was true to an extent. There were always large projects that were very straightforward and required a basic level of effort to review, and the actual cost of performing that review was less than the review fee. There were also smaller projects that were more complicated or where the applicant went through several iterations of plans that had to be reviewed each time. Those actual costs exceeded the review fees.

Setting the review fee structure was an attempt to balance those projects so the bottom-line net effect was close to zero. In practice, that was very hard to do. A few years ago, the Commission adopted a project review fee policy that required the applicant to pay the actual cost of performing the review, so that those that were done more efficiently were no longer subsidizing the more complicated projects.

The current review fee structure (see attached) consists of four components: a flat amount based on which rules are being triggered; a 10% contingency on that total; a 10% non-refundable administrative fee; and a 15% nonrefundable technical fee. The flat fee plus contingency are, in essence, an escrow. If the actual cost of reviewing the project is less than that amount, the applicant is refunded the balance. If the cost exceeds that amount, the applicant is invoiced the balance, which must be paid prior to final approval and release of the project review. The non-refundable fees are intended to recover the cost prior to an application being submitted and accepted, and any costs that might come up after, such as a file closeout, or review of documents for issues that may come up later.

2021 and 2022 Experience

The new fee structure was ramped up in 2021, so 2021 and 2022 are the first full years of experience. The following are staff's observations:

- Administering the fee structure is very staff intensive. The costs and fees for each individual project review are tracked monthly, as are outstanding invoices for increases in the review escrow. Administrative costs associated with an active project are tracked and are billed to that project, but all other tasks are not. In addition, there are administrative costs for inquiries and correspondence with applicants before and after the project review that are not recorded against a specific project but are tracked as a category. These generalized costs are what the Non-Refundable Administrative Fee are supposed to recoup. Table 1 shows the nonrefundable administrative fees collected in 2021 and 2022 compared to the cost of administering the project review program. The fees collected did not fully fund the program. ***This suggests that the current admin fees should be adjusted.***

Table 1. Non-billable administrative review fees in 2021 and 2022.

	2021	2022
Non-refundable Admin Fee collected (10%)	\$13,800	\$13,150
Total non-billed admin costs	-\$15,076	-\$16,918
Unrecovered admin costs	-\$1,276	-\$3,768

- In 2021 and 2022 *more than half* of the project reviews (32 of 56 in 2021 and 25 of 49 in 2022) required additional fees to be collected. These additional fees were an estimated \$83,600 compared to an estimated \$63,400 that was refunded. The average additional fee required was \$2,280 in 2021 and \$1,900 in 2022, while the amount to be refunded was about \$1,400 and \$1,300 respectively. ***This suggests that the current fees should be adjusted.***
- It can take several months+ between project review submittal and review by the Commission and when the applicant is reimbursed for any excess funds, or more importantly, when the Commission is able to invoice for the final costs and collect that additional fee. This lag between submittal of a project review and fee and collection of the final fee owed is impacting the Commission's balance sheet. On the 2022 financial audit, the Commission carried a liability of \$78,161 in outstanding project review fees compared to \$11,739 at the end of 2021. In other words, the Commission had expended \$78,161 in project review costs it had paid for but had not yet collected the additional fee. This directly reduces the Unrestricted Fund Balance. ***This argues for increasing the base rates in the fee schedule to collect additional fees up front.***

Discussion

The Commission made a policy choice with the adoption of the new schedule to charge the actual cost rather than a flat amount intended to on average recover the actual cost. Neither the previous fee schedule nor the current fee schedule work perfectly to accomplish the Commission's and TAC's goals that the fees adequately reimburse the Commission for the costs of performing project reviews.

- The schedule can be tweaked to be sure the admin costs are fully-covered, or the Commission can accept the admin time spent as the cost of running a project review program.
- Staff can review the 2021 and 2022 projects to see if there are commonalities in the projects for which the review cost exceeded the initial fee to see if there might be modifications to the fee schedule, for example, a tiered base fee based on project size. The proposed 2024 budget does assume some increase in fees.
- Staff would appreciate guidance and input from the TAC and Commission.

**Elm Creek WMO Project Review Schedule
Effective 2021**

I.	Project Review	Required Escrow	Amount Due
	Rule D - Stormwater Management	\$2,000	
	Rule E - Erosion and Sediment Control	\$500	
	Rule F - Floodplain Alteration	\$1,000	
	Rule G - Wetland Alteration	NA	
	Rule H - Bridge & Culvert Crossings	\$1,000	
	Rule I - Buffer Strips	\$500	
	Rule K - Variance	\$500	
PROJECT REVIEW TOTAL			\$0.00
II.	Contingency (10% Project Review Total)		\$0.00
III.	Non-refundable Administration Fee (10% of Project Review Total)		\$0.00
IV.	Non-refundable Technical Services Fee (15% of Project Review Total)		\$0.00
Note: If project review expenditures exceed escrow submitted, additional escrow fees will be required.		TOTAL ESCROW	\$0.00