

elm creek

Watershed Management Commission

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

May 5, 2021

Representatives
 Elm Creek Watershed Management Commission
 Hennepin County, MN

The meeting packet for this meeting may be found on the Commission's website:
<http://www.elmcreekwatershed.org/minutes--meeting-packets.html>

Dear Representatives:

A regular meeting of the Elm Creek Watershed Management Commission will be held on **Wednesday, May 12, 2021, at 11:30 a.m.** **This will be a virtual meeting.**

Until further notice, all meetings will be held online to reduce the spread of COVID-19. To join a meeting, click <https://us02web.zoom.us/j/990970201?pwd=Vi95cWpFRUFiMTExeDdWROV2MWRPd09>, which takes you directly to the meeting.

OR, go to www.zoom.us and click **Join A Meeting**. The meeting ID is **990-970-201**. The passcode for this meeting is **water**.

If your computer is not equipped with audio capability, dial into one of these numbers:

+1 929 205 6099 US (New York)	+1 312 626 6799 US (Chicago)	+1 669 900 6833 US (San Jose)
+1 346 248 7799 US (Houston)	+1 253 215 8782 US	+1 301 715 8592 US

Meetings remain open to the public via the instructions above.

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	Jim Herbert	Joe Waln	James Kujawa	Ed Matthiesen
	TAC Members	Kris Guentzel	Brian Vlach	Diane Spector	Ross Mullen
	City Clerks	Karen Galles	Met Council	The Press	MPCA DNR BWSR

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AGENDA

Regular Meeting – May 12, 2021

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

1. Call Regular Meeting to Order.
 - a. Approve Agenda.*
2. Consent Agenda.
 - a. Minutes last Meeting.*
 - b. Treasurer's Report and Claims.*
 - 1) Project review fee refunds.*
 - 2) Barr costs spreadsheet.*
3. Open Forum.
 - a. Presentation by Brett Arne, BWSR - Performance Review and Assistance Program (PRAP).*
4. Action Items.
 - a. Discuss, accept proposed 2022 Operating Budget.*
 - 1) Member Assessments.*
 - 2) Line item descriptions.*
 - b. Project Reviews. *See item 10 below and Staff Report.**
 - c. Third Party HUC8 Review.*
5. Old Business.
6. New Business.
 - a. CIP TAC Meeting – update.
 - 1) Proposed CIP.*
 - 2) Exhibit A - Elm Road Area/Everest Lane Stream Restoration.*
 - 3) Exhibit A - EC Stream Restoration Phase V.*
 - 4) Cost Share Program.*
 - b. Call for Public Meeting.*
7. Communications.
 - a. Staff Report.*
 - b. Hennepin County May Staff Report.*
 - 1) 2021 Cooperative Agreement.*

(over)

*in meeting packet

**available at meeting or on website

c. Reminders:

- 1) Consider 2022 budget at May meeting. Approve by June meeting.
- 2) Accept 2020 Audit Report at June meeting.
- 3) TAC meeting to review Rules and Standards in June.
- 4) Review PRAP report at July meeting.

8. Education.

- a. WMWA – update.
- b. WMWA – next meeting is scheduled for June 8, 2021 at 8:30 a.m. This will be a **virtual** meeting
<https://us02web.zoom.us/j/922390839?pwd=RU95T2ttL3FzQmxHcU9jcFhDdng1QT09>.
 Meeting ID: **922 390 839** | Passcode: **water** | or dial into one of the numbers above.

9. Grant Opportunities and Updates.

10. Project Reviews.

Item No.	A	E	I R PFI	AR	Project No.	Project Name
			RP D			
					W Denotes wetland project	
ah.				AR	2014-015	Rogers Drive Extension, Rogers.
ai.				AR	2015-030	Kiddiegarten Child Care Center, Maple Grove.
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at.				AR	2020-001	Outlot L, Markets at Rush Creek, Maple Grove.
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h.					2021-007	Birchwood 2nd Addition, Rogers

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May 12, 2021 Regular Meeting Agenda

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i.					2021-008	Edgewater 3rd Addition, Rogers
j.					2021-009	Palisades at Nottingham 3rd Addition, Maple Grove
k.	E	A			2021-010	Gleason Fields, Maple Grove
l.					2021-011	Graco Building 1, Dayton
m.	E	A			2021-012	The Oaks at Bauer Farm, Champlin
n.					2021-013	Rush Creek Reserve Phase 1, Corcoran
o.	E	A			2021-014	Elm Creek Stream Restoration Phase 4, Champlin
p.					2021-016	Territorial Lofts, Rogers.
q.	E	A			2021-017	The Park Group Building, Rogers.
r.					2021-018	Tavera, Corcoran.
s.					2021-019	Kwik Trip, Dayton.

A = Action item E = Enclosure provided I = Informational update will be provided at meeting RPI - removed pending further information
R = Will be removed RP = Information will be provided in revised meeting packet..... D = Project is denied AR awaiting recordation

11. Other Business.

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12. Adjournment.

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Regular Meeting Minutes

April 14, 2021

I. A virtual meeting of the Elm Creek Watershed Management Commission was called to order at 11:31 a.m., Wednesday, April 14, 2021, by Chair Doug Baines.

Present were: Bill Walraven, Champlin; Ken Guenther, Corcoran; Doug Baines, Dayton; Dan Riggs, Maple Grove; Terry Sharp, Medina; Catherine Cesnik, Plymouth; Kevin Jullie, Rogers; Joe Waln, Barr Engineering; James Kujawa, Surface Water Solutions; Brian Vlach, Three Rivers Park District (TRPD); and Judie Anderson, JASS.

Also present: Todd Tuominen, Champlin; Kevin Mattson, Corcoran; Nico Cantarero, Wenck/Stantec, Dayton; Derek Asche, Maple Grove; Earth Evans, WSB Engineering, and Dusty Fink, Medina; Ben Scharenbroich and Amy Riegel, Plymouth; Andrew Simmons, Rogers; Kris Guentzel, Hennepin County Environment and Energy (HCEE); Ross Mullen, Ed Matthiesen and Diane Spector, Wenck/Stantec; Steve Christopher, Board of Water and Soil Resources (BWSR); and Chad Ayers, Sambatek, for Project Review 2021-011.

A. Motion by Walraven, second by Cesnik to approve the **agenda*** as amended. *Motion carried unanimously.*

B. Motion by Walraven, second by Guenther to approve the **Minutes*** of the March 10, 2021 regular meeting. *Motion carried unanimously.*

C. Motion by Walraven, second by Sharp to approve the **April Treasurer's Report and Claims***, including the LMIC insurance premium of \$3,456.00, totaling \$81,421.74. *Motion carried unanimously.*

II. Open Forum.

[Jullie arrived 11:34 a.m.]

III. Action Items.

A. Motion by Walraven, second by Jullie to accept the Commission's **2020 Annual Activity Report.*** *Motion carried unanimously.* It will be transmitted to BWSR by the April 30, 2021 deadline.

B. **Project Review 2021-002 Skye Meadows Variance, Rogers.*** Motion by Weir, second by Walraven to approve and authorize the Chair to sign **Resolution 2021-02 Concerning a Variance to Project 2020-016, Skye Meadows.*** *Motion carried, Plymouth voting nay.*

C. **Project Review 2021-007 Birchwood 2nd Addition, Rogers.*** This project is located east of CR13 (Brockton Lane) approximately 1/2 mile south of the intersection of CR 144 (141st Avenue North) and CR13. The applicant is proposing to develop the site into 30 single-family residential lots. The site drains south and east into Grass Lake. This work will disturb 10 acres and create 4.0 acres of new impervious area.

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

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Regular Meeting Minutes – April 14, 2021

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In their findings dated March 16, 2021, Staff recommends approval, contingent upon the final SWPPP being submitted prior to grading and receipt of any outstanding project review fees. *Motion carried unanimously.*

D. Project Review 2021-008 Edgewater 3rd Addition, Rogers.* This project is located on an 18-acre site located north of the intersection of Edgewater Parkway and Industrial Boulevard. The project would construct 65 single-family residential lots, disturbing 17.7 acres and creating 6.89 acres of new impervious surface. Stormwater would be managed by a new infiltration basin and an existing regional stormwater pond. The project was reviewed for Rules D and E. In their findings dated April 6, 2021, Staff recommends approval contingent upon receipt of any outstanding project review fees. *Motion carried unanimously.*

E. Project Review 2021-009 Palisades at Nottingham 3rd Addition, Maple Grove.* This is a 5-acre project located east of Zanzibar Lane approximately 400 feet north of the intersection with Nottingham Parkway. The applicant is proposing to develop the site into seven single-family residential lots. The site drains east into the Elm Creek basin. This work will disturb 3.5 acres and create 1.45 acres of new impervious area. In their findings dated March 23, 2021, Staff recommends approval conditioned upon final wetland replacement plan submittal, review by permitting agencies, approval by the LGU prior to impacts, and receipt of any outstanding project review fees. *Motion carried unanimously.*

IV. Old Business.

Mattson requested that **HUC8 FEMA Floodplain Mapping** be added to the agenda for discussion. In his email* to Staff, included in the supplemental meeting packet, Mattson posed a number of questions. He was particularly concerned about DNR's process for revising the floodplain information. He noted that Corcoran has completed a preliminary analysis of the draft mapping provided by DNR and has found significant differences from some of the City's recent mapping. He queried how Corcoran and other cities should go about rectifying these differences. Members were able to answer some of his questions and suggested he contact Stacy Harwell and Ceil Strauss at DNR for more information.

The Elm Creek **Flood Risk Review meeting** rescheduled from March 18 to April 13, 2021, was cancelled and will be rescheduled, likely within the coming month. Staff will be notified of the new meeting date and will inform TAC members.

V. New Business.

Included in the supplemental packet was the most recent **Capital Improvement Program (CIP) spreadsheet.*** Staff requested cities to review and update the projects they have listed there and to provide the revisions and any new projects to Staff by April 30. The Technical Advisory Committee (TAC) will meet prior to the May meeting to discuss the updated spreadsheet.

VI. Communications.

A. Staff Report.* Staff reports provide updates on the development projects currently under review by Staff or awaiting final recordations. The projects listed in the table on page 6 of these minutes are discussed in this month's report.

B. Hennepin County Updates.*

1. The Rush Creek Clean Water Fund cooperative agreement between the Commission and the County is making its way through the Hennepin County signature process. A fully executed version of the agreement will be forwarded to the Commission as soon as it is available.

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2. Hennepin County Environment and Energy recently posted for a Conservation Specialist, who will lead implementation of the Rush Creek CWF Implementation Grant and other rural conservation initiatives of the department. The **new Conservation Specialist, Kevin Ellis**, began work on April 12 and will attend his first Elm Creek meeting in May.

3. **Diamond Lake subwatershed assessment (SWA).** No update this month.

4. **Rush Creek Clean Water Fund Implementation Grant.** Final or near final designs and engineer's estimates have been received on several projects over the past few weeks. The table below shows estimates and shares from all funding sources. The grant end date is currently December 31, 2021. County staff have discussed a one-year grant extension with BWSR Board Conservationist Steve Christopher. Staff were advised to request an extension once contracting has been completed for the first round of the Jubert Lake projects.

Anticipated Construction	Project	Engineer's Estimate	Commission Share Estimate	Hennepin & LO Share Estimate	Grant Share Estimate
Spring 2021	Top of Hill WASCOC + Waterway	\$32,704.80 [#]	\$8,176.20	\$3,270.48	\$17,987.64
	Arens WASCOC + Waterway	TBD	TBD	TBD	TBD
Fall 2021	Phase 1 BMP 4 – Waterway	\$13,360	\$3,340	\$1,336	\$7,348
	Phase 1 BMP 9 – 2 Waterways	\$26,275	\$6,568.75	\$2,627.50	\$14,451.25
	Phase 1 BMP 13 – 4 Waterways	\$48,127	\$12,031.75	\$4,812.70	\$26,469.85
	Phase 1 BMP Other – Creek Bank Stabilization at Field Crossing	\$7,840	\$1,960	\$784	\$4,312
2022	Ph 1 BMP 11-Wetland Expansion	\$75,610	\$18,902.50	\$7,561	\$41,585.50
	TOTAL	\$203,916.80	\$50,979.20*	\$20,391.68**	\$112,154.24***

[#] Bid estimate from contractor | *Commission Capital Funds remaining = \$55,747 | **Hennepin and Landowner will contribute 10% each, values in column represents contribution from each party | ***Grant funds unencumbered = \$31,443.40

5. **Jubert Lake Agricultural BMPs.** "Phase 1" projects (7 grassed waterways, 1 wetland expansion, 1 creek stabilization): Designs have been shared with landowner for review. Engineer's estimate for all projects is \$171,000. Because of the amount the County will contract this year with Stotts Family Farms, LLC; approval of these projects will be brought to the County Board for action on May 4.

a. Waterways and creek stabilization construction likely for fall 2021; wetland expansion is more complicated involving an additional neighbor so construction likely in 2022.

b. "Top of Hill WASCOC + Waterway": Designs are complete and contracting with Stotts Family Farms LLC is in process. Bid estimate for this project is \$32,704.80.

c. Arens WASCOC + Waterway: Engineer requested additional survey, which was completed week of March 29th. During survey, staff identified water intakes in the road right of way that appear to drain toward the proposed BMP location. Staff will require information from the City of Corcoran about those intakes in order to accurately estimate volumes and capacity at the BMP location.

d. "Phase 2" projects and wetland consulting: County will be requesting proposals for engineering services and wetland permitting assistance.

6. **10000 Ebert Road:** Landowner was referred to County staff by NRCS after the Conservation Reserve Program did not seem to be the right fit for the landowner's conservation objectives.

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Overall objective is to convert the full 120-acre parcel from agricultural use to restored habitat, which will occur in phases over a timeline that has not yet been determined. County convened a site visit with landowner, USFWS, and NRCS during the week of March 29. Next step will be to confirm presumed tile locations. Likely BMP projects in the short-term will be grading and planting grassed waterways in several areas, and beginning planning, design, and engineering work to restore up to 16 individual drained wetlands on the property with native buffers.

7. 25880 Territorial Road, Rogers: Landowner requested information about low interest loan options for replacement of a failing septic system. Staff recommend working through Ag BMP Loan process to access low interest financing. Landowner seeking quote and researching options with participating banks.

8. 14100 117th Avenue North, Dayton: Landowner requested information about technical and financial assistance available to add pollinator habitat to about 4 acres of former pastureland. Staff have assisted landowner to identify several locations for “pollinator nodes” in a dense stand of warm season grasses. Areas will be prepped for forb seed with 2 sprays and some mowing June through September 2021. USFWS Partners for Fish and Wildlife Program will provide seed to be sowed over snow during the winter of 2021/2022.

9. Refuge at Rush Creek Wetland Bank: Neighbors contacted staff regarding City of Corcoran’s public notice for a Drainage and Utility Easement Vacation. Staff referred questions to City of Corcoran’s wetland consultant.

10. Agricultural Soil Health Initiative. In late February, Hennepin County staff sent a few dozen mailers to targeted farmers regarding cover crops and other soil health initiatives. Staff have received interest in one farm in the Pioneer-Sarah Creek watershed with interest in planting cover crops. County plans to send a follow-up mailer to all those that received the original mailers.

C. Reminders.

1. The Budget Committee will meet April 27. Commissioners will consider the **2022 budget** at the May meeting. The budget must be approved by the June meeting for transmittal to member cities by July 1, 2021.

2. The Performance Review and Assistance Program (**PRAP**) coordinator will describe the program at the May meeting. Commissioners will review the resultant report at the July meeting.

3. Commissioners must accept the **2020 Audit Report** at the June meeting with transmittal to the State Auditor by June 30, 2021.

4. TAC meeting to review CIP will be held in May.

5. TAC meeting to review Rules and Standards will be held in June.

6. Public meeting will be held during June regular meeting.

VII. Education and Public Outreach.

The **West Metro Water Alliance** (WMWA) met on April 13, 2021, with the primary topic of discussion being education and outreach items in the new NPDES General Permit. Areas of concentration are chloride and pet waste. WMWA subgroups have reviewed existing materials relating to chloride and bacteria to determine if they meet the new requirements or could be revised to do so, and to identify any needs for addi-

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tional materials. The subcommittees will continue this assessment and determine additional needs and required resources (e.g., design assistance, fabrication, printing) as well as a plan for disseminating the materials.

At the May WMWA meeting these will be combined into a proposal to complete the work using the WMWA Special Projects budget, which had a balance of \$10,700 at the end of 2020. The agreement between the four WMOs in WMWA (Bassett Creek, Elm Creek, Shingle Creek and West Mississippi) requires that Special Projects be approved by the four WMOs before expenditures can be made. This proposal is expected to be submitted to the Commissions for consideration at their May meetings. The goal is to have all the work completed by the end of 2021.

The May meeting, a virtual meeting, is scheduled for 8:30 a.m., Tuesday, May 11, 2021. The **Zoom number** is <https://us02web.zoom.us/j/922390839>. Or call in at any of these numbers using **meeting ID: 922 390 839**: (1) +1 301 715 8592 US (Germantown); (2) +1 312 626 6799 US (Chicago); (3) +1 929 205 6099 US (New York); or (4) +1 253 215 8782 US (Tacoma). The **passcode is water**.

VIII. Grant Opportunities and Project Updates.

IX. Other Business.

A. In his April 8, 2021 email,* Jeff Strom, Wenck/Stantec provided an update on the **Diamond Lake SWA**. He reported that Hennepin County staff, Kris Guentzel and Paul Stewart, have offered to perform site visits of the rural BMPs sited during our modeling analysis. They will be conducting the site visits in mid/late April and will provide their final edits/recommendations by early May. Also, TRPD staff has offered to compile and process the field data they collected during their Diamond Creek Channel Condition Assessment in 2012. This data will be used to identify a prioritized list of problem areas to include in the final report. TRPD is currently working on that data. The final report will be submitted to the stakeholders for review after these pieces from the County and TRPD are incorporated into the report, likely in the next 4-6 weeks. Cantarero responded to questions from the members.

B. Adjournment. There being no further business, motion by Walraven, second by Guenther to adjourn. *Motion carried unanimously.* The meeting was adjourned at 12:42 p.m.

Respectfully submitted,



Judie A. Anderson
Recording Secretary
JAA:tim

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Elm Creek Watershed Management Commission Treasurer's Report

		2021 Budget	April 2021	May 2021	2021 Budget YTD
EXPENSES					
Administrative		95,000	9,393.07	8,909.13	36,416.29
Grant Writing		650			0.00
Website		2,000	32.50	46.25	193.80
Legal		2,000	480.50	162.75	705.25
Audit		5,000			0.00
Insurance		3,800	3,600.00		3,800.00
Miscellaneous/Contingency		1,000			0.00
Technical Support - HCEE		12,000			0.00
Floodplain Mapping			7,908.00		23,488.00
Project Review Technical (Job 300)		185,000	13,924.00	4,370.00	37,236.50
Other Technical (Jobs 100 & 200)			4,359.00	1,456.00	12,574.50
Project Reviews - Admin Support		12,000	2,416.43	3,488.16	9,966.60
WCA - Admin					340.60
Stream Monitoring USGS		24,000			0.00
Stream Monitoring TRPD		7,200			0.00
DO Longitudinal Survey		1,000			0.00
Rain Gauge		400	27.55	31.06	114.45
Lakes Monitoring - CAMP		760			0.00
Lakes Monitoring - TRPD					0.00
Sentinel Lakes		8,100			0.00
Additional Lake		2,500			0.00
Aquatic Vegetation Surveys		1,100			0.00
Wetland Monitoring (WHEP)		4,000			0.00
Education		2,500	58.31	35.00	223.51
WMWA General Activities		5,000			0.00
WMWA Implementation/Watershed Prep		6,500			0.00
Rain Garden Wkshops/Intensive BMPs/Special Proj		3,000			0.00
Education Grants		1,000			0.00
Macroinvertebrate Monitoring-River Watch		3,000			0.00
Projects ineligible for ad valorem		0			0.00
Studies / Project ID / SWA		0		1,005.61	1,030.31
Plan Amendment		2,000			0.00
Contribution to 4th Gen Plan		10,000			0.00
Transfer to (from) Encumbered Funds (see below)					0.00
Transfer to (from) Capital Projects (see CIP Tr		175,000	38,447.38	90,334.39	128,781.77
Transfer to (from) Cash Sureties (see below)			775.00		832.50
Transfer to (from) Grants (see below)		125,000	-	-	0.00
To Fund Balance					0.00
TOTAL - Month			81,421.74	109,838.35	255,704.08
TOTAL Paid in 2021, incl late 2020 Expenses		700,510.00	247,676.69	357,515.04	2021 Paid

Elm Creek Watershed Management Commission Treasurer's Report

		2021 Budget	April 2021	May 2021	2021 Budget YTD
INCOME					
<i>From Fund Balance</i>					
Floodplain Modeling					
Project Review Fee		100,000	24,725.00		65,900.00
Refund Project Fee					0.00
Water Monitoring - TRPD Co-op Agmt		5,500			0.00
Member Dues		237,300			237,300.00
Interest/Dividends Earned		15,250	11.90		78.39
<i>Transfer to (from) Capital Projects (see CIP Tr</i>		185,588			0.00
<i>Transfer to (from) Cash Sureties (see below)</i>					0.00
<i>Transfer to (from) Grants (see below)</i>		100,000	-	-	0.00
Misc Income					0.00
Total - Month			24,736.90	0.00	303,278.39
TOTAL Rec'd 2021, incl late 2020 Income		643,638.00	330,266.21	330,266.21	2021 Received
CASH SUMMARY		Balance Fwd			
Checking		0.00			
4M Fund		1,307,408.90	1,389,998.42	1,280,160.07	
Cash on Hand			1,389,998.42	1,280,160.07	
CASH SURETIES					Activity 2021
WCA Escrows Received					0.00
WCA Escrow Reduced			775.00		832.50
Total Cash Sureties		0.00	-832.50	-832.50	
Claims Presented		General Ledger Account No	April	May	TOTAL
Campbell Knutson - Legal		521000		162.75	1,441.50
Legal - Proj Rev (Admin) Skye Meadows		578100		1,278.75	
Connexus - Rain Gauge		551100		31.06	31.06
Barr Engineering					5,826.00
Project Review Technical (Job 300)		578050		4,370.00	
Other Technical (Jobs 100 & 200)		578050		1,456.00	
City of Champlin -EC Restoration Phase III		563015		90,334.39	90,334.39
JASS					12,205.40
Administration		511000		8,519.28	
TAC Support		511000		229.80	
Annual Reporting/Work Plan		511000		152.05	
Website		581000		46.25	
Project Reviews		578100		2,209.41	
Education		590000		35.00	
CIPs General		563001		1,005.61	
Grant Opportunities		511000			
Floodplain Mapping Admin		511000		8.00	
TOTAL CLAIMS					109,838.35

CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
(651) 452-5000

Elm Creek Watershed Management Commission
 c/o Judie A. Anderson, Exec. Secty.
 3235 Fernbrook Lane
 Plymouth MN 55447

Page: 1
 March 31, 2021
 Account # 1448G

SUMMARY STATEMENT

PREVIOUS BALANCE	FEES	EXPENSES	CREDITS	PAYMENTS	BALANCE
1448-0000 RE: GENERAL MATTERS					
SERVICES RENDERED TO DATE:					
930.00	1,441.50	0.00	0.00	-62.00	<u>\$2,309.50</u>

Amounts due over 30 days will be subject to a finance charge of
 .5% per month (or an annual rate of 6%). Minimum charge - 50 cents.

CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
(651) 452-5000

Elm Creek Watershed Management Commission
c/o Judie A. Anderson, Exec. Secty.
3235 Fernbrook Lane
Plymouth MN 55447

Page: 1
March 31, 2021
Account # 1448-0000G
226

RE: GENERAL MATTERS
SERVICES RENDERED TO DATE:

			HOURS	
03/02/2021	JJJ	Emails Judie, review/revise draft resolution, information emails MAWD, miscellaneous.	0.30	46.50
	JJJ	Follow-ups re: Stantec contract, emails Judie and Diane.	0.60	93.00
03/03/2021	SMM	Skye Meadows - Review emails re: variance; telephone call staff.	1.40	217.00
	JJJ	Telephone call, Zoom re: Commission meeting - Skye variance.	0.60	93.00
03/04/2021	JJJ	Review agenda packet and variance materials.	0.30	46.50
03/08/2021	SMM	Skye Meadows - Review and respond to email from Judie.	0.40	62.00
	SMM	Skye Meadows - Email Judie re: 60 day extension.	0.20	31.00
	SNC	Draft letter regarding variance process.	1.40	217.00
03/09/2021	SMM	Skye Meadows - Review email from Joe W. re: meeting; review and email memo.	0.50	77.50
	SNC	Draft letter regarding variance.	0.50	77.50
03/10/2021	SMM	Attend meeting.	2.30	356.50
03/12/2021	SMM	Skye Meadows - Review email from Judie.	0.20	31.00
03/16/2021	SMM	Skye Meadows - Review and revise findings.	0.40	62.00
03/19/2021	SMM	Skye Meadows - Review and respond to email.	0.20	31.00
		AMOUNT DUE	9.30	1,441.50



15

Account Number:
481113-238425

ELM CREEK WATERSHED MGMT ORG

Monthly Statement

Service Address
 ELM CREEK RD
 DAYTON MN

Billing Summary

Billing Date: Apr 16, 2021

Previous Balance	\$27.55
Payments - Thank You!	\$27.55
Balance Forward	\$0.00
New Charges	\$31.06
Total Amount Due	\$31.06

Payment must be received on or before May 13, 2021

Total Amount Due

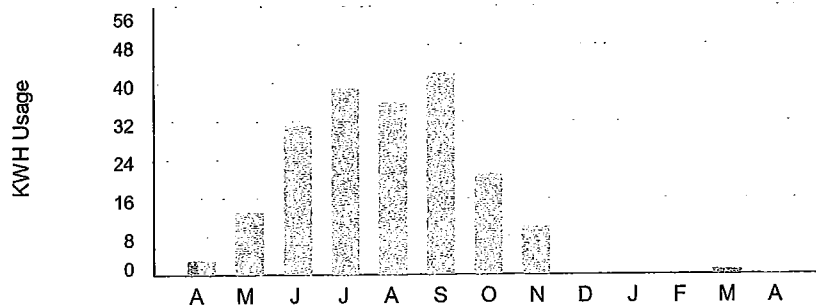
\$31.06

Due Date

May 13, 2021

Message Center
Your Community, Your Choice

We are giving you the opportunity to help your favorite local organization. With our monthly "Your Community, Your Choice" online program, you pick the charity that receives a \$1,500 donation from Connexus Energy. Visit us at connexusenergy.com for more information.

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

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

TRA3-D-000138/000286 AGZFFQ S1-ET-M1-C00001 1



Account Number:

481113-238425

Total Amount Due

\$31.06

Payment Due By

May 13, 2021

000138 1 MB 0.447 000138/000138/000286 002 02 AGZFFQ
 ELM CREEK WATERSHED MGMT ORG
 3235 FERNBROOK LN N
 PLYMOUTH MN 55447-5325



Connexus Energy
 PO Box 1808
 Minneapolis, MN 55480-1808

00003106 0004811130238425 000000 00000 000000000000 0000001



INVOICE

Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952-832-2600; Fax: 952-832-2601
FEIN #: 41-0905995 Inc: 1966

Ms. Judie Anderson
 Elm Creek Watershed Management Commission
 JASS-Watershed Administrators
 3235 Fernbrook Lane
 Plymouth, MN 55447

April 30, 2021

Invoice No: 23270F55.21 - 4

Total this Invoice	\$5,826.00
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Regarding: Review of development permits for compliance with the Elm Creek Watershed Management Plan

This invoice is for professional services, which include the following:

Job 100 - Technical Services

- Meetings
 - preparing for WMC meeting
 - attending WMC meeting
 - updating staff report
- Pre-Project Review
 - communicating with potential permit applicants regarding the following projects:
 - DNR Permit reviews
 - Corcoran Substation
- Wetland Issues
 - none
- General administrative tasks
 - coordinating with administrator
 - responding to general coordination emails and phone calls
 - invoicing and budget tracking

Job 200 – Other Assistance

- none

Job 300 – Project Reviews

- Reviewing the following projects for compliance with Commission rules:
 - 2021-005 WJD Two Thirds Addition
 - 2021-008 Edgewater 3rd Addition, Rogers
 - 2021-009 Palisades at Nottingham 3rd Addition, Maple Grove
 - 2021-010 Gleason Fields, Maple Grove
 - 2021-011 Graco Building 1, Dayton
 - 2021-014 Elm Creek Stream Restoration Phase 4, Champlain
 - 2021-018 Tavera, Corcoran
- Coordinating and reviewing post approval submittals
 - 2019-026 Interstate Power Systems, Rogers

Professional Services from March 27, 2021 to April 23, 2021

Job: 100 Technical Services

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

Project	23270F55.21	Elm Creek WMC 2021	17	Invoice	4
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Task: 010 Meetings

Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist IV				
Waln, Joseph	3.40	160.00	544.00	
	3.40		544.00	
Subtotal Labor				544.00
			Task Subtotal	\$544.00

Task: 020 Pre-Project Review

Labor Charges

	Hours	Rate	Amount	
Principal				
Herbert, James	.40	200.00	80.00	
Engineer / Scientist / Specialist IV				
Waln, Joseph	.70	160.00	112.00	
	1.10		192.00	
Subtotal Labor				192.00
			Task Subtotal	\$192.00

Task: 040 General

Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist IV				
Waln, Joseph	4.00	160.00	640.00	
Support Personnel II				
Nypan, Nyssa	.80	100.00	80.00	
	4.80		720.00	
Subtotal Labor				720.00
			Task Subtotal	\$720.00
			Job Subtotal	\$1,456.00

Job: 300 Project Reviews

Task: 1926 2019-026 Interstate Power Systems

Subconsultant Charges

Subconsultants				
4/23/2021	Surface Water Solutions LLC		203.50	
Subtotal Subconsultant				203.50
			Task Subtotal	\$203.50

Task: 2105 2021-005 WJD Two Thirds Addition

Subconsultant Charges

Subconsultants				
4/23/2021	Surface Water Solutions LLC		126.50	
Subtotal Subconsultant				126.50

			Task Subtotal	\$126.50
Task:	2108	2021-008 Edgewater 3rd Addition		
Labor Charges				
		Hours	Rate	Amount
Engineer / Scientist / Specialist IV				
Waln, Joseph		2.50	160.00	400.00
Engineer / Scientist / Specialist II				
Brown, Aaron		2.50	95.00	237.50
		5.00		637.50
Subtotal Labor				637.50
Subconsultant Charges				
Subconsultants				
4/23/2021	Surface Water Solutions LLC			27.50
Subtotal Subconsultant				27.50
Task Subtotal				\$665.00
Task:	2109	2021-009 Palisades at Nottingham 3rd Addition		
Subconsultant Charges				
Subconsultants				
4/23/2021	Surface Water Solutions LLC			55.00
Subtotal Subconsultant				55.00
Task Subtotal				\$55.00
Task:	2110	2021-010 Gleason Fields		
Labor Charges				
		Hours	Rate	Amount
Engineer / Scientist / Specialist IV				
Waln, Joseph		.50	160.00	80.00
		.50		80.00
Subtotal Labor				80.00
Subconsultant Charges				
Subconsultants				
4/23/2021	Surface Water Solutions LLC			1,111.00
Subtotal Subconsultant				1,111.00
Task Subtotal				\$1,191.00
Task:	2111	2021-011 Graco Building 1		
Labor Charges				
		Hours	Rate	Amount
Engineer / Scientist / Specialist IV				
Waln, Joseph		2.10	160.00	336.00
Engineer / Scientist / Specialist II				
Brown, Aaron		7.10	95.00	674.50
		9.20		1,010.50
Subtotal Labor				1,010.50

Project	23270F55.21	Elm Creek WMC 2021	19	Invoice	4
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			Task Subtotal	\$1,010.50
Task:	2114	2021-014 Elm Creek Stream Restoration Phase 4		
Labor Charges				
		Hours	Rate	Amount
Engineer / Scientist / Specialist IV				
Waln, Joseph		.90	160.00	144.00
Engineer / Scientist / Specialist II				
Brown, Aaron		7.90	95.00	750.50
		8.80		894.50
Subtotal Labor				894.50
			Task Subtotal	\$894.50

Task:	2118	2021-018 Tavera		
Labor Charges				
		Hours	Rate	Amount
Engineer / Scientist / Specialist IV				
Waln, Joseph		1.40	160.00	224.00
		1.40		224.00
Subtotal Labor				224.00
Task Subtotal				\$224.00
Job Subtotal				\$4,370.00
Total this Invoice				\$5,826.00

	Current	Prior	Total	Received	A/R Balance
Invoiced to Date	5,826.00	43,985.00	49,811.00	43,985.00	5,826.00

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Joe Waln, your Barr project manager at 952.832.2984 or email at jwaln@barr.com.

Judie Anderson

From: Ed A. Matthiesen <ematthiesen@wenck.com>
Sent: Wednesday, April 21, 2021 9:28 AM
To: Judie Anderson
Cc: Beverly Love
Subject: Elm Creek Restoration Phase III reimbursement request

Judie:

In speaking with Todd Tuominen the City of Champlin Assistant Engineer and Luke Lunde the lead stream restoration designer from WSB both stated the project was built according to the plans and specifications for Elm Creek Restoration Phase III and with the outcome the Elm Creek Commission agreed to in the Elm Creek WMC Resolution 2018-03 Cooperative Agreement with the City of Champlin. The requested reimbursement amount of \$90,334.39 is 25% of the total project cost of \$361,337.57 and less than the \$100,000 Commission cap.

Therefore, I recommend payment of the Champlin Invoice No. 21720 EC WMC for \$90,334.39.

Sincerely,
 Ed Matthiesen, P.E.
 Engineers to the Elm Creek Commission

Ed Matthiesen, P.E. (MN)

Principal Engineer

Phone: (763) 252-6851

Cell: (612) 325-6442

7500 Olson Memorial Highway

Suite 300

Golden Valley, MN 55427



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 Please consider the environment before printing this email.

Invoice No. 21720 EC WMC



City of Champlin
 11955 Champlin Drive
 Champlin, MN 55316
 Telephone: 763.421.1955
 Fax: 763.421.5256
 Attn: Engineering Dept.

INVOICE**Customer**

Name Judie Anderson, Administrator EC WMC
 Address 3235 Fernbrook Lane
 City Plymouth State MN ZIP 55155-4010
 Phone

Misc

Date 4/2/2021
 Order No.
 Rep
 FOB

Qty	Description	Unit Price	TOTAL
1	Elm Creek Restoration Phase III		\$90,334.39
SubTotal			\$ 90,334.39
Shipping			
Tax Rate(s)			
TOTAL			\$ 90,334.39

Payment Select One...

Comments Pay Request #1

Name
 CC #
 Expires

Tax Rate(s)

Office Use Only

Please Make Check Payable to: The City of Champlin. Thank You.



11955 CHAMPLIN DRIVE, CHAMPLIN, MN 55316-2399 • (763) 421-8100 • ci.champlin.mn.us

April 2, 2020

Judie Anderson, Administrator
Elm Creek Water Management Commission
3235 Fernbrook Lane
Plymouth, MN 55447

**Re: Construction Reimbursement Invoice for Elm Creek WMC Resolution 2018-03/
Cooperative Agreement with City of Champlin for the Elm Creek Phase III**

Dear Judie,

Attached please find the invoice in the amount of **\$90,334.39** for the construction reimbursement related to the City of Champlin Elm Creek Restoration Phase III and Elm Creek WMC Resolution 2018-03 Cooperative Agreement with City of Champlin. Also attached is a copy of the ECWMC Agreement 2018-03, Final Contract Payment and the Project Construction Spreadsheet.

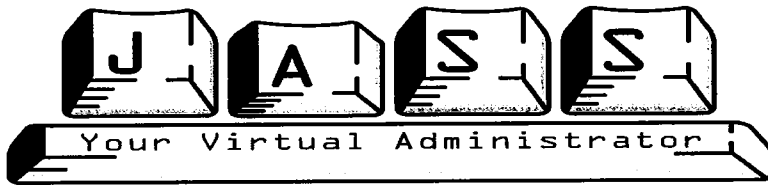
Let me know if you have any questions regarding this request.

Sincerely,

Todd Tuominen
Assistant City Engineer
City of Champlin

CC: file

Attachment: Invoice
Cooperative Agreement 2018-03
Final Payment
Final Cost Spreadsheet



3235 Fernbrook Lane
Plymouth MN 55447

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

5-May-21

Total by
Project Area

Administrative	1.215	60.00	72.90	
Administrative	75.76	65.00	4,924.40	
Admin - virtual	5.525	70.00	386.75	
Office Support	12.00	200.00	2,400.00	
Storage Unit	1.00	146.64	146.64	
Data Processing/File Mgmt		60.00	0.00	
File Management		60.00	0.00	
Archiving	3.160	60.00	189.60	
Admin - Reimbursable Expense	398.99	1.00	398.99	8,519.280
Admin - TAC support		60.00	0.00	
Admin - TAC support	1.92	65.00	124.80	
Admin - TAC support virtual	1.50	70.00	105.00	
TAC Support - Reimbursable Expense		1.00	0.00	229.800
Website		60.00	0.00	
Website	0.25	65.00	16.25	
Website - Zoom	30.00	1.00	30.00	
Website - Reimbursable Expense		1.00	0.00	
Web Domain, hosting		1.00	0.00	46.250
Annual Reporting/Work Plans	0.08	60.00	4.80	
Annual Reporting/Work Plans	1.75	65.00	113.75	
2020 Work Plan		65.00	0.00	
Annual Reporting/Work Plan - Reimbursable Expense	33.50	1.00	33.50	152.050
Project Reviews - Secre	0.17	60.00	10.20	
Project Reviews - Admin	25.00	65.00	1,625.00	
Project Reviews - Admin offsite		70.00	0.00	
Project Reviews - Admin - File Mgmt		60.00	0.00	
Project Reviews - Reimbursable Expense	363.61	1.00	363.61	1,998.810
Project Reviews - Admin - Specific	3.24	65.00	210.60	
Project Reviews - Admin - Specific - reimbursables		1.00	0.00	210.600
Education - Secretarial		60.00	0.00	
Education - Admin		65.00	0.00	
Education - Admin virtual - Blue Thumb Partner Event	0.500	70.00	35.00	
Education - Reimbursable Expense		1.00	0.00	35.000
CIPs - General - Secretarial		60.00	0.00	
CIPs - Administrative	15.30	65.00	994.50	
CIPs- Offsite Admin		70.00	0.00	
CIPs - reimbursables	11.11	1.00	11.11	1,005.610
Floodplain mapping - admin		60.00	0.00	
Floodplain administrative		65.00	0.00	
Floodplain mapping reimbursable expense	8.00	1.00	8.00	8.000

Invoice Total

12,205.400

2021 Elm Creek ~~2~~4 Project Reviews

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Project No.	Project Name	City	Non-refundable Admin Fee 10% Recd	Used	Non-refundable Tech Fee 15% Recd	Used	Legal Fee Recd	Used	Tech Fee Recd	Used	Total	Date Last Entry	Complete	Returned/ invoiced/ Holding
2	2021-001	Boston Scientific Access Drive/Parking Expan	MG	250.00	119.28	375.00		0.00		2,750.00	2,771.50				
3		Balance to be returned (due)								21.50		21.50	4/30/2021	Yes	I
4															
5															
6	2021-002	Skye Meadows Variance	Rogers	50.00	1,076.15	75.00		0.00	1,666.25	500.00	7,748.50				
7		Balance to be returned (due)		1,026.15				1,666.25		7,248.50		9,940.90	4/30/2021	Yes	I
8															
9															
10	2021-003	Cranberry Ridge	Plymouth	250.00	21.45	375.00				2,750.00	2,723.00				
11		Balance to be returned (due)						0.00		27.00		27.00	4/30/2021	Yes	R
12															
13															
14	2021-004	Roers Maple Grove Apartments	MG								609.00				
15		Balance to be returned (due)						0.00		609.00		609.00	4/30/2021	Yes	?
16															
17															
18	2021-005	WJD Two Third Addition	Rogers	300.00	70.50	450.00				3,300.00	781.50				
19		Balance to be returned (due)						0.00		2,518.50		2,518.50	4/30/2021	PAS required	H
20															
21															
22	2021-006	Boston Scientific 2021 WL3 West Building	MG	50.00		75.00				550.00	692.00				
23		Balance to be returned (due)						0.00		142.00		142.00	4/30/2021	Yes	I
24															
25															
26	2021-007	Birchwood 2nd Addition	Rogers	250.00		375.00				2,750.00	882.00				
27		Balance to be returned (due)						0.00		1,868.00		1,868.00	4/30/2021	PAS required	H
28															
29															
30	2021-008	Edgewater 3rd Addition	Rogers	250.00	48.75	375.00				2,750.00	2,894.50				
31		Balance to be returned (due)						0.00		144.50		144.50	4/30/2021	Yes	I
32															
33															
34	2021-009	Palisades at Nottingham 3rd Addition	MG	250.00	37.50	375.00				2,750.00	183.00				
35		Balance to be returned (due)						0.00		2,567.00		2,567.00	4/30/2021	PAS required	H
36															
37															
38	2021-010	Gleason Fields	MG	250.00	70.20	375.00				2,750.00	2,008.50				
39		Balance to be returned (due)						0.00		741.50		741.50	4/30/2021	In progress	

2021 Elm Creek **25** Project Reviews

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Project No.	Project Name	City	Non-refundable Admin Fee 10% Recd	Used	Non-refundable Tech Fee 15% Recd	Used	Legal Fee Recd	Used	Tech Fee Recd	Used	Total	Date Last Entry	Complete	Returned/ invoiced/ Holding
40															
41															
42	2021-011	Graco Building 1	Dayton	250.00	70.85	375.00				2,750.00	1,755.50				
43		Balance to be returned (due)						0.00		994.50		994.50	4/30/2021	Yes	R
44															
45															
46	2021-012	The Oaks at Bauer Farm	Champlin	300.00	86.45	450.00				3,300.00					
47		Balance to be returned (due)						0.00		3,300.00		3,300.00	4/30/2021	In progress	
48															
49															
50	2021-013	Rush Creek Reserve Phase 1	Corcoran	400.00	102.70	600.00				4,400.00					
51		Balance to be returned (due)						0.00		4,400.00		4,400.00	4/30/2021	In progress	
52															
53															
54	2021-014	Elm Creek Stream Restoration Phase 4	Champlin	350.00	27.30	525.00				3,850.00	974.50				
55		Balance to be returned (due)						0.00		2,875.50		2,875.50	4/30/2021	In progress	
56															
57															
58	2021-015	66th Ave-Gleason Pkwy Corridor Improvements	Corcoran	350.00	65.00	525.00				3,850.00					
59		Balance to be returned (due)						0.00		3,850.00		3,850.00	4/30/2021	In progress	
60															
61															
62	2021-016	Territorial Lofts	Rogers	300.00	37.70	450.00				3,300.00					
63		Balance to be returned (due)						0.00		3,300.00		3,300.00	5/4/2021	In progress	
64															
65															
66	2021-017	The Park Group Building	Rogers	250.00	21.45	375.00				2,750.00					
67		Balance to be returned (due)						0.00		2,750.00		2,750.00	5/4/2021	In progress	
68															
69															
70	2021-018	Tavera	Corcoran	400.00	70.20	600.00				4,400.00	224.00				
71		Balance to be returned (due)						0.00		4,176.00		4,176.00	5/4/2021	In progress	
72															
73															
74	2021-019	Kwik Trip Store 1157	Dayton	250.00	70.20	375.00				2,750.00					
75		Balance to be returned (due)						0.00		2,750.00		2,750.00	5/4/2021	In progress	
76															

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	Barr Invoicing - Floodplain Mapping																			
3	<i>invoice date</i>	<i>\$ amount</i>	<i>col</i>	<i>description</i>		total monthly invoice		meetings	hydrologic analysis	detailed hydraulic modeling	non- detailed hydraulic modeling	OUT OF SCOPE	data collection/o rganization	survey location and ID	DNR survey coordin- ation	orphan area revisions	narrative	mapping products	total expended	
4	20-Dec-19	1,441.00	H	kick-off meeting		1,441.00		1,441.00												
5	22-Jan-20	302.50	H	meetings				302.50												
6		230.00	I	hydrologic analysis		532.50			230.00											
7	28-Feb-20	637.50	H	meetings				637.50												
8		354.00	M	data collection/organization									354.00							
9		25,059.50	I	hydrologic analysis		26,051.00			25,059.50											
10	27-Mar-20	667.00	H	meetings				667.00												
11		34.00	M	data collection/organization									34.00							
12		100.00	N	survey location and ID										100.00						
13		5,772.00	I	hydrologic analysis					5,772.00											
14		850.50	J	detailed hydraulic modeling						850.50										
15		137.00	K	non-detailed hydraulic model		7,560.50					137.00									
16	1-May-20	76.00	H	meetings				76.00												
17		569.00	I	hydrologic analysis					569.00											
18		460.00	J	detailed hydraulic modeling						460.00										
19		10.00	K	non-detailed hydraulic modeling							10.00									
20		176.00	L	OUT OF SCOPE		1,291.00						176.00								
21	1-Jun-20	784.50	H	meetings				784.50												
22		2,491.50	I	hydrologic analysis					2,491.50											
23		985.50	J	detailed hydraulic modelir		4,261.50				985.50										
24	29-Jun-20	169.00	H	meetings				169.00												
25		4,760.00	I	hydrologic analysis					4,760.00											
26		2,140.00	J	detailed hydraulic modelir		7,069.00				2,140.00										
27	20-Jul-20	76.00	H	meetings				76.00												
28		2,169.00	I	hydrologic analysis					2,169.00											
29		448.00	J	detailed hydraulic modelir		2,693.00				448.00										
30	29-Jul-20	149.50	H	meetings				149.50												
31		6,049.00	I	hydrologic analysis					6,049.00											
32		1,149.00	J	detailed hydraulic modelir		7,347.50				1,149.00										
33	28-Aug-20	76.00	H	meetings				76.00												
34		717.00	I	hydrologic analysis					717.00											
35		9,820.00	J	detailed hydraulic modeling						9,820.00										

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	Barr Invoicing - Floodplain Mapping																			
3	invoice date	\$ amount	col	description		total monthly invoice		meetings	hydrologic analysis	detailed hydraulic modeling	non- detailed hydraulic modeling	OUT OF SCOPE	data collection/o rganization	survey location and ID	DNR survey coordin- ation	orphan area revisions	narrative	mapping products	total expended	
36		1,790.00	K	non-detailed hydraulic mo		12,403.00					1,790.00									
37	10-5--20	323.50	H	meetings				323.50												
38		176.00	N	survey location and ID										176.00						
39		3,776.50	J	detailed hydraulic modeling						3,776.50										
40		2,825.50	K	non-detailed hydraulic modeling							2,825.50									
41		264.00	L	OUT OF SCOPE		7,365.50						264.00								
42	22-Oct-20	47.50	H	meetings				47.50												
43		99.00	N	survey location and ID										99.00						
44		2,167.00	J	detailed hydraulic modeling						2,167.00										
45		317.00	K	non-detailed hydraulic mo		2,630.50					317.00									
46	2-Dec-20	86.00	H	meetings				86.00												
47		877.50	O	DNR survey coordination		963.50									877.50					
48	25-Dec-20	1,232.00	J	detailed hydraulic modeling						1,232.00										
49		533.00	K	non-detailed hydraulic modeling							533.00									
50		77.50	L	OUT OF SCOPE		1,842.50						77.50								
51	29-Jan-21	212.00	H	meetings				212.00												
52		4,489.00	J	detailed hydraulic modeling						4,489.00										
53		1,886.00	K	non-detailed hydraulic modeling							1,886.00									
54		1,847.00	P	orphan area revisions		8,434.00										1,847.00				
55	1-Mar-21	140.00	H	meetings				140.00												
56		5,612.00	J	detailed hydraulic modeling						5,612.00										
57		854.00	K	non-detailed hydraulic modeling							854.00									
58		540.00	Q	narrative		7,146.00											540.00			
59	6-Apr-21	4,008.00	R	mapping products														4,008.00		
60		3,900.00	Q	narrative		7,908.00											3,900.00			
61																				
62	Total	106,940.00			Total	106,940.00		5,188.00	47,817.00	33,129.50	8,352.50	517.50	388.00	375.00	877.50	1,847.00	4,440.00	4,008.00	Total	106,940.00
63	per Barr invoice	106,945.00			contract amt	108,773.00														
64	variance	(5.00)			variance	1,833.00														

Performance Review and Assistance Program (PRAP)

BWSR's Performance Review and Assistance Program (PRAP) was authorized by the legislature (Statute 103B.102) in 2007 as a means to monitor and assess the performance of local water management entities. In addition to conducting reviews, BWSR uses this program to provide organizational improvement or assistance grants to local government units (LGUs) in need and prepares an annual report to the legislature outlining the work conducted under the program.

PRAP Review

The program uses four levels of review to assess performance ranging from statewide oversight in Level I, to a focus on individual LGU performance in Levels II and III, and to remediation in Level IV.

Level I is an annual tabulation of required plans and reports for all LGUs.

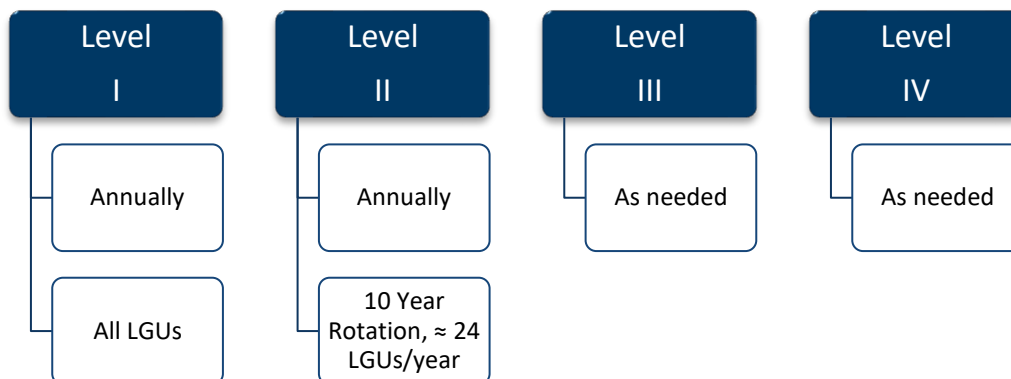
Level II is a routine, interactive review intended to cover all LGUs at least once every 10 years. A Level II review evaluates progress on plan implementation, operational effectiveness, and partner relationships. This review includes assessing compliance with Level II performance standards and compliance with the Wetland Conservation Act (added in 2017).

Level III is an in-depth assessment of an LGU's performance problems and issues. A Level III review is initiated by BWSR or the LGU and usually involves targeted assistance to address specific performance needs.

Level IV is for those LGUs that have significant performance deficiencies and includes BWSR Board action to assign penalties as authorized by statute. Levels I through III are designed to avoid the need for Level IV.

Program History

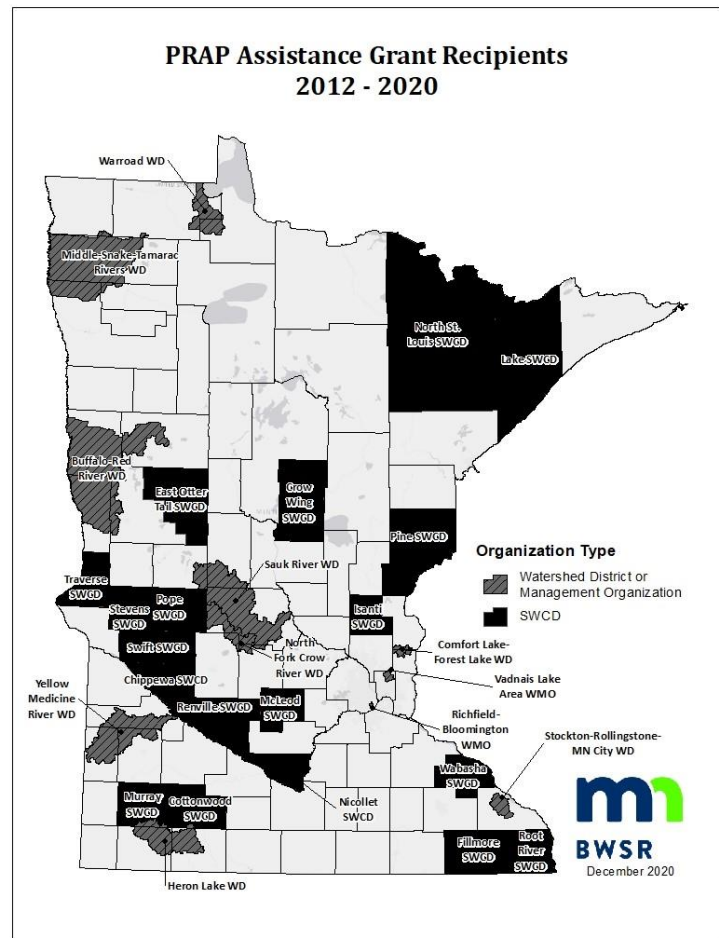
Since 2008, BWSR's Performance Review and Assistance Program (PRAP) has assessed the performance of the units of government that constitute Minnesota's local delivery system for conservation of water and related land resources. The program goal is to assist these local government partners to be the best they can be in their management of Minnesota's land and water resources. Review of LGU compliance with the Wetland Conservation Act was added in 2017.



PRAP Assistance

The “assistance” part of the PRAP program comes through grants made to LGUs to improve operating performance and execute planned goals and objectives. Grant activities typically include facilitation, mediation or consulting services related to organizational improvement activities such as reorganizations/mergers, strategic planning, organizational development, benchmarking, audits, and staff and board capacity assessments. LGUs do not need to have been the subject of a PRAP performance review to apply for these grants, but funding priority is given to activities recommended to an LGU as part of a Level II, III or IV PRAP review.

Since the program began in 2012, more than \$90,000 has been awarded to LGUs around Minnesota.



PRAP Reporting

BWSR prepares an annual PRAP report for the Minnesota legislature containing the results of the previous year’s program activities as well as a general assessment of the performance of LGUs that provide land and water conservation services and programs. These reports contain Level I data regarding reporting and plan status for all LGUs, as well as summaries and findings from all Level II, III and IV reviews completed during the reporting year.

To learn more about the PRAP program, or to view past Legislative reports, visit the PRAP page of the BWSR website at <http://www.bwsr.state.mn.us/PRAP>



Metro Watershed Districts & WMOs

Performance Standards Checklist Guidance

February 2021

General Instructions: The Performance Standards checklist is to be used as part of BWSR's Level II PRAP review process. The purpose of this part is to provide an overview of your district's operations in four areas: administration, planning, execution, and communication/coordination.

The performance standards cover **basic or required practices (■)** and **high-performance practices (★)**. We expect each organization to meet all of the basic practice standards. The high-performance standards describe the practices of high performing organizations and are met less frequently. Organizations will receive BWSR commendations for compliance with high performance standards. Any unmet high-performance standards can serve as stretch goals for performance improvement.

Administration

■ **Activity report: annual, on-time**

Annual activity reports are due to BWSR within 120 days of the end of the calendar year. The content is specified in [MN Rule 8410.0150 Subp. 3](#).

■ **Financial report and audit completed on time**

The financial and audit reports are required by [MN Rule 8410.0150](#) and must be submitted within 180 days of the end of the organization's fiscal year.

■ **Drainage authority buffer strip report: submitted on time**

If the organization is the local drainage authority, the annual buffer strip establishment and inspection report required by [MS Chap. 103E.067](#) must be submitted to BWSR by February 1 each year. If the organization is not the drainage authority, enter "N/A" for this item.

■ **eLINK Grant Report(s): submitted on time**

Reporting the results of work done with BWSR grant funds is via the web-based eLink system. Grant results reporting must be completed by February 1st and meet the content requirements of the particular grant. Organizations without grants requiring eLink reporting should enter N/A. Further guidance is available at <http://www.bwsr.state.mn.us/grants/reporting.html>.

■ **Rules: date of last revision or review**

Watershed Districts only. The date of the last revision or adoption of district rules (month and year) should be entered in the space on the form. Rules reflect the authority of the district and must be kept relevant to the changing conditions within the district. Organizations other than Watershed Districts should enter N/A.

■ **Personnel policy: exists and reviewed/updated within last 5 years**

A personnel policy includes such procedures as how staff are compensated, hired and dismissed, and how benefits are provided and used. A written document provides consistency in the board's decisions on staff-related issues. If there are no in-house staff, enter N/A for this standard.

■ **Data practices policy: exists and reviewed/updated within last 5 years**

A data practices policy describes how the organization responds to requests for information submitted under the Minnesota Data Practices Act (MS Chap. 13). Guidance for local governments is available at <http://www.ipad.state.mn.us/docs/accessmain.html>. To check “yes” the organization must have a local policy and have reviewed it (determined that it is up-to-date) or updated it within the past 5 years.

■ **Manager appointments: current and reported**

Watershed Districts only. This standard reports compliance with [MS Chap. 103D.311 Subp. 4](#). BWSR is one of the entities that must be notified of appointments made to the board of managers. Organizations other than Watershed Districts should enter N/A.

■ **Consultant RFP: within 2 years for professional services**

MS Chap. [103B.227 subd. 5](#) requires biennial solicitations for consultant services. Organizations that check “yes” will have requested interest proposals within the previous two years.

■ **WD/WMO has an adopting resolution assuming WCA responsibilities and appropriate decision delegation resolutions as warranted. LGU must have an adopting resolution assuming its responsibilities under the WCA. LGU may through resolution, rule or ordinance place decision-making authority with staff. Copies of resolutions, rules and/or ordinances will be reviewed to determine if the LGU has an appropriate adopting resolution and if all decision-making authorities have been formally and properly delegated. (N/A if not WCA LGU)**

■ **WD/WMO has a knowledgeable and trained staff member that manages the WCA program and/or has secured a qualified delegate. WCA rules require an LGU to provide a knowledgeable and trained staff to manage the program or for them to secure a qualified delegate to manage the program on their behalf. BWSR wetland specialists will evaluate the background, training and experience of the LGU’s designated WCA program coordinator to determine if they are qualified to effectively administer the program. (N/A if not WCA LGU)**

★ **Administrator on staff**

Watershed Districts only. Record “yes” if the district contracts for or employs a person designated as the district administrator. In general the administrator serves as lead staff to the board of managers and coordinates the overall administrative, project, regulatory, and public involvement operations of the district. Organizations other than Watershed Districts should enter N/A.

★ **Board training: orientation and cont. ed. plan and record for each board member**

Organizations who meet these standards will provide for a mandatory orientation session(s) for new board members. There will also be a training plan, which can be individually tailored, for each board member to enhance skills or technical expertise related to their service to the organization. The organization will also maintain a record of what elements of the plan each board member has completed.

★ **Staff training: orientation and cont. ed. plan and record for each staff member**

Organizations who meet these standards will provide for a mandatory orientation session(s) for new staff members. There will also be a training plan, which can be individually tailored, for each staff person to enhance skills or technical expertise related to their service to the organization. The organization will also maintain a record of what elements of the plan each

staff member has completed. Organizations without in-house staff should enter “N/A” for the staff training item.

- ★ **Operational guidelines for fiscal procedures and conflicts of interest exist and are current**
Operational guidelines are written procedures and policies that are used to inform and guide the operation of the organization. There is no prescribed format or content for these. However, the Minnesota Office of the State Auditor website <http://www.auditor.state.mn.us/default.aspx?page=pitfalls> has helpful information for local government, including guidelines for fiscal procedures and conflicts of interest. BWSR also has examples of good operating guidelines.
- ★ **Public drainage records: meet modernization guidelines**
Organizations that serve as the public drainage authority will meet this standard if they have upgraded their drainage system records to meet the Drainage Records Modernization Guidelines. These guidelines are explained at www.bwsr.state.mn.us/drainage/index.html. Organizations that are not the public drainage authority should enter “N/A” for this item.

Planning

- **Watershed management plan: up-to-date**
This standard identifies whether the organization is operating under a management plan that is not overdue for revision.
- **City/twp. local water plans not yet approved**
Record the total number of cities or townships that are overdue for approval by the organization.
- **Capital Improvement Program: reviewed every 2 years**
A capital improvement program is defined in [MS Chap. 103B.205 Subp. 3](#) and is listed as a required management plan component in [MR 8410.0150 Subp. 3e](#). Organizations that meet this standard will review their capital improvement program at least once every 2 years.
- ★ **Prioritized, Targeted and Measurable criteria are used for Goals, Objectives and Actions in the WD/WMO management plan as appropriate.** LGUs can meet this standard by ensuring that the goals and objectives in the approved plan are prioritized based on resource value and impact issue, articulate what the planning partners want to achieve, can be evaluated for progress, and identify cost-effective, aimed, and measurable actions.
- ★ **Strategic Plan or Self-Assessment Completed Recently**
Self-assessments can be an effective tool for reviewing best practices of an organization. WDs or WMOs can qualify for this high performance standard by having completed strategic planning/self-assessment within the past 5 years. See MASWCD’s self-assessment tool as one example:
http://www.maswcd.org/Leadership_Development/District_Capacity_Self_Assessment_2013.pdf
- ★ **Strategic plan identifies short-term activities & budgets based on state and local watershed priorities**
Organizations that meet this high performance standard will periodically develop and use a short-term, strategic plan to set priorities for annual budgets and work plans based on the watershed management plan objectives, state agency watershed priorities, and the CIP. State

watershed priorities include the schedule for intensive watershed monitoring and watershed restoration and protection strategies.

Execution

- **Engineer Reports: submitted for DNR & BWSR review**
Watershed Districts Only: Record a “yes” if during the last five years all required engineer reports for district projects have been submitted for DNR and BWSR review and comment, as required by [MS Chap. 103D.711 Subd.5](#). Organizations other than Watershed Districts should enter N/A.
- **WCA decisions and determinations made in conformance with all WCA requirements.** *WCA requires LGUs to make decisions and determinations in conformance with specific noticing, timeline and other procedural and substantive requirements. BWSR wetland specialists will review a sample of decisions and determinations made by the LGU to determine if WCA rules are being followed. (N/A if not WCA LGU)*
- **WCA TEP Reviews and recommendations appropriately coordinated.** *WCA rules require that the TEP make findings and recommendations to the LGU in regard to decisions and various technical aspects of rule requirements. The LGU must provide a staff member to serve on the TEP and must coordinate TEP reviews and recommendations to insure that they are technically sound and timely. BWSR wetland specialists will review a sampling of various decisions and associated TEP recommendations to determine if this requirement is met. (N/A if not WCA LGU)*
- ★ **Certified wetland delineator on staff or retainer**
Check the “yes” box if a member of the district staff is certified as a WCA wetland delineator or if the district has a standing contract with a certified private delineator who represents the district on TEPs.
- **Total expenditures per year (past 10 years)**
This is the organization’s total expenditures from all sources of funds with a dollar amount for each of the last 10 years for which data are complete. These data are one indicator of trends in the level of organization activity. A table is provided at the bottom of the Part 2 checklist to enter these amounts
- ★ **Water quality trends tracked for key water bodies**
Organizations that meet this standard will have identified key water bodies in their organization and have an established monitoring program to track the water quality of those water bodies as required by [MR 8410.0060 Subp. 1f](#). The water quality data can be used to set priorities for strategic and annual activity planning and projects.
- ★ **Watershed hydrologic trends monitored / reported**
Organizations that meet this high performance standard will regularly measure one or more hydrologic parameters for their watershed or sub-watersheds and report the results. Selected parameters should be indicators of the effectiveness of water retention efforts, changes in impervious surface coverage, and hydrologic connectivity and be used to identify trends in peak flows, runoff volumes, base flow, and other hydrologic characteristics related to the organization’s watershed management objectives.

Communication and Coordination

- **Website: contains information as required by MR 8410.0150 Subp. 3a, i.e. board meeting information, contact information, water plan, among others**
These basic elements must be available for review on the organization's website and be updated within a reasonable amount of time after changes to any one element. For website grant reporting requirements, see guidance at <http://www.bwsr.state.mn.us/grants/reporting.html>.
- **Functioning advisory committee(s): recommendations on projects, reports; maintains 2-way communication with board**
Organizations have both a citizens' and a technical advisory committee or can combine them into one. To meet this standard the organization's advisory committee(s) meets regularly, submits recommendations and/or comments on organization projects and reports, or other products. There is regular communication between the advisory committee(s) and the board.
- **Communication piece sent within last 12 months; indicate target audience**
A communication piece can be a newsletter, press release for publication in local newspapers, enclosure with regular local government mailings, etc. that highlight the work and program opportunities of the watershed organization. Content requirements are described in MN Rule 8410.0105 Subp. 4. Check "yes" if your County has sent out a communication piece within the last 12 months, and indicate who the primary target audience for the piece was.
- ★ **Track progress for I & E objectives in Plan**
Organizations that meet this high performance standard will have public information and education objectives in their management plan, and will have developed measures and data that they are tracking to determine their progress in meeting those objectives. Types of outcomes could include changed attitudes and behaviors, increased participation in organization programs, and increased demand for organization assistance with water management projects.
- ★ **Coordination with County Board and City/Township officials**
Organizations that meet this high performance standard will have regular contact and coordination by their managers or staff with their county commissioners, city and township officials. Coordination activities include giving periodic status reports at county or municipal board meetings, inviting local elected officials or staff to attend board of managers meetings, or establishing a liaison person for regular consultation with local government staff.
- ★ **Partnerships: cooperative projects/tasks with neighboring organizations, such as counties, soil and water districts, watershed districts and non-governmental organizations**
Organizations that meet this high performance standard will have conducted or coordinated programs and projects with other local government, or non-governmental entities (e.g., local lake association). Programs will include sharing in education, monitoring, planning, and project implementation efforts.

METRO WATERSHED DISTRICT and WMO PERFORMANCE STANDARDS

LGU Name: _____

Performance Area	Performance Standard		Level of Review	Rating	
	★	High Performance standard	I Annual Compliance	Yes, No, or Value	
	■	Basic practice or statutory requirement (see instructions for explanation of standards)	II BWSR Staff Review & Assessment (1/10 yrs.)		
Administration				YES	NO
	■	Activity report: annual, on-time	I		
	■	Financial report & audit completed on time	I		
	■	Drainage authority buffer strip report submitted on time	I		
	■	eLINK Grant Report(s): submitted on time	I		
	■	Rules: date of last revision or review	II	mo./yr.	
	■	Personnel policy: exists and reviewed/updated within last 5 years	II		
	■	Data practices policy: exists and reviewed/updated within last 5 years	II		
	■	Manager appointments: current and reported	II		
	■	Consultant RFP: within 2 yrs. for professional services	II		
	■	WD/WMO has resolution assuming WCA responsibilities and appropriate delegation resolutions as warranted (N/A if not LGU)	II		
	■	WD/WMO has knowledgeable & trained staff that manages WCA program or has secured qualified delegate. (N/A if not LGU)	II		
	★	Administrator on staff	II		
	★	Board training: orientation and continuing education plan, record for each board member	II		
	★	Staff training: orientation and continuing education plan and record for each staff	II		
	★	Operational guidelines for fiscal procedures and conflicts of interest exist and current	II		
	★	Public drainage records: meet modernization guidelines	II		
Planning	■	Watershed management plan: up-to-date	I		
	■	City/twp. local water plans not yet approved	II		
	■	Capital Improvement Program: reviewed every 2 years	II		
	★	Strategic plan or self-assessment completed in last 5 years	II		
	★	Strategic plan identifies short-term priorities	II		

Execution	■	Engineer Reports: submitted for DNR & BWSR review	II		
	■	WCA decisions and determinations are made in conformance with all WCA requirements. (if delegated WCA LGU)	II		
	■	WCA TEP reviews & recommendations appropriately coordinated. (if delegated WCA LGU)	II		
	★	Certified wetland delineator on staff or retainer	II		
	■	Total expenditures per year (past 10 yrs.)	II	see below	
	★	Water quality trends tracked for key water bodies	II		
	★	Watershed hydrologic trends monitored / reported	II		
Communication & Coordination	■	Website: contains information as required by MR 8410.0150 Subpart 3a, i.e. as board meeting, contact information, water plan, etc.	II		
	■	Functioning advisory committee(s): recommendations on projects, reports, 2-way communication with Board	II		
	■	Communication piece: sent within last 12 months	II		
		Communication Target Audience:			
	★	Track progress for Information and Education objectives in Plan	II		
	★	Coordination with County Board, SWCD Board, City/Township officials	II		
	★	Partnerships: cooperative projects/tasks with neighboring organizations, such as counties, SWCDs, WDs, Non-Government Organizations	II		

Assessing Progress Toward Plan Objectives: Part 1

How to Use this Form: LGUs may use this form to report progress toward management plan goals and objectives or may substitute their own report that contains comparable information. Fill in the **Goal**, **Objective** and **Actions** for which your LGU has lead responsibility with information directly from the plan. These labels are generic and refer to typical plan structure elements from general to specific. Fill in **Timeframe** columns with dates when the **Action** was proposed for implementation and when it was actually implemented, if that has occurred. Describe **Accomplishments** so far and any **Next Steps**. BWSR will complete the **Progress Rating**. Cut and paste to add objective/action tables as necessary.

LGU name:

Assessment date:

Type of Management Plan:

Date of last plan revision:

GOAL No. ____:

Page ____ of Mgmt. Plan

Objective ____:

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
1.					
2.					
3.					

Objective ____:

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
1.					
2.					
3.					

Objective ____:

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
1.					
2.					
3.					

Indicator symbol for Progress Rating: ☐ = not started/dropped ☐ = ongoing progress ☒ = completed/target met

Elm Creek Watershed Management Commission - Proposed 2022 Operating Budget

	A	B	C	D	AX	AZ	BB	BC	BD	BE	BF	BG
1												
2												
3					2019 Audit	2020 Budget	2020 Budget	2020 pre-audit	2021 Budget	2021 Budget Notes	proposed 2022	2022 Budget Notes
4												
5	EXPENSES											
6	GENERAL OPERATING EXPENSES											
7		Administrative			95,972	90,000		108,876	95,000		95,000	
8			Watershed-wide TMDL Admin		0	300	300		0	will not be spent in 2020		
9		Grant Writing			0	1,000	500		650	will not be spent in 2020	500	
10		Website			1,073	3,000		3,903	2,000		3,000	
11		Legal Services			1,850	2,000		419	2,000		2,000	fourth gen plan expense
12		Audit			4,500	5,000		6,000	5,000		6,000	
13		Insurance			2,661	3,900		3,182	3,800		3,800	
14		Tech support - HCEE - conservation promo, landowner outreach, project implementation.				15,000	7,000		12,000	2021 HCEE COOPERATIVE AGREEMENT = \$10,000	12,000	
15		Contingency				1,000			1,000		1,000	
16		Subtotal General Operating Expenses			106,056	121,200	7,800	122,380	121,450		123,300	(BF7:BF15)
17												
18	EDUCATION											
19		Education										
20			Education - City/Citizen Programs		2,493	3,000		2,013	2,500	workshops, symposia, etc.	2,500	
21		West Metro Water Alliance										
22		WMWA General Admin			3,000	5,000		3,000	5,000		5,000	
23		WMWA Implementa Activities incl Watershed PREP			4,000	6,500		2,000	6,500		4,500	
24		RG Workshop/Intensive BMPs/Special Projects			2,000	3,000		1,625	3,000		2,000	
25		Education Grants			0	1,000		0	1,000		0	
26		Macroinvertebrate Monitoring-River Watch			3,000	3,000		0	3,000	3 sites monitored by HS vols thru Henn County	3,000	
27		Ag Specialist			0			0		included in line 14	0	
28		Subtotal Education			14,493	21,500	0	8,638	21,000		17,000	(BF19:BF27)
29												
30	WATERSHED MANAGEMENT PLAN											
31		Plan Amendments			1,396	2,000		1,409	2,000	amendment each in 2020-2022	2,000	
32		Local Plan Review			0					not required in 2020-2022		
33		Contribution to 4th Generation Plan							10,000	begin set-aside for 2024 Plan, est. cost = \$45-50,000. Will be new restricted fund.	12,500	
34		Subtotal Watershed Management Plan			1,396	2,000	0	1,409	12,000		14,500	(BF31:BF33)
35												
36	WATER MONITORING PROGRAMS											
37		Expenses										
38		Stream Monitoring										
39			Stream Monitoring - USGS		20,840	24,000	1,000	20,940	24,000		24,000	
40			Stream Monitoring - TRPD		6,875	7,200		7,200	7,200	per cooperative agreement	9,345	placeholder
41			Extensive Stream Monitoring									
42			DO Longitudinal Survey			1,000			1,000	per cooperative agreement	1,200	
43			Gauging Station - Elec Bill		208	250	150	391	400	due to gauge relocation, beg in 2020, surcharge assessed by City of Dayton	420	
44		Subtotal Stream Monitoring lines 37-43			27,923	32,450	1,150	28,531	32,600		34,965	(BF39:BF43)

Elm Creek Watershed Management Commission - Proposed 2022 Operating Budget

	A	B	C	D	AX	AZ	BB	BC	BD	BE	BF	BG
1												
2												
3					2019 Audit	2020 Budget	2020 Budget	2020 pre-audit	2021 Budget	2021 Budget Notes	proposed 2022	2022 Budget Notes
45												
46				Lake Monitoring								
47				Lake Monitoring - CAMP	0	760		760	760	Volunteers thru Met Council. Teal Lake in 2020.	840	
48				Lake Monitoring - TRPD								
49				Sentinel Lakes	8,100	8,100		8,100	8,100	per cooperative agreement	8,460	
50				Additional lake	0	2,500			2,500	per cooperative agreement	1,352	
51				Aquatic Vegetation Surveys	325	1,100		1,100	1,100	per cooperative agreement	1,300	placeholder
52				Subtotal Lake Monitoring	8,425	12,460	0	9,960	12,460		11,952	(BF47:BF51)
53												
54				Other Water Monitoring								
55				Rain Gauge Network	0	100			0	Network is not active, eqpt in storage	0	
56				Source Assessment								
57				Watershed-wide TMDL-Followup-TRPD		1,000	1,000			now part of routine monitoring	0	
58				Wetland Monitoring - WHEP	4,000	4,000			4,000	4 sites, adult volunteers thru Henn Cty	4,000	
59				Subtotal Other Monitoring	4,000	5,100	1,000	0	4,000		4,000	(BF55:BF58)
60				Subtotal Monitoring Expense	40,348	50,010	2,150	38,491	49,060		50,917	(BF59+BF52+BF44)
61												
62												
63				PROJECT REVIEWS and WETLAND CONSERVATION ACT (WCA)								
64				Technical - Barr Engineering/SWS - project reviews	70,473	185,000		79,506	185,000		107,500	S/B fully offset by Tehnical escrow
65				Technical Support - Other	21,236			67,830		2021 - Wenck/Stantec scope = \$185,000	77,500	
66				Administrative Support	8,542	15,000	3,000	12,112	12,000		15,000	S/B fully offset by Admin escrow
67				WCA Expense /Surety	3,710	3,000	3,000	2,387	0	included in line 27	0	
68				WCA Expense - Legal	31	500	500		0		0	
69				WCA Expense - Admin	424	1,000	1,000	341	0		0	
70				Subtotal Project Review / WCA Expenses	104,416	204,500	7,500	162,176	197,000		200,000	(BF64:BF69)
71												
72				SPECIAL PROJECTS, STUDIES, SWAs								
73				Special Projects, Studies, SWAs							0	
74												
75												
76				TOTAL GEN OPERATING EXP	266,709	399,210	17,450	333,094	400,510		405,717	(BF73+BF70+BF60+BF34+BF28+BF16)
77												
78												
79				CIPS, GRANTS								
80				CIPs	432,547	448,935		315,718	175,000		250,000	may know this no. before budget pu
81				Grants	124,092	125,000			125,000		125,000	
82				Barr - Floodplain modeling		39,360	0	89,913	0	\$108,773.00. Contract extends thru 03/2021.	0	Moved from FP Monitoring
83				Rush Creek SWA Implementation		0		18,328	0	2021 HCEE COOPERATIVE AGREEMENT	106,050	
84				Subtotal CIPs, Grants, Special Projects	556,639	613,295	0	405,631	300,000		481,050	(BF80:BF83)
85												
86				TOTAL EXPENSES	823,348	1,012,505	17,450	738,725	700,510		886,767	BF76+BF84

Elm Creek Watershed Management Commission - Proposed 2022 Operating Budget

	A	B	C	D	AX	AZ	BB	BC	BD	BE	BF	BG
1												
2												
3					2019 Audit	2020 Budget	2020 Budget	2020 pre-audit	2021 Budget	2021 Budget Notes	proposed 2022	2022 Budget Notes
87	REVENUE											
88	GENERAL OPERATING REVENUE											
89		Membership Dues			230,400	237,300		237,300	237,300	0% increase	242,000	2% increase
90		Interest Income			26,407	8,000	2,000	4,900	15,000	1.46% monthly, 16.56%, 17.52% annually	5,000	
91		Dividend Income				250		462	250	LMCIT insurance	250	
92		TRPD Cooperative Agreement			5,000	5,500		4,808	5,500	per cooperative agreement	6,000	
93		Miscellaneous Income										
94		Subtotal General Operating Revenue			261,807	251,050	2,000	247,470	258,050		253,250	(BF89:BF93)
95												
96	PROJECT REVIEW and WCA REVENUE											
97		Project Review Fees			60,826	80,000		103,874	100,000		107,500	
98		Contingency									10,750	
99		Nonrefundable Admin									10,750	
100		Nonrefundable Tech									16,125	
101		WCA Fees and Escrows Earned				0			0	no longer serving as LGU		
102		Forfeited/Reimbursed Sureties			-							
103		Subtotal Project Review / WCA Revenue			60,826	80,000	0	103,874	100,000		145,125	(BF97:BF102)
104												
105	SPECIAL PROJECTS, STUDIES, SWAs REVENUE											
106		Special Projects, Studies, SWAs									0	
107												
108												
109	TOTAL GEN OPERATING REVENUE				322,633	331,050	2,000	351,344	358,050		398,375	BF103+BF94
110												
111	OPERATING SURPLUS OR DEFICIT				55,924	68,160	15,450	18,250	42,460		7,342	BF109-BF76
112												
113	CIPS, GRANTS REVENUE											
114		CIPs			458,032	448,935		295,954	185,588		250,000	
115		Grants			45,028	100,000		100,137	100,000		125,000	
116		TRPD Fish Lake Alum Coopative Agmt			62,804							
117		DNR Contract - Floodplain Modeling			0.00	39,360		58,247		contract w/DNR at 12/31/2020 = \$92,773.	0	
118		Rush Creek SWA Implementation									79,537	seek grants to fund shortfall
119		Subtotal CIPs, Grants			565,864	588,295	0	454,338	285,588		454,537	(BF114:BF118)
120												
121	PROJECT SURPLUS OR DEFICIT				9,225	25,000	0	48,707	14,412		26,513	BF119-BF84
122												
123												
124												
125	TOTAL REVENUES				888,497	919,345	2,000	805,682	643,638		852,912	BF109+BF119
126												
127	TOTAL SURPLUS OR DEFICIT				65,149	93,160	15,450	66,957	56,872		33,855	BF125-BF86

Elm Creek Watershed Management Commission - Proposed 2022 Member Assessments

2020	2019 Taxable Market Value	2019 Budget Share		Increase over Prev Year	
		%age	Dollars	%age	Dollars
Champlin	540,590,344	4.12%	9,768.39	6.97%	284
Corcoran	865,123,487	6.59%	15,632.66	2.56%	455
Dayton	749,481,401	5.71%	13,543.02	8.87%	394
Maple Grove	6,614,821,616	50.37%	119,528.89	1.93%	3,476
Medina	1,050,664,076	8.00%	18,985.35	-1.42%	552
Plymouth	1,418,363,351	10.80%	25,629.62	11.11%	745
Rogers	1,893,322,435	14.42%	34,212.07	0.65%	995
Totals	13,132,366,710	100.00%	237,300.00	2.99%	6,900
2021	2020 Taxable Market Value	2020 Budget Share		Increase over Prev Year	
		%age	Dollars	%age	Dollars
Champlin	586,080,150	4.13%	9,801.07	0.33%	33
Corcoran	945,017,350	6.66%	15,803.61	1.09%	171
Dayton	859,590,989	6.06%	14,375.02	6.14%	832
Maple Grove	7,002,119,108	49.35%	117,097.09	-2.03%	-2,432
Medina	1,117,455,738	7.87%	18,687.32	-1.57%	-298
Plymouth	1,634,614,359	11.52%	27,335.81	6.66%	1,706
Rogers	2,045,081,387	14.41%	34,200.09	-0.04%	-12
Totals	14,189,959,081	100.00%	237,300.00	0.00%	0
2022	2020 Taxable Market Value	2020 Budget Share		Increase over Prev Year	
		%age	Dollars	%age	Dollars
Champlin	603,102,432	3.940	9,349.36	-0.05	-452
Corcoran	1,053,101,089	6.880	16,325.28	0.03	522
Dayton	1,000,693,347	6.537	15,512.85	0.08	1,138
Maple Grove	7,344,495,742	47.979	113,855.14	-0.03	-3,242
Medina	1,187,298,004	7.756	18,405.62	-0.02	-282
Plymouth	1,887,099,770	12.328	29,254.02	0.07	1,918
Rogers	2,231,809,062	14.580	34,597.74	0.01	398
Totals	15,307,599,446	100.000	237,300.00	0.00%	0.00
2022	2020 Taxable Market Value	2020 Budget Share		Increase over Prev Year	
		%age	Dollars	%age	Dollars
Champlin	603,102,432	3.940	9,534.53	-0.03	-267
Corcoran	1,053,101,089	6.880	16,648.62	0.05	845
Dayton	1,000,693,347	6.537	15,820.10	0.10	1,445
Maple Grove	7,344,495,742	47.979	116,110.17	-0.01	-987
Medina	1,187,298,004	7.756	18,770.16	0.00	83
Plymouth	1,887,099,770	12.328	29,833.43	0.09	2,498
Rogers	2,231,809,062	14.580	35,282.98	0.03	1,083
Totals	15,307,599,446	100.000	242,000.00	1.984%	4,700.00

elm creek

Watershed Management Commission

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May 5, 2021

To: Commissioners

Fr: Diane Spector, Wenck/Stantec
Judie Anderson, JASS

Re: 2022 Proposed Operating Budget
Budget Line Item Descriptions

Shown below are more detailed descriptions of the line items shown in the proposed 2022 Operating Budget.

Expenses

Line	Description
7,10	These line items are to provide administrative support (scheduling, minutes, etc.) for regular Commission and TAC meetings and any special meetings that require support, as well as general administrative duties such as notices, mailings, and correspondence, records, official publications, website maintenance, annual reporting, and budget and audit preparation.
9	The Commission needs to be aggressive in obtaining grant funds. This is likely to occur with the addition of Wenck/Stantec to the Commission staff as well as the identification of more projects that can be undertaken in partnership with HCEE. This line item funds both the development of grant applications and the work necessary to get them under contract, such as developing work plans, budgets, and schedules. Where possible, grant administration is rolled into the grant project costs and is an eligible grant activity.
11-13	Legal Services: general counsel, preparing for and attending meetings, drafting policies and variances, drafting and reviewing contracts and agreements. Annual audit, bookkeeping services, insurance and bonding.
14	Technical support provided by Hennepin County Department of Environment and Energy (HCEE). Cooperative Agreement with the Commission spells out activities to be undertaken. 2021 agreement was approved in March 2021. The same numbers were used to formulate the 2022 budget.
20	Education programs, association memberships, contributions outside of WMWA.
21-24	West Metro Water Alliance (WMWA) activities. Focus is on the Watershed PREP program and supporting education and outreach as called out in the MS4 permit.
25	Commission-funded grant for collaborative activities within the watershed - has not been used in the last few years. This program will be discontinued.
26	An educational activity, RiverWatch is a volunteer program for high school students under the auspices of Hennepin County. Program was not conducted in 2020 due to COVID-19.
27	Budgeted in past years to promote environmentally-friendly activities on the rural landscape under the auspices of the U of M Extension Service. This item has been folded into line 14.
31	Anticipate one Minor Plan Amendment to the Third Generation Management Plan annually, usually to revise and update the CIP. Administrative costs include publication costs and noticing the County and reviewing agencies.
32	Review by Technical Staff of local stormwater plans for conformance with the Commission's Watershed Plan. Occurs following adoption of each generation plan and is coordinated with the city Comprehensive Plan cycle. Not required in 2022.
33	Money set aside to develop the Fourth Generation Watershed Management Plan. Anticipate cost will total \$45,000-\$50,000. Plan must be completed and approved by the Board of Water and Soil Resources (BWSR) by September 2025. \$10,000 was set aside in a restricted account for this purpose in 2021; an additional \$12,500 is proposed to be set aside in 2022.
38-44	Costs associated with annual stream monitoring conducted by the USGS (US Geological Survey) and Three Rivers Park District (TRPD). Stream monitoring programs are described in detail in Appendix D of the Third Generation Watershed Management Plan. See note below.

Budget Line Item Descriptions

May 5, 2021

Page 2

Line	Description
46-52	Costs associated with annual lake monitoring conducted by Three Rivers Park District. Citizen volunteers also monitor lake(s) through Metropolitan Council's CAMP (Citizen Assisted Monitoring Program). Again, the lake monitoring programs are described in detail in Appendix D of the Third Generation Watershed Management Plan. See note below.
54-59	Costs associated with other monitoring. Line 55: Because it has become harder to find locations and volunteers to staff the rain gauges, this program will likely be discontinued. Line 56: Source assessment monitoring is included in project-specific monitoring, and follow-up monitoring as part of the Watershed-wide TMDL (line 57) is included in routine monitoring. Line 58: WHEP, Wetland Health Evaluation Program, is an adult volunteer monitoring program conducted through Hennepin County. WHEP did not occur in 2020 due to the pandemic.
63-66	Line 64: Costs of project reviews conducted by Technical Staff are intended to be offset by revenue as outlined in the fee schedule adopted in 2020. Line 65: Includes general inquiries, [some] pre-project consultation, meeting attendance, and other technical services such as grant applications, developing guidelines and policies, review and providing comments on documents such as EISs, EAWs, and AUARs, special projects, completing SWAs (subwatershed assessments) and identifying BMPs. Line 66: Administrative support for lines 64 and 65. Nonrefundable administrative escrows are intended to offset administrative costs associated with individual project reviews.
67-69	A small amount of Wetland Conservation Act (WCA) surety (\$9,108) remains from projects undertaken while the Commission served as the WCA LGU. Any minimal costs associated with maintaining those escrows would be included in line 69.
73	Commission projects (as opposed to CIP projects in line 80) special projects, studies and SWAs.
80	Commission's cost of projects to be levied through the County ad valorem assessment.
81	Commission's cost of projects awarded grant funding.
82	Completed in 2021.
83	Work being completed through the 2021 HCEE Cooperative Agreement. 2021 expense, budgeted in 2022.
NOTE:	Not included in this budget, but worthy of consideration. The Shingle Creek/West Mississippi WMOs have completed reviews of progress on their lake and stream TMDLs on a rotating schedule. A similar program could be developed by the Commission as a timely precursor to the Fourth Generation Plan. This item could be included in line 73.

Revenue

Line	Explanation
89	The proposed assessment of \$242,000 is a 1.984% increase over the 2021 assessment. There was no increase in assessments in 2020 and 2021.
90	The Commission uses the 4M Fund to manage its funds, as do many of the member cities. In 2020, 4M's average daily rate ranged from 1.38% in January to 0.02% in the last few months of the year.
92	Since 1981 the Commission has been party to 5-year cooperative agreements with Three Rivers Park District. The current agreement is up for renewal in time for the 2023-2027 monitoring seasons. It calls for reimbursement to the Commission of its share (1/8) of the lake/stream monitoring program where TRPD owns a portion of the shoreline, not to exceed \$5,000 in 2018-2019; \$5,500 in 2020-2021; and \$6,000 in 2022.
97-100	The project review fees are intended to recover the cost of completing development project reviews. 2021 is the first year in which the Commission is using the current fee schedule and it may need to be adjusted in future years to more accurately fund that activity.
106	As special projects, studies and subwatershed assessments are identified they will be listed here, showing both grant and/or other source funding.
114	CIPs, Capital Improvement Projects, approved by the Commission for Hennepin County ad valorem levying. The Commission's maximum share of an approved project is \$250,000, with a maximum annual levy of \$500,000 as a working guideline. Cities' share will be a minimum of 75% of the cost of the project, with the cities determining the funding mechanism best suited to them for payment of their share. To minimize the occurrence of insufficient tax settlements received from the County, five percent is added to the project cost for administrative and other Commission expenses. The Commission will certify 101% of the total project cost to cover levy shortfalls. Funding overages, after reimbursement of Commission expenses, administrative charges, and final payment to the City, are transferred to the Commission's Closed Project Account.
115	Proceeds from grants awarded by Hennepin County, State agencies, and others.
118	Proceeds from grant(s) yet to be identified/awarded to pay for projects identified in line 81.

Watershed Management Commission

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Gleason Fields Athletic Complex & Site Improvements

Maple Grove, Project #2021-010

Project Overview:

Location: This is an existing 45-acre City park located between Brockton (CR 101) and Vagabond Lanes at 67th Avenue.

Purpose: The applicant is proposing to convert existing grass play fields into four artificial turf baseball/softball fields. The project also involves expanding an existing parking area, adding four park buildings, and playground amenities to the park. Existing stormwater ponds will be utilized for stormwater management. One filtration basin with an iron enhanced sand filter will be added for abstraction controls. This work will disturb 23.5 acres and create 2.9 acres of new impervious areas.

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

Applicant: City of Maple Grove

Address: 12951 Weaver Lake Road
Maple Grove, MN 55369

Attention: Chuck Stifter

Phone: 763-494-6500

Email: cstifter@maplegrovern.gov

Agent: Stantec Consulting

Address: 733 S. Marquette, Suite 1000
Minneapolis, MN 55402

Attention: Ailsa McCulloch, Tyler Johnson

Phone: 612-712-2000

Email: Ailsa.mcculloch@stantec.com.
Tyler.johnson@stantec.com

Exhibits:	Description	Date Received
Application	<input checked="" type="checkbox"/> Complete ECWMC Application	3/23/2021
	<input checked="" type="checkbox"/> ECWMC Request for Review and Approval	2/25/2021
	<input checked="" type="checkbox"/> City authorization: Maple Grove, MN	3/3/2021
	<input checked="" type="checkbox"/> Review fee: \$3,375	3/18/2021
	<input checked="" type="checkbox"/> Project Documents (site plans, reports, models, etc.)	3/23/2021

Submittals

1. Gleason Fields Athletic Complex & Site Improvement Project Site Plan (212 of 212 sheets) by Stantec, dated April 9, 2021 with updated Sheets C3.05 and C35.08 revised April 22, 2021.
2. Gleason Fields Project, Stormwater Pollution Prevention Plan, by Stantec dated March 2021.

3. Gleason Fields Stormwater Management Plan memo from Stantec to the ECWMC dated March 19, 2021 with proposed conditions updated April 23, 2021, including existing and proposed site plans, drainage maps, and HydroCAD reports. NRCS soils report, National Wetland Inventory data, Geotechnical report, WCA Joint Application Form, Wetland Delineation Report, and MIDS models updated for filtration basin results.

Findings

General

1. A complete application was received March 23, 2021. The initial 60-day decision period per MN Statute 15.99 expires May 22, 2021.
2. This is an existing 45-acre active use, city park with grass playfields that will be converted into four artificial turf baseball/softball fields. Existing parking areas will be expanded with four additional park buildings and playground facilities added.
3. The project will disturb 23.5 acres and create 2.9 acres of new impervious areas.
4. There are no Elm Creek Watershed jurisdictional floodplains, or stream crossings within the site.
5. No wetlands will be impacted from this project.

Rule D – Stormwater Management

General

1. Existing and proposed water flows discharge from this site south and east into the City surface water/storm sewer system for approximately 1.25 miles before entering Elm Creek east of Lawndale Lane near 62nd Avenue.
2. Stormwater management for the project will utilize the existing on-site stormwater ponds and add one biofiltration basin with an iron enhanced sand filter (IESF) to control water quality and abstraction. These same features along with the wetlands on the north and east side of the project will combine to control flow rates from this site.
3. The soils on the site are predominantly Hydrologic Soil Groups Type C and D.
4. Soil borings from the Gleason Fields Reconstruction Geotechnical Report indicate high clay content soils.
5. Post development high water levels for all the existing ponds will be at or lower than the existing elevation. Low Floor Elevations are more than 2.0 feet above the 100-year elevation and 1.0 foot above the emergency overflow elevation for the ponds and wetlands evaluated for this project.
6. The City of Maple Grove operates and maintains stormwater facilities in their park and residential areas.

Water Quality Controls (Total Phosphorus and Total Suspended Solids)

1. Water quality controls will **meet** Commission requirements.
2. Soils are not conducive for infiltration.
3. Water quality loads are estimated by the MIDS model. TP and TSS will meet the Commission's requirements.

4. Additional phosphorus reductions are proposed by adding 12 inches of an iron enhanced filter sand in the biofiltration basin.
5. Table 1 summarizes TP and TSS loads before and after development.

Abstraction Controls

1. Abstraction controls **will meet** Commission requirements if Rule D, Section 3 paragraph d) is approved. See item 4 below for this standard.
2. New impervious areas will be 2.9 acres, requiring filtration of 11,671 cubic feet.
3. Because of area and elevation constraints, achieving the full infiltration of 1.1 inches of runoff from impervious areas will not be obtained with the design proposed.
4. The applicant requests compliance to the Commission's abstraction requirements per ECWMC Rule D, Section 3 paragraph d), *Where infiltration is not advisable or infeasible due to site conditions, biofiltration must be provided for that part of the abstraction volume that is not abstracted by other BMPs. Where biofiltration is infeasible, at a minimum filtration through a medium that incorporates organic material, iron fillings, or other material to reduce soluble phosphorus must be provided.*
 - a. Actual filtration volume will be 7,198 cubic feet, 4,473 cubic feet less than the Commission requirements.
 - b. In lieu of filtering the full volume, the applicant proposes incorporating an iron enhanced filter system in the biofilter media. An iron enhanced filter system will treat an additional 1.85 pound of soluble phosphorus per year.
5. Pretreatment of sediment will be provided by using sump manhole basins in the storm sewer system upstream of the biofiltration basin.
6. The filter basin will drawdown in a 48-hour period (7,198 cubic feet of water)
7. Table 1 summarizes abstraction (filtration) volumes and treatment provided for this site.

Table 1 Water Quality Summary to Pond GF-P8 ⁽¹⁾

Condition	Drainage Area (Acres)	TP Load (lbs/year)	TSS Load (lbs/year)	Filtration (cubic feet) ⁽²⁾
Pre-development	17.96	12.24	2,224	N/A
Post-development without BMPs	19.18	15.91	2,890	11,761 (required)
Post-development with BMPs		10.1		
-filter basin only	+1.22	8.25	1,706	7,198
-filter basin with iron enhanced filter				
Net Change	+1.22	-2.14 (w/o IESF) -3.99 (w/ IESF)	-518	+ 4,473

(1) ECWMC Staff Analysis

(2) 2.9 Acres New Impervious

Rate Controls

1. Rate control measures **will meet** Commission requirements.
2. Rate control for the site is provided by the new biofiltration basin along with utilizing the existing ponding and wetland basins on site.
3. The applicant provided proposed HydroCAD model output for the 2-year, 10-year, and 100-year events which are summarized in Table 2.

Table 2 Rate of Discharge existing water features this site drain to.

Discharge Location	Condition	2-year (cfs)	10-year (cfs)	100-year (cfs)
Pond GF-P8	Existing	7.12	25.18	54.36
	Proposed	6.09	22.53	49.09
	Change	-1.03	-2.65	-5.27
Pond GF-W8	Existing	1.13	2.60	14.43
	Proposed	1.01	2.48	12.89
	Change	-0.07	-0.12	-1.54
Pond GF-P3	Existing	2.55	8.33	20.23
	Proposed	2.43	8.13	19.95
	Change	-0.12	-0.20	-0.28
Pond 1P	Existing	4.61	7.90	17.15
	Proposed	4.62	7.69	17.00
	Change	+0.01*	-0.21	-0.15
Pond FS-P1	Existing	1.05	1.62	20.03
	Proposed	1.04	1.62	19.74
	Change	-0.01	0	-0.29
Pond FS-P3	Existing	3.99	8.15	11.28
	Proposed	3.16	5.71	9.49
	Change	-0.83	-2.44	-1.79
Pond EC-P5	Existing	1.61	2.17	20.14
	Proposed	1.59	2.15	19.54
	Change	-0.02	-0.02	-0.60

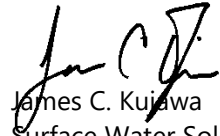
*insignificant

Rule E – Erosion and Sediment Control

1. Plans **will meet** Commission requirements for erosion and sediment control.

Recommendation

Approval



James C. Kujawa
Surface Water Solutions
On Behalf of Barr Engineering
Advisor to the Commission

April 25, 2021
Date

Attachments

- | | |
|----------|----------------------------|
| Figure 1 | Site Location Map |
| Figure 2 | Aerial Imagery |
| Figure 3 | Proposed Site Plan |
| Figure 4 | Stormwater Management |
| Figure 5 | Filter Basin Grading Plan |
| Figure 6 | Filter Basin Cross Section |
| Figure 7 | Existing Drainage Pattern |
| Figure 8 | Proposed Drainage Pattern |

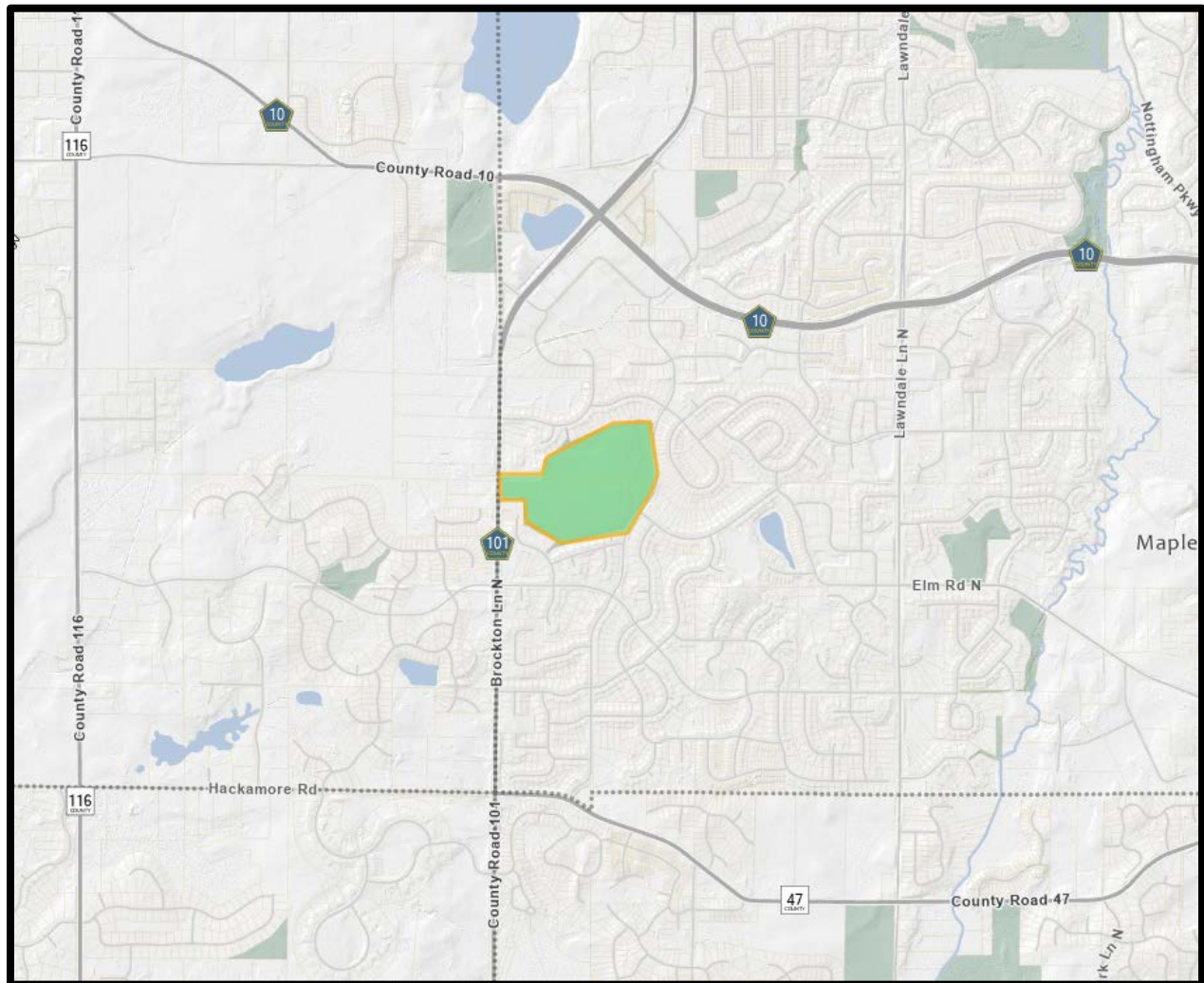


Figure 1 Site Location Map



Figure 2 Aerial Imagery



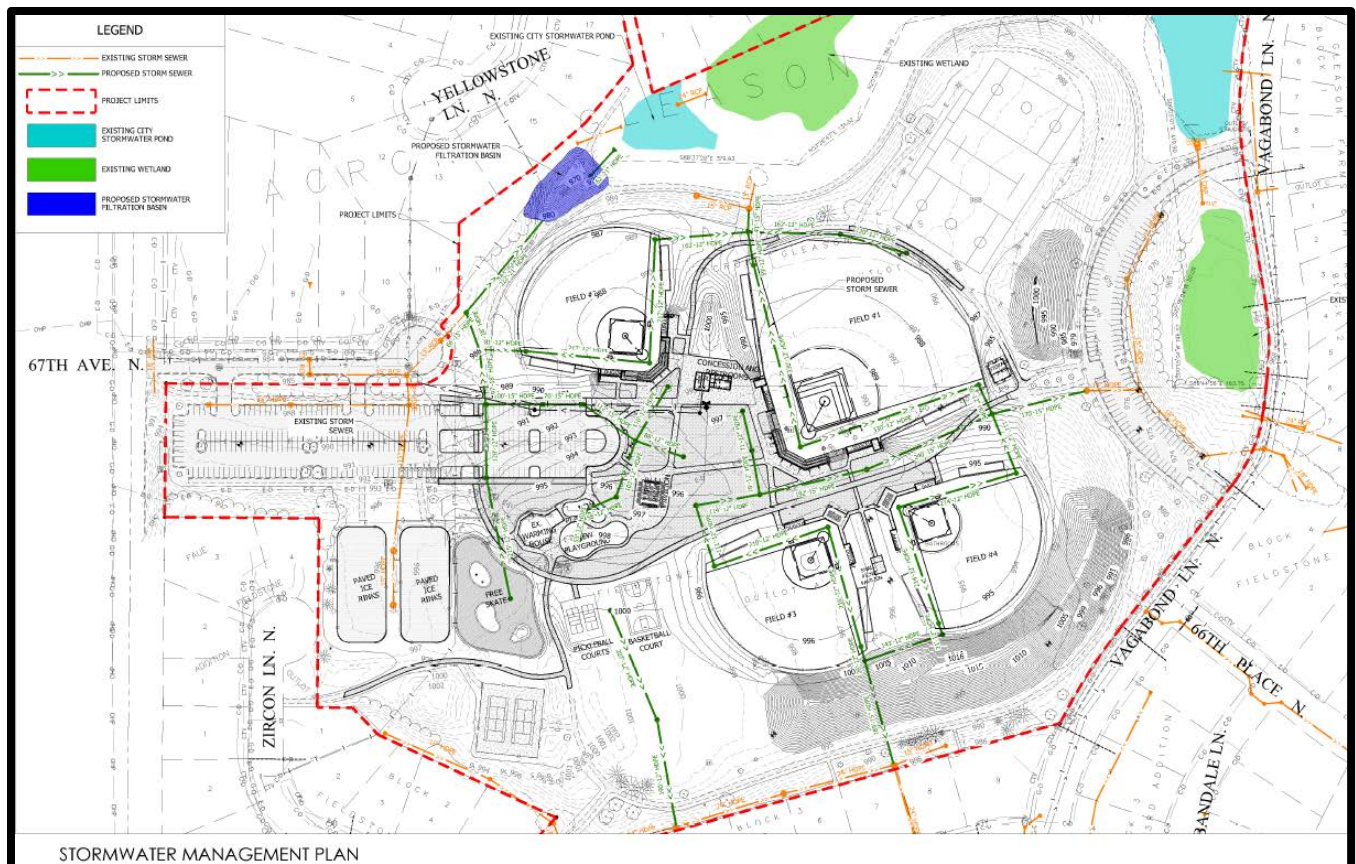
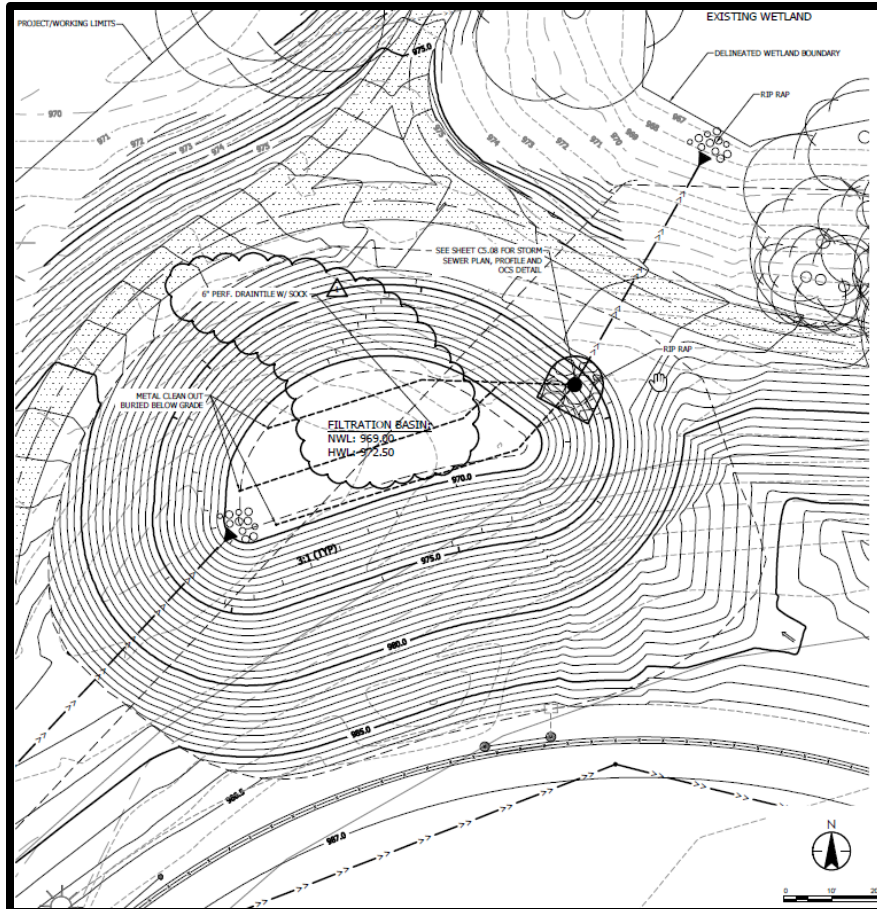


Figure 4 Stormwater Management



Figures 5 Stormwater filter basin grading plan

Figure 6 Filter Basin cross section.

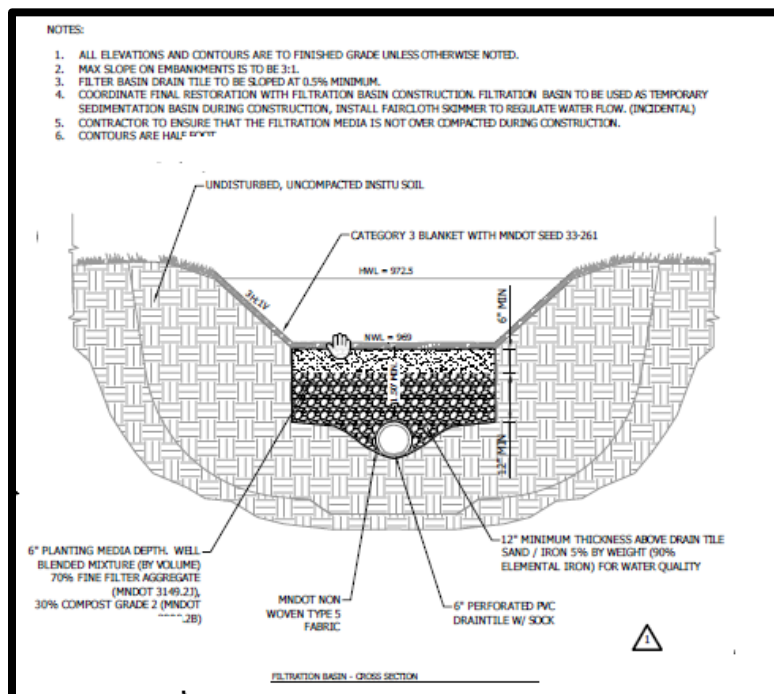




Figure 7 Existing Drainage Pattern Map



Figure 8 Proposed Drainage Pattern Map

Watershed Management Commission

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www.elmcreekwatershed.org

TECHNICAL OFFICE
Wenck Associates (a Stantec Company)
7500 Olson Memorial Highway
Golden Valley, MN 55427
PH: 320.309.3473
Email: ross.mullen@stantec.com

The Oaks at Bauer Farm Rogers Project #2021-012

Project Overview:

Location: Champlin, MN just north of French Lake Road on the border with Dayton
Purpose: Construct 99 single family homes.
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
XS Rule I Buffer Strips

Applicant: Champlin 99 LLC

Address: 13432 Hanson Boulevard
Andover, MN 55304
Pioneer Engineering

Attention: Nathan Fair

Phone: 463-421-5435

Email: nathanfair@edinarealty.com

Agent:

Address: 2422 Enterprise Drive Mendota Heights, MN 55102

Attention: Nick Polta

Phone: 651-251-0607

Email: npolta@pionereng.com

Exhibits:	Description	Date Received
<i>Application</i>	<input checked="" type="checkbox"/> Complete ECWMC Application	March 25, 2021
	<input checked="" type="checkbox"/> ECWMC Request for Review and Approval	March 17, 2021
	<input checked="" type="checkbox"/> City authorization: Champlin, MN	March 16, 2021
	<input checked="" type="checkbox"/> Review fee: \$4,050	March 17, 2021 (partial) ; March 25, 2021 (full)
	<input checked="" type="checkbox"/> Project Documents (site plans, reports, models, etc.)	March 17, 2021

Submittals

1. Storm Water Management, prepared by Pioneer Engineering dated February 24, 2021 Stormwater Management Analysis and Results
 - a. HydroCAD Modeling report for existing and proposed conditions
 - b. MIDS modeling report for water quality calculations
 - c. Existing and proposed drainage maps

Exhibits:	Description	Date Received
	d. Erosion Control and Storm Water Pollution Prevention Plan	
	e. NRCS Soils Report	
	2. Soil Boring Bauer Berry Farm , prepared by Haugo GeoTechnical Services, LLC dated November 13, 2020 revised on April 21, 2021	
	3. The Oaks at Bauer Farm Preliminary P.U.D. Construction Plan Set (35 pages) dated April 21, 2021	

Findings

General

1. A complete application was received March 25, 2021. The initial 60-day decision period per MN Statute 15.99 expires May 24, 2021. Note the applicant initially inadvertently underpaid the review fee.
2. Most of the existing site drains to a wetland located to the center of the parcel. The remainder of the site either drains northeast offsite toward the Mississippi River or an extremely small amount drains southwest.
3. The proposed The Oaks at Bauer Farms includes construction of 99 new single family homes and associated utilities and stormwater management systems.
4. The development will create 15.05 acres of impervious area, all of which are new. The parcel is 3.00 acres, and the disturbance is 12.21 acres. Existing and proposed conditions HydroCAD models were created to model rate control.
5. Three ponds with infiltration benches, two wet ponds, and one rain water garden (bioretention/infiltration basin) function as abstraction management and rate control for discharge from site to the southwest and northeast. Note that the city has indicated there is an agreement to manage X cfs at a regional basin to the east of the site.
6. Because soil borings indicate sandy and silty-sandy soils throughout the site and beneath the proposed basin footprints, infiltration is the preferred abstraction method. The site is located outside of a DSWMA area.
7. There are no Elm Creek Watershed jurisdictional floodplains or stream crossings within the site.
8. A wetland is located in the middle of the site, and is a pass through before ultimate discharge from the site. Pretreatment of all discharge into the wetland is included by means of the proposed wet ponds and ponds with infiltration benches. The wetland is not being disturbed as part of construction.

Rule D – Stormwater Management (plans)

General

1. The project will disturb 47.02 acres of a 57.82 acre parcel. The new impervious area will be 15.05 acres, 12.21 acres are new impervious.
2. The soils on the site are predominantly Hydrologic Soil Group Type A (high infiltration capacity).
3. Soil borings show poorly sand and sand with silt.

Low Floor Elevations

1. The low floor elevation of all structures exceeds the 100-year flood elevation of nearby infiltration basins or ponds by more than 2.0 feet below for all of the proposed buildings.

Rate Controls

1. Rate control measures **meet** Commission requirements based on onsite rate control in the northeast and southwest directions and by regional stormwater management to the southeast (agreement with city).
2. Rate control for the site was provided by three ponds with infiltration benches, two wet ponds, and one rainwater garden (bioretention/infiltration basin).
3. The applicant provided proposed HydroCAD model output for the 2-year, 10-year, and 100-year events which are summarized in Table 1.

Table 1 Rate of Discharge Leaving Site

Direction	Condition	2-year (cfs)	10-year (cfs)	100-year (cfs)
Northeast	Existing	0.07	1.56	13.17
	Proposed	0.00	0.00	0.00
	Change	-0.07	-1.56	-13.17
Southwest	Existing	0.00	0.00	0.04
	Proposed	0.00	0.00	0.00
	Change	-0.00	-0.00	-0.04
Southeast (east along French Lake Road)	Existing	0.00	0.00	0.00
	Proposed	0.06	0.75	9.44
	Change	+0.06*	+0.75*	+9.44*

*The city has indicated that regional stormwater management is provided up to a maximum of 12.4 cfs.

Abstraction Controls

1. Abstraction controls **meet** Commission requirements.
2. New impervious areas will be 12.21 acres requiring abstraction of 1.115 acre- feet.
3. Full infiltration of 1.1 inches of runoff from impervious areas is feasible with high infiltration capacity soils.

4. Pretreatment is provided:
 - a. By sumps in the catch basins, prior to discharge to the rainwater garden
 - b. By the wet ponds and/or ponds with infiltration benches prior to discharge to the wetland.

Water Quality Controls

1. Infiltrating full 1.1-inches of runoff from all impervious surfaces (D.3.e.i)
2. To meet city requirements, the applicant demonstrated a 86.7% reduction in TP and 97.2% reduction in TSS using MIDS.

Rule E – Erosion and Sediment Control (plans)

1. Plans **meet** Commission requirements for erosion and sediment control.
2. The erosion and sediment control plans are consistent with current best management practices.

Rule I– Buffer Strips

1. Plans **meet** Commission requirements for buffer strips.
2. The buffer strip will meet the Commission's minimum (10 feet) and average (25 feet) standard.
3. Wetland buffer monumentation will meet the Commission's requirements.

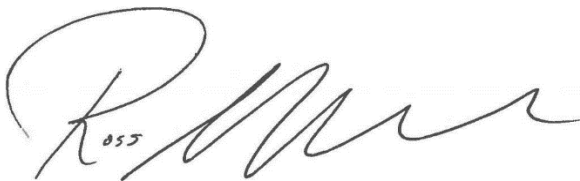
Recommendation

Approve

Conditions for Approval

1. Approval is contingent that the applicant submit final plan sheets and a stormwater management plan after incorporating revisions from the city's engineering department. The applicant must continue to demonstrate compliance with Rules D, E, and I to receive the approval.
2. Approval is contingent upon payment of all review fees. Additional payment may be required is the review cost exceeds escrow payment(s) submitted by the applicant.

On Behalf of Wenck (a Stantec Company)
Advisor to the Commission



May 5, 2021

Date

Attachments

Figure 1 Project Location

- Figure 2 Existing Drainage Map
- Figure 3 Proposed Drainage Plan
- Figure 4 Erosion Control Map (1 of 3)
- Figure 5 Erosion Control Map (2 of 3)
- Figure 6 Erosion Control Map (3 of 3)
- Figure 7 Erosion Grading Map (1 of 3)
- Figure 8 Erosion Grading Map (2 of 3)
- Figure 9 Erosion Grading Map (3 of 3)

Figure 1 Project Location

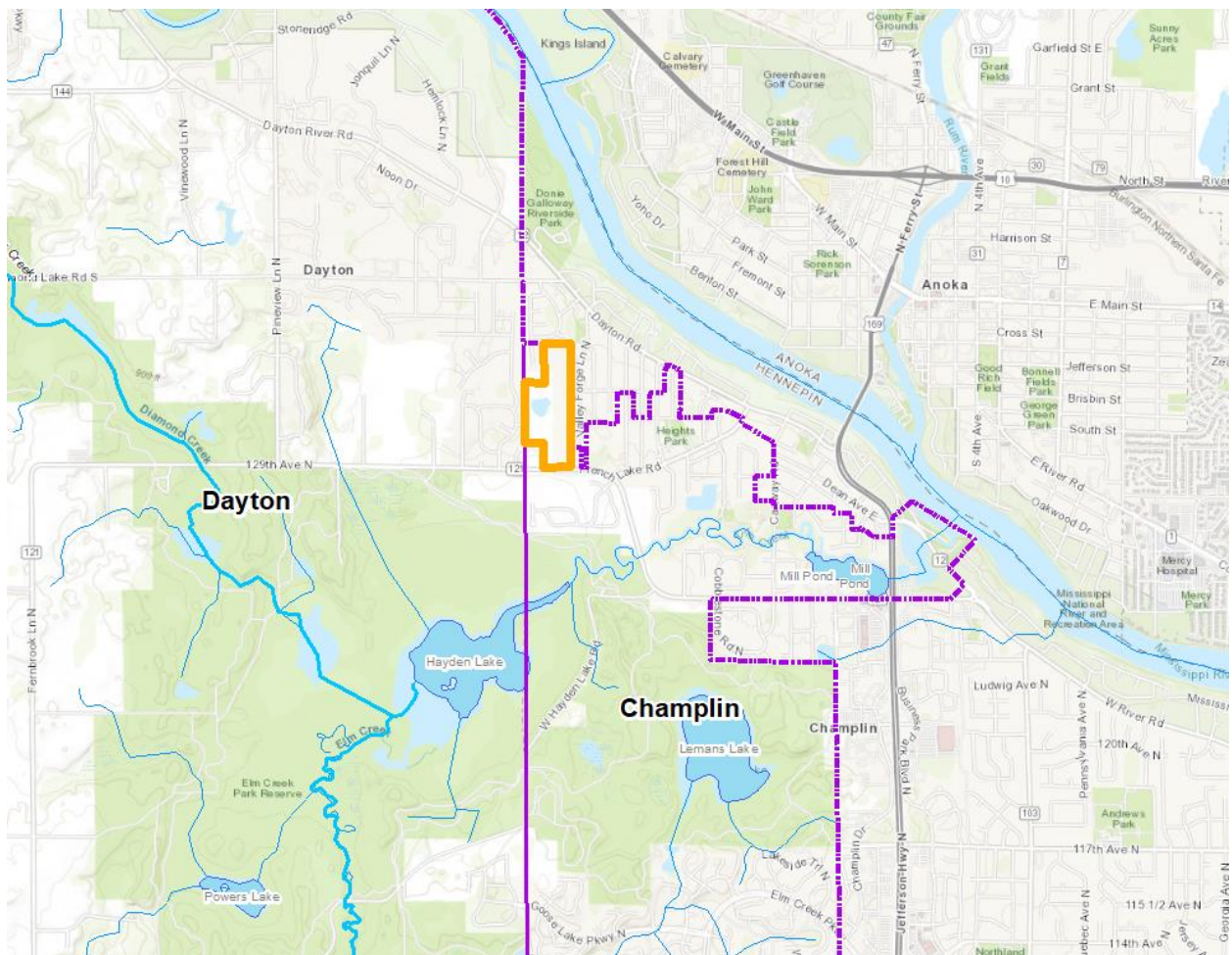


Figure 2 Existing Drainage Map

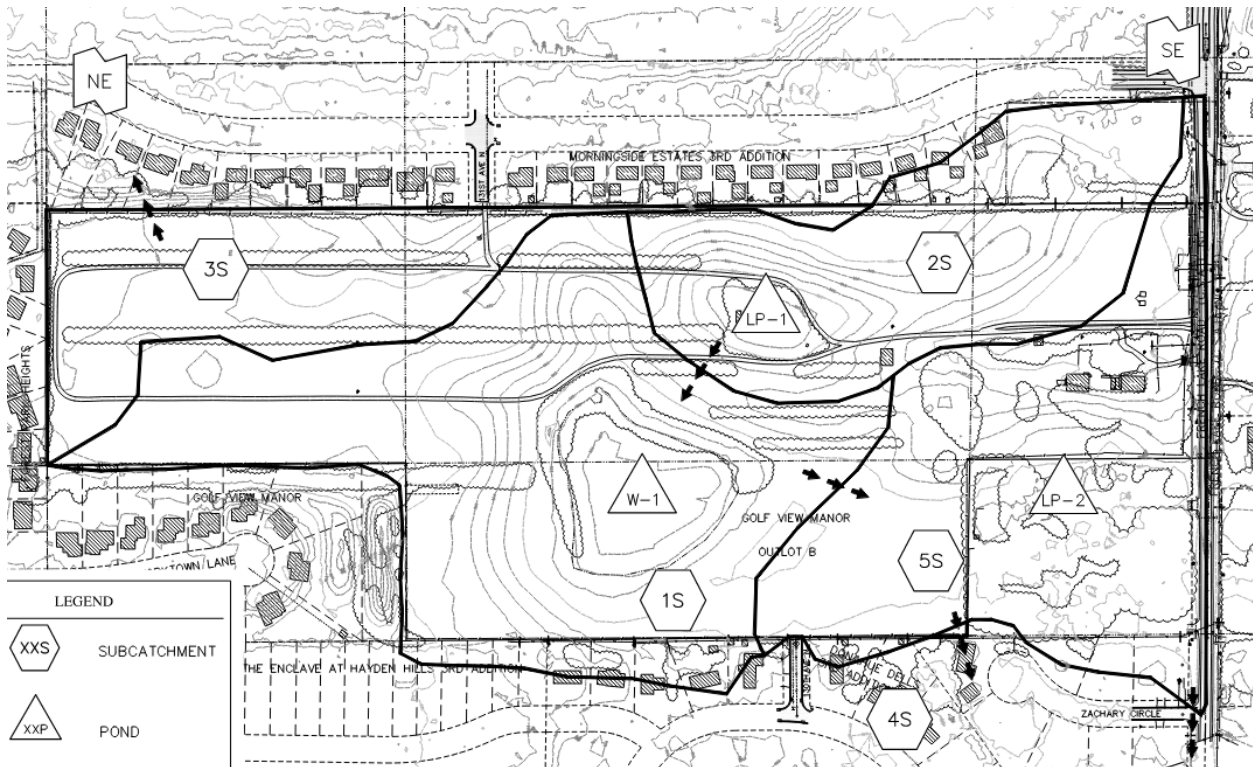


Figure 3 Proposed Drainage Plan

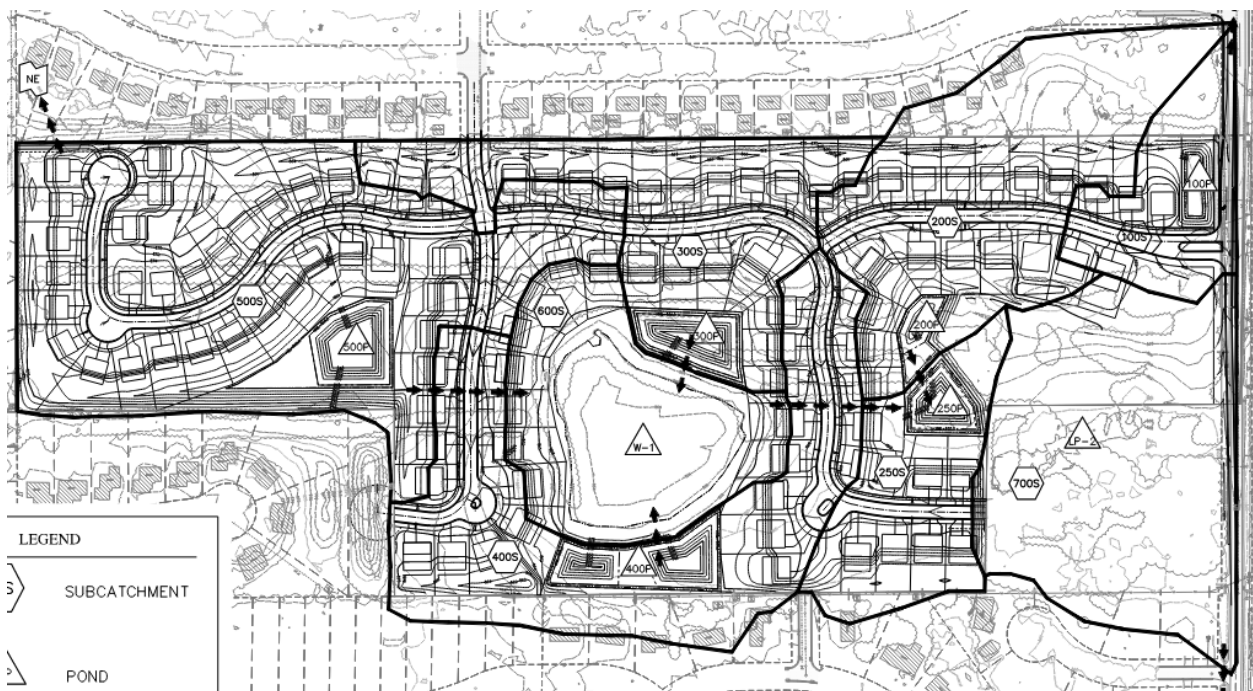


Figure 4 Erosion Control Map (1 of 3)

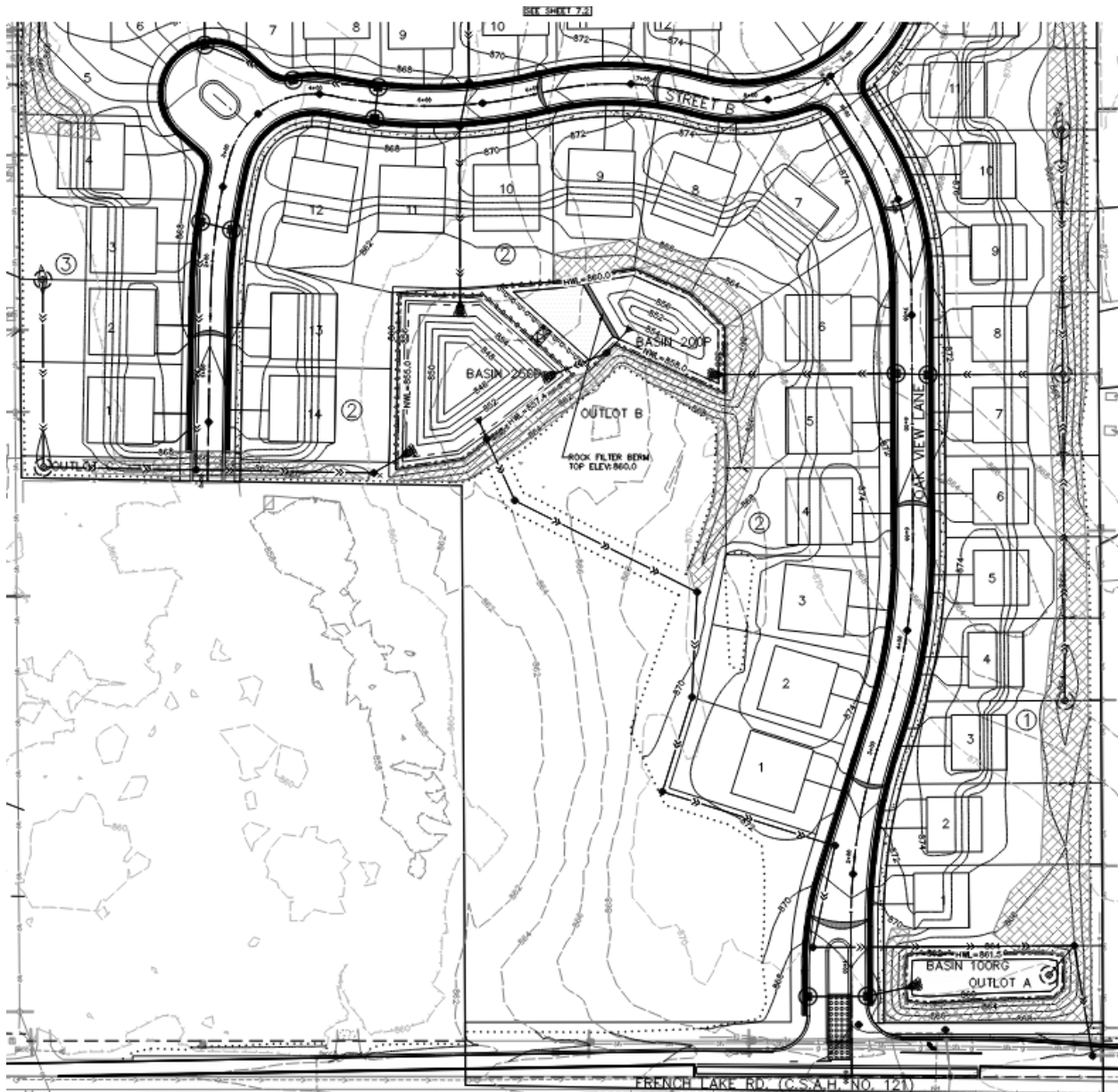


Figure 5 Erosion Control Map (2 of 3)



Figure 6 Erosion Control Map (3 of 3)

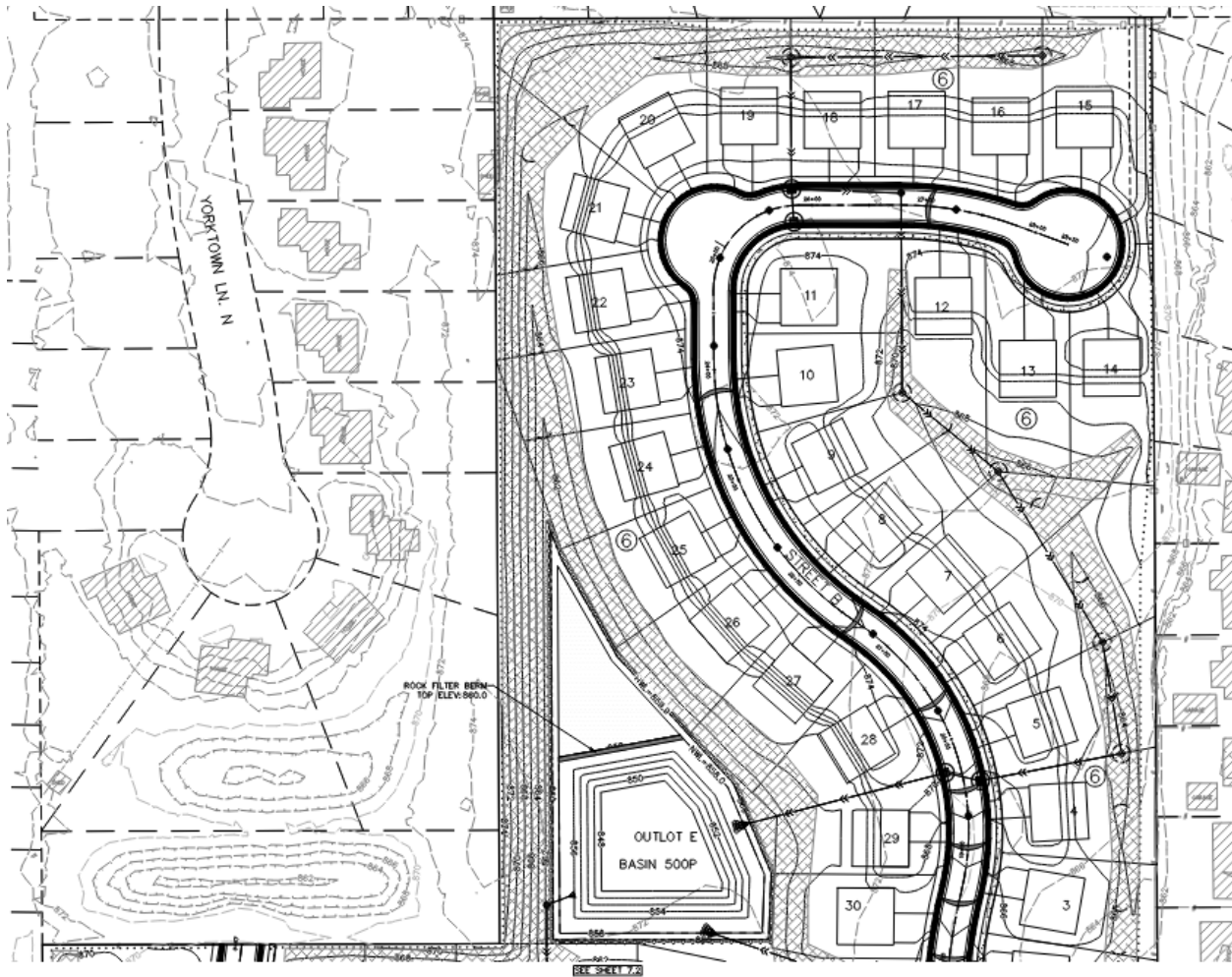


Figure 7 Erosion Grading Map (1 of 3)

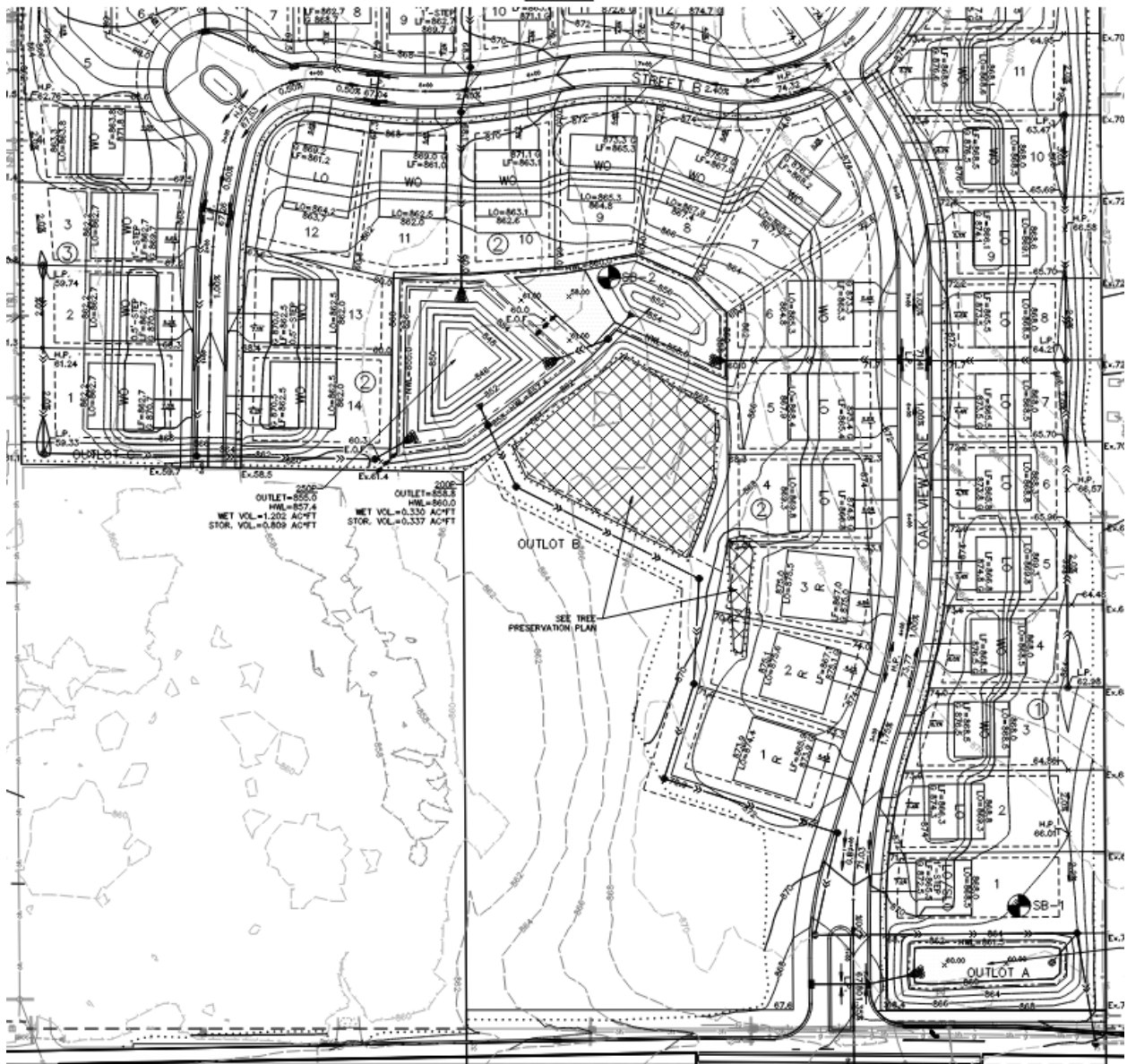
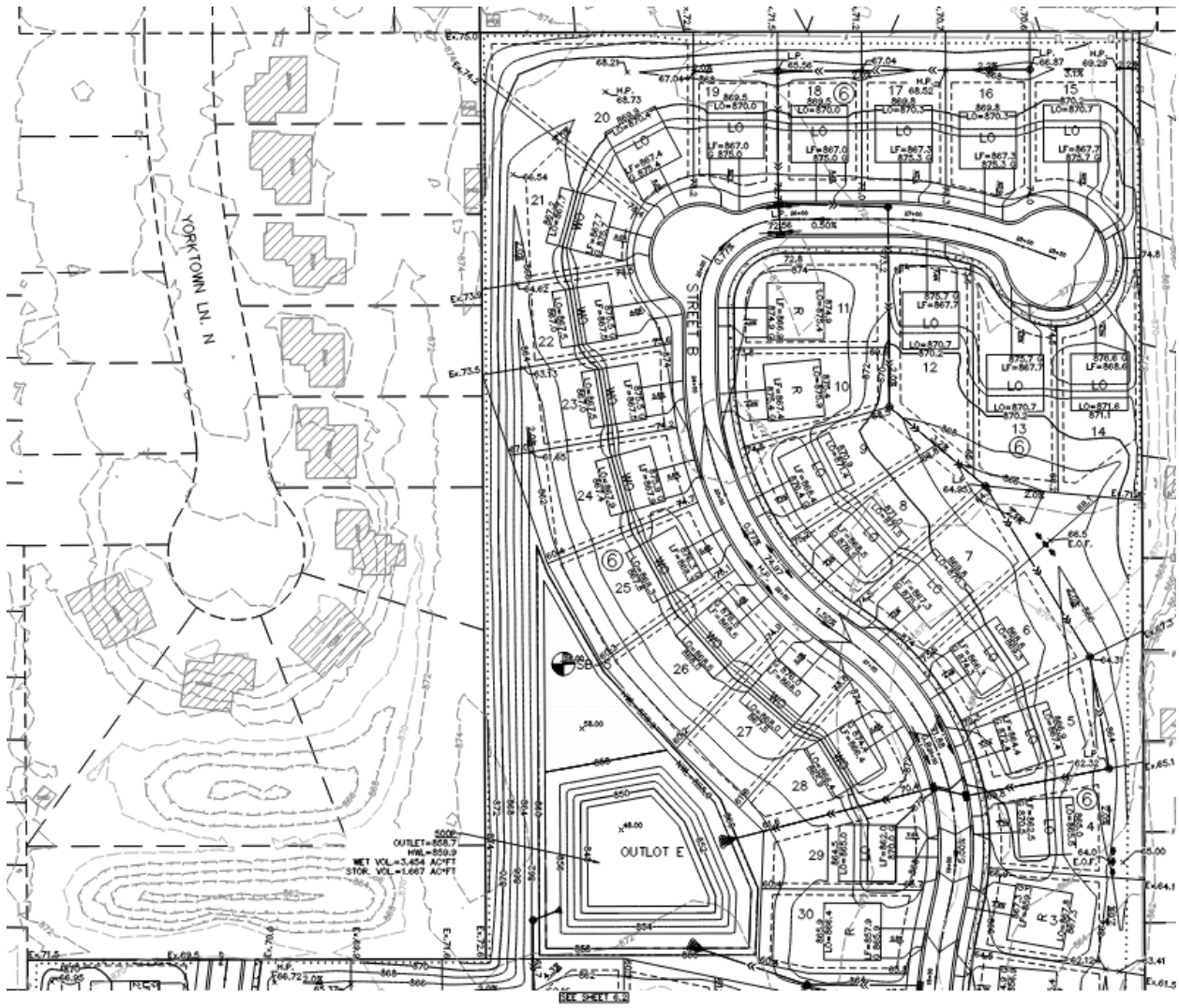


Figure 9 Erosion Grading Map (3 of 3)



Watershed Management Commission

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TECHNICAL OFFICE

Barr Engineering
4300 Market Point Drive, Suite 200
Minneapolis, MN 55435
PH: 612.834.1060
Email: jherbert@barr.com

Elm Creek Stream Restoration Phase IV

City of Champlin Project #2021-014

Project Overview:

Location: Elm Creek – From just upstream of Elm Creek Crossing to the section of Elm Creek directly south of the Keniston Street N cul-de-sac.

Purpose: The City of Champlin proposes the fourth phase of stream restoration work on Elm Creek that would provide bank stabilization, habitat rehabilitation and management, water quality improvements, and flood storage. Bank stabilization measures will be toewood, boulder toe, and an engineered plug to reconnect a previously cut-off meander. Habitat enhancements will be the removal of invasive trees and standing trees within the stream. To improve water quality, two rock riffles will be constructed to increase the dissolved oxygen. Restoration in oxbows will remove accumulated sediment and restore capacity to retain floodwater. Work will occur along roughly 5,300 feet of stream bank.

WMC Rules Triggered:

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

Applicant: City of Champlin
Address: 11955 Chaplin Drive
Champlin, MN 55316

Attention: Todd Tuominen
Phone: 763-923-7120
Email: ttuominen@ci.champlin.mn.us

Agent: WSB
Address: 37001 40th Avenue NW, Suite 100
Rochester, MN 55901

Attention: Michael Rask
Phone: 507-218-3386
Email: mrask@wsbeng.com

Exhibits:	Description	Date Received
Application	<input checked="" type="checkbox"/> Complete ECWMC Application	March 26, 2021
	<input checked="" type="checkbox"/> ECWMC Request for Review and Approval	March 26, 2021
	<input checked="" type="checkbox"/> City authorization: Champlin, MN	February 16, 2021
	<input checked="" type="checkbox"/> Review fee: \$4,752.00	March 26, 2021
	<input checked="" type="checkbox"/> Project Documents (site plans, reports, models, etc.)	February 17, 2021
Submittals	1. ECWMC Request for Review and Approval	

Exhibits:	Description	Date Received
2.	Phase 4 project memo prepared by WSB, dated January 22, 2021	February 17, 2021
	a. Write-Up on Project Background and Applicability of ECWMC Rules	
	b. Construction Plans and Details	
	c. SWPP Narrative	
	d. Erosion Control Plans and Details	
3.	HEC-RAS Model and Write-Up to certify No-Rise requirements	April 30, 2021

Findings

General

1. The total disturbed area for this project is roughly 4.62 acres.
2. No new impervious area is proposed.
3. This project is the fourth phase of improvements done by the City of Champlin. Previous phases were:
 - a. Phase I - Replacement of the existing Mill Pond dam (Completed May 2016)
 - b. Phase II - Mill Pond aquatic habitat restoration project (Completed Winter 2017/2018)
 - c. Phase III - Restoration of 2,850 linear feet within Elm Creek (Completed Winter 2018/2019)
4. Elm Creek flows into Mill Pond before discharging to the Mississippi River.

Rule D – Stormwater Management (plans)

General

1. Rule D for this project is triggered from alteration of Elm Creek stream cross sections.
2. No additional impervious is created by the project.
3. The project **meets** rate control, water quality control and abstraction requirements because the project will not change runoff rates, volumes or pollutant loading.

Rule E – Erosion and Sediment Control (plans)

1. Erosion and sediment controls **meet** Commission requirements.
2. Erosion and sediment controls are defined in the SWPPP narrative.
3. Temporary BMPS include:
 - a. sediment control logs
 - b. flotation silt curtains
 - c. stabilized construction exits
 - d. dust control through street sweeping or mobile water distributor

Rule F – Floodplain Alterations

1. Proposed floodplain alterations **meet** Commission requirements.
2. The project work is within the 100-year floodplain of Elm Creek.
3. The submitted HEC-RAS model documented existing and proposed conditions.

4. Model results indicated that there would be no increase in the 100-year water surface elevation greater than 0.00 feet.

Rule G – Wetland Alteration

1. WCA compliance is managed by the LGU.

Recommendation

Approve

Conditions for Approval

1. Approval is contingent upon payment of all review fees. Additional payment may be required if the review cost exceeds escrow payment(s) previously submitted by the applicant.

On Behalf of Barr Engineering
Advisor to the Commission



May 5, 2021
Date

Attachments

- | | |
|----------|-----------------------------|
| Figure 1 | Project Location |
| Figure 2 | Project Area |
| Figure 3 | Floodplain and Wetlands Map |
| Figure 4 | Proposed Improvements Map |

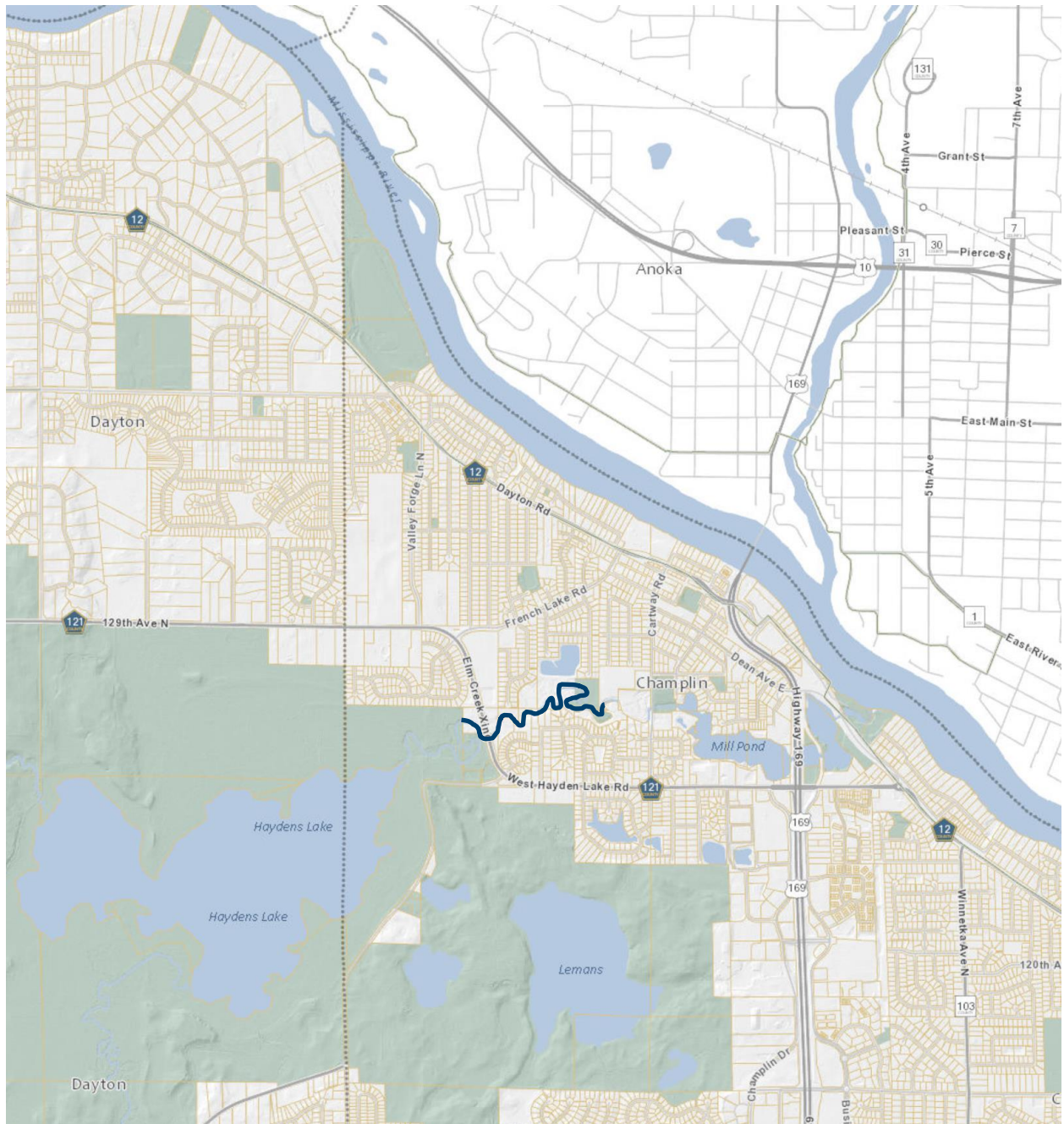


Figure 1 Project Location

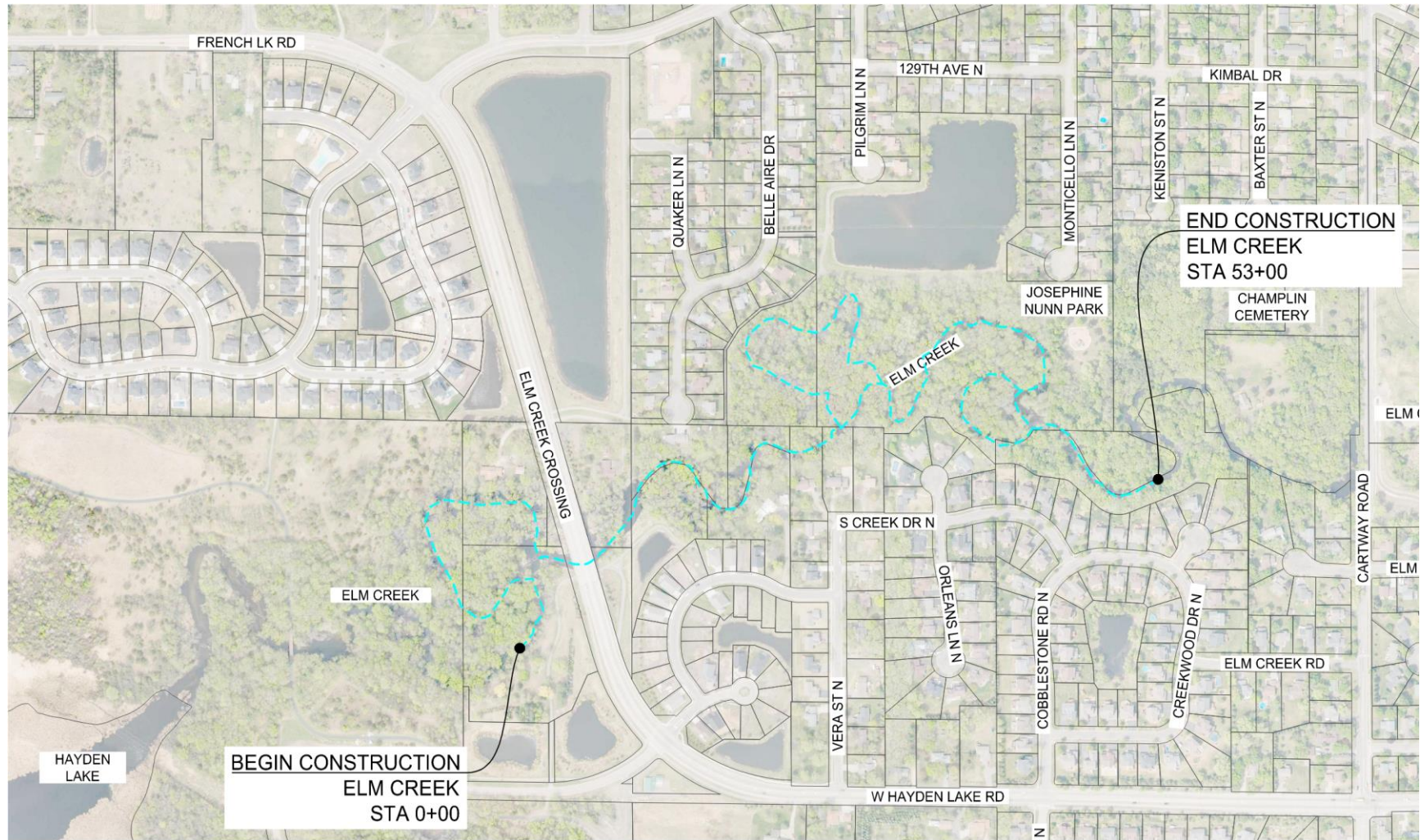


Figure 2 Project Area



Figure 3 Floodplain and Wetlands Map

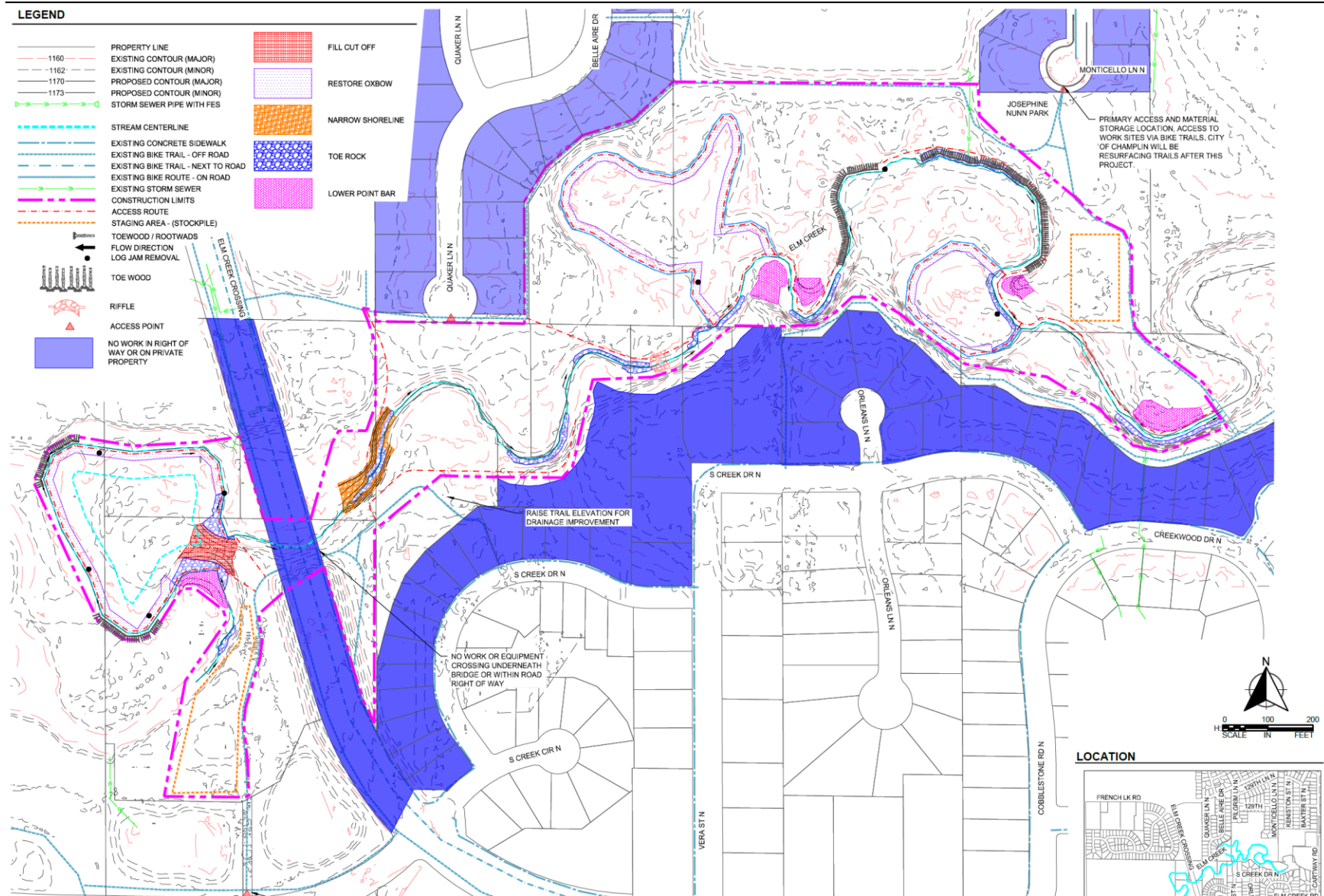


Figure 4 Proposed Improvements Map

Watershed Management Commission

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7500 Olson Memorial Highway
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PH: 320.309.3473
Email: ross.mullen@stantec.com

The Park Group Building Rogers Project #2021-017

Project Overview:

Location: Rogers, MN on Northdale Blvd, northwest of the intersection of Highway 101 and 141st Avenue N

Purpose:

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

Applicant: The Park Group LLC

Address: PO Box 69 Clearwater, MN 55320

Anderson Engineering

Attention: Ryan Crowell

Phone: 763-420-6900

Email: ryan@fourmationsales.com

Agent:

Address: 13605 1st Avenue North Suite
#100 Plymouth MN 55441

Attention: Brian Field

Phone: 763-412-400

Email: bfield@ae-mn.com

Exhibits:	Description	Date Received
<i>Application</i>	<input checked="" type="checkbox"/> Complete ECWMC Application	April 13, 2021
	<input checked="" type="checkbox"/> ECWMC Request for Review and Approval	April 13, 2021
	<input checked="" type="checkbox"/> City authorization: Rogers, MN	April 1, 2021
	<input checked="" type="checkbox"/> Review fee: \$3,375	April 13, 2021
	<input checked="" type="checkbox"/> Project Documents (site plans, reports, models, etc.)	April 13, 2021

Submittals

1. Storm Water Management, prepared by Anderson Engineering dated March 24, 2021 (revised on April 14, 2021 and on April 28, 2021)
 - a. Stormwater Management Analysis and Results
 - b. HydroCAD Modeling report for existing and proposed conditions
 - c. Existing and proposed drainage maps
 - d. Erosion Control and Storm Water Pollution Prevention Plan

Exhibits:	Description	Date Received
	2. Proposed FourMation Office/Warehouse , prepared by Chosen Valley Testing on March 18, 2021	
	3. The Park Group Building Final Construction Plan Set (11 pages) dated April 28, 2021	

Findings

General

1. A complete application was received April 13, 2021. The initial 60-day decision period per MN Statute 15.99 expires June 12, 2021.
2. Most of the existing, undeveloped site drains by overland flow to the existing Northdale Ditch. The remainder of the site either drains south to an existing low point or north where it joins the Northdale Ditch at a point offsite.
3. The proposed Park Group Building includes construction of a new warehouse building with loading docks, a surface parking lot, and interior work area and associated utilities and stormwater management systems.
4. The development will create 1.73 acres of new impervious area, all of which are new. The parcel is 3.00 acres, and the disturbance is 2.79 acres. Existing and proposed conditions HydroCAD models were created to model rate control.
5. A single infiltration basin will be constructed around the perimeter of the parcel and function as both abstraction and rate control. The basin receives all drainage from the site.
6. Because soil borings indicate sandy and silty-sandy soils throughout the site and beneath the proposed basin footprints, infiltration is the preferred abstraction method. The site is located outside of a DSWMA area.
7. There are no Elm Creek Watershed jurisdictional floodplains, wetlands, or stream crossings within the site.

Rule D – Stormwater Management (plans)

General

1. The project will disturb 2.79 acres of a 3.00 acre parcel. The new impervious area will be 1.73 acres, all of which is new impervious.
2. The soils on the site are predominantly Hydrologic Soil Group Type A (high infiltration capacity).
3. Soil borings show sand and silty-sand.
4. Stormwater will be managed on the site using a horseshoe shaped infiltration basin around the perimeter of the site.

Low Floor Elevations

1. The 100-year flood elevation in the infiltration basin is more than 2.0 feet below the low floor elevation of the proposed building.

Rate Controls

1. Rate control measures **meet** Commission requirements.
2. Rate control for the site was provided by an infiltration basin.
3. The applicant provided proposed HydroCAD model output for the 2-year, 10-year, and 100-year events which are summarized in Table 1, Table 2, Table 3.

Table 1 Rate of Discharge Leaving Site - North

Condition	2-year (cfs)	10-year (cfs)	100-year (cfs)
Existing	0.01	0.03	0.12
Proposed	0.00	0.00	0.00
Change	-0.01	-0.03	-0.12

Table 2 Rate of Discharge Leaving Site - South

Condition	2-year (cfs)	10-year (cfs)	100-year (cfs)
Existing	0.06	0.26	0.91
Proposed	0.00	0.00	0.00
Change	-0.06	-0.26	-0.91

Table 3 Rate of Discharge Leaving Site - Ditch

Condition	2-year (cfs)	10-year (cfs)	100-year (cfs)
Existing	0.57	2.51	8.83
Proposed	0.15	1.72	8.58
Change	-0.42	-0.79	-0.25

Abstraction Controls

1. Abstraction controls **meet** Commission requirements.
2. New impervious areas will be 1.73 acres requiring abstraction of 6,892 cubic feet.
3. Full infiltration of 1.1 inches of runoff from impervious areas is feasible with high infiltration capacity soils.

4. Pretreatment is provided by sumps in the catch basins, prior to discharge to the infiltration basin.

Water Quality Controls

1. Infiltrating full 1.1-inches of runoff from all impervious surfaces (D.3.e.i).

Rule E – Erosion and Sediment Control (plans)

1. Plans **meet** Commission requirements for erosion and sediment control.
2. The erosion and sediment control plans are consistent with current best management practices.

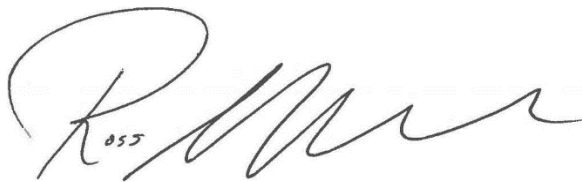
Recommendation

Approve

Conditions for Approval

1. Approval is contingent upon payment of all review fees. Additional payment may be required if the review cost exceeds escrow payment(s) submitted by the applicant.

On Behalf of Wenck (a Stantec Company)

A handwritten signature in black ink, appearing to read 'R. Mullen' with a stylized flourish at the end.

Ross Mullen, PE
Wenck Associates
Advisor to the Commission

April 28, 2021
Date

Attachments

- | | |
|----------|------------------------|
| Figure 1 | Project Location |
| Figure 2 | Existing Drainage Map |
| Figure 3 | Proposed Drainage Plan |
| Figure 4 | Erosion Control Map |

Figure 1 Project Location

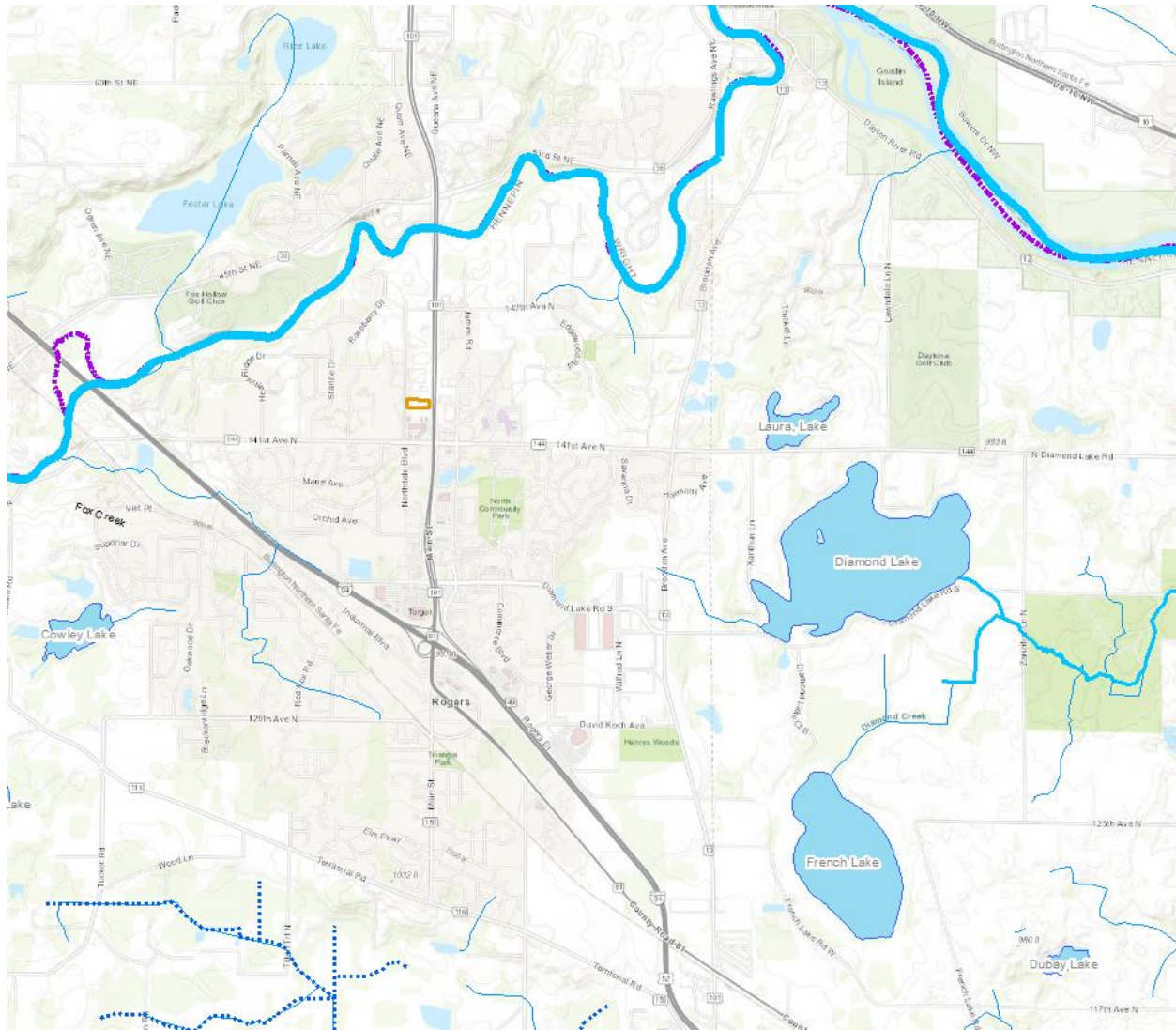


Figure 2 Existing Drainage Map

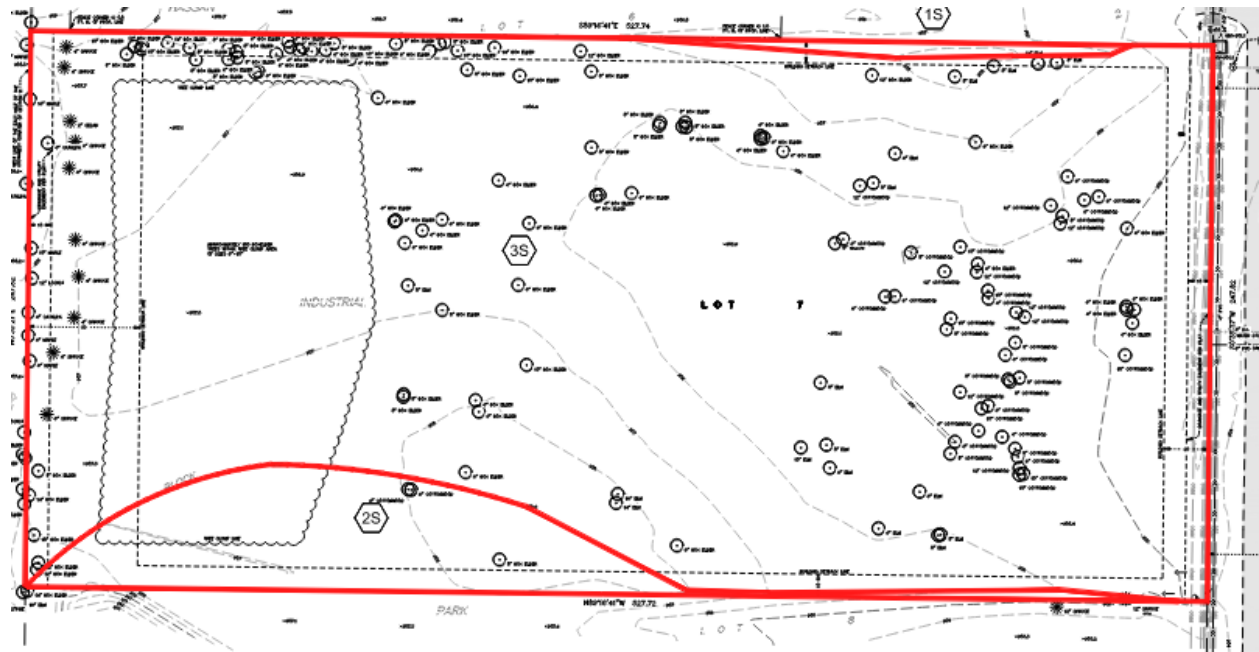


Figure 3 Proposed Drainage Plan

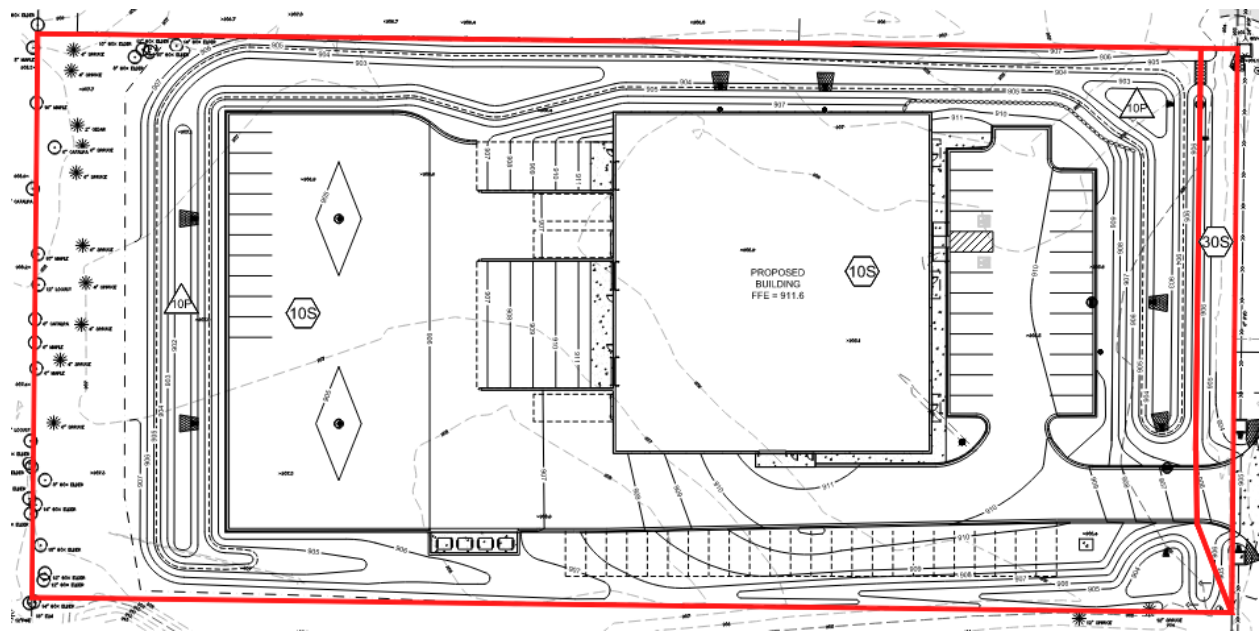
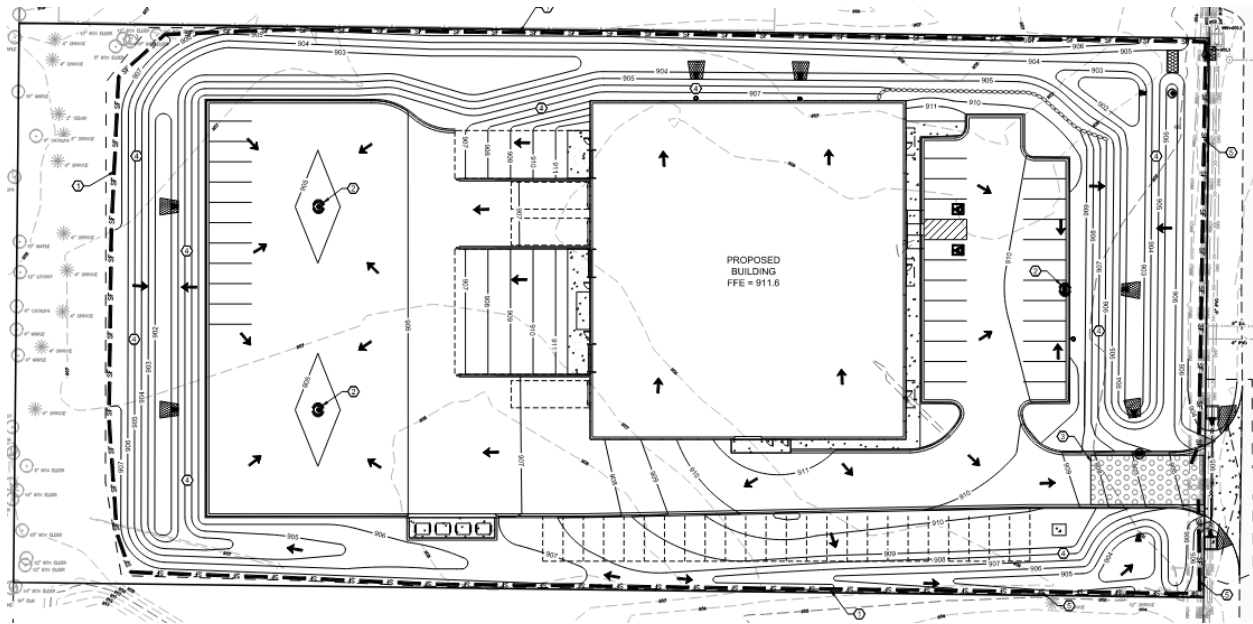


Figure 4 Erosion Control Map



To: Elm Creek WMO Commissioners

From: Ross Mullen, PE
Ed Matthiesen, PE

Date: May 5, 2021

Subject: Third Party HUC-8 Model Review

**Recommended
Commission Action**

Discuss and consider a third party review of the HUC-8 model

Project Understanding

Member cities of the Elm Creek Watershed Management Commission have noted significant differences between the flood elevations in their community hydrologic and hydraulic (XPSMWM) models and those included in the Elm Creek Floodplain Modeling and Mapping HUC-8 study (HUC-8 study). The MNDNR had proposed to complete extensive surveys of all hydraulic structures (bridges, culverts, and weirs) within the effective (FEMA mapped) floodplain; however the MNDNR was unable to complete these surveys with limited budgets and many hydraulic structures were modeled based on assumptions made from review of aerial imagery.

Wenck-Stantec proposes to compare the approximately 80 hydraulic structures that were modeled based on assumptions made from review of aerial imagery listed in Table 3 of the *Elm Creek Narrative and QAQC Documentation (Barr Engineering Co., 2021)* to the best available information from member cities (existing hydrologic and hydraulic models, construction plans, as-builts, or survey information). Because the MNDNR has previously indicated that the hydraulic models are unable to be shared at this time, the comparison will be limited to the hydraulic structure information provided in Table 3 of the *Elm Creek Narrative and QAQC Documentation (Barr Engineering Co., 2021)*-- typically culvert quantities shape(s), and size(s) or a bridge listing. We will note other information (such as inverts and road overflow elevations) provided by the member cities, should the hydraulic model become available at a later time.

Additionally, we will summarize the peak discharge rates at all locations reported in the November 2016 Hennepin County FIS and compare those to the simulated peak discharge rates in the HUC-8 model, based on the reported discharge in Table 1 of the *Elm Creek Narrative and QAQC Documentation (Barr Engineering Co., 2021)*.

A separate scope of work to survey hydraulic structures where differing or better data is identified can be prepared at the conclusion of this phase. City staff or the MNDNR may elect to survey these structures.

Schedule

Once the MNDNR schedules a member city review meeting for the HUC-8 model, member cities will have 30 days to provide comments to the MNDNR on the inundation areas shown in the HUC-8 model. We understand time is of the essence, so the findings will be documented in a brief technical memorandum within 2 weeks of project authorization.

Budget

Task No.	Task Description	Estimated Hours	Estimated Budget (\$)
1	Data Collection from Member Cities	4	\$600
2	Comparison of Structures	24	\$3,600
3	Reporting/Documentation	4	\$600
Subtotal		32	\$4,800

If approved, the review will be funded from the *400 Other Technical Services* funding.

Assumptions

- Does not include review or comparison of hydrologic parameters.
- The review will be limited to the data that is reported in Table 3 of the *Elm Creek Narrative and QAQC Documentation (Barr Engineering Co., 2021)*.
- Road overflows will be noted, but we are unable to review without the hydraulic model. If the hydraulic model is provided, road overflows will also be reviewed.
- Other hydraulic model parameters such as stream lengths, Manning's roughness, and cross section shape will not be reviewed.
- Hydraulic structures in Table 3 of the *Elm Creek Narrative and QAQC Documentation (Barr Engineering Co., 2021)* that are modeled using survey data, CLOMR's/LOMR/s, effective models, construction drawings/ plan sheets, or as-builts will not be reviewed.

Table 4.5. Elm Creek Third Generation Plan Capital Improvement Program																			Line
		Levy Proj #	Description	Location	Priority	Est Total Project Cost	2014 Est Cost	2015 Est Cost	2016 Est Cost	2017 Est Cost	2018 Est Cost	2019		2020		2021			
	NOTES											Est Cost	Levy Amount	Est Cost	Levy Amount	Est Cost	Levy Amount	2022	2023
1		2014-01	Tower Drive Improvements	Medina		\$3,437,300	68,750												1
2		2014-02	Elm Creek Dam at Mill Pond	Champlin		350,000	62,500												2
			Special Studies																
3			TMDL implementation special study PLACEHOLDER	Watershed	H	\$225,000.00		0	25,000	25,000	25,000	25,000							3
4			Stream segment prioritization PLACEHOLDER	Watershed	H	\$20,000.00		10,000	0	0	0	10,000							4
			High Priority Stream Restoration Projects																
5		2015-01	Elm Cr Reach E	Plymouth	H	\$1,086,000.00		250,000											5
6		2016-01	CIP-2016-RO-01 Fox Cr., Creekview	Rogers	M	\$321,250.00		0	80,312	0	0	0							6
7		2016-02	Mississippi Point Park Riverbank Repair	Champlin	M	\$300,000.00		0	75,000	0	0	0							7
8		2016-03	Elm Creek Dam	Champlin	H	\$7,001,220.00		0	187,500	0	0	0							8
9			Tree Thinning and Bank Stabilization Project PLACEHOLDER	Watershed	H	\$50,000.00		0		50,000	50,000	50,000							9
10		2017-01	Fox Cr, Hyacinth	Rogers	M	\$450,000.00		0	0	112,500	0	0							10
11			Fox Cr, South Pointe, Rogers MOVED TO 2021	Rogers	M	\$90,000.00		0	0	22,500	0	22,500						22,500	11
12			Other High Priority Stream Project PLACEHOLDER	Watershed	H	\$500,000.00		0	0	0	125,000	125,000							12
13		2016-04 2018-01 2019-01	CIP-2016-MG-02 Rush Creek Main	MG		\$1,650,000.00			75,000	75,000	75,000	25,000	26,513			25,000	removed per Derek Asche		13
14	removed 2020		CIP-2016-MG-03 Rush Creek South	MG		\$675,000.00					168,750								14
15		2018-02	CIP-2017-PL-01 EC Stream Restoration Reach D	Plymouth		\$850,000.00					212,500								15
			High Priority Wetland Improvements																
16	removed 4/2021		DNR #27-0437	MG	L	\$75,000.00		0	0	0	0	0			4				16
17	removed 2019		Stone's Throw Wetland--	Corcoran	M			0	0	112,500	112,500	112,500							17
18			Other High Priority Wetland Projects PLACEHOLDER	Watershed	L	\$100,000.00		0	0	0	0	0							18
19		2019-02	CIP-2016-MG-01 Ranchview W'land Restora MOVED TO 2019	MG		2,500,000.00				250,000	250,000	125,000						250,000	19
			Lake TMDL Implementation Projects																
20		2017-03	Mill Pond Fishery and Habitat Restoration	Champlin	H	\$5,000,000.00		0	0	250,000	0	0							20
21			Other Priority Lake Internal Load Projects PLACEHOLDER	Watershed	M	\$100,000.00		0	0	0	0	0							21
22		2016-05	CIP-2016-MG-04 Fish Lake Alum Treatment-Phase 1	MG	H	\$300,000.00			75,000										22
23	removed 4/2021		Stonebridge	MG	M	\$200,000.00		0		50,000	0	0							23
24		2017-04	Rain Garden at Independence Avenue	Champlin	L	\$300,000.00		0		75,000	0	0							24
25			CIP-2016-CH-01 Mill Pond Rain Gardens	Champlin	M	\$400,000.00		0	0		100,000	100,000				100,000			25
26			Other Priority Urban BMP Projects PLACEHOLDER	Watershed	L	\$200,000.00		0	0	0	0	0							26
			Other																
27		2020-01	Livestock Excluss, Buffer & Stabilized Access new 2020	Watershed	M	\$50,000.00		0	0	0	50,000	0		50,000	53,025				27
28		2020-02	Agricultural BMPs Cost Share new 2020	Watershed	H	\$50,000.00	0			50,000	50,000	50,000		50,000	53,025				28
29			CIP-2016-RO-04-CIP-2017-RO-1 Ag-BMPs-Cowley-Sylvan Connections BMPs	Rogers		\$300,000.00					75,000								29
30			CIP-2016-RO-03 Downtown Pond Exp & Reuse	Rogers		\$406,000.00					101,500							101,500	30
31		2019-04	Hickory Dr Stormwater Improvement COST ADJUSTED 2019	Medina		\$307,920.00					56,250	76,823	81,471						31
32			SE Corcoran Wetland Restoration	Corcoran		\$400,000.00						100,000							32
33		2019-05	Downtown Regional Stormwater Pond NEEDS FEAS STUDY	Corcoran		\$105,910.00						10,000	28,079						33
34		2018-03	Elm Creek Stream Restoration Phase III	Champlin	H	\$400,000.00					100,000								34
35		2018-04	Downs Road Trail Raingarden	Champlin	H	\$300,000.00					75,000								35
36		2019-06	Elm Creek Stream Restoration Phase IV	Champlin	H	\$600,000.00						150,000	159,075						36
37			Lowell Pond Raingarden	Champlin	H	\$400,000.00						100,000						100,000	37
38			Rush Creek Headwaters SWA BMP Implementation	Rogers	H	\$200,000.00													38
39			Hydrologic & Hydraulic Modeling	Watershed	L	\$25,000.00		0	0	0	25,000	0							39
40			Brockton Lane Water Quality improvements NEW 2019	Plymouth		\$150,000.00						0				37,500	moved to 2022 per Ben Scharenbroich	37,500	40
41			Mill Pond Easement NEW, REMOVED 2019	Champlin		\$64,000.00						16,000							41
42			The Meadows Playfield NEW 2019	Plymouth		\$5,300,000.00												250,000	42
43		2020-03	Enhanced Street Sweeper NEW 2019	Plymouth		\$350,000.00								75,000	31,512				43
44			Fourth Generation Plan	Commission	L	\$70,000		0	0	0	0	0						17,500	44
45			Elm Road Area/Everest Lane Stream Restora NEW 2020	MG		\$500,000										125,000	132,563		45
46			Corcoran City Hall Parking Lot NEW 2020/RESCHEDULED 2021	Corcoran		\$40,000										10,000	moved to 2022	10,000	46
47	updated 08/2020		EC Stream Restora Ph IV Hayden Lk Outfall NEW 2020	Champlin		900,000-610900										Received Feas study from Champlin, adjusted Comm share to that in study	152,725 150,000	159,075	47

Table 4.5. Elm Creek Third Generation Plan Capital Improvement Program												2019		2020		2021				Line
		Levy Proj #	Description	Location	Priority	Est Total Project Cost	2014	2015	2016	2017	2018									
	NOTES						Est Cost	Est Cost	Est Cost	Est Cost	Est Cost	Est Cost	Levy Amount	Est Cost	Levy Amount	Est Cost	Levy Amount	2022	2023	
48	new 2021		CSAH 12/Dayton River Road Ravine Stabilization	Dayton		\$382,000													95,500	48
49	new 2021		Tower Drive West Stormwater Improvement	Medina		\$271,250										moved to 2023, Complete feasibility study to include consideration using iron-enhanced filtration and add improvements to impervious areas. Recalculate cost.		67,813	???	
50	new 2021		Grass Lake wetland monitoring	Dayton		\$16,000										not considered to be a CIP by TAC, recommend placing on special projects line of budget		4,000		
51			Consider for 2022 and annually thereafter::																	
52			Municipal Cost Share ~ \$\$?																	49
53			Private Cost Share ~ \$\$?																	50
			See memo in May 12 meeting packet																	
54			TOTAL STUDIES			245,000														51
55			TOTAL CIPS			36,899,600	131,250	250,000	492,812	437,500	932,750	\$ 278,300		175,000		275,000		860,813	95,500	52
56			LEVY AMOUNT				131,250	\$ 250,000	\$ 492,812	\$ 437,500	462,500		\$ 295,138		137,562		291,638			53
57			ACCUMULATED LEVY AMOUNT				131,250	\$ 381,250	\$ 874,062	\$ 1,311,562	1,774,062		\$ 2,069,200		2,206,762		2,498,400			53

EXHIBIT A

Elm Creek Watershed Management Commission
Capital Improvement Project Submittal

*(This submittal will be rated on its completeness and adherence to the goals of the Commission.
 A second page may be used to provide complete responses.)*

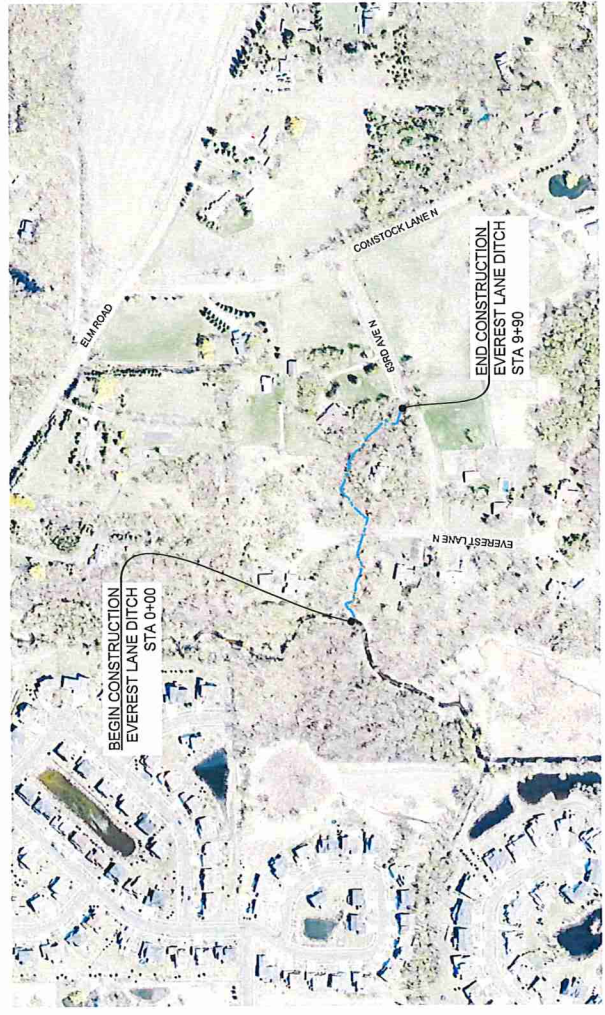
City	City of Maple Grove	
Contact Name	Derek Asche, Water Resources Engineer	
Telephone	763-494-6354	
Email	dasche@maplegrovern.gov	
Address	12800 Arbor Lakes Parkway, Maple Grove, MN, 55369	
Project Name	Everest Lane Stream Stabilization	
Project Location	South of Elm Road and east of Elm Creek	
	1. Is project in Member's CIP? (X) yes () no	Proposed CIP Year = 2021
	2. Has a feasibility study or an engineering report (circle one) been done for this project? (X) yes () no	
	Total Estimated Project Cost	Amount \$500,000
	Estimated Commission Share (up to 25%, not to exceed \$250,000)	\$125,000
	Other Funding Sources City of Maple Grove	\$375,000
		\$
	3. What is the scope of the project? Stream Restoration along 800 linier feet of intermittent stream including slope repair, erosion prevention, toe wood, rock checks, etc...	
	4. What is the purpose of the project? What water resource(s) will be impacted by the project? This project will reduce sediment and nutrients to Elm Creek.	
	5. What is the anticipated improvement that would result from the project? (Include size of area treated and projected nutrient reduction.) It is expected this project will reduce phosphorus loading by approximately 15 lbs per year and total suspended solids by approximately 15 tons per year.	
	6. How does the project contribute to achieving the goals and programs of the Commission? Elm Creek, directly downstream of this project has approved TMDL's for chloride, DO, E. coli, Fishes Bio, and InvertBio. Stream stabilization in this area will improve DO and habitat for fish and invertebrates.	
0/10	7. Does the project result from a regulatory mandate? (X) yes () no How? TMDL	
0/10/20	8. Does the project address one or more TMDL requirements? (X) yes () no Which? Improvements to DO, fish and invertebrate bioassessments.	
0/10/20	9. Does the project have an educational component? () yes (X) no Describe.	
0/10	10. Do all the LGUs responsible for sharing in the cost of the project agree to go forward with this project? (X) yes () no Identify the LGUs. City of Maple Grove	
10/20	11. Is the project in all the LGUs' CIPs? (X) yes () no	
1-34	(For TAC use)	
	12. Does project improve water quality? (0-10)	15. Promote groundwater recharge? (0-3)
	13. Prevent or correct erosion? (0-10)	16. Protect and enhance fish and wildlife habitat? (0-3)
	14. Prevent flooding? (0-5)	17. Improve or create water recreation facilities? (0-3)
TOTAL (poss 114)		Adopted April 11, 2012 Revised May 2019

PHASE II - EVEREST LANE STREAMBANK STABILIZATION
PROJECT
CITY OF MAPLE GROVE

GOVERNING SPECIFICATIONS
THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION
"STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.
ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF
THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING
THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE
LAYOUTS.

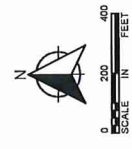
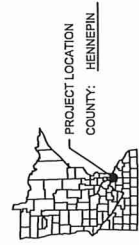
PLAN SET INDEX

Sheet List Table	
Sheet Number	Sheet Title
1	TITLE SHEET
2	EXISTING CONDITIONS PLAN
3	MISCELLANEOUS DETAILS
4	MISCELLANEOUS DETAILS
5	SITE PLAN - ELM CREEK
6	PROPOSED SITE PLAN
7	PLAN & PROFILE
8	PLAN & PROFILE
9	CROSS SECTIONS
10	CROSS SECTIONS



PROJECT LOCATION MAP

EXCAVATION NOTICE SYSTEM
A CALL TO Gopher State Construction (GSC) IS REQUIRED 48 HOURS PRIOR
TO PERFORMING ANY EXCAVATION.



UTILITY INFORMATION	
DATE	APPROVED BY

UTILITY INFORMATION
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE
GUIDELINES OF CHASCE 38-62, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."



THIS PLAN SET CONTAINS 10 SHEETS

THIS PLAN SET HAS BEEN PREPARED FOR:

CITY OF MAPLE GROVE
12800 ARBOR LAKES PARKWAY
MAPLE GROVE, MN 55369
(763) 494-6420

ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES
WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER
MY DIRECT SUPERVISION, AND THAT I AM A DAILY LICENSED PROFESSIONAL
ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

JANE NEWHALL, P.E.

DATE: 02/10/2021 LICENSE NUMBER: 48170

SHEET
1
OF
10

WSB PROJ. NO. 016309-000
CITY PROJ. NO. 20-08

Elm Creek Stream and Habitat Restoration Phase V

Project Summary: Phase V is the Final Phase of the Elm Creek Habitat and Restoration that includes 3,800 linear feet of stream bank restoration of Elm Creek.

Identified Problems and Opportunities

Elm Creek Stream Restoration is the project is a high priority project multiple phase project in cooperation with the City of Champlin and the Elm Creek Watershed Management Commission to restore water resources that within the City of Champlin and the Elm Creek Watershed. The City of Champlin Management Plan developed in 2008 has identified goals for accelerating programs and projects for improved habitat, water quality and flood control through a variety of conservation measures in areas within the Champlin and the Elm Creek Watershed.

Elm Creek is an impaired water with low dissolved oxygen. Prioritization and implementation of appropriate protection, enhancement and restoration measures on area lands, streams, ditches, rivers, lakes, and wetlands within the City of Champlin and Elm Creek Watershed have been accelerated through use of conservation decision making tools which aid in determining high priority projects that are beneficial to the City of Champlin, Elm Creek Watershed and meet goals identified in the Elm Creek WRAPS.

Solutions and Proposed Activities

Phase V is the final phase of the Elm Creek habitat restoration project. This project includes 3,800 linear feet of stream bank restoration of Elm Creek which is located upgradient of the Mill ponds. Preliminary design plans have been completed in cooperation with the MNDNR, Elm Creek Management Commission and Hennepin County. Elm Creek is impaired water with low dissolved oxygen, restoring the stream banks and providing habitat structure will reduce downstream sedimentation and provide native habitat improvements including floodplain restoration, root wads, boulder vanes, toewood, boulder clusters, rock weir and improved riffles with varied substrate to enhance aquatic species habitat including sensitive species such as Blandings Turtle. The riparian areas of the creek will be restored with native planting buffer using native seeding that will filter sediments and nutrients from direct runoff. Our current water plan specifically identifies goals for accelerating projects for improved habitat, water quality and flood control. The project allows the City of Champlin to meet these goals and open opportunities for the public that includes recreation, fishing, and educational experiences. The total reduction in Total Phosphorous (TP) is estimated to be 150 LBs /YR. The total reduction in Total Suspended Solids (TSS) is estimated to be 200 TN/YR.

Community Partners and Collaborators

The City of Champlin will be the fiscal agent receiving funds for the project. The following local agencies will assist by providing technical input: Hennepin Co. Environmental Services, Elm Creek Watershed Commission, Three River Park District, Minnesota Natural Resources Conservation Service and the US Army Corps of Engineers. Outside services required to complete the project include environmental, GIS, engineering, and construction. The

Project Outcomes

The Project Outcomes include the following:

Timeline

The Project Timelines are expected from September 2022 through July 2024.

Final Design, Engineering, Permitting and Construction Supervision

In preparing the Habitat Restoration Plan, the City of Champlin utilized all available data which includes hydrologic assessments and completed field surveys of Elm Creek Phase V project based on standards in the Minnesota Department of Natural Resources (MNDNR) Fisheries Stream Survey Manual, Rosgen Channel Characterization. Our experience in completing previous phases of habitat restoration projects we have effectively reduced costs on the project, achieved overall project goals and allows effectively efficient project completion schedule.

Stream and Habitat Restoration

Phases V is the final phase of the Elm Creek habitat restoration project. This project includes 3,800 linear feet of stream bank restoration of Elm Creek which is located upgradient of the Mill ponds. The proposed construction will improve impaired water with low dissolved oxygen, restoring the stream banks and providing habitat structure. This work will include the restoration, root wads, boulder vanes, toewood, boulder clusters, rock weir and improved riffles with varied substrate to enhance aquatic species habitat including sensitive species such as Blandings Turtle. Locations of these structures will be determined through survey and instream examination to correct eroded stream banks and loss of habitat. Toewood will be a preferred option over riprap for restoring stream banks. These habitat and instream improvements will be designed into the project plan.

Final Restoration

Streambank Restoration construction, erosion control, development of instream habitat features, seeding and native buffers. Riparian areas of the creek will be restored with native planting buffer using native seeding that will filter sediments and nutrients from direct runoff.

Post Construction Stream Survey

The project will include Project Summary Report and a Post construction stream Survey. In addition, the City will conduct a final warranty inspection prior to closing out project.

Project cost

Project cost Project cost is estimated to be \$921,000.

<i>LCCMR Grant</i>	<i>\$521,000 (Pending)</i>
<i>BWSR Grant</i>	<i>\$200,000</i>
<i>Elm Creek Funding</i>	<i>\$150,000</i>
<i>Champlin /TRPD</i>	<i><u>\$ 50,000</u></i>
<i>Total</i>	<i>\$921,000</i>

LONG-TERM IMPLEMENTATION AND FUNDING

The habitat restoration project is designed for long-term ecological and hydraulic stability. Once the project is completed and vegetation well established, no significant maintenance will be required to sustain the designed habitat outcomes. The increase in wildlife, amphibian and fish populations are gains which are sustainable long-term through natural reproduction. The goal for timeline requirements of overall project is approximately 1 year. Phase V which we are requesting funding timeline requirements is approximately 1.0 years.

We anticipate that long-term monitoring of the integrity of the improvements will be done in conjunction with routine inspections and biological monitoring conducted by City of Champlin, local volunteers, Elm Creek WMC Programs and MN DNR as appropriate. This monitoring and maintenance will not require separate funding. However, will be included in Elm Creek WMC monitoring program. In the event there are other maintenance costs, volunteer labor and other funds sources will be obtained to complete the required maintenance. *The City will continue to fund environmental cost via City storm water fund and available grants. Access to the site will be through public land and TRPD property.*

Long term goals of the project are to restore aquatic habitat and restore structural elements. Placement of aquatic structures including rock vanes and riffle pools will optimize oxygen levels in the stream and gravel beds and woody structure will improve the habitat and stream biota. The improvements described above will be incorporated in Phase V and will require future funding request for restoration of Hayden Lake. A long-term monitoring/maintenance plan will be implemented to assure all constructed habitat restoration measures are adequately functioning as designed for the project.



To: Elm Creek WMO Commissioners

From: Diane Spector

Date: May 5, 2021

Subject: Potential Cost Share Programs

**Recommended
Commission Action**

Discuss and consider establishing either or both the City Cost Share and Partnership Cost Share program, to be considered for addition to the CIP for this year and/or subsequent years.

At the May 5, 2021 Technical Advisory Committee (TAC) meeting to discuss the Capital Improvement Program (CIP), there was discussion regarding several small (<\$50,000) city projects that were on or proposed for the CIP. There was also discussion regarding whether there was an opportunity to fund Best Management Practices (BMPs) on private property if there was a positive impact on public waters, for example small projects to repair eroding streambanks contributing excess sediment and nutrients to a stream such as Elm Creek where the adjacent land is privately owned.

City Cost Share

The Shingle Creek and West Mississippi WMOs have had for several years an ongoing City Cost Share Program in their respective CIPs. They each levy annually – first \$50,000 and now \$100,00 for Shingle Creek and \$50,000 for West Mississippi – an amount to deposit into an account that can be used to share in the cost of small, voluntary load reduction projects. These are usually opportunistic projects associated with street or park projects that are unknown until the city begins to design the improvement, but others are small, stand-alone projects. BMPs must be above and beyond those required by the Commission's rules. Cities are eligible to receive cost share for 50% of the BMP cost up to \$50,000. Some examples:

- New Hope reconstructed the parking lot at its municipal golf course, and a cost-share grant allowed them to add a large bioinfiltration basin to the project. Parking lot runoff is routed through the basin instead of directly into Meadow Lake.
- The cities of Crystal and Robbinsdale were able to incorporate large underground storage and infiltration galleries into recent street projects to treat and reduce stormwater runoff to impaired Upper Twin and Crystal Lakes.
- Brooklyn Park found during the design of a neighborhood street reconstruction project that it could fit a stormwater pond into a park near where the neighborhood storm sewer discharged into Bass Creek, providing treatment to a previously untreated residential area.

Both BWSR and Hennepin County support a City Cost Share Account approach, as long as the types of eligible uses and the process for evaluating and recommending projects is clearly spelled out. The benefits of this type of approach are:

1. It is more administratively efficient, as it eliminates a lot of smaller projects on the levy.
2. It is more flexible and responsive, as the TAC and Commission respond to a request very quickly.
3. It reduces the need for minor plan amendments to add smaller projects individually to the CIP.

The guidelines used by Shingle Creek and West Mississippi are attached for your review and discussion.

Private Cost Share

The TAC also discussed recommending to the Commission that it consider a similar annual levy to help fund load reduction projects on private property. Shingle Creek has had such a "Partnership Cost Share" program for several years, and West Mississippi is initiating one this year. These cost share grants are

available for up to 100% of the cost of voluntary, above and beyond BMPs, to a maximum of \$50,000. While to date most of these cost share projects have been on-site small BMPs, West Mississippi is initiating such a program specifically to work in partnership with the City of Brooklyn Park and Hennepin County to provide cost-share to private property owners experiencing severe streambank erosion on the Mississippi River. Reducing this erosion and stabilizing streambanks is an implementation action called out specifically in the South Metro Mississippi Turbidity TMDL.

The TAC discussed the possibility of such a Partnership Cost Share program in Elm Creek that could be used to help fund, for example, small channel repair projects on Elm, Rush, and Diamond Creeks on parcels that are privately owned. Such projects could help address load reductions required in the stream TMDLs.

Applicants receiving cost share funding must execute an easement or some type of maintenance agreement with the City to assure that the BMPs are adequately maintained and they remain in place for at least 10 years. As with the City Cost Share program, there are specific guidelines for the program, and each application must be reviewed by the TAC and recommended to the Commission for further consideration and approval.

The guidelines used by Shingle Creek are attached for your review and discussion.



**Shingle Creek and West Mississippi
Watershed Management Commissions
City Cost-Share Program Guidelines**

The Shingle Creek and West Mississippi Watershed Management Commissions will from time to time make funds available to its member cities to help fund the cost of Best Management Practices (BMPs) projects that cost less than \$100,000. The following are the guidelines for the award of cost-share grants from this program:

1. Projects must be for water quality improvement and must be for improvement above and beyond what would be required to meet Commission rules. Only the cost of “upsizing” a BMP above and beyond is eligible.
2. Priority is given to projects identified in a subwatershed assessment or TMDL.
3. Projects should cost less than \$100,000; projects costing more than \$100,000 should be submitted to the CIP. Projects cannot receive funding from both the CIP and the Cost-Share Program.
4. Commission will share in funding projects on a 1:1 basis.
5. The cost of land acquisition may be included as City match.
6. The minimum cost-share per project is \$10,000 and the maximum is \$50,000.
7. Projects must be reviewed by the Technical Advisory Committee (TAC) and recommended to the Commissions for funding.
8. The Commissions will call for projects in December of each year, with potential projects reviewed by the TAC at its end of January meeting.
9. Cost-share is on a reimbursable basis following completion of project.
10. The TAC has discretion on a case-by-case basis to consider and recommend to the Commissions projects that do not meet the letter of these guidelines, including projects submitted mid-year.
11. Unallocated funds will carry over from year to year and be maintained in a designated fund account.
12. The standard Commission/Member Cooperative Agreement will be executed prior to project construction.

Adopted February 2015
Revised February 2019

**Shingle Creek and West Mississippi
Watershed Management Commissions
Cost-Share Program Application**

City:	
Contact Name:	
Contact Phone:	
Contact Email:	
Project Name:	
Year of Construction:	
Total Project Cost:	
Amount Requested:	
Project Location:	

1. Describe the BMP(s) proposed in your project. Describe the current condition and how the BMP(s) will reduce pollutant loading and/or runoff volume. Note the estimated annual load and volume reduction by parameter, if known, and how they were calculated. Attach figures showing project location and BMP details including drainage area to the BMP(s).

2. If this request is for cost share in “upsizing” a BMP, explain how the upsize cost and benefit were computed.

3. Show total project cost, amount of cost share requested, and the amount and source of matching funds.

4. What is the project schedule, when will work on the BMP(s) commence and when will work be complete?

**Shingle Creek
Watershed Management Commission
Partnership Cost-Share Program Guidelines**

The Shingle Creek Watershed Management Commission will from time to time make funds available to its member cities to help fund the cost of Best Management Practices (BMPs) partnership projects with private landowners. The following are the guidelines for the award of cost-share grants from this program:

1. 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. Only the incremental cost of “upsizing” a BMP above and beyond is eligible.
2. Priority is given to projects in a priority area identified in a subwatershed assessment or TMDL.
3. Commission funds may reimburse up to 100% of the cost of the qualifying BMP.
4. The minimum cost-share per project is \$10,000 and the maximum is \$50,000.
5. Projects must be reviewed by the Technical Advisory Committee (TAC) and recommended to the Commissions for funding.
6. Cost-share is on a reimbursable basis following completion of project.
7. The TAC has discretion on a case-by-case basis to consider and recommend to the Commissions projects that do not meet the letter of these guidelines.
8. Unallocated funds will carry over from year to year and be maintained in a designated fund account. Any balance in said account in excess of \$100,000 will be transferred to the City Cost Share Program Account.
9. The property owner must dedicate a public easement or equivalent sufficient to install and maintain the BMP.
10. The Member City must obtain a recordable maintenance agreement from the property owner that specifies maintenance requirements and schedule; authorizes the City to inspect the BMP and order maintenance and improvement; and authorizes the City to undertake ordered maintenance and improvement not completed by the property owner, and assess the cost that work to the property.
11. The standard Commission/Member Cooperative Agreement will be executed prior to project construction.

Adopted November 2015
Revised February 2017

**Shingle Creek Watershed Management Commissions
Partnership Cost-Share Program Application**

City:	
Contact Name:	
Contact Phone:	
Contact Email:	
Project Name:	
Total Project Cost:	
Amount Requested:	
Project Location:	
Owner:	
Address:	
City, State, Zip:	
Phone:	
Email:	

1. Describe the BMP(s) proposed in your project. Describe the current condition and how the BMP(s) will reduce pollutant loading and/or runoff volume. Note the estimated annual load and volume reduction by parameter, if known, and how they were calculated. Attach figures showing project location and BMP details including drainage area to the BMP(s).

2. If this request is for cost share in “upsizing” a BMP, explain how the upsized cost and benefit were computed.

3. Show total project cost and the amount of cost share requested.

4. What is the project schedule, when will work on the BMP(s) commence and when will work be complete?

The member City must verify that a public easement (or equivalent) is dedicated and that an Operations and Maintenance Agreement has been executed and recorded prior to release of any funds.

elm creek

Watershed Management Commission

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STAFF REPORT

May 5, 2021

- a. 2017-050W Ernie Mayers Wetland/floodplain violation, Corcoran.** The City of Corcoran contacted the Commission in December 2017 concerning drainage complaints on Mayers' property. Technical Evaluation Panels (TEPs) were held in 2017 and 2018 to assess the nature and extent of the violations and a restoration order was issued to Mayers. On October 30, 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. On January 6, 2021, BWSR received an email from Corcoran that the LGU and Mayers were working towards resolving the restoration order. BWSR gave the City and Mayers until April 5, 2021 to seek an informal resolution or furnish a complete copy of the record to them. *As of this update, this matter is still in BWSR's hands for review, discussion and potential resolution.*
- b. 2018-020 North 101 Storage, Rogers.** This is an existing 3-acre lot in the northwest corner of Highway 101 and CR144. The current land use is a combination of mini-storage units and outdoor storage. The site is proposed for complete demolition and construction of seven new mini-storage buildings. At their July meeting the Commission approved Staff findings dated July 9, 2018, pending four items relating to abstraction requirements and the infiltration system. The applicant requested and was granted an extension to *December 31, 2021*, provided the review process with the City of Rogers does not expire.
- c. 2020-002 Project 100, Maple Grove, renamed *Minnesota Health Village (MHV)*.** Ryan Companies is proposing to develop 100.6 acres of agricultural land into a mixed-use development consisting of office, medical, hospital, multi-family residential and senior living facilities. This site is situated between I-610 to the north, I-94 to the west and the Maple Grove Hospital to the east. The applicant is seeking approval of a regional stormwater management system to address the Commission's present-day requirements throughout the timeline for all phases of this development. Additionally, they are requesting grading and erosion control approvals for Phase I of the development.

Phase I site plans consists of mass grading of approximately 35 acres in the southeast portion of the site to accommodate street and utilities, 383 parking stalls for the existing hospital and future building in this area. The Commission reviewed the concept plan for compliance with Rule D. In addition, Staff reviewed Phase I for compliance with Rules D, E, G and I. At their March 2020 meeting the Commission approved this project contingent upon the following conditions: Phase I site plans: (1) Feasibility to infiltrate stormwater in the filter bench areas of ponds 1 and 2 must be determined. If infiltration is considered feasible, design revisions and compliance with MPCA infiltration design criteria is required and (2) City, MN WCA, and Commission compliance on any wetland impacts must be adhered to. These two items remain outstanding.

Concept Site Plans: The overall stormwater management concept plan design meets the Commission's standards provided. (1) Feasibility to infiltrate stormwater in the future filter bench areas and biofiltration basins is determined. If infiltration is considered feasible, design revisions and compliance with MPCA infiltration design criteria is required. (2) Commission Project review and approval are required when future site development triggers a review. These two items are considered on-going and will come forward as this site develops. No other information is necessary at this time.

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For Phase I and the Concept Plans: The Commission recommends the management of stormwater runoff to minimize the impacts of the application of chloride compounds on water resources by minimizing their use on roads, parking lots, sidewalks and other impervious surfaces. Toward that end, the Commission requests that existing and future landowners develop and implement a chloride management plan on all private parking and walking areas within this project to minimize chloride runoff into surface water on site. The primary element of such a plan is implementation and application of salt to these surfaces by an applicator with MPCA Level 1 Certification in Snow & Ice Control Best Practices.

d. 2020-016 Skye Meadows, Rogers. Lennar Corporation is proposing to construct a residential development on 130 acres along Territorial Road. The site consists of six separate parcels located both north and south of Territorial Road (CR116) just west of Tilton Trail. 363 single-family residential units are proposed, creating 38.73 acres of new impervious areas in seven phases. The Commission's review will be for conformance to Rules D, E, F, G, and I for all seven phases. At their January 2021 meeting, the Commission approved this project contingent upon: final grading plans on Phase 1B complying with the Commission's low floor/100-year elevation requirements per Rule D 3i (7) criteria and storm pipe inlets FES 205 and 212 on basins H and I, and FES 304 on Basin K being extended to the NWL of the basin. The applicant requested a variance for low floor elevations, which was reviewed under project 2021-002. The Commission approved the variance at their March 2021 meeting. *The contingencies and variance have been resolved. This item will be removed from the report.*

e. 2020-029 Sundance Greens 5th 6th Addition. This project is part of a larger residential development that was reviewed and approved as the Sundance Greens Development, project 2018-005. The full development covers 310 acres west of County Road 121 (Fernbrook Lane) in and around the Sundance Green Golf Course. The full development will construct 645 new single-family homes with 100 units proposed as a senior housing facility. The 5th Addition will grade 75 acres for 212 lots. The review verified consistency to the stormwater management plans, floodplain and wetland buffer plans that were approved as part of the original submittals for project 2018-005 and the updates to erosion controls. Some updates to the SWMP were reanalyzed and found to be within acceptable limits of the original approvals. Following March 2021 updates to the erosion and sediment control plans, Staff administratively approved this addition. Due to platting changes, this project was renamed Sundance Greens 6th Addition. *This item will be removed from the report.*

f. 2021-002 Skye Meadows Variance, Rogers. This project is a variance request for project 2020-016. The project would construct *approximately 345 single family residential lots*. Eleven of the proposed lots would not meet the two-foot minimum freeboard requirement above the high-water levels for adjacent waterbodies. The variance request documents the hardships that prevent the project from meeting this requirement. The Commission approved the variance request at the March 2021 meeting and directed Staff to work with the applicant to prepare a variance resolution. *The Commission approved the variance resolution at its April 2021 meeting. This project will be moved to the recordings section of the report.*

g. 2021-005 WJD Two Thirds Addition, Rogers. This is a 14.8 residential project located on the south side of 137th Avenue North, approximately 400 feet west of Northdale Boulevard. Rachel Development is proposing 56 townhomes and a 134-unit apartment building on this property. The initial site grading and stormwater management was approved by the Commission under projects 2001-017 (WJD) and 2003-003 (The Rogers Retail Centre 2nd Addition). This project was approved by the Commission at their March 2021 meeting with two conditions; a) buffer requirements meeting the Commission's standards and b) final SWPPP is provided prior to grading. *Both conditions have been met. This project will be removed from the report.*

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- h. 2021-007 Birchwood 2nd Addition, Rogers.** This project is east of CR13 (Brockton Lane) approximately 1/2 mile south of the intersection of CR 144 (141st Avenue North) and CR13. The applicant is proposing to develop the site into 30 single-family residential lots. The site drains south and east into Grass Lake. This work will disturb 10 acres and create 4.0 acres of new impervious area. At their April 2021 meeting the Commission approved this project contingent upon the final SWPPP being submitted prior to grading and receipt of any outstanding project review fees. *This project can be moved to the recordings section of the report.*
- i. 2021-008 Edgewater 3rd Addition, Rogers.** This is an 18-acre site north of the intersection of Edgewater Parkway and Industrial Boulevard. The project proposes to construct 65 single-family residential lots. It would disturb 17.7 acres and create 6.89 acres of new impervious surface. Stormwater would be managed by a new infiltration basin and an existing regional stormwater pond. The project was reviewed for Rules D and E. *The Commission approved this project at their April 2021 meeting. This project will be removed from the report.*
- j. 2021-009 Palisades at Nottingham 3rd Addition, Maple Grove.** This is a 5-acre project located east of Zanzibar Lane approximately 400 feet north of the intersection with Nottingham Parkway. The applicant is proposing to develop the site into seven single-family residential lots. The site drains east into the Elm Creek basin. This work will disturb 3.5 acres and create 1.45 acres of new impervious area. *At their April 2021 meeting, the Commission approved this project conditioned upon final wetland replacement plan submittal, review by permitting agencies, and approval by the LGU prior to impacts. No new information has been received as of this update.*
- k. 2021-010 Gleason Field, Maple Grove.** This is an existing 45-acre City park located between Brockton (CR 101) and Vagabond Lanes at 67th Avenue. The City Parks Department is proposing to convert existing grass play fields into four artificial turf baseball/softball fields. The project also involves expanding an existing parking area, adding four park buildings, and playground amenities to the park. This work will disturb 23.5 acres and create 2.9 acres of new impervious areas. *This project is on the agenda for this month's meeting. Staff recommends approval contingent upon receipt of any outstanding project review fees.*
- l. 2021-011 Graco Building, Dayton.** This is a 39-acre site south of French Lake Road, west of French Lake and south of Grass Lake. The project would construct a new building, new parking lots and an extension of French Lake Road as a private drive. The project would disturb 38.9 acres and create 18.2 acres of new impervious surface. The development plan for French Lake Industrial Center was approved as part of project 2015-011. The project's compliance with Rule D and Rule E is consistent with what was approved in 2015. Staff administratively approved the project. *This project will be removed from the report.*
- m. 2021-012 The Oaks at Bauer Farm, Champlin.** This is a 47-acre agricultural property that is proposed to be developed into 99 single-family residential homes. *The site, located north of French Lake Road on the border with Dayton, will create 13.3 acres of new impervious surface. The project triggers Rules D, E, and I. The applicant demonstrates onsite rate control for discharge to the west, south, and north and is using a regional stormwater management basin to discharge to the east. The applicant is working through revisions requested by the City engineering department. Staff recommends approval contingent upon 1) receipt of any outstanding project review fees and 2) after incorporating revisions from city engineering staff, the applicant continuing to demonstrate approval with Commission Rules D, E, and I.*
- n. 2021-013 Rush Creek Reserve, Corcoran.** *This is a 91-acre site located along the north side of CR10, across from the Corcoran Community Park. The applicant is proposing to create a residential sub-*

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division including 66 townhomes and 177 single-family units with 24.2 acres of new impervious area. The existing area is agricultural with 58 acres of cropland and 33 acres of wetlands/wooded areas. No recommendation is available for the Commission at this time. The applicant is working through revisions requested by Staff. Updated findings and recommendations will be provided to the Commission if available.

o. 2021-014 Elm Creek Stream Restoration Phase IV, Champlin. This is a continuation of stream restoration work within Elm Creek. The project includes approximately 5,300 linear feet of stream bank restoration starting at Elm Creek Xing bridge and extending downstream. The work will stabilize the toe of banks, restore and enhance habitat, increase flood storage and improve water quality. The review is in-progress. Updated findings and recommendations will be provided to the Commission if available. Staff recommends approval contingent upon receipt of any outstanding project review fees.

p. 2021-016 Territorial Lofts, Rogers. This is a 5.39-acre site on Territorial Road, adjacent to the Laurel Creek development. The project would construct a 75-unit apartment building, underground parking, a detached garage, maintenance facilities, and access road, creating 2.383 acres of new impervious and disturbing 5.2 acres. The existing site is two single-family residential homes. The site proposes to use stormwater reuse with an irrigation system to meet abstraction requirements, due to low infiltration capacity soils. No recommendation is available for the Commission at this time. The applicant is working through revisions requested by Staff. Updated findings and recommendations will be provided to the Commission if available.

q. 2021-017 The Park Group Building, Rogers. This is a 3.0-acre site on Northdale Boulevard, northwest of the intersection of MN Highway 101 and 141st Avenue North. The project would construct a new warehouse, access drive, loading docks, and a new parking on an undeveloped site. The project would disturb 2.79 acres and create 1.73 acres of new impervious surface. The project triggers Rules D and E. Staff recommends approval contingent upon receipt of any outstanding project review fees.

r. 2021-018 Tavera (Phase I), Corcoran. This is a 274-acre site north of Hackmore Road (62nd Avenue N) and west of County Road 116. The full residential development would construct 548-units. Phase I of the project will construct 248 units, 114 of those being single-family detached lots and 134 attached townhouse units. Phase I would disturb 69 acres and create approximately 30 acres of new or reconstructed impervious area. Stormwater would be managed by a combination of iron enhanced sand filtration, stormwater reuse, larger than required wetland buffers and disconnected impervious surfaces. The project was reviewed for Rules D, E, F, and I. Review is still in progress. Staff administratively approved grading for the project contingent upon the applicant addressing any future comments necessary to obtain approval from the Commission.

s. 2021-019 Kwik Trip, Dayton. This is an 8.2-acre parcel in the northeast corner of County Roads 81 and 113. It is proposed to be subdivided into one lot and two outlots. Water from this site is proposed to flow into a regional pond constructed as part of the CR 81/113 reconstruction in 2018. Staff will evaluate the project for the regional pond design assumptions approved by the Commission on project 2017-022 and erosion controls. The project was submitted too late to provide a report and recommendation to the Commission at their May meeting.

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

ah. 2014-015 Rogers Drive Extension, Rogers. This project involves improvements along Rogers Drive from Vevea Lane to Brockton Lane. The project is located east of I-94, south of the Cabela development. The total project area is 8.0 acres; proposed impervious surfaces total 5.6 acres. 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.

ai. 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. No update was available on July 2, 2019.

aj. 2016-005W Ravinia Wetland Replacement Plan, Corcoran. In December 2016, the Commission approved Staff's recommendations on this wetland replacement plan. Final wetland impacts are 1.22 acres. Wetland credits created on site will be 4.01 acres. Excess credits of 0.75 acres are proposed to be used on Lennar's Laurel Creek development in Rogers (2017-014). All approval contingencies have been met and construction is completed. Vegetation planting and management took place throughout 2017. Barr Engineering is providing monitoring to ensure the replacement meets the performance standards of the approved plans. Annual reports have been submitted to the US Army Corps of Engineers (USACE) in February 2019, February 2020, and March 2021. *Monitoring status 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.*

ak. 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 by the City 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.

al. 2017-029 Brayburn Trails, Dayton. At their August 2017 meeting the Commission approved Staff's findings dated August 2, 2017 with five conditions. All of the conditions have been met except for the final recordings of the O&M agreements and easements. On March 7, 2018, the City reported: final plat approval has not been granted, easements will be recorded as plats are approved. Ponds will be maintained by the City of Dayton. An agreement, and additional easement, will be required for a water re-use system within one of the ponds (between the City and HOA). This system is not part of the first addition – the timing of said improvements/agreement is unknown. Construction had been expected to start in 2018.

On February 7, 2019, Jason Quisberg provided the following information: The 1st Addition was scaled back from what was proposed; associated construction activity is significantly completed. Extension of trunk utilities through Sundance Golf Course are complete. The proposed 2nd Addition is under review. Improvements to 117th Avenue (East French Lake Road to Fernbrook Lane) will be part of the work done with the 2nd Addition. Construction is anticipated to start spring 2019. Pond easements are being recorded with the platting process for each addition (those [that are] part of the 1st Addition are in place). The water re-use system is not part of the 2nd Addition (will be with future additions).

On March 4, 2021 Nico Cantarero reported that Brayburn Trails is continuing to construct homes. The development is through their 6th addition with approximately 2/3 of the development final platted. 117th Avenue improvements have been constructed and the development continues to build infrastructure and homes.

am. 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,

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(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.

an. 2018-048 Faithbrook Church, Phase 2, Dayton. This is an application for review of an expansion of an existing church located northeast of the intersection of Fernbrook Lane and Elm Creek Road. The Commission approved this project at their November 2018 meeting conditioned upon receipt of a SWPPP meeting NPDES requirements and the City accepting maintenance responsibility or recording a modified O&M plan for the stormwater features on the site in a form acceptable to the Commission. On February 7, 2019, Jason Quisberg reported that this project has gone idle; it is believed to be due to funding needs of the applicant. It was expected activity would resume in Spring 2019.

On March 4, 2021 Nico Cantarero reported that the outlet to the church has been constructed. The church still has plans for a Phase 2 expansion, but it has not been initiated to date.

ao. 2019-002 Parkside Villas, Champlin. This is two adjacent rural parcels totaling 13.9 acres that are proposed to be split into 56 single-family residential lots. It is located on the east side of Goose Lake Road just south of its intersection with Elm Road (CR 202). The review is for compliance with Commission Rules D and E. At their February 2019 meeting the Commissioners approved Staff's findings dated January 29, 2019, contingent on (1) a long term O&M agreement on the stormwater basin and irrigation system being provided and recorded on the property title and (2) the applicant working with the City and Three Rivers Park District to safely outlet the pond water below the trail system adjacent to the property line.

ap. 2019-021 Brenly Meadows, Rogers. This is a 38-unit townhome project proposed on 6.9 acres north of 129th Avenue about one-third mile west of Main Street. It triggered the Commission's review for Rules D, and E. This item was approved by the Commission at their August 2019 meeting, contingent upon O & M plan requirements for the stormwater pond and irrigation system.

aq. 2019-026 Interstate Power Systems, Rogers. *This is a 10-acre site to construct a 1-acre building for a mechanical shop and 6 acres of parking and driveways along County Road 81. It triggered review of Rule D, E, G, and I. This item was approved by the Commission at their November 2019 meeting, contingent upon documentation of existing conditions pollutant loading and a recorded O&M plan for onsite BMPs. The applicant provided the pollutant loading data in November 2019. Commission is still waiting on the O&M plan as of April 2021.*

ar 2019-027 Havenwood at Maple Grove. This is a 5.6-acre site located at the northwest intersection of Bass Lake Road (CR10) and Troy Lane (CR101). The site is proposed to be subdivided into two lots. The southerly lot will be 4.5-acres with a 150-unit senior living facility. The remaining outlot (~1.3 acres) is anticipated to be a daycare facility. In their findings dated October 17, 2019, Staff recommended approval contingent upon the irrigation pond and system having an operation and maintenance plan approved by the City and Commission and recorded on the title for this property. A copy of the recorded document must be provided to the Commission.

as. 2019-032 OSI Expansion, Medina. This an existing business located in the northwest corner of Highway 55 and Arrowhead Drive. The applicant is proposing to build an addition on the south side of the building and add parking to the north side of the site, creating an additional 3.6 acres of new impervious area. In their findings dated February 4, 2020, Staff recommended approval contingent upon receipt of O&M plans on the stormwater facilities that meet the Commission's requirements. Dusty Finke reported on March 4, 2020, that recordation of the O&M plans is still pending.

at. 2020-001 Outlot L, Markets at Rush Creek, Maple Grove. Outlot L is a 1.55-acre lot located in The Markets at Rush Creek (Hy-Vee South) PUD development. This project is located just west of the Hy-Vee gas station and south of CR10. A 12,000 SF multi-tenant building and associated parking is proposed for this site. Stormwater management for this lot is part of the regional stormwater system approved by the Commission for project 2016-002. Commission rules require compliance with Rules D and E. On January 23, 2020, Staff administratively approved this project contingent upon receipt of a dated and signed set of final development stage plans. Signed and dated plans were received in December 2020. The project approval is good until December 31, 2021.

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au. 2020-008 Lone Gardens, Dayton. This project is located at the northwest intersection of CSAH 144 (Diamond Lake North) and 12 (Dayton River Road). The site consists of three agricultural properties totaling 48.29 acres. 112 new single-family residential lots creating 16.84 acres of new impervious surface area are proposed for this development. The Commission's review was for compliance with Rules D, E, G, and I. At their October 2020 meeting the Commission approved Phase I grading on the north 14-acre area conditioned that: a) the applicant accepts any and all risks for any changes required to obtain final approval by the Commission and b) that the City of Dayton grants approvals for said grading, and to deny the remainder of the application unless the applicant extends the review deadline beyond the current October 21, 2020 deadline. The applicant extended the deadline to November 30, 2020. Updated site plans received November 16, 2020 met the contingencies of the Commission approval with the exception of the post development infiltration basin percolation test requirements. At their December meeting the Commission approved the updated plans contingent upon post-development percolation tests being provided on infiltration basins to demonstrate the constructed infiltration rate meets or exceeds the design infiltration rates.

On March 4, 2021 Nico Cantarero reported that Lone Gardens constructed their 1st addition of approximately 30 homes along the northern portion of the site. The developer has indicated plans to grade the remainder of the site and construct the 2nd addition of the development in 2021 which would include the second access to the site onto North Diamond Lake Road.

av. 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 is 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 landowner 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 of Medina and the Commission. The agreement must be recorded on the land title with a copy of the recorded agreement provided to the Commission.

aw. 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. Said 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 in compliance 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.

ax. 2020-023 Ziegler, Dayton. This is an existing 4.73-acre commercial parcel located on Territorial Road near Holly Lane close to the Maple Grove/Dayton border. Currently the property consists of a building with bituminous drive and parking areas and a large gravel storage yard. The applicant is proposing to utilize the existing building, construct an additional commercial building, expand the bituminous parking lot, and add gravel lots for merchandise display and storage, triggering Commission rules D, E, G, and I. The Commission approved this project at their August 2020 meeting contingent upon wetland permitting being obtained and an Operation & Maintenance agreement being recorded on the land title. The wetland permit has been approved, but the O&M plan has yet to be received.

On March 4, 2021 Nico Cantarero reported that Ziegler plans to construct their site improvements in 2021.

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

ay. 2020-025 Paulsen Farms, Corcoran. This is an 88-acre parcel located south of CR30 and east of Bechtold Road. Twenty (20) single family rural residential lots with 5.2 acres of new impervious areas are proposed on this site. This project triggered Rules D, E, and I. At their October 2020 meeting the Commission approved Staff's findings dated September 23, 2020 contingent upon: (1) rate control at culvert #3 must be equal to or less than pre-development rates for all storm events; (2) buffer strip monumentation conforms to the Commission's requirements; and (3) an operation and maintenance agreement must be created and approved by the City and the Commission. Said agreement must be recorded on the property title with a copy of the recorded document provided to the Commission. This project has been put on hold by the applicant. They have been informed that the approval expires October 14, 2021. On February 25, 2021, Kevin Mattson responded, no updates.

az. 2020-027 Kariniemi Addition, Corcoran. This is a 12.7-acre parcel located on Lot 3, Block 1 of the Rolling Hills Acres subdivision (ECWMC Project 2019-030) about a mile north of Highway. 55 on the east side of Rolling Hills Road. The applicant proposes to create three lots with a shared driveway for access along the northerly portion of the property. Project work will disturb 2.6 acres and create 0.83 acres of new impervious areas. This project was approved by the Commission at their September 2020 meeting pending receipt of O & M plans. On February 25, 2021, Kevin Mattson responded, this project is anticipated for Spring 2021. City is aware of Commission approval contingency requirements.

ba. 2020-030 Nelson International, Corcoran. This project would construct a new semi-truck and trailer dealership and center on a 22.4-acre site. The project will disturb 9.5 acres and create 6.6 acres of impervious surface. The existing condition is a single-family residence with 0.4 acres of impervious. The application was reviewed for Rules D, E, G, and I. In their findings dated November 4, 2020, Staff recommend approval contingent on submission and approval of an O&M agreement with the City and that a subsequent addition to the proposed structure shall be submitted for administrative review. The Commission approved Staff's recommendations at their December 9, 2020 meeting. On February 25, 2021, Kevin Mattson responded, this project is anticipated for Spring 2021. City is aware of Commission approval contingency requirements.

bb. 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, minor updates to the hydrology report, and minor updates to the SWPPP. The Commission approved Staff recommendations at their December 9, 2020 meeting.

bc. 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), 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.

bd. 2020-036 Balsam Pointe, Dayton. This project would create 98 residential units on a 10-acre site near the intersection of Dimond Lake Road South and Dayton Road. The existing condition is undeveloped. The project will disturb the entire site and create 5.3 acres of new impervious. The application is being reviewed for Rules D and E. The Commission approved Staff's recommendations at their January 13, 2021 meeting contingent upon an O & M agreement meeting the Commission's standards being recorded on the land title.

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ELM CREEK FLOODPLAIN MAPPING PROJECT

From Joe Waln, Barr Engineering, JWaln@barr.com, on April 29, 2021:

Attached to this report is the narrative documentation developed for the hydrology and hydraulic modeling used to create the update flood inundation mapping for the Elm Creek watershed. The DNR will pull from this text to provide the information that goes into the revised Flood Insurance Study (FIS) document.

The attached PDF is the hydraulics narrative with the hydrology narrative as an attachment. The hydrologic modeling approach was discussed with the Commission in the summer of 2020 and approved by the Inter Agency Hydraulic Review Committee (see letter in Attachment A). The hydraulics narrative was developed in early 2021 with the hydraulic modeling.

Based on conversations with DNR staff, it is uncertain when they will have time to prepare the final deliverables from Barr for a review meeting with this group. Several similar mapping efforts for other watersheds were all due this spring and it will take some time for DNR staff to work through each one.

As discussed at the April ECWMC meeting, getting the technical analysis to this point is the first step in longer process of developing and publishing improved flood inundation mapping for communities to better manage the flood risk for their residents.

If there are comments on the hydraulics or hydrology narratives, please send them to Stacy Harwell (MnDNR) and Heather Hlavaty (Barr).

From Jeff Weiss, DNR, jeff.weiss@state.mn.us, on April 29, 2021:

The Flood Risk Review meeting for the Elm Creek Watershed was scheduled for April 13. In consultation with FEMA, DNR cancelled that meeting with the intent to reschedule within a few weeks. This is an email to provide a little more background and provide an update.

The reason the meeting was postponed is because DNR needs some additional time to make edits to the draft floodplain data. This issue is not unique to the Elm Creek Watershed, and we are making similar edits for other watersheds as well. After the meeting, there will be a 30-day comment period for the Elm Creek cities to provide input, and it important for the data presented at the meeting to be a reasonable representation of what will be shown on the eventual final maps that will be used for regulatory purposes. This will help make the Flood Risk Review meeting and the subsequent comment period more productive for all involved.

The effort to edit the draft floodplain data is taking longer than anticipated and has been slowed by the need to also address comments from Flood Risk Review meetings that have already been held. Unfortunately, we cannot yet provide an specific estimate for when the Elm Creek Watershed Flood Risk Review meeting will be rescheduled, but we are hoping to have it scheduled for some time in late May or early June.

We have already received at least one request for GIS files for the draft floodplain data. We can share that data with member cities to help them with their evaluation and comments; but it will be better if we wait to share the data until after necessary edits are completed.

We appreciate your understanding, and we will be happy to answer any other questions you may have. Of course, please feel free to forward this update to your member cities and/or include it in your meeting packet for your next Commission meeting.

Jeff Weiss, PE

Floodplain and Surface Water Engineer | Division of Ecological and Water Resources

Minnesota Department of Natural Resources

500 Lafayette Road | St. Paul, MN 55155-4044

Phone: 651-259-5802 | Email: jeff.weiss@state.mn.us

mndnr.gov

RULE D – STORMWATER MANAGEMENT

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HENNEPIN COUNTY

MINNESOTA

DATE: May 5, 2021

TO: Elm Creek Watershed Management Commission (ECWMC)

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

RE: May ECWMC Updates

Hennepin County Climate Action Plan

During the May 4th Hennepin County Board meeting, the Board unanimously adopted the county's first Climate Action Plan. The plan is wide ranging and bold, in line with the magnitude and breadth of impacts were facing because of climate change. Full detail on the plan can be found here (<https://www.hennepin.us/climate-action>), but goals, actions, and metrics relevant to ECWMC's work include (but are certainly not limited to):

- **Goal:** Protect and engage people, especially vulnerable communities
 - **Action:** Mitigate the heat island effect, especially in areas with people most vulnerable to extreme heat, by supporting increased access to air conditioning, increasing the tree canopy, and converting hardscape where possible to green infrastructure.
 - **Metric:** *Plant 1 million more trees by 2030 through partnerships with cities, TRPD, and other community partners.*
 - **Action:** Address flooding in housing, especially where people most vulnerable to flooding impacts live, by promoting and providing financial support for preventative measures such as sump-pumps and landscaping to redirect water away from structures.
 - **Metric:** *Identify the structures and properties most at risk for flood damage in Hennepin County and develop partnerships that will help reduce or eliminate flood damages and disruption by 2025.*
- **Goal:** Enhance public safety
 - **Action:** Identify areas at risk for all types of flooding, including flowing surface water (fluvial), standing surface water (pluvial) and subsurface water (groundwater flooding) and coordinate with public entity partners to create strategies for reducing risk, especially for vulnerable populations.
 - **Metric:** *Develop a mapping tool to comprehensively identify the sites most at risk for flooding of all types (fluvial, pluvial, and groundwater) to guide effective mitigation and response actions by 2022.*

- **Goal:** Protect building sites, roads, infrastructure, and natural resources
 - **Action:** Update stormwater design standards that will serve as a standard across Hennepin County lines of business to account for increased rainfall intensities.
 - *Metric: Develop stormwater design standards for mid-century precipitation projection and develop policies and practices for green infrastructure to manage precipitation projections by 2023.*
 - **Action:** Protect and restore streams, wetlands, floodplains, and uplands.
 - *Metric: Acquire 6,000 acres of additional conservation easements by 2040.*
 - **Action:** Reduce barriers to regional stormwater management by investing in partnerships, empowering staff to work beyond property line boundaries, and creating a policy for financial contributions to such projects.
 - **Action:** Develop a groundwater plan that considers the impacts of climate change, including extreme weather events and wet/dry cycles, on groundwater resources and drinking water availability.
 - *Metric: Develop a groundwater plan by 2025 and an integrated water management plan by 2026*
 - **Action:** Protect and restore natural areas, including streams, wetlands, floodplains, prairies, savannas, and forests, with a focus on supporting biodiversity and providing habitat for species that alter their range in response to climate change.
- **Goal:** Reduce emissions in ways that align with core county functions and priorities
 - **Action:** Develop goals, prioritization frameworks, outreach and marketing strategies to promote carbon sequestration projects in the most impactful places around the county.
 - **Action:** Provide assistance to landowners wishing to adjust land management practices to increase the carbon storage of soils and sequester carbon in trees and plants. Examples of the types of project the county will provide assistance for include: Agricultural soil health practices; Improved grazing and pasture management; Diversification of agricultural landscapes and crop types; Habitat restoration and protection; Expanded shoreline and buffer plantings.
 - **Action:** Incorporate carbon sequestration potential into evaluation and planning of other natural resource and water resource projects and partnerships.
 - **Action:** Track carbon sequestration and other benefits accrued from soil health efforts, land management improvement, habitat restoration and protection projects, and other related work on private lands.
 -

Through the Climate Action Plan's Board approval, County staff can immediately begin incorporating plan priorities into our programming and long-term planning. County Environment and Energy staff will begin doing so immediately as we update our [Natural Resources Strategic Plan](#) through 2021-2022.

2021 Watershed Service Agreement

Update: The cooperative agreement was signed by the County Administrator on April 29th and is attached to this staff report for the Commission's records. The county will plan to prepare and submit an invoice for the second quarter that includes reimbursable items from May 1- June 30.

Previous: In order to partner in sharing the cost of implementing Rush Creek Clean Water Fund (CWF) projects, as well as making use of the Elm Creek WMC capital funds allocated to this geography, a watershed service agreement with Hennepin County will be needed this year. Hennepin County staff have drafted this Scope of Services and included it in March Commission meeting packet materials for feedback. Please provide any feedback and/or questions you can during the March Commission meeting. Based on your feedback and questions, the agreement will be revised and included for review and action for the April meeting.

Subwatershed Analyses

Diamond Lake

Update: Hennepin County staff Kris and Paul completed field work on May 4th to ground truth BMP information created by Stantec staff. County staff verified the placement and conceptual design of identified opportunities and made notes regarding other, general, conservation opportunities Stantec staff can reference in the report. County staff will digitize information gathered during field work and provide that information back to Stantec within the coming weeks.

Previous: Hennepin County staff met with Stantec staff, Nico Cantarero and Jeff Strom, to discuss assistance on development of the Diamond Lake Subwatershed Analysis. Stantec staff are in the process of completing report deliverables, which county staff will ground truth and provide feedback on implementation feasibility. This work will be completed later this winter or early spring following snowmelt.

Rush Creek Clean Water Fund Implementation Grant

Update: Final or near final designs and engineer's estimates have been received on several projects over the past few weeks. See chart below for estimates and shares from all funding sources. Note that Grant end date is currently 12/31/21. County staff have discussed a one-year grant extension with BWSR Board Conservationist Steve Christopher. Staff were advised to request an extension once contracting has been completed for first rounds of Jubert Lake projects (see below).

Previous: Hennepin County is hiring a Conservation Specialist who will focus their work on completing implementation of the Rush Creek CWF grant. County staff are working internally to develop an outreach & marketing campaign to seek out landowners to work with in spring and summer 2021. County staff will engage ECWMC for feedback on this outreach & marketing campaign and will seek assistance (where appropriate) to improve its outreach potential.

Anticipated Construction	Project	Engineer's Estimate	Commission Share Estimate	Hennepin & LO Share Estimate	Grant Share Estimate
Spring 2021	Top of Hill WASCOB + Waterway	\$32,704.80#	\$8,176.20	\$3,270.48	\$17,987.64
	Arens WASCOB + Waterway	TBD	TBD	TBD	TBD
Fall 2021	Phase 1 BMP 4 – Waterway	\$13,360	\$3,340	\$1,336	\$7,348
	Phase 1 BMP 9 – 2 Waterways	\$26,275	\$6,568.75	\$2,627.50	\$14,451.25
	Phase 1 BMP 13 – 4 Waterways	\$48,127	\$12,031.75	\$4,812.70	\$26,469.85
	Phase 1 BMP Other – Creek Bank Stabilization at Field Crossing	\$7,840	\$1,960	\$784	\$4,312
2022	Phase 1 BMP 11 – Wetland Expansion	\$75,610	\$18,902.50	\$7,561	\$41,585.50
	TOTAL	\$203,916.80	\$50,979.20*	\$20,391.68**	\$112,154.24***

Bid estimate from contractor

*Commission Capital Funds remaining = \$55,747

**Hennepin and Landowner will contribute 10% each, values in column represents contribution from each party

***Grant funds unencumbered = \$31,443.40

Project / Program Updates

Jubert Lake Agricultural BMPs

Update:

- “Phase 1” projects: County staff received approval from the county board on May 4th and staff will begin drafting contracts next week.
- “Top of Hill WASCOB + Waterway”: Contracting with landowner is complete. Construction is expected mid-May following spring planting.

Previous:

- “Phase 1” projects (7 grassed waterways, 1 wetland expansion, 1 creek stabilization): Designs have been shared with landowner for review. Engineer’s estimate for all projects is \$171,000. Because of the amount the county will contract this year with Stotts Family Farms, LLC, approval of these projects will be brought to the County Board for action on May 4.
 - Waterways and creek stabilization construction likely for fall 2021; wetland expansion is more complicated involving an additional neighbor so construction likely 2022
- “Top of Hill WASCOB + Waterway”: Designs are complete and contracting with Stotts Family Farms LLC is in process. Bid estimate for this project is \$32,704.80.
- Arens WASCOB + Waterway: Engineer requested additional survey, which was completed week of March 29th. During survey, staff identified water intakes in the road right of way that appear to

drain toward the proposed BMP location. Staff will require information from the City of Corcoran about those intakes in order to accurately estimate volumes and capacity at the BMP location.

- “Phase 2” projects and wetland consulting: County will be requesting proposals for engineering services and wetland permitting assistance.

These projects are on multiple parcels west of Jubert Lake. Design and implementation are being funded through a funding partnership with ECWMC, Hennepin County, the State of MN (Rush Creek CWF grant), and the parcel landowners.

10000 Ebert Road:

Update: Staff are working on developing a conceptual design with the landowner that meets program and landowner needs. Design will likely include some combination of prairie and mesic forest restorations in upland areas and buffers, waterways, and wetland restorations in lowland areas.

Previous: Landowner referred to county staff by NRCS after the Conservation Reserve Program did not seem to be the right fit for landowner’s conservation objectives. Overall objective is to convert the full 120-acre parcel from agricultural use to restored habitat, which will occur in phases over a timeline that has not yet been determined. County convened a site visit with landowner, USFWS, and NRCS during the week of March 29th. Next step will be to confirm presumed tile locations. Likely BMP projects in the short-term will be grading and planting grassed waterways in several areas, and beginning planning, design and engineering work to restore up to 16 individual drained wetlands on the property with native buffers.

Other Landowner Conservation Assistance:

21000 Block of Co. Road 117: Kolasa Farm/Enterprise reached out with concerns about a regional drain tile that runs from the properties on north side of Co Rd 117 through the proposed Rains Property wetland banking project. Staff are working with the landowner to address the issue.

25880 Territorial Road, Rogers: Landowner requested information about low interest loan options for replacement of a failing septic system. Staff recommend working through Ag BMP Loan process to assess low interest financing. Landowner seeking quote and researching options with participating banks.

14100 117th Ave. N., Dayton: Landowner requested information about technical and financial assistance available to add pollinator habitat to about 4 acres of former pasture land. Staff have assisted landowner to identify several locations for “pollinator nodes” in a dense stand of warm season grasses. Areas will be prepped for forb seed with 2 sprays and some mowing June through September 2021. USFWS Partners for Fish and Wildlife Program will provide seed to be sowed over snow during the winter of 2021/2022.

Refuge at Rush Creek Wetland Bank: Neighbors contacted staff regarding City of Corcoran’s public notice for a Drainage and Utility Easement Vacation. Staff referred questions to City of Corcoran’s wetland consultant.

Agricultural Soil Health Initiative

Update: Staff plan to send a follow-up mailer in May to all those that received the original mailers. Soil health programming will follow in late summer/fall to coincide with cover crop planting and in advance of planning for 2022 growing season.

Previous: In late February, Hennepin County staff sent a few dozen mailers to targeted farmers regarding cover crops and other soil health initiatives. County staff will be sharing those materials with the Commission as they become available.

Hennepin County Tree Sale

Update: Trees were provided to residents during pickup days on April 29 and May 1. The county included over 2,000 trees in this pilot project and all trees were sold. Considering the success of this year's pilot, and the overwhelming demand we received, the County is planning to hold another tree sale next year with about double the tree stock.

COOPERATIVE AGREEMENT

THIS AGREEMENT made and entered into by and between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, (COUNTY), A-2300 Government Center, Minneapolis, Minnesota 55487, on behalf of the Hennepin County Environment and Energy Department, 701 Fourth Avenue South, Suite 700, Minneapolis, Minnesota 55415-1600, (DEPARTMENT) and the Elm Creek Watershed Management Commission, a joint-powers board organized under the Laws of the State of Minnesota, 3235 Fernbrook Lane, Plymouth, Minnesota, 55447, (COMMISSION).

RECITALS:

WHEREAS, the COMMISSION and the COUNTY, wish to protect natural resources within the Elm Creek watershed in Hennepin County, and

WHEREAS, the COMMISSION and the COUNTY benefit from a cooperative effort to protect these resources, and

WHEREAS, the COMMISSION wishes to retain the DEPARTMENT to provide technical services related to conservation promotion and education, technical assistance, monitoring, inventory and assessment and administrative services as set forth in the attached Exhibits, and

WHEREAS, the COMMISSION wishes to contribute to the volunteer monitoring programs and educational services performed by the DEPARTMENT in the Elm Creek watershed, and

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the COUNTY, on behalf of the DEPARTMENT, and the COMMISSION agree as follows:

1. **TERM AND COST OF THE AGREEMENT**

The DEPARTMENT agrees to furnish technical services set forth in the attached Exhibits to the COMMISSION commencing January 1, 2021 and terminating December 31, 2021.

The DEPARTMENT, in collaboration with the COMMISSION, will designate qualified staff to serve as technical advisors to the COMMISSION. Other DEPARTMENT personnel will be called upon as appropriate to the nature of the work.

In full consideration for services under this Agreement, the DEPARTMENT shall charge the COMMISSION for actual wages and personnel costs as set forth in Section 2. Costs for services for activities detailed in the attached Exhibits include:

Exhibit A: 2021 Watershed General Technical Assistance

- **Technical Services:** Not-to-exceed \$10,000
- **Rush Creek BMP Cost Share:** Not-to-exceed \$106,050 or 25% of documented project costs, whichever is lower

Exhibit B: 2021 Volunteer Monitoring Program and Education Services: Not-to-exceed \$7,000.00

Total 2021 Cooperative Agreement: Not-to-exceed \$123,050

Any additional costs for extended work load after the “not-to-exceed” limit has been reached, special studies, or capital projects, must be set forth in a written amendment to this Agreement and will be billed on an hourly basis set forth in Section 2.

2. BILLING RATES AND PAYMENT FOR SERVICES

- a) Services in Exhibit A are billed on an hourly basis at the rate of \$ 62.91 to \$69.21 per hour, based on personnel and task, except where exceptions are noted in Exhibit A.

Sr. Environmentalist, Water Resources	\$69.21 per hour
Environmentalist	\$62.91 per hour

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

3. EQUAL EMPLOYMENT OPPORTUNITY- CIVIL RIGHTS

During the performance of this Agreement, the COUNTY agrees to the following:
No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance, criminal record, creed or national origin, be excluded from full employment rights in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of and all applicable federal and state laws against discrimination including the Civil Rights Act of 1964.

4. STANDARDS

The COUNTY shall comply with all applicable Federal and State statutes and regulations as well as local ordinances now in effect or hereafter adopted. Failure to meet the requirements of the above may be cause for cancellation of this contract effective the date of receipt of the Notice of Cancellation.

5. INDEPENDENT CONTRACTOR

It is mutually understood that the DEPARTMENT acts as an independent contractor. The DEPARTMENT shall select the means, method, and manner of performing the services herein. DEPARTMENT employees shall not be considered to be either temporary or permanent employees of the COMMISSION.

6. INDEMNIFICATION

The COUNTY and the COMMISSION mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless for any and all damages, liability or cost (including reasonable attorneys’ fees and costs of defense) arising from their own negligent acts, errors or omissions in the performance of their services under this agreement, to the extent each party is responsible for such damages and losses on a comparative basis of fault. Parties agree to provide proof of contractual liability insurance upon request. This paragraph does not diminish, with

respect to any third party, any defense, immunity or liability limit that the COUNTY or the COMMISSION may enjoy under law.

7. DATA PRACTICES

All data collected, created, received, maintained, or disseminated, or used for any purpose in the course of the COUNTY's performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (MGDPA) and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, which may include the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and/or the Health Information Technology for Economic and Clinical Health Act (HITECH), adopted as part of the American Recovery and Reinvestment Act of 2009. The COUNTY agrees to abide by these statutes, rules and regulations and as they may be amended.

18. MERGER AND MODIFICATION

- a) The entire Agreement between the parties is contained herein and supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.
- b) Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties. The express substantive legal terms contained in this Agreement including but not limited to the License, Payment Terms, Warranties, Indemnification and Insurance, Merger and Modification, Default and Cancellation/Termination or Minnesota Law Governs may not be altered, varied, modified or waived by any change order, implementation plan, scope or work, development specification or other development process or document.

9. DEFAULT AND CANCELLATION

Either the COUNTY or the COMMISSION may terminate this Agreement with or without cause by giving the other party forty-five (45) days written notice prior to the effective date of such termination. If the COMMISSION terminates this Agreement, it may specify work to be performed by the COUNTY before termination is effective and shall pay the COUNTY for services performed by the COUNTY up to the time specified for termination. If the COUNTY terminates the Agreement, it will not be compensated for part completion of a task except to the extent part completion has value to the COMMISSION.

10. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

All property of the COMMISSION used, acquired or created in the performance of work under this Agreement, including documents and records of any kind, shall remain the property of the COMMISSION. The COMMISSION shall have the sole right to use, sell, license, publish, or otherwise disseminate any product developed in whole or in part during the performance of work under this Agreement.

11. CONTRACT ADMINISTRATION

In order to coordinate the services of the DEPARTMENT with the activities of the COMMISSION so as to accomplish the purposes of this Agreement, Karen Galles, Supervisor, Land and Water Unit, or his/her successor, shall manage this Agreement on behalf of the Department and serve as liaison between the COUNTY and the COMMISSION. Judie Anderson, Administrator, shall manage this Agreement on behalf of the COMMISSION and serve as a liaison between the COMMISSION and the COUNTY.

12. AMENDMENTS TO AGREEMENT

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

13. NOTICES

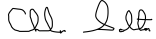
Any notice or demand which must be given or made by a party hereto under the terms of this Agreement or any statute or ordinance shall be in writing, and shall be sent registered or certified mail. Notices to the COUNTY shall be sent to the County Administrator with a copy to the originating Department at the address given in the opening paragraph of the Agreement. Notice to the COMMISSION shall be sent to the address stated in the opening paragraph of the Agreement.

14. MINNESOTA LAWS GOVERN

The Laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the herein parties and their performance. The appropriate venue and jurisdiction for any litigation hereunder will be those courts located within the County of Hennepin, State of Minnesota. Litigation, however, in the federal courts involving the herein parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

COUNTY ADMINISTRATOR AUTHORIZATION

Reviewed by the County Attorney's
Office



Assistant County Attorney

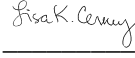


May 5, 2021

COUNTY OF HENNEPIN
STATE OF MINNESOTA

By: 

David J. Hough, County Administrator

By: 

Assistant County Administrator - Public Works

Date: Apr 29, 2021

Recommended for Approval

By: 

Director, Environment and Energy Department

Date: Apr 6, 2021

ELM CREEK WATERSHED MANAGEMENT
COMMISSION

The COMMISSION certifies that the person who executed this Agreement is authorized to do so on behalf of the COMMISSION as required by applicable articles, bylaws, resolutions or ordinances.*

Printed Name: Doug Baines

Signed: 

Title: Chair

Date: March 10, 2021

* COMMISSION shall submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirms the signatory's delegation of authority. This documentation shall be submitted at the time COMMISSION returns the Agreement to the County. Documentation is not required for a sole proprietorship.

EXHIBIT A**2021 WATERSHED GENERAL TECHNICAL ASSISTANCE****TASKS**

The Hennepin County Environment and Energy Department (DEPARTMENT) will provide Elm Creek Watershed Management Commission (COMMISSION) with a variety of technical assistances in support of its Watershed Management Plan and the Elm Creek TMDL.

Services are delivered on a time and materials basis, with a not-to-exceed amount of listed in Section 1 of this Agreement, except as may be authorized via separate work order or agreement amendment approved prior by both parties.

1. Meeting attendance & Preparation of Staff Report

Staff will prepare a staff report covering cooperative efforts and will attend regular Board and technical advisory committee (TAC) meetings to facilitate partnership and advise the COMMISSION on technical items. Time required to attend meetings will not be an expense to the COMMISSION.

Estimated Effort:

A Senior Environmentalist will attend each Board and TAC meeting. An Environmentalist and Supervising Environmentalist will attend meetings as necessary. Assuming 12 Board meetings and 4 TAC meetings.

	Estimated Hours	COMMISSION NTE
Senior Environmentalist	48	\$0
Environmentalist	48	\$0

2. Respond to Inquiries from the public and conservation promotion in targeted subwatersheds

Due to the high priority nature of this work to the DEPARTMENT'S goals, DEPARTMENT agrees to request reimbursement for the following services at 50% the rate of other tasks. See agreement Section 2.

A. General outreach and assistance: At the request of the COMMISSION, as prompted by public inquiry, DEPARTMENT staff will reach out to landowners within the Elm Creek watershed to develop best management practice (BMP) projects, respond to inquiries from the public to provide conservation program information, technical assistance, and information regarding COMMISSION requirements. In 2021 this will largely but not exclusively relate to promoting, assessing, and developing projects in the Rush Creek subwatershed.

Estimated Effort:

	Estimated Hours	COMMISSION NTE	Estimated Cost (DEPARTMENT)
Senior Environmentalist	80	\$0	\$5,232
Environmentalist	780	\$10,000	\$36,363.20

3. Rush Creek Subwatershed Project Implementation

As partners in the Rush Creek SWA Implementation Projects and Practices grant application, COMMISSION will contribute to cost sharing landowner BMP projects identified in the Rush Creek Subwatershed Assessment (SWA) and initiated under the grant program. COMMISSION has levied for and received capital project funds to provide a 25% cost share on projects that fall within the Rush Creek subwatershed. These are Capital Projects 2020-01 (\$53,025 for Livestock Exclusions, Buffers, Stabilizations in Corcoran and Rogers) and 2020-02 (\$53,025 for Agricultural BMPs, Cost-Share in Corcoran and Rogers). The DEPARTMENT will invoice the COMMISSION for 25% of project costs after a project has been completed and the landowner has been reimbursed for project costs. DEPARTMENT will include project cost estimates and estimated commission share on projects in the monthly staff report as they become available, as well as an accounting of remaining capital and grant funds available to support BMP projects.

Amount reimbursable to the DEPARTMENT shall not exceed 25% of documented project costs. In addition, the total amount reimbursable under this Activity is constrained by the COMMISSION'S available capital funds for this work and shall not exceed the total amount available under capital projects 2020-01 and 2020-02. At the time of contract execution, the amount available under this activity is \$106,050.

Summary of total estimated effort and costs Tasks 1-3

	Estimated Hours	COMMISSION NTE
Task 1: Meeting attendance & Preparation of Staff Report	96	\$0
Task 2: Respond to public inquiries and conservation promotion in targeted subwatersheds	860	\$10,000
Task 3: Rush Creek Subwatershed Project Implementation	N/A	\$106,050
Total (estimated)	956	\$106,050

EXHIBIT B

2021 VOLUNTEER MONITORING PROGRAMS AND EDUCATIONAL SERVICES

TASKS

The Hennepin County Environment and Energy Department (DEPARTMENT) will provide Elm Creek Watershed Management Commission (COMMISSION) with a variety of volunteer monitoring and environmental education and outreach oversight in support of its Watershed Management Plan and the Elm Creek TMDL.

Services are delivered on a time and materials basis, with a not-to-exceed amount listed in Section 1 of this Agreement, except as may be authorized via separate work order or agreement amendment approved prior by both parties.

1. Coordination of volunteer monitoring programs

The DEPARTMENT staff will coordinate the following volunteer water quality monitoring programs in the Elm Creek Watershed: River Watch; Wetland Health Evaluation Program (WHEP);

2. Volunteer Outreach

The DEPARTMENT staff, in collaboration with COMMISSION, will work to find school groups and/or adult volunteers to monitor up to three (3) designated stream sites for the River Watch program.

In addition, DEPARTMENT staff, in collaboration with COMMISSION, will work to find a team of adult volunteers to monitor up to four (4) designated wetland sites within the Elm Creek Watershed.

3. Volunteer monitor training and oversight

As part of the volunteer programs, DEPARTMENT staff will coordinate and offer training for each programs' monitoring and provide continual assistance in sample collection and identification.

4. Data quality assurance

The DEPARTMENT staff will provide all quality assurance checks on invertebrate and vegetative data for the Wetland Health Evaluation Program (WHEP), and all quality assurance checks on field and invertebrate data for the River Watch.

5. Reporting

Following the year's monitoring and compilation of collected data, DEPARTMENT will prepare an annual report of monitoring results and to COMMISSION.

6. Costs

- a) ***River Watch Program:*** The COMMISSION shall pay the DEPARTMENT \$1,000.00 per River Watch site for stream monitoring up to three (3) sites as part of the 2021 River Watch Program for data and educational services. Fees will be used to cover all training, equipment, and transportation for the students to and from the site, Quality Assurance/Quality Control, reporting and presentations as requested. The total amount of work authorized by this Agreement for stream monitoring and educational services associated with the River Watch Program shall not-exceed three thousand dollars (\$3,000.00).

- b) ***Wetland Health Evaluation Program:*** The COMMISSION shall pay \$1,000.00 per monitored wetland site in 2021 for data and educational services related to the WHEP. The total amount of work authorized by this Agreement for wetland monitoring and educational services associated with the WHEP shall not-exceed four thousand dollars (\$4,000.00).

In 2021 the total for providing a variety of volunteer monitoring and environmental education and outreach oversight shall not-exceed seven thousand dollars (\$7,000).