



**South Washington Watershed District-Regular Meeting & Workshop
Tuesday, November 12, 2024 5:00 p.m.
City of Woodbury Public Works building
2301 Tower Drive**

AGENDA

- 1) Call to Order and Setting of Agenda
- 2) Public Open Forum
- 3) Consent Agenda
- 4) Manager Reports
- 5) Administrators Report
 - a) Project Update
 - b) Minnesota Watersheds Annual Conference Attendance and Delegates
 - c) Agreements Authorized by Administrator
- 6) 2025 Health and Dental Insurance and Salary Structure
 - a) Discussion: 2025 Health and Dental Insurance and Salary Structure
 - b) Decision: 2025 Health and Dental Insurance and Salary Structure
- 7) SWWD Website Re-Design Contract
 - a) Discussion: SWWD Website Re-Design Contract, Windmill
 - b) Decision: SWWD Website Re-Design Contract, Windmill
- 8) Glacial Valley Park Trail UrbanEdge Change Order 1 and Pay Request 2
 - a) Discussion: Glacial Valley Park Trail UrbanEdge Change Order 1
 - b) Decision: Glacial Valley Park Trail UrbanEdge Change Order 1
 - c) Discussion: Glacial Valley Park Trail UrbanEdge Pay Request 2
 - d) Decision: Glacial Valley Park Trail UrbanEdge Pay Request 2
- 9) Hasenbank Change Order 3-Peterson Companies
 - a) Discussion: Hasenbank Change Order 3-Peterson Companies
 - b) Decision: Hasenbank Change Order 3-Peterson Companies
- 10) Mississippi Dunes Reserve Ecological Management Plan
 - a) Discussion: Mississippi Dunes Reserve Ecological Management Plan-Friends of

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- the Mississippi River
- b) Decision: Mississippi Dunes Reserve Ecological Management Plan-Friends of the Mississippi River

11) Lower St. Croix Partnership 2025 Annual Plan of Work

- a) Discussion: Lower St. Croix Partnership 2025 Annual Plan of Work
- b) Decision: Lower St. Croix Partnership 2025 Annual Plan of Work

12) CAC Application

- a) Discussion: CAC Application, Sarah Lilja
- b) Decision: Sarah Lilja CAC Appointment

13) Future Business and Meetings

- a) Budget Workshop with the Washington County Commissioners, Tuesday, November 12
- b) Regular Board Meeting, Tuesday, November 12, 2024 6pm
- c) MN Watersheds Annual Conference, December 4-6, 2024, Grandview Lodge, Nisswa, MN
- d) Regular Board Meeting, Tuesday, December 10, 2024 6pm
- e) SWWD Holiday Lunch-TBD
- f) SWWD CAC Meeting, Tuesday, December 17, 2024 5:30pm
- g) Annual Board Meeting, Tuesday, January 14, 2024 6pm
- h) Regular Board Meeting, Tuesday, February 11, 2024 6pm

14) Adjourn

Consent Agenda-November 12, 2024

- a) Approval of Minutes
 - i) 10/8/2024 Regular Meeting
- b) Treasurers Report
 - i) Accounts payable October 24
 - ii) Financials year to date and Fund Balances
 - iii) Peterson Companies Pay Request 5-Hasenbank
 - iv) Morcon Pay Request 13-Wilmes Alum Treatment Facility
 - v) Minnesota Native Landscapes Pay Request 2-Wilmes Alum Restoration
- c) Calendar/Meetings
 - i) Budget Workshop with the Washington County Commissioners, Tuesday, November 12
 - ii) Regular Board Meeting, Tuesday, November 12, 2024 6pm
 - iii) MN Watersheds Annual Conference, December 4-6, 2024, Grandview Lodge, Nisswa, MN
 - iv) Regular Board Meeting, Tuesday, December 10, 2024 6pm
 - v) SWWD Holiday Lunch-TBD
 - vi) SWWD CAC Meeting, Tuesday, December 17, 2024 5:30pm
 - vii) Annual Board Meeting, Tuesday, January 14, 2025 6pm

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- viii) Regular Board Meeting, Tuesday, February 11, 2025 6pm
- d) Development Reviews
 - i) Final
 - (1) None
 - ii) On Going
 - (1) Erin Glen, Denmark Township
 - (2) La Lake/Bailey Meadows, Newport
 - (3) Cherrywood/Cherry Meadow, Newport/Woodbury
 - iii) New
 - (1) None
- e) Wetland Conservation Act
 - i) Notice of Application-CSAH 13 Radio Drive Corridor Improvements, City of Woodbury
 - ii) Notice of Application-La Lakes Trails, City of Woodbury
 - iii) Notice of Decision-Pulte Military Road Delineation
 - iv) Technical Evaluation Panel Form, 6575 Bailey Road WCA Violation
- f) Cost Share Program-Applications and Payments
 - i) Valerie Winters-Final Payment (\$500)
 - ii) Justyna Johnson-Final Payment (\$406.17)
- g) Miscellaneous Correspondence

Post Until 11/13/2024



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Consent Agenda Item a
Title: SWWD Board Minutes	Board Action Requested: Approval of Minutes: 10/8/2024 Regular Meeting	Required Signatures SWWD Secretary
Reviewed by: JHL		
Background/Justification:		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments

Regular Meeting
South Washington Watershed District
Tuesday, October 8, 2024 6:00 p.m.
City of Woodbury Public Works Building

1. Call to Order and Setting of Agenda

Manager Johnson called the meeting to order at 6:00 pm. A motion was made by Manager ChapdeLaine to move Agenda item #9 Nuevas Fronteras Kraken Maintenance Contract with Pember Companies to the Consent Agenda. Manager Madigan seconded. Motion carried unanimously.

Roll Call:

- Brian Johnson, President
- Sharon Doucette, 1st Vice President
- Emily Stephens, 2nd Vice President
- Kevin ChapdeLaine, Treasurer
- Mike Madigan, Secretary

Staff:

- John Loomis, Administrator
- Melissa Imse, Operations Manager
- Abby Tekiela, Water Resources Program Coordinator

Others:

- Jack Clinton, SWWD Attorney

2. Public Open Forum None.

3. Consent Agenda

Items on the Consent Agenda include: September 10, 2024 Regular Board Meeting minutes, September Claims Roster and Treasurer's Report: accounts payable \$627,182.03, accounts receivable \$87,952.90, 4M fund balance \$11,222,483.54, Morcon Pay Request #12, UrbanEdge Pay Request #1, Kevin ChapdeLaine Per Diem, Calendar of Events, Development Reviews, Wetland Conservation Act, Cost Share, Miscellaneous Correspondence, Agenda item #9 Nuevas Fronteras Kraken Maintenance Contract. A motion was made by Manager ChapdeLaine to approve the Consent Agenda. Manager Doucette seconded. Motion carried unanimously.

4. Manager's Report

Manager Johnson—None.

Manager Doucette—None.

Manager Stephens—None.

Manager ChapdeLaine—Manager ChapdeLaine reported that he attended the SWWD CAC meeting.

Manager Madigan—Manager Madigan reported on the 3M Cottage Grove Wastewater Permit.

5. Administrator Report

SWWD Project Updates. Included in the board packet are project updates on: Trout Brook, Glacial Valley Park and Open space, Campus Greening, Wilmes Lake Alum Treatment Facility, Hasenbank Woods/Powers Lake BMP, St. Paul Park Public Works Underground BMP, Markgrafs Lake Retrofit Analysis, Colby Lake Retrofit Analysis, Northern Watershed/CDSF/East Ravine Review and Optimization, Cottage Grove

Ravine Regional Park, St. Croix Bluffs Regional Park, CR74-65th and Geneva, Watershed Plan Update, In-Lake AIS Management, Newport Open Space Planning, and Armstrong Lake Wetland Cattail Harvesting.

Deicing Outreach and Grit Giveaway. Building on discussions from recent board and resident workshops, staff has been working with EMWREP and several Cities in the District to develop a deicing outreach and education effort for this winter. Along with promoting best practices for snow and ice control and reducing use of salt, staff is organizing a traction grit giveaway. Traction grit (small crushed granite) is a non-chemical alternative to deicing. Bags of grit would be stationed at locations around the District and available for residents to pick up free of charge. After discussion, a motion was made by Manager Madigan to approve the grit purchase and distribution for up to \$20,000. Manager Johnson seconded. Motion carried unanimously.

Agreements Authorized by Administrator. SWWD's accounting policies authorizes the Administrator to approve purchases up to \$5,000 on behalf of the District. Under that policy, the Administrator approved the following agreements in September:

- Task Order Amendment with SRF Consulting for the Markgrafs Lake BMP Feasibility Study (\$5,000).

- 6. EMWREP Contract 2025-2027.** The EMWREP workplan has grown substantially over the past several years with little change in member dues. The EMWREP funding subcommittee has reviewed the EMWREP workplan and recommends expanding EMWREP staffing from 1.5 to 2.0 FTEs. 2.0 FTEs should allow the program to meet its commitments. Additional services outside the scope of EMWREPs workplan can still be contracted for directly with Washington Conservation District. Going to 2.0 FTE under the existing funding structure increases SWWD's dues from \$26,530.23 to \$32,000. The contract extends 3 years and increases each year by 4% for inflation. After discussion, a motion was made by Manager ChapdeLaine to approve the 2025-2027 EMWREP Contract. Manager Doucette seconded. Motion carried unanimously.
- 7. La and Ria Lakes Outlet Analysis Task Order, Barr Engineering.** SWWD has been working with Woodbury and Newport staff for several years to explore flooding and high water concerns at La and Ria Lakes and the downstream drainage network. This a complex system which crosses the Woodbury/Newport border several times. Efforts to date have identified several areas of deficient infrastructure and proposed some solutions. However, more comprehensive study of the entire network is needed to fully understand the scope of concern and potential downstream impact of proposed improvements. A motion was made by Manager ChapdeLaine to approve Task Order 2024-004 with Barr Engineering for La and Ria Lakes Outlet Analysis for up to \$100,000. Manager Stephens seconded. Motion carried unanimously.
- 8. Lake AIS Management for Ravine, Colby, and La Lakes, PLM Lake and Land Management.** In 2021, SWWD prompted Stantec to conduct several aquatic vegetation surveys on District lakes, which revealed both Eurasian watermilfoil (EWM) and curlyleaf pondweed (CLP). In response, a lake vegetation management plan (LVMP) was created to address AIS growth and proceed with permitting. The LVMP includes a multi-year treatment approach with whole lake treatments in the fall and bump treatments in the early spring. Fluridone treatments have since occurred on Colby Lake in fall 2022, and Ravine and La Lake in fall 2023. This year will be the third treatment on Colby and Ravine, and the second on La Lake. As permitted and specified in the LVMPs, Colby, Ravine, and La Lakes are set to receive whole-lake fluridone treatments this fall. SWWD solicited a quote from PLM for fall 2024 whole-lake treatments and spring 2025 bump fluridone treatments for Colby, Ravine, and Lake Lakes, totaling \$22,925. A motion was made by Manager Stephens

to approve the lake AIS management treatments for Ravine, Colby, and La Lakes with PLM Lake and Land Management for up to \$22,925. Manager Doucette seconded. Motion carried unanimously.

9. Nuevas Fronteras Kraken Maintenance Contract with Pember Companies, Inc. This item was approved under the Consent Agenda.

10. Future Business and Meetings.

- a) Regular Board Meeting, Tuesday, October 8, 2024 6pm
- b) Trout Brook Celebration, Wednesday, October 9, 2024 4-6pm
- c) MN Water Resources Conference, October 15-16, 2024
- d) Budget Workshop with the Washington County Commissioners, Tuesday, November 12
- e) Regular Board Meeting, Tuesday, November 12, 2024 5pm
- f) SWWD CAC Meeting, Tuesday, December 3, 2024 5:30pm
- g) MN Watersheds Annual Conference, December 4-6, 2024, Grandview Lodge, Nisswa, MN
- h) Regular Board Meeting, Tuesday, December 10, 2024 6pm

11. Adjourn

The next regular Board Meeting will be held on Tuesday, November 12th at 5:00 pm. A motion was made by Manager ChapdeLaine to adjourn at 6:40 p.m. Manager Stephens seconded. Motion carried unanimously.

Respectfully submitted,

Melissa Imse

Melissa Imse, Operations Manager

Approved By:

Mr. Mike Madigan, Secretary

Date



<p>Date: November 8, 2024</p>	<p align="center">South Washington Watershed District Request for Board Action</p>	<p align="center">Consent Agenda Item b</p>
<p>Title: SWWD Monthly Accounting</p>	<p align="center">Board Action Requested: Approval of: Treasurers Report Accounts payable for October 2024 Morcon Pay Request 13 MNL Invoice 48924 Peterson Companies Pay Request 5</p>	<p>Required Signatures SWWD Treasurer</p>
<p>Reviewed by: JHL</p>		
<p>Background/Justification</p> <p>Accounts Payable October 24: \$844,831.16 Accounts Receivable October 24: \$155,763.86 4M fund Balance October 24: \$10,585,790.54</p> <p>Morcon Pay Request 13-Wilmes Alum Treatment \$240,858.76 MNL Invoice 48924-Wilmes Lake Restoration \$15,634.00 Peterson Companies Pay Request 5-Hasenbank \$128,345.84</p>		
<p>Previous Action: None</p>		<p>Contact: JHL</p>
<p>Date Received: November 8, 2024</p>	<p>SWWD Administrator/Date: November 8, 2024</p>	<p>SWWD Attorney/Date</p>
<p>Financial Implications: N/A</p>		<p>Comments:</p>
<p>Fund N/A</p>	<p>Explanation</p>	<p>Fund Balance: N/A</p>
<p>Decision Needed/Date</p>	<p>Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation</p>	<p>Comments</p>



Vendor	Description	Invoice #	Amount
American Engineering Testing	Hasenbank Concrete Art Foundations	INV-222139	\$ 2,146.00
Carpenter Nature Center	Education Programming at Lake and CG Middle School	O-1271	\$ 26,908.01
City of St. Paul Park	Street Sweeper Reimbursement	See Attached	\$ 147,425.50
City of Woodbury	2023 CCIP Reimbursement for Plow Blades	394	\$ 15,144.00
City of Woodbury	October and November Rent	336 & 410	\$ 6,858.54
DogTooth Design	Hasenbank Signs	24SW266	\$ 800.00
Justyna Johnson	BMP Cost Share Reimbursement	See Attached	\$ 406.17
League of MN Cities	2024 Dues	411832	\$ 786.00
Sarah Lilja	November Payment and Supplies	See Attached	\$ 1,570.23
Pember Companies	SPP Kraken Clean Out	14755	\$ 14,584.00
PLM Lake and Land Management Corp	AIS Treatment	, 2003731, 2003738, 2003733, 2003737, 2003732,	\$ 13,638.00
The Land Stewards	Trout Brook Restoration	325	\$ 3,500.00
Valerie Winters	BMP Cost Share Reimbursement	See Attached	\$ 500.00
Payroll, Benefits, and EFT Payments	18 EFT, 10 Direct Dep, 2 Checks		\$ 610,564.71
Minnesota Life Ins. Co.	November 2024 Life Prem	Check	\$ 210.45
Madison National Life	November 2024 LTD and STD	Check	\$ 285.69
Health Partners	Insurance Premium	EFT	\$ 5,174.91
US Bank Credit Card	Credit Card Payment	EFT	\$ 691.40
US Bank Equipment	Copier Rental	EFT	\$ 202.23
Optum	H.S.A. Fee	EFT	\$ 12.75
Barr Engineering	Lakes & Creek Management Plan	23821336.00-5	\$ 12,270.00
Barr Engineering	WMP and Story Map Development	23821314.00-12	\$ 245.50
Barr Engineering	Hasenbank Powers BMP	23821287.00-29	\$ 2,688.39
Barr Engineering	Stakeholder Workshops	23821341.00-4	\$ 4,331.50
Aaron Dysart	Hasenbank Artist Payment	230	\$ 10,000.00
Hellmuth & Johnson Legal	September Legal Services	EFT	\$ 611.60
Houston Engineering	Geneva Ravine Inv 73244	EFT	\$ 664.00
Minnesota Native Landscape	Trout Brook Erosion Inv 48401	EFT	\$ 1,200.00
Morcon	Wilmes Pay Request 12	EFT	\$ 252,585.52
SRF Consulting	CG Ravine Park INV 16923.00-14 Sept	EFT	\$ 512.54
SRF Consulting	GVP Inv 14121.00-44 Sept	EFT	\$ 19,723.86
SRF Consulting	Ravine Lake Outlet INV 17696.00-5 Sept	EFT	\$ 3,638.32
SRF Consulting	Markgrafs INV 17114.00-12 Sept	EFT	\$ 4,771.59
SRF Consulting	Colby INV 17866.00-3 Sept	EFT	\$ 2,039.75
Stantec	2024 Aquatic Plants Survey-Oct	2298162	\$ 2,080.50
UrbanEdge LLC	Glacial Valley Trail Payment 1	EFT	\$ 110,773.51
UrbanEdge LLC	Re-Issue Glacial Valley Trail Payment 1	EFT	\$ 110,773.51
Washington Conservation District	September Tech Inv 6711	EFT	\$ 4,618.06
Washington Conservation District	Sept Monitoring Inv 6704	EFT	\$ 14,385.00
Xcel Energy	Wilmes Alum	EFT	\$ 63.03
			\$ 844,831.16

Accounts Receivable	Description	Check #	Amount
PMA	Return Wire UrbanEdge		\$ 110,743.51
State of Minnesota	October Market Value Credit		\$ 372.74
4M	October Interest		\$ 44,541.62
	Total		\$ 155,657.87

Kevin ChapdeLaine, SWWD Treasurer	Date November 12, 2024



▷ 2550 University Avenue West | Suite 400N | St. Paul, MN 55114
Main 651.644.4389 + Fax 651.644.9446

▷ [HRGREEN.COM](https://www.hrgreen.com)

November 5, 2024

Kyle Axtell
BMP Project Specialist
South Washington Watershed District
2302 Tower Drive
Woodbury, MN 55125

Re: Wilmes Alum Treatment Facility: Morcon Payment Request #13

Dear Mr. Axtell,

Morcon is requesting payment of \$240,858.76 for the work completed as of October 31st, 2024. I recommend payment to Morcon for the quantities completed to date (*see attached*) in the amount of \$240,858.76. This amount represents the total amount completed less the 5% retainage of \$12,676.78. Construction on the chemical building is progressing and partial payments are warranted.

Substantial completion was originally scheduled for the end of September 2024; however, many factors have delayed the project. Work is progressing and final completion and acceptance of work may be completed by the end of 2024. Should weather or equipment further delay the project, startup may take place in the spring of 2025.

Please let me know if you have any questions.

Sincerely,

HR GREEN, INC

A handwritten signature in black ink that reads 'Bridget Osborn'.

Bridget Osborn, PE, CFM – Project Manager

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF TWO PAGES

TO OWNER:
 South Washington Watershed District
 2302 Tower Dr. - Woodbury, MN 55125

PROJECT: **Wilmes Lake**
Stormwater Treatment

APPLICATION NO: **13R**

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ENGINEER
<input type="checkbox"/>	CONTRACTOR
<input checked="" type="checkbox"/>	MORCON
<input type="checkbox"/>	

PERIOD TO: **31-Oct-24**

FROM CONTRACTOR:
Morcon Construction Co., Inc
 5151 Industrial Blvd. N.E.
 Fridley, MN 55421

VIA ENGINEER: **HR Green**

MORCON INVOICE NO. TH-23-088-13R

CONTRACT FOR: **Wilmes Lake Stormwater Treatment Facility**

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	4,309,868.00
2. Net change by Change Orders	\$	115,386.96
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	4,425,254.96
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	4,292,984.06
5. RETAINAGE:		
a. <u>5</u> % of Completed Work (Column D + E on G703)	\$	214,649.20
b. _____ % of Stored Material (Column F on G703)	\$	_____
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	214,649.20
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	4,078,334.86
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	3,837,476.10
8. CURRENT PAYMENT DUE	\$	240,858.76
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	346,920.10

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: **MORCON CONSTRUCTION CO, INC.**

By: _____ Date: 10/31/2024

State of: **MINNESOTA**
 Subscribed and sworn to before me this 31st day of October 2024
 Notary Public: Julie R. Powers
 My Commission expires: 1-31-2028



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 240,858.76

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER:
 By: Bridget Oslem Date: 11/5/24

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$115,386.96	
Total approved this Month	\$0.00	
TOTALS	\$115,386.96	
NET CHANGES by Change Order		\$115,386.96

CONTINUATION SHEET

AIA DOCUMENT G703

2 PAGE OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 13R

APPLICATION DATE: 10/31/24

PERIOD TO: 10/31/24

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C Bid Qty	D Unit Price	E SCHEDULED VALUE	F Actual Qty	G WORK COMPLETED		I MATERIALS PRESENTLY STORED (NOT IN D OR E)	J TOTAL COMPLETED AND STORED TO DATE (D+E+F)	K % (G ÷ C)	L BALANCE TO FINISH (C - G)	M RETAINAGE (IF VARIABLE RATE) 5.00%
						FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
00001	Mobilization	1		\$395,300.50	1	\$296,475.37	\$98,825.13		\$395,300.50	100.00%	\$0.00	\$19,765.03
00002	Clearing / Grubbing	1		\$5,380.00	1	\$5,380.00	\$0.00		\$5,380.00	100.00%	\$0.00	\$269.00
00003	Tree Removal	19	\$500.00	\$9,500.00	19	\$9,500.00	\$0.00		\$9,500.00	100.00%	\$0.00	\$475.00
00004	Traffic Control	1		\$36,000.00	1	\$36,000.00	\$0.00		\$36,000.00	100.00%	\$0.00	\$1,800.00
00005	Excavating & Grading	38,459	\$20.00	\$769,180.00	38459	\$769,180.00	\$0.00		\$769,180.00	100.00%	\$0.00	\$38,459.00
00006	De-Watering	1		\$23,200.00	1	\$23,200.00	\$0.00		\$23,200.00	100.00%	\$0.00	\$1,160.00
00007	Remove Existing Trail	1,250	\$4.70	\$5,875.00	1250	\$5,875.00	\$0.00		\$5,875.00	100.00%	\$0.00	\$293.75
00008	Remove and Replace Curb and Gutter	78	\$58.50	\$4,563.00	78	\$4,563.00	\$0.00		\$4,563.00	100.00%	\$0.00	\$228.15
00009	Concrete Pad	3.30	\$4,500.00	\$14,850.00	3.3	\$14,850.00	\$0.00		\$14,850.00	100.00%	\$0.00	\$742.50
00010	Trail Reconstruction	1,920	\$40.00	\$76,800.00	1920	\$64,000.00	\$12,800.00		\$76,800.00	100.00%	\$0.00	\$3,840.00
00011	Permeable Articulated Concrete Block	1,113	\$20.50	\$22,816.50	1113	\$22,816.50	\$0.00		\$22,816.50	100.00%	\$0.00	\$1,140.83
00012	Lift Station and Valve Vault	1		\$703,439.00	0.98	\$678,095.10	\$13,000.00		\$691,095.10	98.25%	\$12,343.90	\$34,554.76
00013	Chemical Building & Equipment	1										
00013A	Division 03 CIP Concrete	1		\$125,000.00	1	\$125,000.00	\$0.00		\$125,000.00	100.00%	\$0.00	\$6,250.00
00013B	Division 03 PreCast Concrete	1		\$26,000.00	1	\$26,000.00	\$0.00		\$26,000.00	100.00%	\$0.00	\$1,300.00
00013C	Division 04 Masonry	1		\$115,000.00	1	\$115,000.00	\$0.00		\$115,000.00	100.00%	\$0.00	\$5,750.00
00013D	Division 05 Metals	1		\$48,000.00	1	\$48,000.00	\$0.00		\$48,000.00	100.00%	\$0.00	\$2,400.00
00013E	Division 06 Structural Composites & FRP Grating	1		\$28,000.00	1	\$28,000.00	\$0.00		\$28,000.00	100.00%	\$0.00	\$1,400.00
00013F	Division 07 Wtp/Insul/Air Barriers	1		\$30,000.00	1	\$30,000.00	\$0.00		\$30,000.00	100.00%	\$0.00	\$1,500.00
00013G	Divions 07 Composite Panles/Rainscreen/SM	1		\$260,000.00	1	\$225,000.00	\$35,000.00	\$0.00	\$260,000.00	100.00%	\$0.00	\$13,000.00
00013H	Division 07 Fire/Smoke/Joint Sealers	1		\$7,500.00	0.33	\$0.00	\$2,500.00		\$2,500.00	33.33%	\$5,000.00	\$125.00
00013I	Division 08 HM Doors & Hardware	1		\$25,000.00	1	\$25,000.00	\$0.00		\$25,000.00	100.00%	\$0.00	\$1,250.00
00013J	Division 08 Floor Hatches	1		\$15,000.00	0	\$0.00	\$0.00		\$0.00	0.00%	\$15,000.00	\$0.00
00013K	Division 08 Aluminum Windows/Glass/Glazing	1		\$27,000.00	1	\$12,500.00	\$14,500.00		\$27,000.00	100.00%	\$0.00	\$1,350.00
00013L	Divions 08 Coiling Door	1		\$15,000.00	1	\$0.00	\$15,000.00		\$15,000.00	100.00%	\$0.00	\$750.00
00013M	Division 09 Gypsum and Metal Truss	1		\$75,000.00	1	\$75,000.00	\$0.00		\$75,000.00	100.00%	\$0.00	\$3,750.00
00013N	Division 09 Painting	1		\$36,000.00	1	\$33,000.00	\$3,000.00		\$36,000.00	100.00%	\$0.00	\$1,800.00
00013O	Division 10 Toilet Accs and Fire Protection	1		\$7,500.00	0	\$0.00	\$0.00		\$0.00	0.00%	\$7,500.00	\$0.00
00013P	Division 21 Fire Suppression	1		\$12,500.00	1	\$10,000.00	\$2,500.00		\$12,500.00	100.00%	\$0.00	\$625.00
00013Q	Division 22 & 23 Plumbing/HVAC	1		\$95,000.00	1	\$79,500.00	\$15,500.00		\$95,000.00	100.00%	\$0.00	\$4,750.00
00013R	Division 25/26/27/28 Building Related	1		\$126,700.00	0.94	\$100,000.00	\$20,000.00		\$120,000.00	94.71%	\$6,700.00	\$6,000.00
00013S	Division 46 Building Related	1		\$69,254.00	0.97	\$65,000.00	\$2,500.00		\$67,500.00	97.47%	\$1,754.00	\$3,375.00
00014	Electrical and Instrumental and Control	1		\$379,500.00	0.83	\$302,590.00	\$15,000.00		\$317,590.00	83.69%	\$61,910.00	\$15,879.50
00015	Pond Clay Liner	2,334	\$20.00	\$46,680.00	2334	\$46,680.00	\$0.00		\$46,680.00	100.00%	\$0.00	\$2,334.00
00016	Pond Sand Liner	1,167	\$40.00	\$46,680.00	1167	\$46,680.00	\$0.00		\$46,680.00	100.00%	\$0.00	\$2,334.00
00017	Water Main, 4"	30	\$220.00	\$6,600.00	30	\$6,600.00	\$0.00		\$6,600.00	100.00%	\$0.00	\$330.00
00018	Water Main, 6"	230	\$130.00	\$29,900.00	230	\$29,900.00	\$0.00		\$29,900.00	100.00%	\$0.00	\$1,495.00
00019	Water Service Piping, 2" Copper	30	\$180.00	\$5,400.00	30	\$5,400.00	\$0.00		\$5,400.00	100.00%	\$0.00	\$270.00
00020	Sanitary Sewer, 4"	40	\$530.00	\$21,200.00	40	\$21,200.00	\$0.00		\$21,200.00	100.00%	\$0.00	\$1,060.00
00021	Hydrant, Gate Valve, & Box	1		\$14,300.00	1	\$14,300.00	\$0.00		\$14,300.00	100.00%	\$0.00	\$715.00
00022	Storm Sewer, 10" PVC	775	\$120.00	\$93,000.00	775	\$93,000.00	\$0.00		\$93,000.00	100.00%	\$0.00	\$4,650.00

CONTINUATION SHEET

AIA DOCUMENT G703

2 PAGE OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 13R

APPLICATION DATE: 10/31/24

PERIOD TO: 10/31/24

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C Bid Qty	D Unit Price	E SCHEDULED VALUE	F Actual Qty	G WORK COMPLETED		I MATERIALS PRESENTLY STORED (NOT IN D OR E)	J TOTAL COMPLETED AND STORED TO DATE (D+E+F)	K % (G + C)	L BALANCE TO FINISH (C - G)	M RETAINAGE (IF VARIABLE RATE) 5.00%
						FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
00023	Storm Sewer, 12" RCP	258	\$80.00	\$20,640.00	258	\$20,640.00	\$0.00		\$20,640.00	100.00%	\$0.00	\$1,032.00
00024	Storm Sewer, 15" RCP	324	\$110.00	\$35,640.00	324	\$35,640.00	\$0.00		\$35,640.00	100.00%	\$0.00	\$1,782.00
00025	Storm Sewer, 18" RCP	85	\$150.00	\$12,750.00	85	\$12,750.00	\$0.00		\$12,750.00	100.00%	\$0.00	\$637.50
00026	Storm Sewer, 24" RCP	69	\$200.00	\$13,800.00	69	\$13,800.00	\$0.00		\$13,800.00	100.00%	\$0.00	\$690.00
00027	Flared End Section	4	\$4,600.00	\$18,400.00	4	\$18,400.00	\$0.00		\$18,400.00	100.00%	\$0.00	\$920.00
00028	SAFL Baffle	1		\$29,600.00	0	\$0.00	\$0.00		\$0.00	0.00%	\$29,600.00	\$0.00
00029	Special Drainage Structure (MH-04)	1		\$76,900.00	1	\$76,900.00	\$0.00		\$76,900.00	100.00%	\$0.00	\$3,845.00
00030	4' Diameter Standard Manhole	1		\$8,800.00	1	\$8,800.00	\$0.00		\$8,800.00	100.00%	\$0.00	\$440.00
00031	5' Diameter Standard Manhole	1		\$11,600.00	1	\$11,600.00	\$0.00		\$11,600.00	100.00%	\$0.00	\$580.00
00032	8' Diameter Standard Manhole	1		\$52,200.00	1	\$52,200.00	\$0.00		\$52,200.00	100.00%	\$0.00	\$2,610.00
00033	10' Diameter Standard Manhole	1		\$85,300.00	1	\$85,300.00	\$0.00		\$85,300.00	100.00%	\$0.00	\$4,265.00
00034	4' Diameter Catch Basin	4	\$6,900.00	\$27,600.00	4	\$27,600.00	\$0.00		\$27,600.00	100.00%	\$0.00	\$1,380.00
00035	Random RipRap	76	\$120.00	\$9,120.00	201	\$24,120.00	\$0.00		\$24,120.00	264.47%	(\$15,000.00)	\$1,206.00
00036	Erosion Control	1		\$47,500.00	1	\$47,500.00	\$0.00		\$47,500.00	100.00%	\$0.00	\$2,375.00
00037	Bid Alternate 1	1		\$6,400.00	1	\$6,400.00	\$0.00		\$6,400.00	100.00%	\$0.00	\$320.00
	Additional Work											
00001	Schedule and Flushing Connection	1	\$44,999.71	\$44,999.71		\$44,000.00	\$999.71		\$44,999.71	100.00%	\$0.00	\$2,249.99
00002	Flushing Sensor Transducer and DLI Changes	1	\$30,870.69	\$30,870.69		\$21,000.00	\$2,410.69		\$23,410.69	75.83%	\$7,460.00	\$1,170.53
00003	Pond Quantities and FO 003	1	\$39,513.56	\$39,513.56		\$39,513.56	\$0.00		\$39,513.56	100.00%	\$0.00	\$1,975.68
	GRAND TOTALS			\$4,425,251.96		\$4,039,448.53	\$253,535.53	\$0.00	\$4,292,984.06	97.01%	\$132,267.90	\$214,649.20

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity



8740 77th St NE
Otsego, MN 55362

INVOICE

HEAL THE EARTH!

BILLING DATE	INVOICE #
10/23/2024	48924

BILLING ADDRESS
South Washington Watershed District 2302 Tower Drive Woodbury, MN 55125

TERMS	DUE DATE	CUST. PO NO.
Net 30	11/22/2024	WILMES2024...

SHIPPING ADDRESS
Wilmes Lake Restoration 2380 Brookview Road Woodbury, MN 55125

PROJECT	PROJECT #
Wilmes Lake	

QTY	U/M	UNITS	ITEM	DESCRIPTION	UNIT PRICE	EXTENTION
				PO WILMES2024MNL		
10		Each	Consulting	SWPPP Inspections (8/6, 8/16, 8/22, 8/27, 8/30, 9/6, 9/12, 9/20, 9/27, 10/1)	200.00	2,000.00
7		Hour	Erosion Co...	SWPPP Repairs Hourly (8/30, 9/5, 9/16)	120.00	840.00
1		LS	Materials	SWPPP Repair Materials	185.00	185.00
9		Each	Plant Instal...	White Pine (24"-36")	147.33333	1,326.00
13		Each	Plant Instal...	Chokecherry (15"-18")	87.07692	1,132.00
13		Each	Plant Instal...	American Plum (4'-6')	116.07692	1,509.00
23		Each	Plant Instal...	June Berry (3' - 4')	63.21739	1,454.00
21		Each	Plant Instal...	Ironwood (6'-10')	95.14286	1,998.00
12		Each	Plant Instal...	Bur Oak (8'-10')	250.50	3,006.00
14		Each	Plant Instal...	Northern Pin Oak (6'-8')	156.00	2,184.00
				**\$3,025 of \$16,029 SWPPP Budget Utilized		

Thank you for your business. Please place the invoice number on your check.	Total	\$15,634.00
Any amount remaining unpaid beyond the due date, will incur a 1.5% per month finance charge.	Payments/Credits	\$0.00
Phone: (763) 295-0010 • www.MNLcorp.com • AP@MNLcorp.com	Balance Due	\$15,634.00

We are a Woman-Owned Business!

**Hasenbank Stormwater Park
Progress Payment Number 5**

1.0	Total Completed Through This Period:	<u>\$ 2,043,786.54</u>	
2.0	Total Completed Previously Completed:		<u>\$ 1,915,440.69</u>
3.0	Total Completed This Period:		<u>\$ 128,345.84</u>
4.0	Amount Previously Retained:	<u>\$ 56,121.28</u>	
5.0	Amount Retained This Period (See Note 1):		<u>\$0.00</u>
6.0	Total Amount Retained (See Note 2):	<u>\$ 56,121.28</u>	
7.0	Retainage Released Through This Period:		<u>\$0.00</u>
8.0	Total Retainage Remaining:	<u>\$ 56,121.28</u>	
9.0	Amounts Previously Paid:	<u>\$ 1,859,319.42</u>	
10.0	Amount Due This Estimate:		<u><u>\$128,345.84</u></u>

Note 1: At rate of 5% until Work has been 50% completed and a rate of 0% thereafter.

Note 2: Maximum amount is 5% of current Contract Price.

SUBMITTED BY:

Name: Zak Milton Date: 10/23/2024

Title: Project Manager

Contractor: Peterson Companies

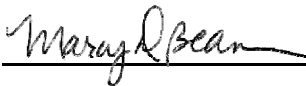
Signature:  _____

RECOMMENDED BY:

Name: Marcy Bean Date: 10/29/2024

Title: Project Manager

Engineer: Barr Engineering Company

Signature:  _____

APPROVED BY:

Name: John Loomis Date: _____

Title: Deputy Administrator

Owner: South Washington Watershed District

Signature: _____

Hasenbank Stormwater Park
South Washington Watershed District
Summary of Work Completed Through June 30, 2024 for Progress Payment Number 5

Item No.	Bid Item	Description	Unit	Estimated Quantity	Unit Price	Extension	(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
							Quantity	Amount	Quantity	Amount	Quantity	Amount
1	A	Mobilization/Demobilization	LS	1.00	\$ 59,046.00	\$ 59,046.00	1.00	\$ 59,046.00	0.20	\$ 11,809.20		\$ -
2	B	Traffic and Pedestrian Safety Control Measures	LS	1.00	\$ 5,808.00	\$ 5,808.00	1.00	\$ 5,808.00	0.20	\$ 1,161.60		\$ -
3	C	Construction Layout and Staking	LS	1.00	\$ 20,390.00	\$ 20,390.00	1.00	\$ 20,390.00	0.10	\$ 2,039.00		\$ -
4	D	Erosion and Sediment Control	LS	1.00	\$ 13,064.00	\$ 13,064.00	1.00	\$ 13,064.00	0.10	\$ 1,306.40		\$ -
5	E	Silt Fence	LF	1,970.00	\$ 3.09	\$ 6,087.30	2,634.00	\$ 8,139.06		\$ -		\$ -
6	F	Temporary Chain Link Fencing (P)	LF	1,500.00	\$ 7.25	\$ 10,875.00	1,512.00	\$ 10,962.00		\$ -		\$ -
7	G	Tree Protection Fence (P)	LF	425.00	\$ 3.30	\$ 1,402.50	699.00	\$ 2,306.70		\$ -		\$ -
8	H	Trail Protection	LS	1.00	\$ 3,313.00	\$ 3,313.00	1.00	\$ 3,313.00	0.05	\$ 165.65		\$ -
9	I	Invasive Species Removal and Control (P)	AC	6.30	\$ 574.60	\$ 3,619.98	6.30	\$ 3,619.98		\$ -		\$ -
10	J	Clearing and Grubbing	AC	0.57	\$ 2,079.00	\$ 1,185.03	0.57	\$ 1,185.03		\$ -		\$ -
11	K	Tree Removal (>6" diameter)	EA	34.00	\$ 204.75	\$ 6,961.50	52.00	\$ 10,647.00		\$ -		\$ -
12	L	Sawcut Bituminous Pavement (P)	LF	106.00	\$ 5.15	\$ 545.90	106.00	\$ 545.90	98.00	\$ 504.70		\$ -
13	M	Remove and Dispose of Bituminous Pavement (P)	SY	378.00	\$ 4.40	\$ 1,663.20	378.00	\$ 1,663.20	290.00	\$ 1,276.00		\$ -
14	N	Strip, Salvage, and Replace 6" Topsoil (P)	CY	3,900.00	\$ 5.50	\$ 21,450.00	3,900.00	\$ 21,450.00		\$ -		\$ -
15	O	Common Excavation (P)	CY	11,500.00	\$ 3.70	\$ 42,550.00	11,500.00	\$ 42,550.00		\$ -		\$ -
16	P	Grading (P)	SY	24,400.00	\$ 4.37	\$ 106,628.00	24,400.00	\$ 106,628.00		\$ -		\$ -
17	Q	Soil Loosening (P)	AC	5.00	\$ 554.40	\$ 2,772.00	5.00	\$ 2,772.00	1.00	\$ 554.40		\$ -
18	R	Import Bioretention Soil (P)	CY	1,070.00	\$ 50.44	\$ 53,970.80	1,070.00	\$ 53,970.80	1,070.00	\$ 53,970.80		\$ -
19	S	Import Common Topsoil Borrow	CY	100.00	\$ 44.96	\$ 4,496.00	174.00	\$ 7,823.04	108.00	\$ 4,855.68	66.00	\$ 2,967.36
20	T	Import Clean Sand (P)	CY	71.00	\$ 43.43	\$ 3,083.53	71.00	\$ 3,083.53		\$ -		\$ -
21	U	Class 5 Aggregate	TON	266.00	\$ 63.70	\$ 16,944.20	245.00	\$ 15,606.50		\$ -	40.00	\$ 2,548.00
22	V	Riprap (Class II River Rock)	TON	6.00	\$ 201.97	\$ 1,211.82	6.00	\$ 1,211.82	6.00	\$ 1,211.82		\$ -
23	W	Remove Storm Pipe (All Types and Sizes)	LF	15.00	\$ 78.25	\$ 1,173.75	-	\$ -		\$ -		\$ -
24	X	MH-01 Diversion Manhole	EA	1.00	\$ 18,612.00	\$ 18,612.00	1.00	\$ 18,612.00		\$ -		\$ -
25	X	MH-04 Forcemain Discharge Structure	EA	1.00	\$ 13,856.00	\$ 13,856.00	1.00	\$ 13,856.00		\$ -		\$ -
26	X	MH-05 Transition Structure	EA	1.00	\$ 6,895.00	\$ 6,895.00	1.00	\$ 6,895.00		\$ -		\$ -
27	Y	Pump Station (Complete)	LS	1.00	\$ 477,183.00	\$ 477,183.00	0.75	\$ 357,887.25		\$ -		\$ -
28	Z	Buried Gate Valve with Adjustable Valve Box and Cover	EA	1.00	\$ 46,061.00	\$ 46,061.00	1.00	\$ 46,061.00		\$ -		\$ -
29	AA	12" DIP	LF	27.00	\$ 158.68	\$ 4,284.36	27.00	\$ 4,284.36		\$ -		\$ -
30	BB	29"x18" RCPA	LF	205.00	\$ 146.46	\$ 30,024.30	200.00	\$ 29,292.00		\$ -		\$ -
31	CC	8" HDPE DR17	LF	859.00	\$ 40.69	\$ 34,952.71	832.00	\$ 33,854.08		\$ -		\$ -
32	DD	24" HDPE DIPS DR17	LF	8.00	\$ 1,017.78	\$ 8,142.24	8.00	\$ 8,142.24		\$ -		\$ -
33	DD	Underdrain System, All Complete	LS	1.00	\$ 22,862.00	\$ 22,862.00	1.00	\$ 22,862.00		\$ -		\$ -

Hasenbank Stormwater Park
South Washington Watershed District
Summary of Work Completed Through June 30, 2024 for Progress Payment Number 5

Item No.	Bid Item	Description	Unit	Estimated Quantity	Unit Price	Extension	(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
							Quantity	Amount	Quantity	Amount	Quantity	Amount
34	EE	Inline Water Level Control Structure	EA	3.00	\$ 1,560.90	\$ 4,682.70	3.00	\$ 4,682.70		\$ -		\$ -
35	FF	Reveal Structure, Complete	LS	1.00	\$ 209,697.00	\$ 209,697.00	1.00	\$ 209,697.00	0.05	\$ 10,484.85		\$ -
36	GG	Weir #1 Structure, Complete	LS	1.00	\$ 92,481.00	\$ 92,481.00	1.00	\$ 92,481.00	0.05	\$ 4,624.05		\$ -
37	HH	Weir #2 Structure, Complete	LS	1.00	\$ 67,485.00	\$ 67,485.00	1.00	\$ 67,485.00	0.05	\$ 3,374.25		\$ -
38	II	Railing, Complete	LS	1.00	\$ 72,467.00	\$ 72,467.00	1.00	\$ 72,467.00	1.00	\$ 72,467.00		\$ -
39	JJ	Steel Sheet Pile	SF	1,450.00	\$ 63.48	\$ 92,046.00	1,450.00	\$ 92,046.00		\$ -		\$ -
40	KK	Helical Pile	EA	30.00	\$ 2,211.00	\$ 66,330.00	30.00	\$ 66,330.00		\$ -		\$ -
41	LL	Bituminous Trail	SY	378.00	\$ 60.46	\$ 22,853.88	723.40	\$ 43,736.76	723.40	\$ 43,736.76		\$ -
42	MM	Pedestrian Ramp with Truncated Domes	EA	1.00	\$ 4,190.00	\$ 4,190.00	1.00	\$ 4,190.00	1.00	\$ 4,190.00		\$ -
43	NN	Landscape Boulders (24"-36")	TON	68.00	\$ 262.65	\$ 17,860.20	16.00	\$ 4,202.40	16.00	\$ 4,202.40		\$ -
44	OO (CO1)	Kasota Stone Blocks (18"x18"x18")	EA	242.00	\$ 464.33	\$ 112,367.86	208.00	\$ 96,580.64	15.00	\$ 6,964.95	6.00	\$ 2,785.98
45	OO (CO1)	Kasota Stone Step Blocks (18" x 60" x 6")	EA	208.00	\$ 507.05	\$ 105,466.40	208.00	\$ 105,466.40	3.00	\$ 1,521.15	-	\$ -
46	PP	Flagstone Pavers	SF	315.00	\$ 39.14	\$ 12,329.10	315.00	\$ 12,329.10	315.00	\$ 12,329.10		\$ -
47	QQ	Soil Reinforcement	SF	750.00	\$ 16.90	\$ 12,675.00	750.00	\$ 12,675.00		\$ -	750.00	\$ 12,675.00
48	RR	Corten Steel Entry Sign	LS	1.00	\$ 18,828.00	\$ 18,828.00	1.00	\$ 18,828.00		\$ -	1.00	\$ 18,828.00
49	SS	Concrete Bench Pad	SY	5.00	\$ 371.44	\$ 1,857.20	5.00	\$ 1,857.20		\$ -	5.00	\$ 1,857.20
50	TT	Bench	EA	2.00	\$ 3,635.00	\$ 7,270.00	2.00	\$ 7,270.00		\$ -	2.00	\$ 7,270.00
51	UU	Bike Rack	EA	2.00	\$ 1,915.00	\$ 3,830.00	2.00	\$ 3,830.00		\$ -	2.00	\$ 3,830.00
52	VV	Temporary Seeding (P)	AC	6.45	\$ 1,359.53	\$ 8,768.97	6.45	\$ 8,768.97		\$ -		\$ -
53	WW	Erosion Control Blanket	SY	5,980.00	\$ 1.88	\$ 11,242.40	6,500.00	\$ 12,220.00		\$ -		\$ -
58	XX	Hydromulch (P)	AC	4.31	\$ 3,250.47	\$ 14,009.53	4.31	\$ 14,009.53		\$ -		\$ -
TOTAL BASE BID =							\$ 2,009,851.35		\$1,888,684.19		\$242,749.76	\$52,761.54
59	ALLOW 1	Utility Company Charges Allowance	LS	1.00	\$ 10,000.00	\$ 10,000.00						
60	ALLOW 2	Site Lighting Allowance	EA	10.00	\$ 7,000.00	\$ 70,000.00						
61	ALLOW 3	Fabrication of Art Allowance	LS	1.00	\$ 100,000.00	\$ 100,000.00						
62	ALLOW 4	Corten Panel with Interpretive Etching Allowance	SF	550.00	\$ 100.00	\$ 55,000.00						
TOTAL ALLOWANCES =							\$ 235,000.00					
TOTAL BASE BID + ALLOWANCES =							\$ 2,244,851.35					
CO-1	A	Issued for Construction Drawings Adjustments	LS	1.00	\$ 5,257.87	\$ 5,257.87	1.00	\$ 5,257.87	\$ -		\$ -	
CO-1	B	Kasota Stone Blocks Unit Pricing Adjustment	EA	208.00	\$ 120.00	\$ 24,960.00	208.00	\$ 24,960.00	\$ -		\$ -	
CO-1	D	(ALLOW 2) Additional Conduit for Future Sculptures	LS	1.00	\$ 9,617.37	\$ 9,617.37	1.00	\$ 9,617.37				
CO-1	E	Helical Pile Extensions	LF	653.00	\$ 60.77	\$ 39,682.81	653.00	\$ 39,682.81	\$ -		\$ -	
CO-2	A	(ALLOW 3) Art Installation - Precast Gears	LS	1.00	\$ 21,783.30	\$ 21,783.30	1.00	\$ 21,783.30	\$ -	1.00	\$ 21,783.30	
CO-2	B	(ALLOW 3) Interpretive Sign Base Fabrication	LS	1.00	\$ 3,000.00	\$ 3,000.00	1.00	\$ 3,000.00	\$ -	1.00	\$ 3,000.00	
CO-2	C	(ALLOW 4) Corten Panel Fabrication and Installation	LS	1.00	\$ 50,801.00	\$ 50,801.00	1.00	\$ 50,801.00	\$ -	1.00	\$ 50,801.00	
TOTAL CHANGE ORDERS =								\$ 155,102.35		\$0.00		\$75,584.30
TOTAL BASE BID + CHANGE ORDERS =							\$ 2,164,953.70		\$ 2,043,786.54		\$ 242,749.76	\$ 128,345.84

Item No.	Item Description	Unit	Est. Qty.	Unit Price	Total	Previous Qty	Previous Total	Current Qty	Current Total	To Date Qty	To Date Total
1.000	Mobilization/Demobilization	LS	1.00	\$59,046.00	\$59,046.00	1.00	\$59,046.00			1.000	\$59,046.00
2.000	Traffic and Pedestrian Safety Control Measures	LS	1.00	\$5,808.00	\$5,808.00	1.000	\$5,808.00			1.000	\$5,808.00
3.000	Construction Layout and Staking	LS	1.00	\$20,390.00	\$20,390.00	1.000	\$20,390.00			1.000	\$20,390.00
4.000	Erosion and Sediment Control	LS	1.00	\$13,064.00	\$13,064.00	1.000	\$13,064.00			1.000	\$13,064.00
5.000	Silt Fence	LF	1,970.00	\$3.09	\$6,087.30	2634.000	\$8,139.06			2634.000	\$8,139.06
6.000	Temporary Chain Link Fencing (P)	LF	1,500.00	\$7.25	\$10,875.00	1512.000	\$10,962.00			1512.000	\$10,962.00
7.000	Tree Protection Fence (P)	LF	425.00	\$3.30	\$1,402.50	699.000	\$2,306.70			699.000	\$2,306.70
8.000	Trail Protection	LS	1.00	\$3,313.00	\$3,313.00	1.000	\$3,313.00			1.000	\$3,313.00
9.000	Invasive Species Removal and Control (P)	AC	6.30	\$574.60	\$3,619.98	6.300	\$3,619.98			6.300	\$3,619.98
10.000	Clearing and Grubbing	AC	0.57	\$2,079.00	\$1,185.03	0.570	\$1,185.03			0.570	\$1,185.03
11.000	Tree Removal (>6" diameter)	EA	34.00	\$204.75	\$6,961.50	52.000	\$10,647.00			52.000	\$10,647.00
12.000	Sawcut Bituminous Pavement (P)	LF	106.00	\$5.15	\$545.90	106.000	\$545.90			106.000	\$545.90
13.000	Remove and Dispose of Bituminous Pavement (P)	SY	378.00	\$4.40	\$1,663.20	378.000	\$1,663.20			378.000	\$1,663.20
14.000	Strip, Salvage, and Replace 6" Topsoil (P)	CY	3,900.00	\$5.50	\$21,450.00	3900.000	\$21,450.00			3900.000	\$21,450.00
15.000	Common Excavation (P)	CY	11,500.00	\$3.70	\$42,550.00	11500.000	\$42,550.00			11500.000	\$42,550.00
16.000	Grading (P)	SY	24,400.00	\$4.37	\$106,628.00	24400.000	\$106,628.00			24400.000	\$106,628.00
17.000	Soil Loosening (P)	AC	5.00	\$554.40	\$2,772.00	5.000	\$2,772.00			5.000	\$2,772.00
18.000	Import Bioretention Soil (P)	CY	1,070.00	\$50.44	\$53,970.80	1070.000	\$53,970.80			1070.000	\$53,970.80
19.000	Import Common Topsoil Borrow	CY	100.00	\$44.96	\$4,496.00	108.000	\$4,855.68	66.000	\$2,967.36	174.000	\$7,823.04
20.000	Import Clean Sand (P)	CY	71.00	\$43.43	\$3,083.53	71.000	\$3,083.53			71.000	\$3,083.53
21.000	Class 5 Aggregate	TON	266.00	\$63.70	\$16,944.20	205.000	\$13,058.50	40.000	\$2,548.00	245.000	\$15,606.50
22.000	Riprap (Class II River Rock)	TON	6.00	\$201.97	\$1,211.82	6.000	\$1,211.82			6.000	\$1,211.82
23.000	Remove Storm Pipe (All Types and Sizes)	LF	15.00	\$78.25	\$1,173.75						
24.000	MH-01 Diversion Manhole	EA	1.00	\$18,612.00	\$18,612.00	1.000	\$18,612.00			1.000	\$18,612.00
25.000	MH-04 Forcemain Discharge Structure	EA	1.00	\$13,856.00	\$13,856.00	1.000	\$13,856.00			1.000	\$13,856.00
26.000	MH-05 Transition Structure	EA	1.00	\$6,895.00	\$6,895.00	1.000	\$6,895.00			1.000	\$6,895.00
27.000	Pump Station (Complete)	LS	1.00	\$477,183.00	\$477,183.00	0.750	\$357,887.25			0.750	\$357,887.25
28.000	Buried Gate Valve with Adjustable Valve Box and Cover	EA	1.00	\$46,061.00	\$46,061.00	1.000	\$46,061.00			1.000	\$46,061.00
29.000	12" DIP	LF	27.00	\$158.68	\$4,284.36	27.000	\$4,284.36			27.000	\$4,284.36
30.000	29"x18" RCPA	LF	205.00	\$146.46	\$30,024.30	200.000	\$29,292.00			200.000	\$29,292.00
31.000	8" HDPE DR17	LF	859.00	\$40.69	\$34,952.71	832.000	\$33,854.08			832.000	\$33,854.08
32.000	24" HDPE DIPS DR17	LF	8.00	\$1,017.78	\$8,142.24	8.000	\$8,142.24			8.000	\$8,142.24
33.000	Underdrain System, All Complete	LS	1.00	\$22,862.00	\$22,862.00	1.000	\$22,862.00			1.000	\$22,862.00
34.000	Inline Water Level Control Structure	EA	3.00	\$1,560.90	\$4,682.70	3.000	\$4,682.70			3.000	\$4,682.70
35.000	Reveal Structure, Complete	LS	1.00	\$209,697.00	\$209,697.00	1.000	\$209,697.00			1.000	\$209,697.00
36.000	Weir #1 Structure, Complete	LS	1.00	\$92,481.00	\$92,481.00	1.000	\$92,481.00			1.000	\$92,481.00
37.000	Weir #2 Structure, Complete	LS	1.00	\$67,485.00	\$67,485.00	1.000	\$67,485.00			1.000	\$67,485.00
38.000	Railing, Complete	LS	1.00	\$72,467.00	\$72,467.00	1.000	\$72,467.00			1.000	\$72,467.00
39.000	Steel Sheet Pile	SF	1,450.00	\$63.48	\$92,046.00	1450.000	\$92,046.00			1450.000	\$92,046.00
40.000	Helical Pile	EA	30.00	\$2,211.00	\$66,330.00	30.000	\$66,330.00			30.000	\$66,330.00
41.000	Bituminous Trail	SY	378.00	\$60.46	\$22,853.88	723.400	\$43,736.76			723.400	\$43,736.76
42.000	Pedestrian Ramp with Truncated Domes	EA	1.00	\$4,190.00	\$4,190.00	1.000	\$4,190.00			1.000	\$4,190.00
43.000	Landscape Boulders (24"-36")	TON	68.00	\$262.65	\$17,860.20	16.000	\$4,202.40			16.000	\$4,202.40
44.000	Kasota Stone Blocks (18"x18"x18")	EA	242.00	\$464.33	\$112,367.86	202.000	\$93,794.66	6.000	\$2,785.98	208.000	\$96,580.64
45.000	Kasota Stone Step Blocks (18" x 60" x 6")	EA	208.00	\$507.05	\$105,466.40	208.000	\$105,466.40	10.000	\$5,070.50	218.000	\$110,536.90
46.000	Flagstone Pavers	SF	315.00	\$39.14	\$12,329.10	315.000	\$12,329.10			315.000	\$12,329.10
47.000	Soil Reinforcement	SF	750.00	\$16.90	\$12,675.00			750.000	\$12,675.00	750.000	\$12,675.00
48.000	Corten Steel Entry Sign	LS	1.00	\$18,828.00	\$18,828.00			1.000	\$18,828.00	1.000	\$18,828.00
49.000	Concrete Bench Pad	SY	5.00	\$371.44	\$1,857.20			5.000	\$1,857.20	5.000	\$1,857.20
50.000	Bench	EA	2.00	\$3,635.00	\$7,270.00			2.000	\$7,270.00	2.000	\$7,270.00
51.000	Bike Rack	EA	2.00	\$1,915.00	\$3,830.00			2.000	\$3,830.00	2.000	\$3,830.00
52.000	Temporary Seeding (P)	AC	6.45	\$1,359.53	\$8,768.97	6.450	\$8,768.97			6.450	\$8,768.97
53.000	Erosion Control Blanket	SY	5,980.00	\$1.88	\$11,242.40	6500.000	\$12,220.00			6500.000	\$12,220.00

208/\$105,466.40

Item No.	Item Description	Unit	Est. Qty.	Unit Price	Total	Previous Qty	Previous Total	Current Qty	Current Total	To Date Qty	To Date Total
58.000	Hydromulch (P)	AC	4.31	\$3,250.47	\$14,009.53	4.310	\$14,009.53			4.310	\$14,009.53
59.000	Utility Company Charges Allowance	LS	1.00	\$10,000.00	\$10,000.00						
60.000	Site Lighting Allowance	EA	70,000.00	\$1.00	\$70,000.00	9617.370	\$9,617.37			9617.370	\$9,617.37
61.000	Fabrication of Art Allowance	LS	1.00	\$100,000.00	\$100,000.00			0.249	\$24,873.30	0.249	\$24,873.30
62.000	Corten Panel with Interpretive Etching Allowance	SF	550.00	\$100.00	\$55,000.00			508.010	\$50,801.00	508.010	\$50,801.00

\$24,783.30

\$2,244,851.35 \$66,811.15 \$1,845,540.02 \$1,390.26 ~~\$133,506.34~~ \$68,201.41 ~~\$1,979,046.36~~ **\$1,968,202.24**
\$128,345.84



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Consent Agenda Item c
Title: SWWD Calendar	Board Action Requested: None Requested	Required Signatures
Reviewed by: JHL		
<p>Background/Justification:</p> <p>Calendar/Meetings</p> <ul style="list-style-type: none"> I. Budget Workshop with the Washington County Commissioners, Tuesday, November 12 II. Regular Board Meeting, Tuesday, November 12, 2024 6pm III. MN Watersheds Annual Conference, December 4-6, 2024, Grandview Lodge, Nisswa, MN IV. Regular Board Meeting, Tuesday, December 10, 2024 6pm V. SWWD Holiday Lunch-TBD VI. SWWD CAC Meeting, Tuesday, December 17, 2024 5:30pm VII. Annual Board Meeting, Tuesday, January 14, 2024 6pm VIII. Regular Board Meeting, Tuesday, February 11, 2024 6pm 		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation Approval <u>Informational</u> Denial No Recommendation	Comments



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Consent Agenda Item d
Title: Development Review	Board Action Requested: None Requested	Required Signatures
Reviewed by: JHL		
<p>Background/Justification:</p> <p>Development Reviews</p> <ul style="list-style-type: none"> i) <u>Final</u> <ul style="list-style-type: none"> (1) None ii) <u>On Going</u> <ul style="list-style-type: none"> (1) Erin Glen, Denmark Township (2) La Lake/Bailey Meadows, Newport (3) Cherrywood/Cherry Meadow, Newport/Woodbury iii) <u>New</u> <ul style="list-style-type: none"> (1) None 		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation Approval Informational Denial <u>No Recommendation</u>	Comments

October 2024 Development Reviews

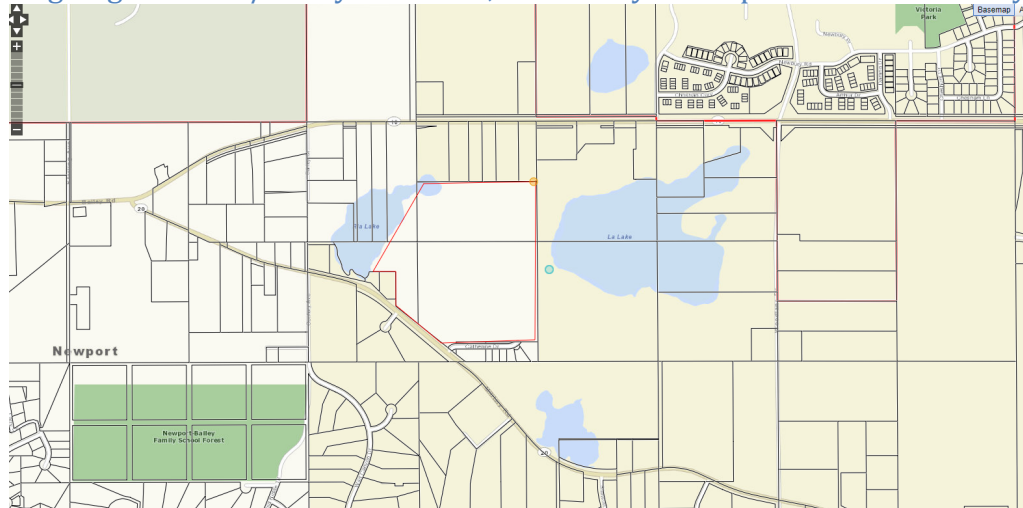
Ongoing: Erin Glen, Denmark Township



October: No change.

December: For several months, SWWD has been assisting Denmark Township staff with issues at the Erin Glen development. Erin Glen was initially reviewed and approved by the Township, with SWWD assistance, in 2015. The project did not begin until 2024. During land clearing the developer encroached on an existing easement meant to preserve existing natural tree cover. SWWD staff have been assisting the affected landowner and Township staff to determine extent of impact, identify potential modifications to constructed infrastructure to avoid ongoing impacts, and specify a restoration plan. As of December, the Township has directed the developer to modify constructed infrastructure and restore the impacted easement prior to issuance of subsequent building permits for individual homes.

Ongoing: La Lake/Bailey Meadows, Woodbury – Newport intercommunity flow



September 2024: A task order was approved in September for additional modeling and analysis of the lake outlets and downstream drainage system. Separately, Washington County is following up on concerns at the Ria Lake outlet to make sure the outlet invert remains at its design elevation and that adjacent private septic and well systems are above the lake HWL.

June 2024: SWWD continues to work with both Cities on a path forward. Both agree that there are issues throughout the La Lake to Mississippi River flow path that should be addressed. SWWD will work with its consultants to scope out a next phase of work to further define those issues. We would then plan to work with both Cities to address the issues holistically.

May 2024: SWWD's third party review is complete and has identified several questions and concerns with the proposed improvements. Staff is working to schedule a meeting with both Cities to discuss findings and a path forward.

February 2024: SWWD has worked with its consultants on a proposal for a third party review of Woodbury's proposed improvements and modeling. A task order for that review was approved in February and work is underway.

November 2023: City of Newport has voiced concerns over the proposed projects and has asked SWWD to look at the modeling and do some more robust analysis. SWWD staff will work with its consultants to scope that out.

September 2023: Staff has had several meetings with Woodbury, Newport, and Washington County staff about potential solutions at La and Ria Lakes. There is consensus on approach; however, there are details that need to be worked out. Staff will continue to work with City and County staff to develop the potential projects and engage landowners.

June 2023: City of Woodbury has identified preferred solutions. SWWD has suggested some additional information and analysis looking at intercommunity flows. Once that information is available, Woodbury staff will discuss the project with Newport.

February 2023: The City's consultant has updated modeling and is evaluating downstream impact of proposed outlet options.

November 2022: The City has begun its study of the area. The City is also working on a La Lake park concept. Construction of an outlet for La Lake will likely occur along with park development.

August 2022: The City of Woodbury has submitted a request for additional SWWD funding participation on an effort to look at flooding concerns of both La and Ria Lakes and downstream neighborhoods. The request is included on the September agenda for Board consideration.

December 2021: Washington County has engaged a consultant to review flooding issues at and downstream of Military Rd. The City has yet to pick up the effort since SWWD agreed to partially funding continued study.

April 2021: The City's consultants are working on modeling impacts for the City's preferred outlet solution.

October 2020: SWWD is working with its consultants to model outlet modification options for Ria Lake. Results have been provided to City staff for their consideration in identifying a preferred solution going forward. None of the options currently under consideration affect downstream rates or high water levels flowing into Newport.

June 2020: Woodbury is in the lead of the La Lake outlet design and implementation process and timeline. Additional high water concerns have become apparent with continued wet weather. Ria Lake is now at historical high water levels and discharging through its outlet under Military Road. That is causing inundation of private property. Staff is working with Woodbury, Newport, and County staff to evaluate the issue.

April 2020: SWWD and Woodbury staff have worked together to determine that a controlled outlet would help protect park facilities around La Lake and help protect the Bailey Meadows development from flooding due to intercommunity flows. An outlet may also provide some minimal benefit downstream. Staff is working with Woodbury to develop a MOU for implementation.

December 2019: SWWD and Woodbury staff are working with consultants to update and evaluate modeling for potential flooding downstream of La Lake.

November 2019: The Bailey Meadows development is in progress, having been approved by the City in 2018. With ongoing wet weather, La Lake has reached its emergency overflow (EOF) elevation and is causing temporary flooding issues both around La Lake and within Bailey Meadows. The larger concern is lack of live storage within La Lake with it at the EOF elevation. Lack of live storage may cause a spike in flow rates downstream during large events. Staff is working with Woodbury, Newport, and District consultants to begin analyzing the potential impacts and determine if a solution is necessary.

Ongoing: Cherrywood/Cherry Meadow; Newport/Woodbury



October: No change.

June: Staff is assisting Newport with review of a proposed development on the Newport/Woodbury border. Cherrywood, on the Newport side, is up against the bluff. The developer is having difficulty meeting SWWD’s bluff setback of 60 feet. SWWD’s bluff buffer is far greater than that required by the City and State. Staff believes that reducing the District’s setback in exchange for directing all drainage from impervious surfaces away from the bluff and additional landscape/restoration requirements to stabilize the bluff would meet the intent of the District’s rule. The bluff buffer would be incorporated into an outlot instead of individual parcels for protection and future management. The resulting condition would be a 30’ buffer of native vegetation plus a minimum 12’ setback from the edge of the buffer to any structure.

Final: Municipal Reviews, Cottage Grove

The City of Cottage Grove enforces compliance with District rules through City permits. The following projects have been permitted in 2024.

- Greymont Village 2nd Addition final plat
- Mississippi Landing Final Plat and 1st Addition
- Hawthorne Pines 3rd Addition final plat
- Summer Valley Final Plat
- Preserve at Prairie Dunes Prelim Plat and PUD

Final: Municipal Reviews, Woodbury

The City of Woodbury enforces compliance with District rules through City permits. The following projects have been permitted in 2024.

- Westwind 2nd Addition final plat



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Consent Agenda Item e
Title: Wetland Conservation Act-None	Board Action Requested:	Required Signatures SWWD Administrator
Reviewed by: JHL		
Background/Justification: i) Notice of Application-CSAH 13 Radio Drive Corridor Improvements, City of Woodbury ii) Notice of Application-La Lakes Trails, City of Woodbury iii) Notice of Decision-Pulte Military Road Delineation iv) Technical Evaluation Panel Form, 6575 Bailey Road WCA Violation		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation Approval Informational Denial <u>No Recommendation</u>	Comments

Complete

NOA

TEP
10-15-24

NOD



Minnesota Wetland Conservation Act Notice of Application



Local Government Unit: SWWD	County: Washington
Applicant Name: <input type="checkbox"/> i/y <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> b/y	Applicant Representative: Alex Yellick, SRF
Project Name: CSAH 13 Radio Drive Corridor Improvement Update LGU Project No. (if any):	
Date Complete Application Received by LGU: 10-01-24	
Date this Notice was Sent by LGU: 10-03-24	
Date that Comments on this Application Must Be Received By LGU¹: 10-24-24	

¹ minimum 15 business day comment period for Boundary & Type, Sequencing, Replacement Plan and Bank Plan Applications

WCA Decision Type - check all that apply

<input checked="" type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input type="checkbox"/> No-Loss (8420.0415)	<input type="checkbox"/> Exemption (8420.0420)		
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H		Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Impact Area Proposed:
--

Application Materials

<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Other ¹ (specify):
--	--

¹ Link to ftp or other accessible file sharing sites is acceptable.

Comments on this application should be sent to:

LGU Contact Person: Jay Riggs		
E-Mail Address: jriggs@mnwcd.org		
Address and Phone Number: 455 Hayward Ave N, Oakdale, MN 55128 / 651-587-6622		
Decision-Maker for this Application:		
<input checked="" type="checkbox"/> Staff	<input type="checkbox"/> Governing Board/Council	<input type="checkbox"/> Other (specify):

Notice Distribution (include name)

Required on all notices:

<input checked="" type="checkbox"/> SWCD TEP Member: Jay Riggs	<input checked="" type="checkbox"/> BWSR TEP Member: Ben Meyer
<input checked="" type="checkbox"/> LGU TEP Member (if different than LGU contact): John Loomis	
<input checked="" type="checkbox"/> DNR Representative: Dan Scollan	
<input checked="" type="checkbox"/> Watershed District or Watershed Mgmt. Org.: SWWD	
<input checked="" type="checkbox"/> Applicant (notice only):	<input checked="" type="checkbox"/> Agent/Consultant (notice only):

Optional or As Applicable:

<input checked="" type="checkbox"/> Corps of Engineers:	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/> Members of the Public (notice only):	<input type="checkbox"/> Other:

Signature:	Date: 10-03-24
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This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.

Complete

NOA

TEP

NOD



Minnesota Wetland Conservation Act Notice of Application



Local Government Unit: SWWD	County: Washington
Applicant Name: <input type="checkbox"/> i/y <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> b/y	Applicant Representative: Dustin Simonson
Project Name: La Lake Trails Delineation LGU Project No. (if any):	
Date Complete Application Received by LGU: 9-16-24	
Date this Notice was Sent by LGU: 10-31-24	
Date that Comments on this Application Must Be Received By LGU¹: 11-21-24	

¹ minimum 15 business day comment period for Boundary & Type, Sequencing, Replacement Plan and Bank Plan Applications

WCA Decision Type - check all that apply

<input checked="" type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input type="checkbox"/> No-Loss (8420.0415)	<input type="checkbox"/> Exemption (8420.0420)		
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H		Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Impact Area Proposed:
--

Application Materials

<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Other ¹ (specify):
--	--

¹ Link to ftp or other accessible file sharing sites is acceptable.

Comments on this application should be sent to:

LGU Contact Person: Jay Riggs
E-Mail Address: jriggs@mnwcd.org
Address and Phone Number: 455 Hayward Ave N, Oakdale, MN 55128 / 651-587-6622
Decision-Maker for this Application:
<input checked="" type="checkbox"/> Staff <input type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other (specify):

Notice Distribution (include name)

Required on all notices:

<input checked="" type="checkbox"/> SWCD TEP Member: Jay Riggs	<input checked="" type="checkbox"/> BWSR TEP Member: Ben Meyer
<input checked="" type="checkbox"/> LGU TEP Member (if different than LGU contact): John Loomis	
<input checked="" type="checkbox"/> DNR Representative: Dan Scollan	
<input checked="" type="checkbox"/> Watershed District or Watershed Mgmt. Org.: SWWD	
<input checked="" type="checkbox"/> Applicant (notice only):	<input checked="" type="checkbox"/> Agent/Consultant (notice only):

Optional or As Applicable:

<input checked="" type="checkbox"/> Corps of Engineers:	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/> Members of the Public (notice only):	<input type="checkbox"/> Other:

Signature:	Date: 10-31-24
-------------------	-----------------------

This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.



Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit: SWWD	County: Washington
Applicant Name: Ni□□□□a□□□□□□□□ Applicant Representative: Wayne Jacobson	
Project Name: 7086 Military Rd Delineation LGU Project No. (if any):	
Date Complete Application Received by LGU: 08-20-24	
Date of LGU Decision: 10-04-24	
Date this Notice was Sent: 10-04-24	

WCA Decision Type - check all that apply

<input checked="" type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input type="checkbox"/> No-Loss (8420.0415)	<input type="checkbox"/> Exemption (8420.0420)		
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H		Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:
Wetland Replacement Type: <input type="checkbox"/> Project Specific Credits: <input type="checkbox"/> Bank Credits: LRRP
Bank Account Number(s):

Technical Evaluation Panel Findings and Recommendations (attach if any)

<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Approve w/Conditions <input type="checkbox"/> Deny <input type="checkbox"/> No TEP Recommendation
--

LGU Decision

<input type="checkbox"/> Approved with Conditions (specify below) ¹ List Conditions:	<input checked="" type="checkbox"/> Approved ¹	<input type="checkbox"/> Denied
Decision-Maker for this Application: <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other:		
Decision is valid for: <input checked="" type="checkbox"/> 5 years (default) <input type="checkbox"/> Other (specify):		

¹ *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

<p>The TEP reviewed the site and made a minor change to Wetland 1 – the revised figure is attached. the TEP concurs with the revised boundary and type request.</p> <p>The LGU concurs with the TEP findings. This decision is valid for 5 years.</p>

¹ *Findings must consider any TEP recommendations.*

Attached Project Documents

<input checked="" type="checkbox"/> Site Location Map <input checked="" type="checkbox"/> Project Plan(s)/Descriptions/Reports (specify): Map

Notice Distribution (include name)

Required on all notices:

<input checked="" type="checkbox"/> SWCD/LGU TEP Member: Jay Riggs	<input checked="" type="checkbox"/> BWSR TEP Member: Ben Meyer
<input type="checkbox"/> LGU TEP Member (if different than LGU contact):	
<input checked="" type="checkbox"/> DNR Representative: Dan Scollan	
<input checked="" type="checkbox"/> Watershed District or Watershed Mgmt. Org.: John Loomis	
<input checked="" type="checkbox"/> Applicant:	<input checked="" type="checkbox"/> Agent/Consultant:

Optional or As Applicable:

<input checked="" type="checkbox"/> Corps of Engineers:	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/> Members of the Public (notice only):	<input type="checkbox"/> Other:

Signature: 	Date: 10-04-24
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This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.

Minnesota Wetland Conservation Act Technical Evaluation Panel Form

This form can be used to document TEP findings and recommendations related to WCA decisions, determinations, enforcement and pre-application reviews.

Local Government Unit: Woddbury/SWWD	County: Washington
Landowner/Applicant: Andrew Senarighi	Agent/Representative(s):
Project Name: 6575 Bailey Rd WCA Violation	Project No. (if any):
Project Location: 6575 Bailey Rd, Woodbury	

Purpose of TEP Findings/Recommendation - check all that apply and describe

<input type="checkbox"/> Pre-application review <input type="checkbox"/> Application Review (related to WCA Decision) <input type="checkbox"/> Local Government Road Wetland Replacement Program Eligibility <input checked="" type="checkbox"/> WCA Determination Request <input type="checkbox"/> Other (specify): Describe:
--

Meeting Type – check all that apply and specify dates as applicable

<input type="checkbox"/> In-Person Meeting(s), Date(s):	<input checked="" type="checkbox"/> Electronic Exchanges (email, skype, etc.)
<input type="checkbox"/> Onsite Review(s), Date(s):	<input type="checkbox"/> Other (specify):

Findings and Recommendations

<p>Refer to RO (24001426). Fill within wetland was removed in 2024 and stabilized. The site was inspected in August vegetation had not yet established. The site was inspected on September 16, 2024 and vegetation has successfully established. The TEP finds the site has been restored per the RO.</p>
--

<input checked="" type="checkbox"/> Attachment(s) (specify): Site photo

DNR Protected Waters and Shoreland Protection Zone

Will the project/activity affect DNR public waters, DNR public waters wetlands or wetlands within the shoreland protection zone? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, DNR representative is a member of the TEP.

Signatures

<input checked="" type="checkbox"/> LGU TEP Member: Jay Riggs	Agree with Findings & Recommendations: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signature: <i>Jay Riggs</i>	Date: 10-04-24
<input checked="" type="checkbox"/> SWCD TEP Member: Jay Riggs	Agree with Findings & Recommendations: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signature: <i>Jay Riggs</i>	Date: 10-04-24
<input checked="" type="checkbox"/> BWSR TEP Member: Ben Meyer	Agree with Findings & Recommendations: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signature: <i>Benjamin L Meyer</i>	Date: 10/4/2024
<input type="checkbox"/> DNR TEP Member:	Agree with Findings & Recommendations: <input type="checkbox"/> Yes <input type="checkbox"/> No
Signature:	Date:



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Consent Agenda Item f
Title: Cost Share Program	Board Action Requested: Approve Applications and Payments	Required Signatures SWWD Administrator
Reviewed by: JHL		
Background/Justification: i) Valerie Winters-Final Payment (\$500) ii) Justyna Johnson-Final Payment (\$406.17)		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments

Explanation of Funding

South Washington Watershed District - Cost-Share Program

Landowner: Valerie Winters
Address: 8448 Hidden Ponds Way, Woodbury, MN 55125

Cost Schedule A - Materials & Contracted Labor

Work or Material	RECEIPT - LOCATION/DATE	QTY	UNIT	UNIT COST	AMOUNT
Plant Grant	Prairie Moon 10/18/2024			\$	123.23
	Outback Floral 5/18/2023			\$	306.98
	U of M Plant Sale 5/20/2023			\$	30.00
	Chief River Nursery 2/15/2023			\$	94.25
				\$	-
TOTAL MATERIALS COST					\$ 554.46
TOTAL PROJECT COST (CONSTRUCTION +LABOR)					\$ 554.46
SWWD Cost-Share Amount					\$ 500.00

Explanation of Funding

South Washington Watershed District - Cost-Share Program

Landowner: Justyna Johnson
Address: 10405 Fox Run Road, Woodbury, MN 55125

Cost Schedule A - Materials & Contracted Labor

Work or Material	RECEIPT - LOCATION/DATE	QTY	UNIT	UNIT COST	AMOUNT
Plant Grant	Prairie Restoration 10/10/2024			\$	190.59
	OutBack Nursery			\$	181.28
	Home Depot			\$	34.30
				TOTAL MATERIALS COST	\$ 406.17
				TOTAL PROJECT COST (CONSTRUCTION +LABOR)	\$ 406.17
				SWWD Cost-Share Amount	\$ 406.17



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Consent Agenda Item g
Title: Miscellaneous Correspondence	Board Action Requested: None	Required Signatures None
Reviewed by: JHL		
Background/Justification:		
Previous Action:		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: None		Comments:
Fund	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Agenda Item # 5a
Title: SWWD Project Update	Board Action Requested: None requested at this time	Required Signatures None
Reviewed by: JHL		Presented by: Loomis
Background/Justification: <ul style="list-style-type: none"> • Trout Brook • Glacial Valley Park and Open Space • Campus Greening • Wilmes Lake Alum Treatment Facility • Hasenbank Woods/Powers Lake BMP • St. Paul Park Public Works Underground BMP • Markgrafs Lake Retrofit Analysis • Colby Lake Retrofit Analysis • Northern Watershed/CDSF/East Ravine Review and Optimization • Cottage Grove Ravine Regional Park • St. Croix Bluffs Regional Park • CR74 – 65th & Geneva • Watershed Management Plan Update • In-Lake AIS Management • Newport Open Space Planning • Armstrong Lake Wetland Cattail Harvesting 		
Previous Action: None	Contact: JHL	
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications:	Comments:	
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation Approval <u>Informational</u> Denial No Recommendation	Comments



Memo

To: SWWD Board of Managers
From: John Loomis, SWWD Administrator
Date: November 8, 2024
Re: SWWD Projects Update

Trout Brook

The new stream channel is online, the old channel filled in, and the floodplain fully seeded and planted. Construction is substantially complete. A final partial pay request is included on the consent agenda (minus retainage). The contractor remains responsible for vegetation establishment and for tree and shrub replacement for three years.

Staff continues to work on vegetation along stream buffers within Phase II and Phase III areas to ensure project success. Working with DNR and Great River Greening, staff is exploring potential volunteer opportunities to highlight the stream project. Removal of invasive buckthorn woods would enhance the opportunity to view the project from public trails. Staff has been coordinating with the DNR to remove buckthorn both within the State Park and on Afton Alps property, especially near State Endangered Butternut as required by a take permit issued to the project. Reed Canary Grass eradication efforts have concluded in 2024 and appear to have been quite successful. Staff will review in 2025 to assess rebounding populations of the persistent invasive grass species.

Glacial Valley Park and Open Space

Glacial Valley Park Learning Center and Interpretive Area Design: SWWD has an updated/final schematic design for the future Glacial Valley Park Learning Center and Interpretive Area and is ready to proceed with design of the structures. The working plan has been to have the park features ready to install as development progresses with extension of Glacial Valley Road. The road extension would provide access and utilities for the learning center. Before then, SWWD is working to get trails established on the site. Soft trails are currently being maintained on the site.

Construction is complete of the asphalt trail connecting Woodbury to Cottage Grove through Glacial Valley Park except for installation of a bench that is delayed by supply issues. The contractor has asserted a quantity correction on imported fill material due to excess topsoil onsite and the engineer has recommended Change Order 1 to make the adjustment. Washington County has provided \$100,000 in funding toward the project. We now expect the total construction cost to be approximately \$270,000 when all is said and done.

Woodbury is planning an active park area immediately West of Glacial Valley which will also provide parking for Glacial Valley. Staff is currently working with Woodbury staff to review the site plan and identify modifications to meet both City and SWWD goals for the joint park area.

Cedarhurst prairie buffer restoration site prep and seeding was completed in summer, 2022 and activities have continued into 2023. Contractor will continue to monitor and maintain through 2024 growing season.

Maintenance throughout Glacial Valley Park continues to target woody species, especially aspen/cottonwood clumps. Central Basin on north side of Glacial Valley Parkway is focus of ongoing restoration efforts with reseeding of the site with a high diversity mix planned for May, 2024. A combination of wet winters with significant snowmelt, followed by multi-year summer drought severely limited native species establishment. Prescribed burn occurred in end of April, 2024 on the southeast unit of the park in the northwest quadrant of the County Highway 19 and Ravine Parkway intersection. The northernmost unit of the park is likely up for prescribed burn in Spring, 2025.

Campus Greening

All Campuses: Staff is developing plans with Great River for unified maintenance for an additional year to bring all campuses to the best condition possible.

Lake and Middleton: Staff is continuing to assist teachers and students in developing and enhancing prairies through the addition of greater forb diversity with teachers taking fully taking on the projects in 2024/2025 with only occasional involvement by SWWD staff. Staff will continue to provide guidance with in-classroom programs with 7th grade students with seed collection, plant growing and seed sowing planned for 2025 with reduced oversight as teachers are taking on more of the programming.

Crestview Elementary: Staff will work with the school staff to oversee areas where contractor has been attempting to knock back cool season grasses. WCD will continue conducting regular maintenance in woodlands. Opportunities for future grazing of prairies with Dodge Nature Center are being considered on the campus.

Nuevas Fronteras: RES continues to provide maintenance through 2024 with establishment maintenance at Nuevas Fronteras. Prairies are looking very good on the site with high levels of native flowers dominating. Spring prescribed burn was conducted in April, 2024. Disturbed area along 9th Street will were seeded immediately following April burn and are being monitored by staff.

Valley Crossing: Continued maintenance in fall, 2024 will involve continued mowing and spot treatment of invasive species in newly seeded areas. Staff is again working with an engaged parent to enhance prairie diversity through student growing and plantings and will likely continue this coordination in 2025. 4th Grade teachers are working with WCD EMREP staff to develop ongoing water quality programming to incorporate into regular school curriculum.

Grey Cloud and Cottage Grove: Contractor is conducting regular establishment maintenance as prairies develop. Staff continues to work with teachers and students to establish pollinator gardens and assist with programs.

Carpenter Nature Center. Carpenter Nature Center (CNC) completed the six week in-classroom and in-field Water Quality programming with 6th graders at Cottage Grove and Lake Middle Schools in Fall, 2024. Carpenter programming will continue in Spring, 2025 at Oltman Middle School.

Wilmes Lake Alum Treatment Facility

Morcon's construction activities continue. Significant progress continues to be made and staff does not anticipate enforcing liquidated damages despite the passing of the September 29 substantial completion date in the contract. Remaining work is limited to electrical and mechanical installation. One outstanding supply item that is impacting the potential system startup date is the lift station control panel. Current delivery date is estimated at the end of November. This is out of the contractor's control. The asphalt trail is now open to the public.

The settling pond's clay liner has proven to not hold water and does not meet project specifications, according to HR Green. Communication has been formally made to Morcon regarding this and discussions will continue on finding an agreeable solution.

MNL has significantly completed its native seeding and restoration work. There are a few small areas that staff may seek to have additional topsoil/seed/blanket installed that may bring a small amount of additional cost to the MNL contract in the near future.

Hasenbank Woods/Powers Lake BMP

This project involves several complimentary efforts, including woodland restoration, wetland restoration, stormwater treatment on the existing City owned parcel between Fish Lake and Powers Lake, and completion of the trail ringing Powers Lake.

Hasenbank Woods restoration continues. WCD staff conducted herbicide applications to broadleaf weeds, targeting common buckthorn and additional applications targeting cool season grasses. These sites will be broadcast snow seeded in winter, 2025. Likely volunteer events beginning in 2025 and 2026 will focus on hand pulling of garlic mustard which presents the next greatest threat to the site. Staff will monitor effectiveness of activities and assess future steps in 2025.

Staff is working with City of Woodbury to help to implement wetland restoration plans developed by Critical Connections Ecological Services supported by DNR CPL Grant. Staff provided support to the City to obtain grant funding.

Construction of the stormwater park is largely complete with exception of electrical and control components. Specified cabinet components remain unavailable and SWWD's consultant and contractor are working on alternatives. Traverse Des Sioux has the contract for site restoration. Seeding and planting is also largely complete.

Staff continues to coordinate with our two artists, city staff, engineer and contractor on fabrication and installation of a suite of approved art installation concepts. Chris Harrison's "Gears" installation was completed in May. Aaron Dysart has completed his "Branching Out" sculpture and work continues on "Flowing Roots". Installation dates for Aaron's sculptures are TBD, expected to be in the spring of 2025. Concrete footings have been installed for Dysart's sculptures and didactic signage will be completed shortly. Staff continues to coordinate with SWCTC on a future production centering on these endeavors.

St. Paul Park Public Works Underground BMP

Pember Companies has fully completed construction of this project. A pay request has not yet been submitted. Staff does not expect any substantial quantity adjustments or changes to the cost of the project at this time.

Markgrafs Lake Retrofit Analysis

SRF has submitted to staff its draft final report for this effort; a regional feasibility study to narrow down the best options to reduce phosphorus loading from the lake's 370 acre subwatershed. One project has been recommended to Woodbury to include in a road reconstruction project scheduled for 2025. A large Contech CDS unit is proposed for a neighborhood on the east side of the lake.

Staff has reached out to Target Corporation to begin discussions about a future retrofit of existing stormwater BMPs associated with their site. SRF has recommended a wet pond expansion and installation of a CC17 filter bench to enhance phosphorus treatment and aesthetics of the site. Several other projects have been identified, including additional monitoring and study of the large regional pond at Sam's Club. SRF has retained LimnoTech to complete some end of season sampling of the Sam's Club pond to provide baseline data for further analysis.

Staff is has provided feedback to SRF and expects a final draft report in the coming weeks.

Colby Lake Retrofit Analysis

Staff is working with SRF for another regional BMP feasibility assessment for Colby Lake, similar to work currently underway for Markgrafs Lake. An internal kickoff meeting took place in August and Woodbury staff will be brought into the process in December for a formal full-team kickoff. This study, along with the Markgrafs Lake study, will drive BMP development in the northern central draw watershed for our upcoming watershed management plan.

Northern Watershed/CDSF/East Ravine Review and Optimization

SWWD awarded a 2022 CCIP grant to the City of Woodbury to complete further analysis on the Bailey pump station as recommended in the completed system review. The analysis looked specifically at flood proofing, backup power generation, upstream ponding capacity, and electrical analysis. At their April 2024 meeting, SWWD awarded a subsequent CCIP grant to the City to begin implementing identified improvements. SWWD staff will continue to engage with the City and track progress of this resiliency focused effort. The City is currently working on final design of proposed improvements.

Cottage Grove Ravine Regional Park

Staff is coordinating efforts to provide restoration and native plant communities management within Cottage Grove Ravine Park with a focus on areas within the SWWD drainage easement. Discussions are focused on management of invasive species, with a focus on Common Buckthorn, Garlic Mustard and Common Burdock as well as the consideration of fencing to prevent unauthorized uses and support future grazing activities. Staff has been working with the County, continuing to prepare the upper basin area for winter snow seeding in 2025.

Additionally, SWWD and its consultants are working to develop a channel stabilization project for the lake outlet channel. That project is currently at 60% design. That work continues.

Washington County's 2024 CCIP project to address erosion along the County's park entrance drive adjacent to Ravine Lake is underway currently.

St. Croix Bluffs Regional Park

Staff has been working with Washington County to coordinate a series of projects to stabilize several ravines and an embankment along a former railroad grade adjacent to the St. Croix River within the park. Houston Engineering has completed plans for the embankment stabilization component (Phase 1). The Washington Conservation District has completed plans for the upper ravine stabilization components (Phase 2).

Washington County, with SWWD support, has been successful in its effort to secure WBIF Clean Water Funds through the Lower St. Croix Watershed Partnership to support the first phase of the project (embankment stabilization at Lake St. Croix). The LSCWP Policy Committee approved an award of \$120,000 in WBIF funding for this project. SWWD is contributing up to \$30,000 in local match toward this grant. Additional funds, if required, would be the responsibility of Washington County, although bids came in very favorably and SWWD's contribution may end up less than \$30,000. Construction on this phase by JM Hauling, LLC is substantially complete.

Staff continues to pursue options for funding the second phase of the project, including upper ravine stabilization and peak flow reduction practices. Staff assisted in the preparation of a BWSR Competitive Clean Water Fund Grant Program which the county submitted in August. If this funding is not selected, staff will pursue FY25 WBIF funding through the LSCWP. We hope to see construction on Phase 2 in 2025.

County Road 74 (65th Street) and Geneva Ave. S

The SWWD is working with Washington County to evaluate an eroded ravine at the intersection of Geneva and 65th Street in Cottage Grove. SWWD consultants identified potential stabilization measures to be considered as part of an upcoming road project. The County has selected Stonebrooke Engineering for project design and anticipates construction beginning in 2026. Staff participated in an engineering kickoff meeting held in late June 2024.

Washington County has elected to not pursue any amendments to its existing engineering contract, leaving design of ravine stabilization work in SWWD's hands. Staff has worked with Houston Engineering to re-work the scope and budget of its task order to reflect the new work direction. SWWD and the County met with refinery staff on September 23 to discuss the project's status and next steps, as well as a proposed D&U easement over the ravine area that would be conveyed to SWWD. Houston's work will begin with a new ravine survey later in November and proceed from there to design working parallel to the County's effort.

Watershed Management Plan Update

SWWD's current WMP extends through October 2026. There is a substantial process to follow in updating the WMP, which SWWD will begin in 2024. SWWD will officially kickoff that process in early 2024. The District's focus in 2024 will be on citizen engagement and issue identification. Upcoming milestones include:

- November 12: Board Issue ID Workshop
- December/January TBD: TAC Meeting #2

In-Lake AIS Management

SWWD continues in lake AIS management of several District Lakes, including:

- Markgrafs: 2022 partial lake treatment of CLP
- N Wilmes: April partial lake treatment of CLP
- S Wilmes: 2024 partial lake treatment of EWM
- Colby: 2024/25 whole lake treatment of CLP
- La: 2024/25 whole lake treatment of CLP
- Ravine: 2024/25 whole lake treatment of CLP

All fall herbicide treatments have been completed. Treatment of ProcellaCOR on Wilmes south basin for Eurasian watermilfoil was completed in early September. Full lake Fluridone treatment was conducted on Colby, La, and Ravine Lakes in October. Sample testing will be completed to see if bump treatments will be necessary.

Newport Open Space Planning

Staff is working with City of Newport and BWSR staff using state funding to conduct full ecological restoration and enhancement of the grasslands located along the Xcel transmission line corridors within the Bailey School Forest Park. BWSR and SWWD staff are conducting test plots to assess best approaches to invasive species control to include assessments of herbicides, fire, timing and seeding approaches. Project is a pilot to explore ways to conduct long term management of utility corridors that meet operation and safety needs of utilities while provide high quality native plant community habitats.

Staff has been working with the City of Newport to develop relationships with State Agencies, Companies, non-profits and residents to provide support for natural resource improvements and management along the river and bluffs. Great River Greening has received 25% of the Outdoor Heritage Grant amount to improve habitat and slope stability in the Bailey School Forest Park. Staff is working with GRG to get the best project results with reduced funding by reducing project area.

Armstrong Lake Wetland Cattail Harvesting

Barr Engineering has compiled guidance for District staff concerning logistics, regulatory considerations, and sample specifications related to a proposed cattail harvesting project in Oakdale. Staff will continue to develop this concept and seek pilot project implementation, although implementation will be delayed to 2025.

Cottage Grove Open Space Planning Assistance

Staff is working with City of Cottage Grove Parks Department assisting with ecological planning efforts at Mississippi Dunes Preserve, Still Ponds Preserve and Vandenberg Lake. A Work Order for assistance at Mississippi River Dunes from Friends of the Mississippi River is in the board packet for approval.



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Agenda Item # 5b
Title: MN Watersheds Annual Conference and Delegates	Board Action Requested: Authorize Attendance and Appoint Voting Delegates	Required Signatures None
Reviewed by: JHL		Presented by: Loomis
Background/Justification: The Minnesota Watersheds Annual Conference is December 4-6, 2024. Attached are the meeting materials. Staff is requesting Board authorization of staff and manager attendance, and appointment of annual meeting delegates.		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: \$		Comments:
Fund:	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation Approval <u>Informational</u> Denial No Recommendation	Comments



Annual Conference and Trade Show Tentative Agenda
Location: Grand View Lodge, Nisswa, MN

Tuesday, Dec 3	Time
Government Affairs Conversation with Lockridge, Grindal and Nauen (LGN)	6:30pm-8pm
Wednesday, Dec 4	
Registration + Breakfast	8am-9am
Choose your workshop when you register (click here to view agendas for each) The Minnesota Watersheds Drainage Workshop will include a variety of topics such as overcoming barriers that exist in the drainage environment, an overview of what the Drainage Work Group is doing, managing trees along drainage systems, myths regarding drainage systems and their management, lessons learned about grants, and an update on case law impacting drainage authorities. The Watershed Management Workshop will cover the roles of watershed districts and watershed management organizations in watershed management, watershed planning and plan implementation, laws that govern government officials, and real-world examples of on-the-ground projects. We encourage board and staff to attend this workshop. The Staff Development Workshop is geared toward watershed administrators and will cover the topics of best-value bidding and human resources training regarding fostering a thriving and engaged workforce and understanding the nuances of human resources regulations. The Staff Technical Training Workshop is a new endeavor. It is meant for watershed staff and will focus on new tools and framework for developing a storage strategy, an adaption of the MDNR Score the Score methodology for shoreline health, and a session on GPS surveying and construction staking.	9am-4:30pm
Lunch	12pm-1pm
Trade Show + Networking – Opening Night	6pm-9pm
Night at the Movies (TBD)	6pm-8pm
Thursday, Dec 5	
Breakfast	6:30am-9:30am
Regional Caucuses	7am-9am
Concurrent Sessions: No need to register for these sessions individually (view presentations)	8am-4:30pm
Lunch, Keynote and Awards	12pm-1:30pm
Trade Show	8am-3pm
Banquet + Awards	5pm-7pm
Friday, Dec 6	
Breakfast	7am-9am
Business Meeting (resolutions)	9am-11am
MW BOD Meeting	11am-12pm

Minnesota Watersheds Government Relations Discussion

Gull Lake Center

Tuesday, December 3, 2024

6:30 PM – 8:00 PM

6:30 – 6:35 PM Welcome and Agenda Overview

6:35 – 6:45 PM Overview of Process for Setting Legislative Priorities

In this session, an overview of the process for setting Minnesota Watersheds legislative priorities will be given.

6:45 – 7:00 PM Review 2024 Legislative Priorities and Legislative Session

In this session, an overview of the 2024 legislative priorities and legislative session will be given.

7:00 – 7:45 PM Understanding Minnesota Watersheds Priorities

In this interactive session, attendees will have the opportunity to provide feedback on current priorities and emerging concerns.

7:45 – 8:00 PM Next Steps

The intent of the final session of the evening is to explain the next steps in developing the legislative priorities for Minnesota Watersheds.



Wednesday

DRAINAGE WORKSHOP

9 A - 4:20 P Gull Lake Center — Ballroom B

8 - 9 A REGISTRATION & CONTINENTAL BREAKFAST

9 - 9:05 A WELCOME & AGENDA OVERVIEW

9:05 - 10:30 A Collaborating to Overcome Barriers For Improving Resources While Reducing Flooding

Jacob Rischmiller and Julie Blackburn (ISG) — In this interactive session we will seek to overcome the barriers that exist in the drainage environment. The session will emphasize a paradigm shift that addresses both landowner and environmental concerns. By incorporating large wetland and storage practices, the mitigation approach provides sustainable solutions, simultaneously meeting the needs of landowners while promoting environmental stewardship. The session will underscore the critical need for additional funding to sustain and scale this approach, with the potential to significantly impact flood reduction and water quality.

10:30 - 11 A Drainage Work Group Update

Tom Gile (Board of Water and Soil Resources) will explain what the Drainage Work Group (DWG) is and give an overview of topics discussed at this year's meetings. Topics likely to take center stage are repealing M.S. Chapter 103.067 (103E Ditch Buffer Reporting requirements), M.S. Chapter 103E notice reorganization (for consistency in timing and methods of notice), and prioritization of outlet adequacy topics for future consideration.

15-MINUTE BREAK

11:15 - 12 P Managing Trees Along Drainage Systems

MODERATOR: Adam Nies (Houston Engineering)

PANELISTS: Ryan Hiniker (Blue Earth County); Jared Roiland (Lac Qui Parle Yellow Bank Watershed District); and Tom Schmidt (Rice Creek Watershed District)

Trees and brush are a "prickly" problem for managers of open ditch systems. Among the challenges in maintaining a cleared ditch corridor include the high cost of maintenance (and even higher cost of clearing a neglected corridor); finding contractors to complete the work; and anticipating and addressing landowner concerns. In this session, a panel of drainage practitioners will discuss their varied experiences with addressing tree and brush management.

12 - 1 P LUNCH (PROVIDED) AND NETWORKING

1 - 2:15 P Common Myths (and Lesser-Known Truths) in Drainage

Chris Otterness (Houston Engineering); Tom Gile (Board of Water and Soil Resources)—There are many prevalent myths regarding drainage systems and their management that persist due to verbal repetition and because they "make sense." Conversely, many truths exist that are not broadly known as they are seemingly counter-intuitive. We will attempt to demystify these common myths and lesser-known truths in this interactive session.

2:15 - 3 P Lessons Learned about Grants

Julie Blackburn (ISG) — As each grant requirement is different, ISG has developed a consistent process on how to leverage grant funding opportunities to enhance drainage project outcomes. This discussion will review some critical lessons learned on how grant funding is obtained and managed.

15-MINUTE BREAK

3:15 - 4:15 P Update on Case Law Impacting Drainage Authorities

John Kolb (Rinke Noonan Law Firm) — This session will provide a case law update focusing on cases released in the last several years that impact drainage authorities, their staff, and their consultants and guide public drainage projects, repairs, and proceedings.

4:15 - 4:20 P WRAP UP

Wednesday

MANAGEMENT WORKSHOP

9 A - 4 P Gull Lake Center — Ballroom A

8 – 9 A REGISTRATION & CONTINENTAL BREAKFAST

9 – 9:05 A WELCOME & AGENDA OVERVIEW

9:05 - 10:30 A YOUR ROLE in WATERSHED MANAGEMENT

Instructors: Julie Westerlund and Justin Hanson, Board of Water and Soil Resources Louis Smith, Smith Partners, PLLP Michelle Overholser, Yellow Medicine River Watershed District

Watershed Management in Minnesota—Minnesota has adopted a watershed-based management approach that promotes increased collaboration and a common vision for planning and implementation activities. This session will describe how watershed organizations and other state and local entities are involved in this approach.

Understanding Watershed Purposes and Power—Watershed districts have their own compact chapter of law, Minnesota Chapter 103D. Metro watershed districts and watershed management organizations also have Chapter 103B. This legal overview will provide insight into why watersheds were created and their legal authorities to pursue their missions.

15-MINUTE BREAK

10:45 - 12 P YOUR ROLE in WATERSHED PLANNING

Watershed planning is a process that results in a watershed plan that sets priorities, outlines strategies, and identifies targeted and measurable goals. This session will explain the process to develop or update your plan.

12 - 1 P LUNCH (PROVIDED) AND NETWORKING

1 - 1:45 P YOUR ROLE in WATERSHED PLAN IMPLEMENTATION

What happens after your watershed plan is developed? To meet the established priorities and goals, education and on-the-ground efforts are necessary. This session will explore the options available to fund projects and programs to meet the targeted and measurable goals in your plan.

1:45 - 2:45 P YOUR ROLE as a GOVERNMENT OFFICIAL

Watershed boards are subject to important laws that govern how and when they can meet, the access anyone may have to the data this is created or received, or the deadlines within which the board must act on a permit application. This session will provide an understanding of the Open Meeting Law, Data Practices Act, and other governance policies and obligations.

15-MINUTE BREAK

3 - 4 P TYING IT ALL TOGETHER

This session will provide real-world examples from Lac qui Parle-Yellow Bank, Bois de Sioux, Capitol Region, and Ramsey-Washington Metro Watershed Districts that have successfully implemented on-the-ground projects combining watershed statutory funding mechanisms, as well as watershed-based implementation funding, & other granting mechanisms.

4 - 4:05 P WRAP UP



**MINNESOTA
WATERSHEDS**
Connecting People. Protecting Water.

Wednesday

STAFF DEVELOPMENT WORKSHOP

9 A - 4:20 P Gull Lake Center — Lake Itasca

8 – 9 A REGISTRATION & CONTINENTAL BREAKFAST

9 – 9:05 A WELCOME and AGENDA OVERVIEW
Tracy Halstengard, District Administrator, Roseau River Watershed District

9:05 - 10:30 A Best-Value Bidding
Andy Henschel (District Administrator, Shell Rock River Watershed District)—Best-value bidding is a procurement process that allows owners to consider other factors, in addition to price, in the award and execution of contracts. These key factors can be considered in the evaluation and selection process to minimize impacts and enhance the long-term performance and value of construction. Traditionally, price has been the sole factor considered in selection of contractors by watershed districts. Learn how the Shell Rock River Watershed District used best-value procurement to bid the Fountain Lake Restoration dredging project which allowed for other factors, such as qualifications, schedule, quality, and performance-based criteria, to be used in evaluation and selection.

15-MINUTE BREAK

10:45 - 12 P Fostering a Thriving and Engaged Workforce Part 1
Gwen Gierke (Gierke Jungbauer Human Capital)—This session focuses on mastering Human Resources (HR) compliance while fostering a thriving and engaged workforce. In today's rapidly evolving landscape, understanding the nuances of HR regulations is crucial to avoid damaging pitfalls. But compliance is just the beginning—discover how to transform your HR practices into a powerful tool for employee engagement and development. We'll explore practical strategies to navigate the complexities of labor laws and regulations, and then dive into proven techniques for creating a culture that motivates and inspires your team. Gierke Jungbauer Human Capital specializes in fractional HR for companies of 100 or less employees, setting up the Human Resources function to provide the practices right sized for each specific organization.

12 - 1 P LUNCH (PROVIDED) AND NETWORKING

1 - 2:30 P Fostering a Thriving and Engaged Workforce Part 2
Gwen Gierke (Gierke Jungbauer Human Capital)

15-MINUTE BREAK

2:45 - 4 P Understanding Your Strengths to Increase Your Leadership and Personal Effectiveness
Gwen Gierke (Gierke Jungbauer Human Capital)—In today's rapidly evolving landscape, understanding the nuances of HR regulations is crucial to avoid damaging pitfalls. But compliance is just the beginning—discover how to transform your HR practices into a powerful tool for employee engagement and development. We'll explore practical strategies to navigate the complexities of labor laws and regulations, and then dive into proven techniques for creating a culture that motivates and inspires your team. In addition, we will learn about our strengths in a session focused on increasing our leadership & personal effectiveness.

4:15 - 4:20 P WRAP UP

Wednesday

STAFF TECHNICAL TRAINING WORKSHOP

9 A - 4:05 P Gull Lake Center — Lake Margaret

8 – 9 A REGISTRATION & CONTINENTAL BREAKFAST

9 – 9:05 A WELCOME & AGENDA OVERVIEW

Terry Jeffery, Riley Purgatory Bluff Creek Watershed District

9:05 - 10:30 A New Tools and Framework for Developing a Storage Strategy for Your Watershed

Henry Van Offelen (Clean Water Specialist, Board of Water and Soil Resources and Scott Kronholm, Houston Engineering, Inc.) Adding water storage to the landscape is becoming of increasing interest in Minnesota's watersheds. BWSR recently developed a systematic process to identify, prioritize, and evaluate water storage opportunities within a watershed. The Hydrology Analysis Tool is a custom ESRI ArcGIS Pro add-in that works in parallel with existing PTMApp data and greatly extends the utility of that data to evaluate water storage projects and their impacts on peak flows. Use of these tools in conjunction with a systematic process to engage local watershed teams can lead to the development of a prioritized water storage strategy to meet water storage goals and increase watershed resilience to changing climate conditions.

15-MINUTE BREAK

10:45 - 12 P An Adaptation of MN DNR Score the Score Methodology Applied to Shoreline Health

Andrew Hartmann and Alaina Portoghese (Riley Purgatory Bluff Creek Watershed District) —Shoreline health is an important aspect of lake health, but often overlooked due to lack of easily measurable characteristics. The DNR developed a rapid shoreline assessment tool for analysis of a lake as a whole. This was adapted by RPBCWD for use as a whole lake monitor but also an individual property assessment. Minor changes were made in order to better fit the urbanized state of the district which is not representative of all Minnesota lakes as a whole. Data was collected on eleven lakes in the district, most with some degree of development and several completely developed. Scores from each lakefront property were weighted to yield a whole lake score and mapped for use as a community outreach tool. The findings were presented to constituents such as lake associations along with an activity to score several example properties. A targeted shoreline grant was also rolled out as a part of this assessment to improve shoreline scores.

12 - 1 P LUNCH (PROVIDED) AND NETWORKING

1 - 4 P GPS Survey/Construction Staking

Tony Nordby and Bennett Uhler (Houston Engineering, Inc)—Attendees will learn about different aspects of Global Positioning System (GPS) surveying and how it relates to watershed organization tasks and projects. The workshop will cover the importance of using benchmarks during the project life cycle including surveying and construction staking, lessons on topographic surveying through a designer's eyes, and examples of creating existing ground surface models from collected survey data. Topics will also include tips on making GPS ditch inspection survey more efficient, understanding the basics of construction staking, and the importance/role of construction observation.

4 - 4:05 P WRAP UP



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Agenda Item # 5c
Title: Agreements Authorized by Administrator	Board Action Requested: None	Required Signatures None
Reviewed by: JHL		Presented by: Loomis
<p>Background/Justification: SWWD’s accounting polices authorizes the Administrator to approve purchases up to \$5,000 on behalf of the District. Under that policy, the Administrator approved the enclosed agreements in September.</p> <ul style="list-style-type: none"> Lake and Middleton Schools additional treatment (\$1,000) 		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: \$1,000		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	<p>Administrative Recommendation</p> <p><u>Approval</u> Informational</p> <p>Denial No Recommendation</p>	Comments

Lake and Middleton Schools
3133 Pioneer Dr. Woodbury, MN 55125
South Washington Watershed District- Tony Randazzo
312-560-8130

Dear South Washington Watershed District,

Edge Ecosystems (EE) proposes to conduct a cool season overspray in the Fall 2024 at Lake and Middleton Schools in Woodbury, MN. EE will spray glyphosate on the edges of the attached work units, as well as any areas consisting of dominant nonnative cool season grasses. The proposal is a not-to-exceed \$1,000.

Item	Unit	Quantity	Unit Cost	Item Cost
CSO	DAY	1	\$1,000	\$ 1,000.00
			Total	\$ 1,000.00

Thank you for the opportunity,



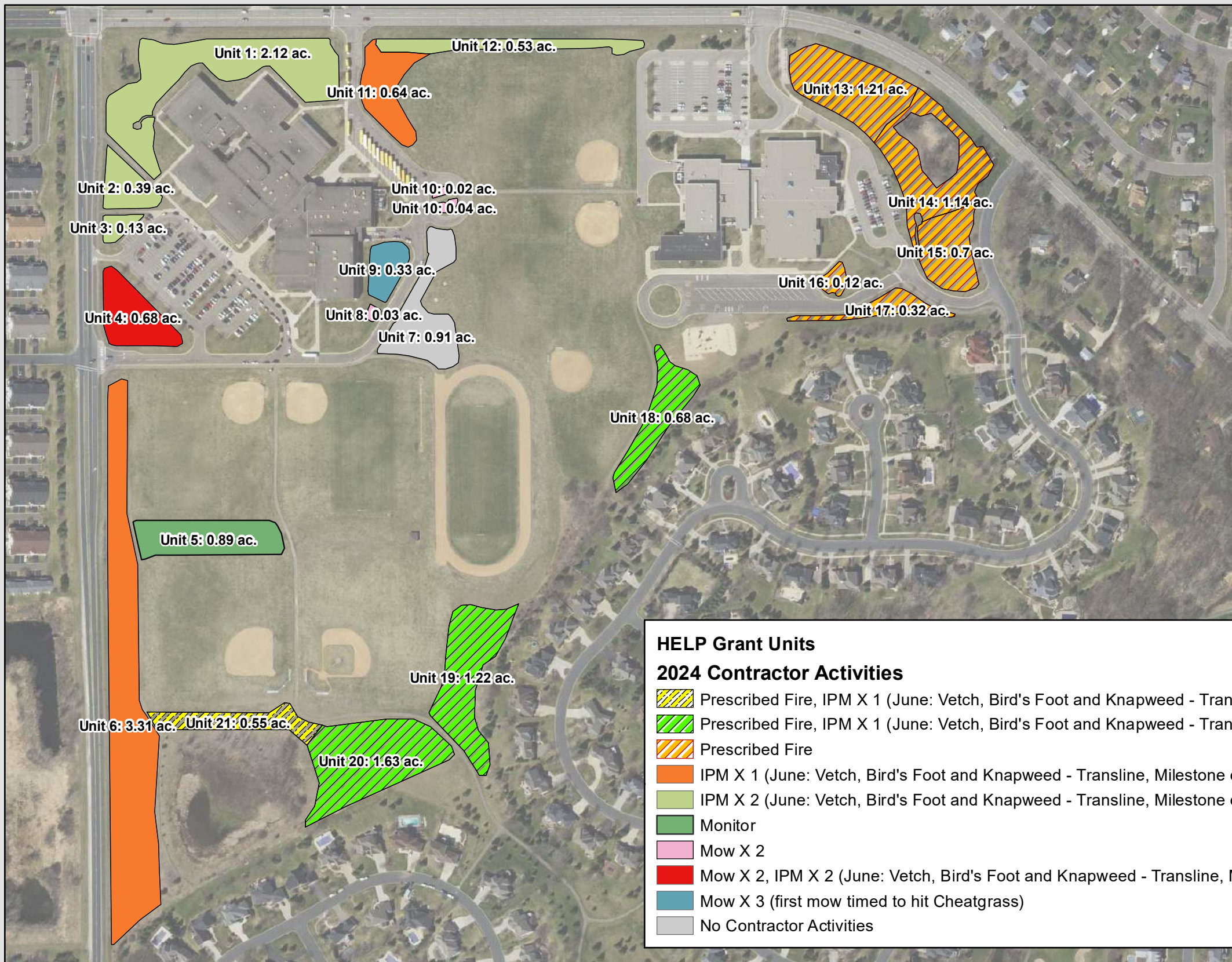
Sean Wickhem
Owner, Edge Ecosystems



SWWD Representative Name:

Signature:

Date:



HELP Grant Student Activities:

December, 2023

1. Identify Plants
2. Sow Seed for outdoor stratification
3. Spot Overseed Unit 1,2,3,4,9,10,11 with Short Grasses
4. Overseed Unit 8 with Tall Grasses

February, 2024

1. Set Up Classroom Greenhouses
2. Bring Plants Into Classrooms
3. Water and Care

March, 2024

1. Water and Care

April, 2024

1. Water and Care
2. Contractor Burn Units 13 - 20

May, 2024

1. Overseed Burned Units 18, 19 & 20 with Collected Forbs
2. Plant all Classroom Grown Plugs Units 18, 19, 20

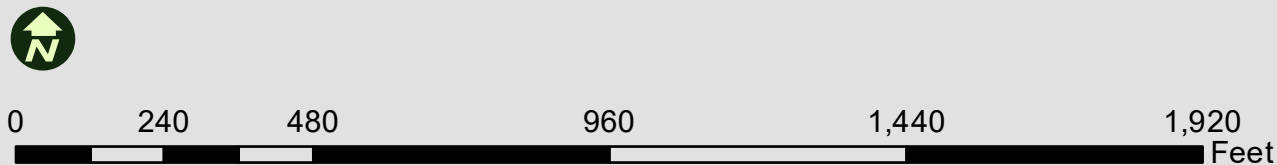
HELP Grant Units

2024 Contractor Activities

- Prescribed Fire, IPM X 1 (June: Vetch, Bird's Foot and Knapweed - Transline, Milestone or similar)
- Prescribed Fire, IPM X 1 (June: Vetch, Bird's Foot and Knapweed - Transline, Milestone or similar), Mow X 1 (July 1 to open ground to forbs)
- Prescribed Fire
- IPM X 1 (June: Vetch, Bird's Foot and Knapweed - Transline, Milestone or similar)
- IPM X 2 (June: Vetch, Bird's Foot and Knapweed - Transline, Milestone or similar) (July, Canada Goldenrod/others - Spot with Triclopyr)
- Monitor
- Mow X 2
- Mow X 2, IPM X 2 (June: Vetch, Bird's Foot and Knapweed - Transline, Milestone or similar) (July, Canada Goldenrod/others - Spot with Triclopyr)
- Mow X 3 (first mow timed to hit Cheatgrass)
- No Contractor Activities

KEY TO FEATURES

**Lake Middle School
2024 Management Activities
Students and Contractor**



Document Path: J:\SWWD\Watershed Restoration\Reconstruction Resiliency\Greenway\Campus Greening\Lake Middle_Middletown Elementary Greening Project\DESIGN\2024 Contractor Tasks.mxd



<p>Date: November 8, 2024</p>	<p>South Washington Watershed District Request for Board Action</p>	<p>Agenda Item # 6</p>
<p>Title: 2025 Health and Dental Insurance 2025 Salary Structure</p>	<p>Board Action Requested: Adopt 2025 Health and Dental Insurance Policy Adopt the 2025 Salary Structure Policy</p>	<p>Required Signatures None</p>
<p>Reviewed by: JHL</p>		<p>Presented by: Imse/Loomis</p>
<p>Background/Justification: The SWWD Board personnel committee met with Staff to review the 2025 Health and Dental Insurance, and the 2025 Salary Survey and Structure. Attached is a memo for board discussion and adoption of the 2025 Health and Dental Insurance policies, and the proposed 2025 Salary Structure.</p> <p>The updated salary structure will inform salary adjustments as part of annual staff reviews which will be on the December board agenda for approval.</p>		
<p>Previous Action: None</p>		<p>Contact: JHL</p>
<p>Date Received: November 8, 2024</p>	<p>SWWD Administrator/Date: November 8, 2024</p>	<p>SWWD Attorney/Date</p>
<p>Financial Implications: \$</p>		<p>Comments:</p>
<p>Fund</p>	<p>Explanation:</p>	<p>Fund Balance:</p>
<p>Decision Needed/Date</p>	<p>Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation</p>	<p>Comments</p>



Memo

To: SWWD Board of Managers

From: Melissa Imse, SWWD Operations Manager

CC:

Date: November 7, 2024

Re: 2025 Health Insurance Policy Options

Background:

The current SWWD policies.

Health Insurance: The District will offer one small group health insurance plan based on employee consensus. The District will pay up to \$1,375.00 per month of the monthly premium. If the health insurance monthly premium is over \$1,375.00, the employee will be responsible for the remainder of the premium costs, by a payroll deduction of their wages.

Health Savings Account (HSA): If the District's preferred health insurance plan is one with a Health Saving Account (HSA), the District will contribute up to \$2,400.00 per employee to help fund the HSA.

Dental Insurance: The District will offer one small group dental insurance plan. The plan requires 75% of SWWD employees participate in the plan, and are not enrolled in a group plan elsewhere. The District will contribute 50% of the single premium as required by the dental plan.

Current Information:

Included in the November 12th Board meeting packet is the 2025 Health and Dental Insurance Policies for adoption. Staff is happy with the current health and dental insurance plans offered by SWWD. The health insurance premiums have increased an average of 15%, and dental premiums increased 3.86%.

Staff has met with the Personnel Committee and discussed the 2025 health and dental insurance renewals.

Options:

1-Increase the District's premium contribution by 14.5%. This would make the District's monthly premium contribution up to \$1,575.00 per employee. This option would fully cover all employees at 100%. Total annual cost for the District's portion \$69,354.

2-Keep the District's premium contribution the same as 2024 (The District will pay up to \$1,375.00 per month of the monthly premium). This option would fully cover four of the five employees at 100%. Total annual cost for the District's portion \$67,000.

	2025			
\$69,354.24	Total Annual Employer Cost for Health Insurance Premiums			
\$12,000.00	Total Annual Employer Cost for H.S.A			
\$1,214.40	Total Annual Employer Cost for Dental Premiums			
\$82,568.64	Total			
	2024			
\$63,704.96	Total Annual Employer Cost for Health Insurance Premiums			
\$14,400.00	Total Annual Employer Cost for H.S.A * 6 employees			
\$1,193.64	Total Annual Employer Cost for Dental Premiums			
\$79,298.60	Total			
\$3,270.04	2025 Additional Employer Cost			

Recommendation:

The Personnel Committee is requesting board discussion on the District's health and dental insurance premium and H.S.A. contributions, as a recommended policy for 2025.

SWWD Draft Health and Dental Insurance Policies

Health Insurance: The District will offer one small group health insurance plan based on employee consensus. The District will pay up to \$1,575.00 per month of the monthly premium. If the health insurance monthly premium is over \$1,575.00, the employee will be responsible for the remainder of the premium costs, by a payroll deduction of their wages. **Health Savings Account (HSA):** If the District's preferred health insurance plan is one with a Health Saving Account (HSA), the District will contribute up to \$2,400.00 per employee to help fund the HSA. The employee may elect to contribute to the HSA up to the set limits established by the Internal Revenue Service by a payroll deduction of his/her wages. The HSA account is administered through Optum Bank. The District will pay the monthly administrative fee for the HSA. The annual elected contribution funds to the HSA will be available on January 1st. The employee will be responsible for any tax reporting requirements. If the employee leaves the District before the HSA contribution funds are earned, the District will retain the amount owed to the District from the employee's final pay check. The employee will be responsible for re-payment in full to the District.

Dental Insurance: The District will offer one small group dental insurance plan. The plan requires 75% of SWWD employees participate in the plan, and are not enrolled in a group plan elsewhere. The District will contribute 50% of the single premium as required by the dental plan. The employee will be responsible for the remainder of dental premium by a payroll deduction of their wages.

2025 SWWD Salary Structure

Grade	Minimum	Midpoint	Maximum
12	\$119,891	\$144,165	\$168,438
8	\$88,129	\$105,965	\$123,801
7	\$81,598	\$98,113	\$114,628
6	\$75,545	\$90,844	\$106,142
5	\$69,950	\$84,115	\$98,280



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Agenda Item # 7
Title: SWWD Website Re-Design Contract, Windmill	Board Action Requested: Approve the contract with Windmill	Required Signatures SWWD President
Reviewed by: JHL		Presented by: Tekiela/Imse
<p>Background/Justification:</p> <p>Attached is the details of the contract for website redesign and development from Windmill Strategy. Staff recommends approval.</p>		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: \$68,940 +\$1,1800/month		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



SOUTH WASHINGTON WATERSHED DISTRICT

Memo

To: SWWD Board of Managers

From: Abby Tekiela, Water Resources Program Coordinator

CC:

Date: November 8, 2024

Re: SWWD Website Update

Background:

SWWD plans to redesign the current website. Following public feedback, education and outreach are anticipated to be a large part of the Watershed Management Plan update, which will be supported by online tools, resources, and information not currently available on our website. Furthermore, the current SWWD website does not meet ADA digital accessibility compliance law (ADA Title II). In April 2024, compliance rules were updated, requiring public entities with a total population of 50,000 or more to become compliant within two years of the publication date, in April 2026.

Current Information:

A website redesign RFP was submitted and received three proposals, and one was selected by staff for its qualifications.

Enclosed in the packet is the finalized website redesign plan from Windmill Strategy, a Minnesota-based web design company. The plan contains a review of the project overview, approach, estimated timeline, estimated budget, and maintenance costs. Windmill Strategy's approach and understanding of the goals, and previous work with similar organizations, to align with staff's plan for the website.

Recommendations:

Staff recommends approval of the proposal provided by Windmill Strategy for the design, development, and maintenance of a new website.

Proposal #24818

24818 South Washington Watershed District Website Redesign

*Prepared for Abby Tekiela, South Washington Watershed District
September 27, 2024*

Project Overview and Executive Summary

The South Washington Watershed District (SWWD) is seeking a strategic partner to redesign its website, transforming it from a traditional, text-heavy government platform into a more engaging, user-friendly resource. The new website will not only serve as a functional tool for SWWD's water management programs and regulatory responsibilities but will also enhance public engagement through modern design, interactive elements, and storytelling.

Windmill Strategy proposes a comprehensive approach to meet SWWD's objectives, leveraging our expertise in government and watershed district projects. Our goal is to deliver a website that communicates SWWD's mission, enhances user experience, and fosters increased public participation while ensuring accessibility and long-term maintainability.

Project Goals

- **Modern Visual Design:** The website should move beyond a text-heavy structure to a visually appealing interface that highlights SWWD's projects and initiatives, using storytelling and interactive maps to convey information.
- **Enhanced User Experience:** The goal is to create a website that is approachable, intuitive, and consumer-friendly while maintaining the robust capabilities needed by government agencies. This includes providing an easy-to-navigate platform for stakeholders to access key resources.
- **Functionality:** The site must include features that allow integration with systems such as ArcGIS, as well as content management tools to streamline updates and ensure accessibility.
- **Continuous Support:** SWWD is seeking a long-term partnership that includes ongoing support, ensuring the website remains fresh and up-to-date, both in terms of content and design.

Proposed Approach

1. **Discovery & Strategy:** Begin with a detailed project kickoff to align on SWWD's vision, goals, and technical needs. This phase includes UX strategy, competitive analysis, and sitemap and wireframe development.
2. **Custom Design:** Develop a visually engaging website that incorporates SWWD's branding while featuring ArcGIS StoryMaps and water quality data.
3. **Responsive Development:** Build a fully responsive, performance-optimized website with GIS integration, interactive mapping, a document management system, and analytics tracking.
4. **Content Strategy & Migration:** Assist with structuring and migrating content to ensure clarity, consistency, and ease of navigation. Provide CMS training for SWWD staff.
5. **Quality Assurance, Launch, Support:** Conduct thorough testing for functionality, performance, and accessibility. Windmill Strategy will oversee the launch and provide six months of post-launch support for bug fixes. We recommend options for continuous website maintenance and support, including CMS updates, mobile/browser optimizations, and monitoring for technical issues, as well as SEO, performance, and content management support.

Project Timeline

- **Discovery & Planning:** 4 weeks
- **Design & Prototyping:** 6 weeks
- **Development & Content Integration:** 10 weeks
- **Quality Assurance & Launch:** 4 weeks

The project is expected to last six months, with a recommended start date in Q4 2024 or Q1 2025 to meet the January 2026 deadline.

Budget Estimate

- **Website Design & Development:** \$46,440-\$55,980
- **SEO, Content Migration & Training:** \$18,300
- **Features & Functionality:** \$9,900-\$15,300
- **Total Estimate:** \$68,580.00-\$83,520

Anticipated costs over a 3-year period will vary on the overall level of engagement with our company, but broadly, a budget breakdown looks like:

- **Hosting:** \$49/month x 36 months = \$1,764
- **Security & Maintenance Services:** \$180/month x 36 months = \$6,480
- **(Discretionary) Ongoing Quarterly SEO Audits and/or Support Services and Ad-Hoc Projects and Support:** \$500-\$1500/month = \$36 months = \$18,000-\$54,000
- **Total: \$8,244-\$62,244**

Windmill Strategy is committed to delivering a modern, functional website that meets SWWD's strategic goals of public engagement, regulatory compliance, and user experience. Windmill Strategy proposes a strategic partnership to transform the SWWD website into a functional, visually engaging tool that balances the needs of a government entity with the user experience of a modern, consumer-facing platform. Leveraging our extensive experience with watershed districts and our understanding of SWWD's unique requirements, our collaborative approach ensures that SWWD's and their users' needs are met, while being responsible with budgetary prioritization, with a plan to keep the site optimized and up-to-date for years to come.

For any questions about this proposal, please contact Kathy Mrozek at 612-314-0884 or kathy@windmillstrategy.com.

South Washington Watershed District to provide at project start: existing logo as vector art (.ai or .eps), alongside any additional relevant brand standards, including type and color specifications to the extent currently documented. We would like to review your current ARCGIS data for consistency and provide guidance as to creating a consistent data set within this system, or on the website. Final data and any content that is written by South Washington Watershed District will be required prior to start of the development phase.

Client References:

Nick Browe, Director of Marketing

Web: fyusion.com

Email: nbrowe@fyusion.com

Phone: 248-494-0800

Projects: Website Redesign

Nick Busse, Director of Communication, MWMO

Web: mwmo.org

Email: nbusse@mwmo.org

Phone: 612-746-4974

Projects: Website Redesign, Ongoing Support

Recent Case Study: Strategic UX and SEO Enhancements for MWMO's Website

Client: [Mississippi Watershed Management Organization \(MWMO\)](#)

Project Overview: Windmill Strategy partnered with MWMO to optimize their website with a focus on improving user experience, enhancing search capabilities, and modernizing the presentation of key content. The top priorities included a complete overhaul of the "Projects" section, incorporating a more intuitive project map, quantifiable benefits of MWMO's capital projects, and a new design for individual project pages. Other significant goals involved improving accessibility, removing outdated content, and consolidating redundant information to better serve MWMO's diverse audience.

Strategy: Windmill began by transitioning the site to the Gutenberg editor, WordPress's most recent drag-and-drop editor interface, enabling easier page updates and long-term flexibility. The team focused heavily on the "Projects" section, where they redesigned both the project map and individual pages to better communicate the impact of MWMO's work. Key features included real-time filtering, list and map views, and the integration of quantifiable project benefits to provide users with clear, actionable information.

Alongside these updates, Windmill executed site-wide search engine optimization (SEO), aimed at improving visibility for relevant projects, rather than general SEO rankings. On-site search improvements helped users find the information they needed more easily, supported by schema optimization. Outdated and redundant content was also identified for removal and consolidation, streamlining the site's user experience and boosting overall relevance.

Challenges & Solutions: Transitioning from ACF to Gutenberg while maintaining site functionality was a challenge that Windmill addressed by including comprehensive training for the MWMO team, allowing them to gradually adopt the new editor. MWMO retained responsibility for consolidating similar content, while Windmill provided a site scan to identify outdated material for removal.

Accessibility was another key focus. Windmill collaborated with MWMO on accessibility testing and compliance, leveraging the Accessible plugin for basic needs while also recommending external partners like Allyant and My Blind Spot for further audits and remediation.

Key Outcomes:

- **Projects Section Overhaul:** Redesigned project pages with real-time filtering, an improved project map, and the integration of quantifiable benefits of MWMO's capital projects.
- **SEO and On-Site Search:** Optimized on-site search functionality and removed outdated content to ensure users could more easily find relevant projects. Improved schema to support better on-site search results.
- **Accessibility:** Implemented baseline accessibility measures and established a plan for further testing and remediation.
- **Content Streamlining:** Identified outdated content for removal, helping MWMO focus on their most relevant information while they manage the consolidation of similar content.

Conclusion: By focusing on key priorities—modernizing the Projects section, improving search functionality, addressing accessibility, and streamlining content—Windmill set MWMO's website up for long-term success. The site is now more user-friendly, easier to update, and better aligned with MWMO's strategic goals of demonstrating their leadership in green infrastructure and urban design.

Other Relevant Projects:

[Website Design for Nine Mile Creek Watershed District >](#)

[Website Design for an Accessibility Provider >](#)

[Website Design for an Engineering & Consulting Firm >](#)

Website Design & Development: Our Proven Process for Design Success

At Windmill Strategy, our process-driven approach guarantees high-quality results by providing proactive, consistent attention throughout the project. We utilize best-in-class project management software for real-time schedule updates and conduct weekly check-ins to ensure timelines and goals are met. This structured process also ensures South Washington Watershed District (SWWD) can review and influence every key decision, from strategy to final deliverables.

Kickoff and Discovery

Every project begins with an in-depth kickoff meeting, where we align on key audiences, competitors, content strategy, and marketing goals with SWWD leadership. We'll review your brand standards, site analytics, and relevant materials to inform our approach. Post-kickoff, our internal team strategizes next steps, and a technical kickoff meeting may follow for additional requirements. Major milestones are delivered via virtual meetings, with SWWD appointing a project gatekeeper for final sign-off on deliverables.

Strategy and Site Architecture

Following the discovery phase, we'll create a strategy brief and initial sitemap, followed by wireframes for key pages. These documents outline the website's structure, content areas, and functionality, all developed with UX best practices in mind, applied to SWWD's specific needs and use cases. SWWD's feedback will guide revisions, ensuring the site aligns with your strategic goals.

Web Design & Development

Once the site architecture and branding elements are approved, Windmill Strategy will develop a custom design using SWWD's logo and color scheme. We'll create layouts for key pages, gathering feedback through multiple revision rounds to perfect the design. You'll have access to our Adobe library of stock images and iconography as needed. After design approval, our team will build the site on a WordPress Content Management System (CMS), allowing SWWD to easily manage content. In addition to features developed within the scope of the allocated a features budget, website CMS and development efforts will include mobile/responsive design, search functionality, custom menus, a contact form, an integrated news/resources section, site search, sticky header, video embedding, optionally enabled alert bar, third-party (offsite) links.

Ongoing Feedback & Revisions

Windmill Strategy believes in flexibility. Throughout the design and development phases, we'll work closely with SWWD, iterating through feedback and revisions to meet your objectives. While most projects require three or fewer rounds of revisions, we'll ensure your needs are fully addressed, guaranteeing a final product that aligns with your vision.

On-Page SEO and Optimization

We integrate foundational SEO into every redesign to support future growth, covering redirects, optimized URL structures, and Yoast plugin integration. Strategic SEO, such as keyword research, competitor analysis, and content optimization, will further boost your site's performance.

Key SEO activities include creating keyword ranking reports to track your domain versus competitors, auditing the current site's URLs for traffic and SEO value, and incorporating SEO-informed architecture for better organic visibility. We'll conduct two rounds of keyword research, refine the list with your input, and optimize key pages with title tags, meta descriptions, alt tags, and internal linking. Additionally, technical SEO efforts will address page speed, mobile usability, and site health to improve overall crawlability and organic performance.

Content and Copywriting

If elected, we will collaborate with SWWD to create clear, engaging content. A content kickoff will define voice and messaging, ensuring consistency across the site. Windmill Strategy will provide drafts and revisions to ensure the content meets your goals and supports SEO.

Content Migration & Training

Windmill Strategy will develop a content migration plan, entering final content for all pages on the site, including QA and formatting, working with South Washington Watershed District for any needed edits. We provide two hours of CMS training to ensure your team is prepared to manage future updates. Additional content migration and training are available upon request.

QA, Launch & Measurement

Before launch, we perform thorough quality assurance (QA) testing across devices and browsers, ensuring optimal performance. We'll implement 301 redirects, submit sitemaps, and verify Google Analytics tracking, and execute a multi-point checklist. Once SWWD approves the final site, we'll coordinate the launch, ensuring a smooth transition.

Accessibility and Compliance Tools

To ensure compliance, Windmill Strategy will integrate **accessiBe** for accessibility and **Cookiebot** for GDPR/CCPA compliance. We recommend SWWD includes legal-reviewed policies for both accessibility and privacy. These tools can be implemented based on your account setup.

WEBSITE PROJECT SUMMARY	FEE
<p>Custom WordPress Website Design and Development</p> <p>Budgeted 258 hours. Includes strategy and planning, site architecture, sitemap and wireframes, web design, web development, CMS and foundational features, thorough QA & launch prep, foundational SEO best practices setup. Assumes up to 9-10 key page types such as:</p> <ul style="list-style-type: none"> - Home - Projects - About - Contact - News/Resources - Resource Library - Mapping / Find Your - Customized Projects Overview page - Water Quality 	\$46,440
<p>Features and Functionality Budget</p> <p>Budgeted 55 hours. Includes estimated time to support feature and functionality development, preliminarily including known wishlist features below.</p> <p>Medium features & functionality budget for prioritized should-have items, such as:</p> <ul style="list-style-type: none"> - Mailchimp integration - Gated content (for lead generation, tbd) - Advanced navigation or mega dropdowns - Medium layout & functionality for map integration 	\$9,900
<p>On-Page Optimization (Search Engine Optimization or "SEO")</p> <p>Budgeted 17 hours. SEO consultation, strategy & tactics including: Competitor research & existing keyword ranking report - Keyword research, optimization strategy & content recommendations - Current site URL & content audit - SEO-informed site architecture & URL structure recommendations, including potential new page recommendations - On-page optimization of up to 5-10 high SEO value pages</p>	\$3,060
<p>Copywriting and Editing</p> <p>Preliminarily, we anticipate all copy to be provided by client. <i>Key messaging, writing/editing services available as an additional add-on service if needed, on a time and materials basis, \$180/hour.</i></p>	\$0
<p>Content Migration & Styling, CMS Training</p> <p>Estimated 43 hours. Includes full content migration strategy and content entry & styling for all content into the new site by Windmill. May include both manual and programmatic content migration, including QA and cleanup as needed. Includes up to two (2) hours of website CMS training.</p>	\$7,740
<p>GDPR and CCPA Compliance-Related Functionality via Cookiebot</p> <p>Budgeted 5 hours. Includes integration of this third-party tool and solution toward achieving consumer privacy compliance. Estimate and third-party tool selection to be confirmed based on client requirements.</p>	\$900
<p>Accessibility (ADA) Compliance-Related Functionality via accessiBe</p> <p>Budgeted 5 hours. Our in-house web development practices meet most critical WCAG standards. We recommend inclusion integration of this third-party tool and solution toward achieving full accessibility compliance. Estimate and third-party tool selection to be confirmed based on client requirements.</p>	\$900
<p><input type="checkbox"/> Third party Accessibility Audit & Remediation</p> <p>Estimated separately, billed on a time and materials basis, \$180/hour.</p>	TBD

PROJECT SUMMARY	FEE
<p>Included Post-Launch Warranty Period & Bug Fixes During the first six (6) months following the delivery of a deliverable ("Warranty Period"), if any, Windmill Strategy shall provide up to six (6) hours of Support Services at no additional cost to Client. Additional time shall be billed at Windmill Strategy's regular hourly rate then in effect upon the date of the request for additional support.</p>	
<p>Monthly Security & Maintenance Services (Essential plan) Weekly automated WordPress core / plugin updates with manual remediation up to 1 hour monthly if needed. MySQL and PHP upgrades per server requirement schedule. Automated regression testing to scan and revert failed updates or performance issues. Access to select Windmill plugin license keys. Priority service for hourly development work</p>	\$180 /month
<p><input type="checkbox"/> Monthly Support Website Support (\$1500 per quarter) In addition to ongoing Security/Maintenance, we recommend setting aside 3 hours monthly, or 8 hours quarterly for ongoing ad hoc support and/or automated or select quarterly performance and technical audits, which may include activities such as: Review technical issues affecting performance; SEO Best Practices Audit: Analysis of how well the site follows current SEO guidelines; Keyword Ranking Changes: Track position changes for priority keywords; Site Speed & Google Core Web Vitals: Reports for desktop and mobile, with recommendations for improvement; Google Search Console (GSC) Report: Error reporting, sitemap status, and page performance metrics; Prioritization of Issues: High, mid, and low priority categorization for problem areas to help with decision-making on immediate vs. deferred updates. Prebilled billed monthly or quarterly at client request.</p>	\$500 /month
<p><input checked="" type="checkbox"/> Quarterly Website/SEO Audits (\$3000 per quarter) In addition to ongoing Security/Maintenance and Ad Hoc Support, for focused and thorough attention on site health, we recommend setting aside 20 hours quarterly for ongoing ad hoc support and/or quarterly performance and technical audits, which may include activities such as: Review technical issues affecting performance; SEO Best Practices Audit: Analysis of how well the site follows current SEO guidelines; Keyword Ranking Changes: Track position changes for priority keywords; Site Speed & Google Core Web Vitals: Reports for desktop and mobile, with recommendations for improvement; Google Search Console (GSC) Report: Error reporting, sitemap status, and page performance metrics; Prioritization of Issues: High, mid, and low priority categorization for problem areas to help with decision-making on immediate vs. deferred updates. Prebilled billed monthly or quarterly at client request.</p>	\$1,000 /month
<p>Hosting Partnerships and Recommended Solutions Windmill Strategy maintains an agency partnership with WP Engine and will coordinate and support South Washington Watershed District in establishing its own WP Engine hosting account for the launch of the live website. Typical pricing (based on requirements) is \$49/month. All WP Engine hosting plans include: 24/7 chat support via WP Engine User Portal, Daily & on-demand backups (restorable up to 30 days, 60 days via support chat), Free SSL & SSH with automated renewals, Production, Staging & Development environments with one-click enablement, Site content in the cloud (Cloudflare CDN), Threat detection & blocking, Faster site speed with Cloudflare tiered caching (increases cache hit rates using multiple tiers), Automatic image compression with Cloudflare Polish - converts images to next-gen format (webp). HTTP/3 (reduces latency for return visitors & performs better on congested networks).</p>	
<p>TOTAL PER MONTH</p>	<p>\$1,180</p>
<p>TOTAL (ONE-TIME PROJECT)</p>	<p>\$68,940</p>

Firm Overview and Qualifications

Windmill Strategy is a web design and digital marketing agency that helps organizations with complex offerings attract and convert their ideal audiences. Founded in 2006, we're based in Minneapolis, MN and our core focus is helping small marketing departments in organizations across the country, including numerous watersheds and government agencies within the twin cities area, achieve greater success. Windmill Strategy helps marketers get more done. Our collaborative, responsive style is designed to build the bandwidth and expertise of your marketing team and pinpoint the best practices and tactics that apply to your company and your goals.

We're a different kind of agency. We have a higher standard for our relationships, our deliverables, and how they impact client success.

- **Smart Solutions:** We listen to your unique needs, then deliver smart, high-quality solutions that are right-sized to meet your objectives and your budget.
- **Powerful Processes:** Our proven processes and the entire team's commitment to continuous improvement lead to increased efficiency, delivering innovation and excellent results while keeping projects on schedule.
- **Communication & Collaboration:** Open, honest communication is at the core of every engagement—ensuring there are no surprises. Collaboration throughout keeps everyone focused on a common goal, allowing your team to gain new skills and knowledge at every stage.

Supplier Diversity: WBE, DBE Certified

Windmill Strategy Incorporated is certified by both the WBENC and Minneapolis/Hennepin County/Ramsey County/St. Paul Central Certification Program (CERT) as a WBE (Woman owned business enterprise) and as a DBE by the Minneapolis Metropolitan Council. Certificates and verification available upon request.



The Windmill Strategy / SWWD Team

Kathy Kassera Mrozek, President & CEO

A professional in the design and marketing field for twenty five years, Kathy has with a wide array of experience in branding, web, and marketing applications. Prior to founding Windmill Strategy in 2006, Kathy held the position of lead interactive designer at Barsuhn. Kathy graduated from the University of Wisconsin-Madison with a bachelor's degree in Fine Arts, and a concentration in Graphic Design. She believes that research, knowledge and strategy are the backbone of effective marketing and communications.

Emily Townswick, Director of Project Management

Since obtaining her Bachelor's degree from the University of Minnesota's Carlson School of Management, Emily has honed her digital project management skills across a number of industries and mediums. With extensive knowledge of the web design and development process, Emily has successfully overseen more than 30 websites from their initial strategy phase to ultimately launch. Emily takes great pride in working to foster efficient and transparent relationships with all Windmill Strategy clients.

Michael Kraabel, Digital & Brand Strategist

Michael Kraabel is a highly experienced engagement lead and strategist who specializes in complex digital and brand transformation projects. With over 20 years of experience in digital marketing and brand development, Michael combines strategic insight with hands-on execution to deliver exceptional outcomes. Michael has successfully guided numerous organizations through digital and brand transformations, leveraging his deep expertise in brand strategy, user experience, content development, and technology integration. His data-driven approach to branding and digital marketing has helped clients across various industries achieve brand clarity and growth.

James Ward, Web Developer

James has more than seven years of experience developing websites in an agency setting, including development, content migration strategy, managing teams, and providing a holistic view on how systems and disciplines work together. With a strong background in Software Engineering and a love of programming that goes beyond his professional experience, James has a wide and fully developed set of skills that allow him to develop to clients needs, implement any requirement, and solve complex problems.

Berit Hansen, Digital Marketing Analyst

With a Bachelor of Arts in Business Marketing and International Business from Bethel University, Berit holds over 4 years of digital marketing experience. She is currently pursuing her Master of Science in Business Analytics to further her interest in data exploration and analysis. She uses data to inform thoughtful digital marketing strategies that help clients reach their goals across a variety of platforms including PPC, video, social, and display. Berit is also passionate about data integrity/analytics audits making sure clients are set up successfully.

Lauren Myhra, SEO Specialist

Lauren is a results-driven SEO specialist with a background in technical SEO and content optimization, as well as data analysis. Since receiving her Bachelor's degree in Strategic Communications from the University of Minnesota - Twin Cities, she has primarily been working with B2B clients. Her love of spreadsheets is heavily utilized when diving into niche, more complicated industries and topics.

Hannah Ellingson, Senior UX Web Designer

With an undergraduate degree in Communication from The College of Saint Benedict/St. Johns University, Hannah is an experienced strategic designer having worked in a variety of industries and mediums. She has an extensive knowledge of design principles and a strong attention to detail. At Windmill she creates effective UX/UI web and visual design deliverables that encourage client growth and success.

Tina Karelson, Technical Copywriter and Editor

Distilling complex information into clear, compelling content is Tina's specialty. Her wide-ranging experience, from websites to ad campaigns to white papers, for B2B clients including Cargill, Digital River, Optum, Shields Health Solutions, 3M and Turck, has equipped her with the versatility to handle virtually any writing or editing project. She holds an undergraduate degree in English and Journalism and a master's degree in English from the University of Minnesota, and, more recently, completed a master of fine arts degree in Creative Writing at Hamline University.

Terms and Conditions of Service

The authorized contract total, with the options South Washington Watershed District ("Client") selected, is \$68,940.00.

If this proposal meets with your approval, please indicate such approval by signing below and returning one copy to Windmill Strategy ("Windmill Strategy").

Services. Windmill Strategy agrees to perform the services described in this proposal (the "Services"), subject to these terms and conditions (these "Terms").

Payment Terms. Client shall pay fifty percent (50%) of all fees due to Windmill Strategy for the performance of the Services at the project start. The remaining fees will be invoiced monthly until project completion. Alternate payment schedules may be considered in some cases. All recurring Services are invoiced in advance. Payment terms are 30 days from the date of invoice. Travel to locations outside the Minneapolis/St. Paul Metro area are not included in bid. Windmill Strategy reserves the right to modify price and schedule information quoted on proposals that are more than 60 days old. Windmill Strategy may, at its discretion, increase the cost of ongoing or recurring services by a reasonable amount due to market conditions. Client will be notified of any such price increase at least 60 days in advance. Ongoing Services will recur on a monthly basis, until such time as they are cancelled in writing, by either party, with at least 30 days' notice.

Intellectual Property Provisions. Upon completion of the Services, and expressly subject to full payment of all fees, costs and out-of-pocket expenses due, Windmill Strategy hereby assigns to Client all right and title in and to any logos, illustrations, content, layouts, website code or other deliverables, in each case that are specifically created for Client pursuant to this proposal but specifically excluding Designer Tools or third-party products or software ("Deliverables"). Windmill Strategy agrees to reasonably cooperate with Client and shall execute any additional documents necessary to accomplish such assignment. Client acknowledges that Windmill Strategy has developed and continues to develop Designer Tools for use in connection with its business. To the extent Designer Tools are made available to Client or are required for the functioning or maintenance of the Deliverables: (i) Client shall have a perpetual, irrevocable right to use, copy, modify, and create derivative works of such materials solely as necessary to support the applicable Deliverables, and for no other purpose, and (ii) the Designer Tools shall remain the sole and exclusive property of Windmill Strategy and Windmill Strategy shall have the irrevocable right to use any such Designer Tools in any manner Windmill Strategy elects. For purposes of these Terms, "Designer Tools" means Windmill Strategy's ideas, concepts, know-how, expertise, methods, methodologies, functional and technical architectures, techniques or skills, systems, templates, software, code, tools, processes, concepts, configurations, designs, algorithms, documentation, data and other materials, and writings in which any of the same are fixed, that Windmill Strategy has developed or is developing in connection with its business independent of this proposal.

Indemnification by Client. Client agrees to indemnify, defend and hold harmless Windmill Strategy from any and all damages, liabilities, costs, losses or expenses in any third party claim arising from Client's (i) breach of these Terms, (ii) gross negligence or willful misconduct, (iii) infringement or misappropriation of a third party's intellectual property, and/or (iv) any third party claim that use of the Deliverables, Design Tools, or the Services fails to comply with any state or federal disability laws such as the Americans with Disabilities Act or similar laws.

Limitation of Liability. In all circumstances, the maximum liability of Windmill Strategy, its directors, officers, employees, design agents and affiliates to Client for damages for any and all causes whatsoever, and Client's maximum remedy, regardless of the form of action, whether in contract, tort or otherwise, shall be limited to the fees actually received by Windmill Strategy under this proposal. In no event shall Windmill Strategy be liable for any lost data or content, lost profits, business interruption or any indirect, incidental, special, consequential, exemplary or punitive damages arising out of or relating to the materials or the Services provided by Windmill Strategy, even if Windmill Strategy has been advised of the possibility of such damages, and notwithstanding the failure of essential purpose of any limited remedy.

Warranty Period. "Support Services" means commercially reasonable technical support and assistance to maintain and update any deliverables, including correcting any errors or deficiencies, but shall not include the development of enhancements to the deliverables or other services outside the scope of the Proposal. During the first three (3) months following the delivery of a deliverable ("Warranty Period"), if any, Windmill Strategy shall provide up to four (4) hours of Support Services at no additional cost to Client. Additional time shall be billed at Windmill Strategy's regular hourly rate then in effect upon the date of the request for additional support.

Disclaimer of Warranties. Windmill Strategy DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE RELATED TO THIS PROPOSAL OR THE SERVICES.

South Washington Watershed District acknowledges and agrees that it is aware that that The Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et al.) as amended from time to time (the “ADA”), applies to websites (including websites created through the Services), and that the ADA does not provide any regulatory guidance on what is required for websites to meet the requirements of the ADA. As such, Windmill Strategy does not provide legal advice and does not guarantee that the Services, or any website resulting therefrom, will comply with the ADA. South Washington Watershed District acknowledges and agrees that having been advised of the foregoing, that it has the sole and complete legal and professional responsibility for ADA compliance and accessibility responsibilities at a local, state, and federal level and to take necessary action to ensure its website’s compliance, which may include actions above and beyond those set forth herein such as to seek legal counsel regarding the foregoing.

If the Services include any ADA related compliance tools, as selected by South Washington Watershed District, South Washington Watershed District acknowledges and agrees that such tools are provided to South Washington Watershed District by third parties, and that Windmill Strategy is not responsible for and does not guarantee that such tools will render the Services and any website ADA compliant. Other than any remedies made available to South Washington Watershed District such third parties, if any, South Washington Watershed District remains responsible for ADA compliance.

Maintenance and Additional Requests. Additional requests beyond the scope of this proposal will be bid separately, or as documented change orders, agreed to by the Client and Windmill Strategy and billed separately at Windmill Strategy’s then-current hourly rate, it being understood that Windmill Strategy shall not be obligated to provide any such additional work. Additional requests may include additional support, account or project management beyond what is included in this proposal, or additional design or development work. Any additional requests or additional services performed by Windmill Strategy will be subject to these Terms absent a separate written agreement entered into by the parties.

Severability. Whenever possible, each provision of these Terms shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of these Terms is held invalid or unenforceable, the remainder of these Terms shall nevertheless remain in full force and effect and the invalid or unenforceable provision shall be replaced by a valid or enforceable provision.

Entire Agreement. These Terms, together with the proposal, constitutes the complete and exclusive statement of the terms and conditions of the agreement between Windmill Strategy and South Washington Watershed District with respect to the subject matter hereof, and supersedes all oral or written proposals and all other communications, understandings, or agreements between the parties relating to the subject matter hereof.

Conflict. In the event of a conflict between the terms and provisions of this Terms and the terms and provisions of the proposal, the terms and provisions of these Terms shall control.

Governing Law; Venue. These Terms and this proposal shall be construed in accordance with the laws of the State of Minnesota without regard to conflicts of laws principles. Windmill Strategy and Seller irrevocably and unconditionally consent to the exclusive jurisdiction of the federal and state courts located in Hennepin County, Minnesota.

Acceptance

Thank you for the opportunity to submit this proposal. If you have any questions, please call me at (612) 314-0884 or, if you are ready to approve, please sign and return one copy to Windmill Strategy.

We look forward to working with you!

Sincerely,



Kathleen Kassera Mrozek, President & CEO, Windmill Strategy

Signed by:

 **SIGNATURE**
Abby Tekiela

Note: Our legal team created the following section in response to GDPR and data privacy regulations. We're committed to the safety of your data and your customer's data. Please let us know if you'd like to talk further about any of this information.

DATA PROCESSING ADDENDUM

This Data Processing Addendum ("DPA") forms part of the Terms or other written or electronic agreement between Windmill Strategy and Client to reflect the parties' agreement with regard to the Processing of Personal Data.

This DPA shall only apply to obligations that arise under the Terms that may be subject the parties to any applicable GDPR, and shall not apply to processing of any other information or data of any kind. Windmill Strategy is not volunteering or consenting to compliance to any legal obligations to which it is not bound by law to abide by.

1. DEFINITIONS

"Controller" means Client which is entity that determines the purposes and means of the Processing of Personal Data.

"Data Subject" means the identified or identifiable person to whom Personal Data relates.

"GDPR" means the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

"Personal Data" means any information relating to an identified or identifiable natural person; an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

"Processing" means any operation or set of operations which is performed upon Personal Data, whether or not by automatic means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

"Processor" means Windmill Strategy which is the entity that Processes Personal Data on behalf of the Controller.

"Sub-processor" means any Processor engaged by Windmill Strategy for Processing Personal Data pursuant to this DPA.

"Supervisory Authority" means an independent public authority which is established by an EU Member State pursuant to the GDPR.

2. PROCESSING OF PERSONAL DATA

2.1 Client shall, in its use of the Services, and decisions about the Processing of Personal Data will be in accordance with the requirements of GDPR. For the avoidance of doubt, Client instructions for the Processing of Personal Data shall comply with GDPR. Client shall have sole responsibility for the accuracy, quality, and legality of Personal Data and the means by which Client acquired Personal Data.

2.2 Client will ensure that it has all necessary appropriate consents and notices in place to enable lawful processing, transfer, and collection of the Personal Data by Windmill Strategy for the duration and purposes of this Terms.

2.3 Windmill Strategy shall treat Personal Data with appropriate confidentiality, and shall only Process Personal Data on behalf of and in accordance with Client documented instructions for the following purposes: (i) Processing in accordance with the Terms; (ii) Processing requested by Data Subjects in their use of the Services; (iii) Processing to comply with other documented reasonable instructions provided by Client where such instructions are consistent with the Terms; and (iv) as required by law or as necessary to protect legal rights.

3. RIGHTS OF DATA SUBJECTS

3.1 Windmill Strategy shall, to the extent legally permitted, promptly notify Client if Windmill Strategy receives a request from a Data Subject to exercise the Data Subject's right of access, right to rectification, restriction of Processing, erasure ("right to be forgotten"), data portability, object to the Processing, or its right not to be subject to an automated individual decision making (collectively a "Data Subject Request"). Taking into account the nature of the Processing, Windmill Strategy shall assist Client by appropriate technical and organizational measures, insofar as this is possible, for the fulfilment of Client obligation to respond to a Data Subject Request under GDPR. In addition, to the extent Client, in the use of the Services, do not have the ability to address a Data Subject Request, Windmill Strategy shall upon Client request provide commercially reasonable efforts to assist Client in responding to such Data Subject Request, to the extent Windmill Strategy is legally permitted to do so and the response to such Data Subject Request is required under GDPR. To the extent legally permitted, Client shall be responsible for any costs arising from Windmill Strategy's provision of such assistance.

4. WINDMILL STRATEGY PERSONNEL

4.1 Windmill Strategy shall ensure that its personnel engaged in the Processing of Personal Data are informed of the confidential nature of the Personal Data, have received appropriate training on their responsibilities and have executed written confidentiality agreements. Windmill Strategy shall ensure that such confidentiality obligations survive the termination of the personnel engagement.

4.2 Windmill Strategy shall take commercially reasonable steps to ensure the reliability of any Windmill Strategy personnel engaged in the Processing of Personal Data.

4.3 Windmill Strategy shall ensure that Windmill Strategy's access to Personal Data is limited to those personnel providing Services in accordance with the Terms.

4.4 Based on available information and belief under the GDPR as presently construed, Windmill Strategy is not obligated to appoint a data protection officer, or a representative pursuant to the GDPR; however, any requests for information or assistance may be directed to Windmill Strategy pursuant to the contact information provided on its website.

5. SUB-PROCESSORS

5.1 Client acknowledges and agrees that Windmill Strategy has the right to engage third-party Sub-processors in connection with the provision of the Services. Windmill Strategy will enter into a written agreement with any such Sub-processor containing data protection obligations not less protective than those in this Terms with respect to the protection of Client Personal Data to the extent applicable to the nature of the Services provided by such Sub-processor.

5.2 In such an event, Windmill Strategy shall make available to Client the current list of Sub-processors for the Services. Such Sub-processor lists shall include the identities of those Sub-processors and their country of location, and shall provide notification of a new Sub-processor(s) before authorizing any new Sub-processor(s) to Process Personal Data in connection with the provision of the applicable Services.

5.3 Client may object to Windmill Strategy's use of a new Sub-processor by notifying Windmill Strategy promptly in writing within ten (10) business days after receipt of Windmill Strategy's notice in accordance with the mechanism set out in Section 5.2. In the event Client object to a new Sub-processor, as permitted in the preceding sentence, Windmill Strategy will use reasonable efforts to make available to Client a change in the Services or recommend a commercially reasonable change to Client configuration or use of the Services to avoid Processing of Personal Data by the objected-to new Sub-processor without unreasonably burdening Client. If Windmill Strategy is unable to make available such change within a reasonable period of time, which shall not exceed thirty (30) days, Client may terminate Terms with respect only to those Services which cannot be provided by Windmill Strategy without the use of the objected-to new Sub-processor by providing written notice to Windmill Strategy. Windmill Strategy will refund Client any prepaid fees covering only the object-to Services, without imposing a penalty for such termination on Client.

5.4 Windmill Strategy shall be liable for the acts and omissions of its Sub-processors to the same extent Windmill Strategy would be liable if performing the Services of each Sub-processor directly under the terms of this DPA, except as otherwise set forth in the Terms.

6. SECURITY

6.1 Windmill Strategy shall maintain appropriate technical and organizational measures for protection of the security (including protection against unauthorized or unlawful Processing and against accidental or unlawful destruction, loss or alteration or damage, unauthorized disclosure of, or access to, Client Personal Data), confidentiality, and integrity of the same. Windmill Strategy regularly monitors compliance with these measures. Windmill Strategy will not materially decrease the overall security of the Services during the term.

6.2 Windmill Strategy agrees to make available to the Client all information necessary to demonstrate compliance with the obligations set forth with regard to the GDPR, and allow for and contribute to audits, including inspections, conducted by the Client or another auditor mandated by the Client. Any such audits shall be subject to reasonable requirements as to time, frequency, duration, and costs.

7. YOUR DATA INCIDENT MANAGEMENT AND NOTIFICATION

7.1 Windmill Strategy shall, notify Client without undue delay after becoming aware of the accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to Client Personal Data, including Personal Data, transmitted, stored or otherwise Processed by Windmill Strategy or its Sub-processors of which Windmill Strategy becomes aware (a "Data Incident"). Windmill Strategy shall make reasonable efforts to identify the cause of such Data Incident and take those steps, as Windmill Strategy deems necessary and reasonable in order to remediate the cause of such a Data Incident to the extent the remediation is within Windmill Strategy's reasonable control. The obligations herein shall not apply to incidents that are caused by Client or anyone person.

8. RETURN AND DELETION OF YOUR DATA

8.1 Windmill Strategy shall return Client Personal Data to Client and, to the extent allowed by applicable law, delete Client Personal Data in accord with Windmill Strategy's reasonable practices.

9. LIMITATION OF LIABILITY, INDEMNIFICATION, COSTS

9.1 Each party's liability, taken together in the aggregate, arising out of or related to this DPA, whether in contract, tort or under any other theory of liability, is subject to the 'Limitation of Liability' section of the Terms, and any reference in such section to the liability of a party means the aggregate liability of that party under the Terms and all DPAs together.

9.2 In addition to the indemnification obligations set forth in the Terms, Client agree to indemnify Windmill Strategy its licensors and each such party's parent organizations, subsidiaries, affiliates, officers, directors, employees, attorneys, and agents harmless from and against any and all claims, costs, damages, losses, liabilities, and expenses (including attorneys' fees and costs) arising out of or in connection with any act or omission under this DPA.

9.3 Client agrees to reimburse Windmill Strategy for any costs that it incurs in carrying out its obligations under this DPA, which may include compensating it for its time at its then applicable hourly rates.



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Agenda Item # 8
Title: Glacial Valley Park Trail UrbanEdge Change Order 1 UrbanEdge Pay Request 2	Board Action Requested: Approve UrbanEdge Change Order 1 and Pay Request 2	Required Signatures SWWD President
Reviewed by: JHL		Presented by: Axtell
<p>Background/Justification: Construction is substantially complete on the new Glacial Valley Trail, pending a short punch list of items. Work took place quickly during October. Change Order 1 seeks to rectify a couple of items related to site access routes and an overabundance of topsoil that required removal to support a suitable trail section. In total, the additional cost is \$27,615.80 and staff recommends approval, consistent with the engineer.</p> <p>Assuming Change Order 1 is approved by the Board, Pay Request 2 is also recommended for approval, totaling \$139,342.23. Retainage has been recommended to be reduced to 2% to account for site restoration work that needs to be verified next spring. A few minor items still need to be completed onsite (bench and guidepost installation) and a few quantity adjustments are expected to be verified and recommended for payment by the engineer in a future pay request. We currently anticipate the total final construction cost of this project to be approximately \$270,000 once the final quantities are agreed upon; well below the engineer’s original estimate of \$325,000.</p> <p>The new trail is already seeing active use by area residents.</p>		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: \$27,615.80		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



CHANGE ORDER 1

OWNER: South Washington Watershed District
2302 Tower Drive, Woodbury, MN 55125

PROJECT: **GLACIAL VALLEY TRAIL CONSTRUCTION (GVP2024-01)**

LOCATION: SWWD Glacial Valley Park Property, Woodbury, MN

CONTRACTOR: UrbanEdge Solutions & Supply, LLC

CONTRACT TERM: August 27, 2024 – June 27, 2025

DATE: October 25, 2024

SUBJECT: **CHANGE ORDER 1**

South Washington Watershed District and UrbanEdge Solutions & Supply, LLC have agreed to the following changes to the GLACIAL VALLEY TRAIL CONSTRUCTION project:

1. Additional common fill was required to be imported to the site to achieve final plan grades due to the removal of excess topsoil that was not suitable to support the trail section. UrbanEdge has provided load tickets to support the additional quantities.
1,232 additional cubic yards @ \$22.00 per yard = \$27,104.00
2. Purchase of additional native seed mix was required to cover additional disturbed areas due to the shift of the haul road off of Woodbury’s existing trail. **20 pounds seed = \$511.80**

Net Change Order: \$27,615.80
Original Value of Contract: \$243,343.00
Revised Value of Contract: \$270,958.80

**SOUTH WASHINGTON
WATERSHED DISTRICT**

**URBANEDGE SOLUTIONS &
SUPPLY, LLC**

Brian Johnson
SWWD President

Date

Ryan Kniefel

Date

SRF CONSULTING GROUP (SWWD ENGINEER)

Dan Herzog, P.E.



EST. 2024

To: Daniel Herzog
SRF Consulting Inc.

PCO#	5
DATE	10/23/2024
W/O #	NA

Job No.	Job Description	Job Location
24-1028	GLACIAL VALLEY TRAIL	WOODBURY, MN

DESCRIPTION OF WORK PERFORMED:

Additional common needed to be imported to build the trail to plan grade. Below is the cost of importing the additional material.

Date	QTY	U/M	Description	Unit Price	Amount
	1232	CY	Common Fill Import	\$22.00	\$27,104.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

Total \$27,104.00

The additional work included in this Change Order Request will add 0 days to the projects schedule.

The price quoted and the days extension requested are for the direct impact of the requested change. UrbanEdge reserves the right to seek additional compensation and/or time extension for the cumulative effect of changes on the entire project that cannot be determined at this time.

Sincerely,
UrbanEdge Solutions & Supply LLC

Ryan Kniefel
Vice President



EST. 2024

To: Daniel Herzogg
SRF Consulting Inc.

PCO#	6
DATE	10/23/2024
W/O #	NA

Job No.	Job Description	Job Location
24-1028	GLACIAL VALLEY TRAIL	WOODBURY, MN

DESCRIPTION OF WORK PERFORMED:

Seed Mix 35-221 for access road establishment

Date	QTY	U/M	Description	Unit Price	Amount
	20	LBS	Seed Mix 35-221	\$23.25	\$465.00
	20	LBS	Prime Markup 10%	\$2.34	\$46.80
					\$0.00
					\$0.00
					\$0.00
					\$0.00

Total \$511.80

The additional work included in this Change Order Request will add 0 days to the projects schedule.

The price quoted and the days extension requested are for the direct impact of the requested change. UrbanEdge reserves the right to seek additional compensation and/or time extension for the cumulative effect of changes on the entire project that cannot be determined at this time.

Sincerely,
UrbanEdge Solutions & Supply LLC

Ryan Kniefel
Vice President

Contract Number: 14121.00
 Pay Request Number: 2

Project Number	Project Description
14121.00	Glacial Valley Trail

Contractor: UrbanEdge, LLC 5656 Minnesota Highway 19 Lonsdale, MN 55046	Vendor Number: N/A Up To Date: 10/31/2024
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Contract Amount		Funds Encumbered	
Original Contract	\$243,343.00	Original	\$243,343.00
Contract Changes	\$27,615.80	Additional	N/A
Revised Contract	\$270,958.80	Total	\$243,343.00

Work Certified To Date	
Base Bid Items	\$227,604.34
Contract Changes	\$27,615.80
Material On Hand	\$0.00
Total	\$255,220.14


Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$138,616.44	\$255,220.14	\$5,104.40	\$110,773.51	\$139,342.23	\$250,115.74
Percent Retained: 2%			Percent Complete: 94.19%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By:

Approved By Urban Edge.


 Digitally signed by Daniel Herzog
 DN: CN=Daniel Herzog,
 OU=ConSurv, OU=People,
 OU=MPLS, OU=SRF, DC=srfgroup,
 DC=loc,
 Date: 2024.11.05 08:15:20-0500

Name: Ryan Kniefel
 Date: 2024.11.04
 17:12:42


SRF Project Engineer

Contractor

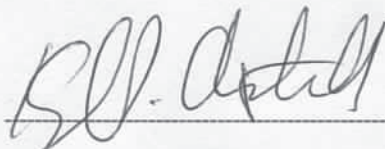
Obtained

Obtained

Date

Date

Approved By



 Authorized SSWD Representative

Obtained 11/05/24
 Date

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-10-03	\$116,603.70		\$5,830.19
2	2024-10-31	\$138,616.44		(\$725.79)

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Local	1	\$255,220.14	\$5,104.40	\$110,773.51	\$139,342.23	\$250,115.74

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
City Funding	Local	\$139,342.23	\$270,958.80	\$243,343.00	\$250,115.74

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2021.501	MOBILIZATION	LUMP SUM	\$28,175.00	1	0	\$0.00	1	\$28,175.00
Base Bid	2	2101.501	CLEARING AND GRUBBING	LS	\$2,300.00	1	0	\$0.00	2	\$4,600.00
Base Bid	3	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$8.00	35	35	\$280.00	35	\$280.00
Base Bid	4	2104.503	REMOVE FENCE	L F	\$11.50	50	5.5	\$63.25	64.5	\$741.75
Base Bid	5	2104.518	REMOVE BITUMINOUS WALK	SQ FT	\$1.75	290	514	\$899.50	514	\$899.50
Base Bid	6	2106.507	EXCAVATION - COMMON (P)	CU YD	\$10.00	1820	0	\$0.00	1820	\$18,200.00
Base Bid	7	2106.507	EXCAVATION - SUBGRADE	CU YD	\$11.50	100	111	\$1,276.50	178	\$2,047.00
Base Bid	8	2106.507	GRANULAR EMBANKMENT (CV)	C Y	\$23.00	100	0	\$0.00	67	\$1,541.00
Base Bid	9	2106.507	COMMON EMBANKMENT (CV) (P)	CU YD	\$15.50	3130	730	\$11,315.00	3130	\$48,515.00
Base Bid	10	2108.504	GEOTEXTILE FABRIC TYPE 4	S Y	\$5.00	70	0	\$0.00	70	\$350.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	11	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$184.00	10	0	\$0.00	0	\$0.00
Base Bid	12	2130.523	WATER	M GAL	\$110.00	5	6	\$660.00	6	\$660.00
Base Bid	13	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	\$34.50	490	490	\$16,905.00	490	\$16,905.00
Base Bid	14	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$109.00	465	404.86	\$44,129.74	404.86	\$44,129.74
Base Bid	15	2501.502	24" RC PIPE APRON	EACH	\$1,985.00	4	0	\$0.00	4	\$7,940.00
Base Bid	16	2501.503	24" RC PIPE CULVERT DES 3006	L F	\$94.00	86	0	\$0.00	80	\$7,520.00
Base Bid	17	2511.507	RANDOM RIPRAP CLASS III	C Y	\$100.00	20	0	\$0.00	20	\$2,000.00
Base Bid	18	2521.518	6" CONCRETE WALK	S F	\$25.00	230	230	\$5,750.00	230	\$5,750.00
Base Bid	19	2540.602	BICYCLE RACK	EACH	\$350.00	3	4	\$1,400.00	4	\$1,400.00
Base Bid	20	2540.602	BENCH	EACH	\$1,670.00	1	0	\$0.00	0	\$0.00
Base Bid	21	2554.502	INSTALL GUIDE POST TYPE B	EACH	\$100.00	4	0	\$0.00	0	\$0.00
Base Bid	22	2563.601	TRAFFIC CONTROL	LUMP SUM	\$1,400.00	1	0.5	\$700.00	1	\$1,400.00
Base Bid	23	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$2,415.00	1	0.5	\$1,207.50	1	\$2,415.00
Base Bid	24	2573.501	EROSION CONTROL SUPERVISOR	LS	\$1,150.00	1	0	\$0.00	0.5	\$575.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	25	2573.502	CULVERT END CONTROLS	EACH	\$345.00	2	0	\$0.00	2	\$690.00
Base Bid	26	2573.503	SILT FENCE, TYPE MS	L F	\$2.10	4200	0	\$0.00	2122	\$4,456.20
Base Bid	27	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$3.45	4500	342	\$1,179.90	342	\$1,179.90
Base Bid	28	2574.505	SUBSOILING	ACRE	\$575.00	0.8	1.75	\$1,006.25	1.75	\$1,006.25
Base Bid	29	2574.505	SOIL BED PREPARATION	ACRE	\$1,150.00	0.8	1.75	\$2,012.50	1.75	\$2,012.50
Base Bid	30	2574.508	FERTILIZER, TYPE 3	POUND	\$2.30	45	150	\$345.00	150	\$345.00
Base Bid	31	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	\$2.00	3250	8465	\$16,930.00	8465	\$16,930.00
Base Bid	32	2575.505	SEEDING	ACRE	\$1,150.00	0.8	1.75	\$2,012.50	1.75	\$2,012.50
Base Bid	33	2575.505	WEED SPRAYING	ACRE	\$1,725.00	1	0	\$0.00	0	\$0.00
Base Bid	34	2575.506	WEED SPRAY MIXTURE	GAL	\$172.00	4	0	\$0.00	0	\$0.00
Base Bid	35	2575.608	SEED MIXTURE SPECIAL - BWSR URBAN SE 38-631	POUND	\$45.00	50	50.4	\$2,268.00	50.4	\$2,268.00
Base Bid	36	2575.523	WATER	MGAL	\$110.00	5	6	\$660.00	6	\$660.00
Base Bid Totals:								\$111,000.64		\$227,604.34

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
14121.00	Base Bid	\$111,000.64	\$227,604.34

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
14121.00	CO1	37	2106.507 COMMON EMBANKMENT (CV) (C Y)	\$22.00	1232	\$27,104.00	ITM	\$1,232.00	\$27,104.00	1232	\$27,104.00
14121.00	CO1	38	2575.502 SEED MIXTURE 35-221 (POUND)	\$25.59	20	\$511.80	ITM	\$20.00	\$511.80	20	\$511.80
Contract Change Totals:									\$27,615.80		\$27,615.80

Contract Change Totals			
Number	Description	Effective Date	Amount
1	Additional embankment imported per load tickets, and different seed mix used to restore haul road on north end.	10/29/2024	\$27,615.80

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total	\$255,220.14
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Date: November 8, 2024	South Washington Watershed District Request for Board Action	Agenda Item # 9
Title: Hasenbank Peterson Companies Change Order 3	Board Action Requested: Approve Peterson Change Order 3	Required Signatures SWWD President
Reviewed by: JHL		Presented by: Axtell
<p>Background/Justification: Staff has worked with Peterson on the enclosed change order. The change modifies completion dates from is past summer to May 15, 2025 reflecting supply delays experienced over the past year. The change order also includes additional funds for construction testing that was added during construction and removal of a piezometer well that has been in place throughout construction. The total additional cost is \$8,684.03. Staff recommends approval.</p> <p>Once power is connected by Xcel, the system will be ready to test in Spring.</p>		
Previous Action:		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date:
Financial Implications: \$8,684.03		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments

Change Order No. 3
South Washington Watershed District
Hasenbank Stormwater Park

DATE OF ISSUANCE: October 28, 2024

Owner: South Washington Watershed District
2302 Tower Drive
Woodbury, MN 55125
Attn: John Loomis

Contractor: Peterson Companies, Inc.
8326 Wyoming Trail
Chisago City, MN 55013
Attn: Zak Milton

Engineer: Barr Engineering Company
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Attn: Marcy Bean

C.O.3.A Contract Times

Description of Change:

In the Form of Agreement, *Article 4 – Contract Times* specifies substantial completion of the work by May 1, 2024, including installation and testing of the pump system, followed by project completion by June 1, 2024. While the park construction was largely complete in summer 2024, a supplier delay on electrical components required to operate the pump system has delayed final installation and startup. The Contractor has made efforts to expedite materials as possible, however the project was not completed by the contract end date.

Delete the following from *Form of Agreement, Article 4 – Contract Times, 4.02*

- A. Contractor shall schedule its work to meet the following requirements:
 - 1. Milestone 1: Common excavation, grading, installation of manholes and pipes, and erosion control must be completed by January 1, 2024.
 - 2. Substantial completion of work, including subsoiling, paving, installation of Reveal Structure, Weir #1 and Weir #2, and installation and testing of pump system must be complete by May 1, 2024.
 - 3. The Work must be ready for final payment in accordance with Paragraph 15.06 of the General Conditions, including removal of construction fencing and clean up of the site, not later than June 1, 2024.

Add the following to *Form of Agreement, Article 4 – Contract Times, 4.02*

- A. Contractor shall schedule its work to meet the following requirements:
1. Milestone 1: Common excavation, grading, installation of manholes and pipes, and erosion control must be completed by January 1, 2024.
 2. Substantial completion of work, including subsoiling, paving, installation of Reveal Structure, Weir #1 and Weir #2, must be complete by August 1, 2024.
 3. Installation and testing of pump system must be complete by May 1, 2025.
 4. The Work must be ready for final payment in accordance with Paragraph 15.06 of the General Conditions, not later than May 15, 2025.

C.O.3.B Concrete Testing

Description of Change:

During construction, it was determined that 3rd party testing would be required for the bridge structures at the park to ensure concrete reinforcement and mixtures met the strength requirements of the construction specifications. Peterson Companies was given approval on 9/27/23 to hire a subcontractor directly for this work. The pricing is defined in COR 7 dated 8/22/24 (Attached).

Add the following to Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
C.O.3.B	Concrete Testing	LS	1	\$ 5,481.53	\$ 5,481.53

C.O.3.C Piezometer Well Removal

Description of Change:

Two wells were installed at the project site in 2022 to house piezometers to capture water level data to inform the project design. One piezometer was removed during installation of the concrete manholes for the lift station. The second remained in place through construction, and it was necessary to seal the well by a licensed driller according to Minnesota Department of Health requirements. Peterson Companies was given approval on 6/20/24 to hire a subcontractor directly for this work, which would be billed on a time and materials basis. The pricing is defined in COR 9 dated 6/18/24 (Attached).

Add the following to Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
C.O.3.C	Piezometer Well Removal	LS	1	\$ 3,202.50	\$ 3,202.50

Change in Contract Time:

These changes extend the contract end date to May 1, 2025.

Total Impact on Contract Price:

C.0.3.A = None

C.0.3.B = \$ 5,481.53 increase

C.0.3.C = \$ 3,202.50 increase

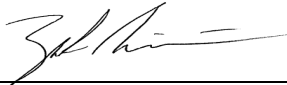
Total = \$ 8,684.03

These changes are anticipated to increase the contract price by **\$ 8,684.03**.

This Change Order No. 3 is:

Submitted By:  Date: 10/28/2024
(ENGINEER) Marcy Bead, Senior Landscape Architect
Barr Engineering Company

Authorized By: _____ Date: _____
(OWNER) John Loomis, Administrator
South Washington Watershed District

Approved By:  Date: 10/28/2024
(CONTRACTOR) Zak Milton, Project Manager
Peterson Companies, Inc.



8326 WYOMING TRAIL
CHISAGO CITY, MN 55013
(P) 651.257.6864
(F) 651.257.3393
PETERSONCOMPANIES.NET

CHANGE ORDER REQUEST

Date: 08/22/2024
Project: Hassenbank Stormwater Park
COR Number: 7

Marcy Bean
BARR Engineering

Description: Concrete Testing

Marcy,

Back near the beginning of this project, Peterson Companies was directed to setup and coordinate concrete testing, per the spec 14.02 B. We were given approval via email on 9/27/23 to proceed with using Braun to concrete test, reimbursement would be based on invoices received.

Below is the total cost for concrete testing + allowable 5% markup. The invoices received on this project are on the following pages.

Concrete Testing	\$5,220.50
5% Markup	\$261.03
Total	<u>\$5,481.53</u>

Thanks,

Zak Milton
651-257-0360



8326 WYOMING TRAIL
CHISAGO CITY, MN 55013
(P) 651.257.6864
(F) 651.257.3393
PETERSONCOMPANIES.NET

CHANGE ORDER REQUEST

Date: 6/18/24
Project: Hasenbank Stormwater Park
COR Number: 9

Marcy Bean
BARR Engineering

Description: Piezometer Well Removal Budget

Marcy,

Below is pricing to remove the Piezometer well at Hasenbank. I am requesting we complete this on time and materials. We have some known costs and unknown costs that could fluctuate depending on the impact the sealing has on the site, who is going to do the restoration, etc.

- Well Sealing \$3,050.00
 - o Additional Grout \$54.00/Bag
 - o Additional Labor \$375.00/HR
- **All other notes can be found on the McCullough Proposal**

- Restoration/Cleanup \$TBD

Please let me know if this is an appropriate route to pursue so we can get McCullough scheduled to seal and remove the well.

Thanks,

Zak Milton
651-257-0360



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Agenda Item # 10
Title: Mississippi Dunes Reserve Ecological Management Plan- Friends of the Mississippi River	Board Action Requested: Approve the Mississippi Dunes Reserve Ecological Management Plan	Required Signatures SWWD President
Reviewed by: JHL		Presented by: Loomis
<p>Background/Justification: Staff is working with the City of Cottage Grove to help develop plans for the restoration of native ecosystems at Mississippi Dunes Preserve. The site represents an important gateway to Grey Cloud Dunes Scientific and Natural Area, one of the most ecologically important natural areas in the region, located along the banks of the Mississippi River in Cottage Grove. The restoration of natural communities at Mississippi Dunes from past use as a golf course to fully functioning natural communities of prairie, savanna and woodland is an important step towards effectively expanding the ecological value of the site.</p> <p>Friends of the Mississippi River (FMR) will conduct in-depth site surveys, identify management units, develop stewardship concepts and cost estimates which will all be compiled into a report and plan for the city to restore and preserve the site. Additionally, the documentation will assist the city and their designers with decisions that best elevate the ecological integrity of the site as the city explores active park options on portions of the site. FMR has a long history at Grey Cloud Dunes SNA and will provide invaluable assistance with partner collaboration, site expertise and identification of funding opportunities. The data provided by FMR will form the foundation for a Management Plan developed by SWWD staff in late 2025.</p> <p>Staff recommends approval of the Work Order for FMR to provide Mississippi Dunes Management Plan background data as identified in their proposal.</p>		
Previous Action:		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: \$ 11,850		Comments:
Fund:	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



SOUTH WASHINGTON WATERSHED DISTRICT

SOUTH WASHINGTON WATERSHED DISTRICT WORK ORDER

SWWD Project Name: 2025 Mississippi Dunes Reserve
Ecological Management Plan

Deliverables:

- FMR will conduct field assessments to provide the foundation for management planning by the SWWD and Cottage Grove, providing the following:
 - summaries of fieldwork findings
 - management units and target plant communities
 - unit descriptions including photos, task tables, cost estimates and implementation timelines
- All data, products, and electronic files developed through work on this project are the property of the SWWD.

Budget:

Total cost for *2025 Cottage Grove Mississippi Dunes Reserve Management Plan* as proposed by Friends for the Mississippi River ('FMR') not to exceed \$11,850.00.

Notice to Proceed:

The work order shall serve as notice to proceed on the *2025 Mississippi Dunes Reserve Ecological Management Plan* attached as the 'FMR Proposal'. Invoices for work completed shall be submitted by the Friends of the Mississippi River on a quarterly basis indicating work completed.

Brian Johnson, SWWD Board President

Date



*Protecting, restoring and enhancing the metro
Mississippi River and its watershed since 1993.*

106 W. Water St., Ste. 600 | St. Paul MN 55107-2032
(651) 222-2193 | fmr.org | info@fmr.org

October 22, 2024

Dear Mr. Randazzo,

Friends of the Mississippi River (FMR) is hereby providing a proposal for the creation of a natural resource management plan (NRMP) to guide the restoration and enhancement of the natural areas within the roughly 13 and 20-acre parcels at the Mississippi Dunes property in Cottage Grove, MN. The plan will combine the historical and present context of the site to provide partners with the necessary information to pursue restoration and long-term maintenance of this important property. Included in the bid is time for FMR staff to conduct relevant fieldwork, create management units and target plant communities, and provide unit descriptions, photos, task tables, cost estimates, and implementation timelines. Deliverables would also include ArcGIS shapefiles of the proposed management units.

South Washington Watershed District (SWWD) staff would conduct site history analyses, produce relevant maps, and handle final plan writing and formatting. FMR also expects that City and SWWD staff would provide relevant shapefiles of the project boundaries, coordinate with any ongoing park planning efforts, as well as provide the necessary access permissions to conduct fieldwork at the property.

FMR and the City of Cottage Grove have a long and successful history of working together to plan for, restore, and manage some of the City's most important natural areas. FMR's Land Conservation program has developed nearly 100 NRMPs for cities, counties, and state agencies throughout the Metro. FMR staff also recently partnered with SWWD to create a management plan for Cottage Grove Ravine Regional Park, which has resulted in the successful implementation of restoration and enhancement on over 100 acres of the park. Lastly, creating an NRMP allows FMR to pursue restoration funding that could be brought to the site. FMR staff have funded and managed natural resource restoration projects covering thousands of acres in the Twin Cities metro area.

Dependent on funding decisions, planning work could begin as soon as winter 2025. FMR expects that the plan will be complete by December 15, 2025. However, draft unit descriptions and restoration cost estimates could be provided sooner to ensure that SWWD and City staff have the relevant information to pursue implementation funding. FMR is also prepared to provide information for relevant partner meetings throughout the process, though FMR staff do not plan to attend meetings. See fee table 1 for a breakdown of costs associated with the creation of an NRMP for the property.

Thank you for your consideration of this proposal. Please let me know if you have any questions. We look forward to establishing a new partnership to benefit habitat in Cottage Grove and beyond.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alex M. Roth', is positioned below the 'Sincerely,' text.

Alex Roth, PhD
Conservation Director
aroth@fmr.org; 651-477-0928

Table 1. NRMP cost estimates. The fee table below assumes work by multiple FMR staff.

Personnel:	\$11,250
Mileage:	\$350
Equipment and materials	\$250
Total Project Budget	\$11,850



Date: November 8, 2024	South Washington Watershed District Request for Board Action		Agenda Item # 11
Title: Lower St. Croix Partnership 2025-2026 Annual Plan of Work	Board Action Requested: Approve the Lower St. Croix 2025-2026 Biannual Plan of Work		Required Signatures SWWD President
Reviewed by: JHL			Presented by: Axtell
<p>Background/Justification: The Lower St. Croix Watershed Partnership’s policy committee recommended approval of the group’s 2025-2026 Biannual Plan of Work at their October 28 meeting. That recommendation sends the Annual Plan of Work to the individual member organizations for approval. To be adopted, the plan needs to be approved by 2/3rds of the Partnership members by December 28.</p> <p>Staff recommends approval of the Lower St. Croix Watershed Partnership 2025-2026 Biannual Plan of Work.</p> <p>Proposed Motion: Board Member _____ moves to approve the 2025-2026 work plan and authorize the Lower St. Croix Planning Team to make non-substantive changes to the work plan as required by the Board of Water and Soil Resources for grant implementation. Seconded by Board Member _____.</p>			
Previous Action: None		Contact: JHL	
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024		SWWD Attorney/Date
Financial Implications: \$0			Comments:
Fund:	Explanation:		Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation		Comments

MEMO
Lower St. Croix Partnership

To: Local Governing Boards
From: LSC Policy Committee
Subject: 2025-2026 Work Plan

Date: November 1, 2024

Background/Discussion

On Monday, October 28, the Lower St. Croix Watershed Partnership (LSC) Policy Committee reviewed the attached 2025-2026 Work Plan and unanimously agreed to recommend this plan for approval by LSC partner boards.

This work plan represents all work expected to be accomplished in priority areas of the Lower St. Croix watershed in 2025 and 2026 – including projects and programs funded with Watershed Based Implementation Funding (WBIF), as well as work completed with local funding from partners and other grants.

Process & Next Steps

It is requested that partner boards put this item on their November or December meeting agendas for review. Approval from two-thirds of the members (10 of 15) is needed to approve this plan.

September 25, 2024	Advisory Committee recommended work plan approval
October 28, 2024	Recommended Policy Committee action to recommend grant work plan approval to partner boards
November/December	Lower St. Croix partner boards consider approving grant work plan. Need 2/3 approval.
December/January	Board of Water and Soil Resources reviews and considers approving <u>WBIF grant</u> work plan. Then grant agreement execution w/ fiscal agent.

Recommended Action

Proposed Motion: Board Member _____ moves to approve the 2025-2026 work plan and authorize the Lower St. Croix Planning Team to make non-substantive changes to the work plan as required by the Board of Water and Soil Resources for grant implementation. Seconded by Board Member _____.

Attached: LSC 2025-2026 Work Plan w Attachments_v2

Lower St. Croix Watershed Partners

2025-2026 Biennial Work Plan

The [Lower St. Croix River Comprehensive Watershed Management Plan](#) adopted in October 2020 includes implementation activities for the 10-year life of the plan in Table 5-1. This 2025-2026 work plan presents all activities from Table 5-1 including those implemented through the LSC Partnership with Watershed Based Implementation Funds (WBIF), and other activities implemented by partners in priority areas. This work plan estimates expenditures of over \$2.6M in WBIF (FY23+FY25) and \$6.6M in match and other funding for increased staff capacity with shared positions and implementation of projects resulting in significant water quality and ecological benefits.

The complete work plan is presented in Attachment A. Activities are categorized into four areas: Implementation, Staffing, Prioritization & Analysis, and Administration. Priority areas, expected outcomes, implementing entities, estimated funding from various sources, and WBIF-eligibility are also included in the table.

A summary of the work plan is presented below. Additional attachments and links are included for a complete set of existing calendars, policies, and the joint powers agreement:

Attachment A: 2025-2026 Detailed Work Plan

Attachment B: 2025 LSC Project Process Calendar

Attachment C: FY25 WBIF Work Plan & Budget

Additional Resources: (see www.lsc1w1p.org/workplan-forms)

WBIF Proposed Project Evaluation and Approval Process

Agricultural Conservation BMP Policy

Enhanced Street Sweeping Policy

Tree Canopy Assessment Protocol

Lower St. Croix Fast Track Project Policy

[Joint Powers Agreement](#)

2025-2026 Work Plan Summary

Implementation	
Estimated Expenses	FY25 WBIF: \$1,005,000 ^a FY25 Match: \$139,500 FY23 WBIF: \$262,000 ^b Other Funding: \$4,789,500 ^c
Activities	Structural agricultural BMPs* Structural urban BMPs* Non-structural agricultural/urban BMPs* Wetland Restoration and Protection* Streambank and Shoreline Restoration & Protection* Land Acquisition & Management Aquatic Invasive Species Prevention & Management Ditch Implementation
2025-2026 Estimated Outputs	500 acres with structural or non-structural BMPs that improve soil health and/or reduce nitrogen and pesticide pollution to groundwater 1,090 lbs total phosphorus reduction through structural or non-structural BMPs in priority areas 4 developments retrofitted with infiltration, recharge or reuse projects 30 irrigation systems with smart technology installed 20 Upgraded SSTS in sensitive areas and shoreland 200 acres new or restored wetlands 20 shoreline restoration projects 85 lbs total phosphorus reduction w/ 1 stream restoration project 1 LGU with new adopted innovative shoreline standard 10% of land in new developments dedicated to habitat 200 acres protected new easements/acquisitions 2 resilient landscape designs 4 Landscape Stewardship Plans & 4 Forest Management Plans 5% increase in watercraft inspections for AIS 2 new AIS decontamination stations and new signage at 4 launches 1 comprehensive AIS rapid response plan Maintained/improved water quality downstream of ditch maintenance

* Some or all activities eligible for WBIF

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Staff Activities

Estimated Expenses	FY25 WBIF: \$865,000 ^a FY25 Match: \$56,507 FY23 WBIF: \$300,000 ^b Other Funding: \$663,000 ^c
Activities	Shared Services Basing Ag Outreach Program* Shared Services Education* Technical Engineering + Project Development* Interagency Coordination Ditch Policy and Review
2025 – 2026 Estimated Outputs	Assistance with agronomy, outreach, and technical assistance to agricultural producers including conservation planning and nutrient management plans. Shared education and outreach program across basin to provide education; engage residents, businesses, and local officials; and promote/market programs and practices. Shared 0.5 FTE engineering technician 10 communities with Minimal Impact Design Standards (MIDS) 2 communities with updated rate and volume control ordinances 45% of all cities with MPCA Smart Salt certified staff 1 LGU with new wetland protections 1 landlocked basin with nutrient reduction analysis Managed water levels and channel/weir operations on Chisago Lakes Chain of Lakes Pine County Soil Survey completed Collaboration and coordination with agencies across multiple areas including groundwater pollution, groundwater recharge areas, observation wells, climate resiliency, and floodplain management 100% of private ditches mapped with new conservation plans 100% of drainage projects assessed for wetland impacts

* Some or all activities eligible for WBIF

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Prioritization & Analysis	
Estimated Expenses	FY25 WBIF: \$0 FY25 Match: NA FY23 WBIF: \$63,000 ^a Other Funding: \$1,050,720 ^b
Activities	Internal analysis* Targeting analysis
2025 – 2026 Estimated Outputs	3 lakes with internal loading analyses
	Baseline water quality data collected on specific lakes in Anoka, Chisago and Isanti Counties
	Routine lake level monitoring performed
	4 subwatershed analyses on priority lakes
	4 subwatershed analyses on priority rivers or streams
	10 new monitoring stations on St. Croix tributaries
	Identified and prioritized gullies into St. Croix River and tributaries
	MLCCS land cover mapped basin wide
	Terrestrial invasive species mapped and prioritized in each county
	5 degraded wetlands identified
	Ditch outlet water quality monitored
Isanti County wetland inventory completed	

* Some activities eligible for FY23 WBIF

^a FY23 WBIF expire 12-31-25

^b Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Administration	
Estimated Expenses	FY25 WBIF: \$100,071 ^a FY25 Match: \$1,000 FY23 WBIF: \$25,000 ^b Other Funding: \$0
Activities	Administration and Coordination*
2025 – 2026 Estimated Outputs	Coordination of WBIF-funded activities; grant reporting; all-activity reporting; coordination of committees and partners; participation in committee meetings; fiscal management; annual and biennial planning

* Some or all activities eligible for WBIF

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

LSC Biennial Work Plan: 2025- 2026

Implementation

Structural Agricultural BMPs

Estimated FY25 WBIF: \$350,000 ^a

Estimated FY23 WBIF: \$75,000 ^b

Estimated FY25 Match: \$52,500

Estimated Other Funding: \$780,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#1	GW Quality	Basin Wide Priority · Agricultural lands where: 1) DWSMA vulnerability is moderate, high, or very high; or 2) Pollution sensitivity to wells is high or very high; or 3) Pollution sensitivity to near surface materials is karst or high; or 4) Well testing show ≥ 5 mg/L nitrate See Figure 5-1	Install BMPs on 500 acres that improve soil health and/or reduce nitrogen and pesticide pollution to groundwater	All partners	Yes
#2	Rivers & Streams + St. Croix River WQ	Regionally Significant Rivers and Streams: - All streams and tributaries in Sunrise River Watershed (whole watershed regardless of direct drainage) - Direct drainage areas to St. Croix River through Rock, Rush, Goose, Lawrence, and Browns Creeks and Trout Brook and other small streams shown in Figure 5-2 See Table 5-2 for streams and total phosphorus reduction goals; see Figure 5-2	Reduce total phosphorus by 750 lbs/year (install approximately 50 BMPs @ estimated 15 lbs/BMP) and reduce TSS, bacteria, and nitrogen as secondary benefit	All partners	Yes

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

#3	Lake WQ from ag	Regionally Significant Lakes for Agricultural BMPs See Table 5-3 for lakes and total phosphorus reduction goals; see Figure 5-3 for map	Install conservation BMPs, near sensitive lakes or in direct lake catchments to reduce TP by 300 lbs (approx. 500 ac and/or 20 BMPs estimated 15 lbs/BMP) and reduce TSS, bacteria, N as secondary	All partners	Yes
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Structural Urban BMPs

Estimated FY25 WBIF: \$300,000 ^a

Estimated FY23 WBIF: \$100,000 ^b

Estimated FY25 Match: \$45,000

Estimated Other Funding: \$155,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#12	GW recharge & stream flow	In critical groundwater recharge areas as identified in existing or future maps or studies	4 projects to retrofit existing developments with infiltration, recharge and reuse projects	All partners	Yes
#14	St. Croix River + Rivers & streams WQ	Regionally Significant Rivers and Streams: - All streams and tributaries in Sunrise River Watershed (whole watershed regardless of direct drainage) - Direct drainage areas to St. Croix River through Rock, Rush, Goose, Lawrence, and Browns Creeks and Trout Brook and other small streams shown in Figure 5-2 See Table 5-2 for streams and total phosphorus reduction goals; See Figure 5-2	Reduce TP by 20 lbs. (approximately 20 BMPs) and reduce TSS, bacteria, and nitrogen as secondary benefit [Assume 1 lb/BMP; typical reduction for raingarden or similar BMP]	All partners	Yes
#15	Lake WQ	Regionally Significant Lakes for Urban BMPs See Table 5-3 for lakes and total phosphorus reduction goals; See Figure 5-3	Reduce TP by 20 lbs. (approximately 20 BMPs) and reduce TSS, bacteria, and nitrogen as secondary benefit [Assume 1 lb/BMP; typical reduction for raingarden or similar BMP]	All partners	Yes

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Non-Structural Ag/Urban BMPs

Estimated FY25 WBIF: \$75,000 ^a

Estimated FY23 WBIF: \$80,000 ^b

Estimated FY25 Match: \$0

Estimated Other Funding: \$2,210,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#1	GW Quality	Agricultural lands where: 1) DWSMA vulnerability is moderate, high, or very high; or 2) Pollution sensitivity to wells is high or very high; or 3) Pollution sensitivity to near surface materials is karst or high; or 4) Well testing show ≥ 5 mg/L nitrate	Install BMPs on 500 acres that improve soil health and/or reduce nitrogen and pesticide pollution to groundwater	All partners	Yes
#2	Rivers & Streams + St. Croix River WQ	Regionally Significant Rivers and Streams: - All streams and tributaries in Sunrise River Watershed (whole watershed regardless of direct drainage) - Direct drainage areas to St. Croix River through Rock, Rush, Goose, Lawrence, and Browns Creeks and Trout Brook and other small streams shown in Figure 5-2	Reduce total phosphorus by 750 lbs/year (install approximately 50 BMPs @ estimated 15 lbs/BMP) and reduce TSS, bacteria, and nitrogen as secondary benefit	All partners	Yes
#3	Lake WQ from ag	Regionally Significant Lakes for Agricultural BMPs See Table 5-3 for lakes and total phosphorus reduction goals; see Figure 5-3 for map	Install conservation BMPs, near sensitive lakes or in direct lake catchments to reduce TP by 300 lbs (approx. 500 ac and/or 20 BMPs; estimated 15 lbs/BMP) and reduce TSS, bacteria, N as secondary benefit	All partners	Yes
#4	GW Quantity	All agricultural irrigators; highest priority given to highest consumers	Install or retrofit smart technology on 10 irrigation systems	Counties	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

#14	St. Croix River + Rivers & streams WQ	Regionally Significant Rivers and Streams: - All streams and tributaries in Sunrise River Watershed (whole watershed regardless of direct drainage) - Direct drainage areas to St. Croix River through Rock, Rush, Goose, Lawrence, and Browns Creeks and Trout Brook and other small streams shown in Figure 5-2 See Table 5-2 for streams and total phosphorus reduction goals; See Figure 5-2	Reduce TP by 20 lbs. (approximately 20 BMPs) and reduce TSS, bacteria, and nitrogen as secondary benefit [Assume 1 lb/BMP; typical reduction for raingarden or similar BMP]	All partners	Yes
#15	Lake WQ	Regionally Significant Lakes for Urban BMPs See Table 5-3 for lakes and total phosphorus reduction goals; See Figure 5-3	Reduce TP by 20 lbs. (approximately 20 BMPs) and reduce TSS, bacteria, and nitrogen as secondary benefit [Assume 1 lb/BMP; typical reduction for raingarden or similar BMP]	All partners	Yes
#17	GW Quantity	All irrigators; highest priority given to highest consumers and communities with highest residential usage	Install or retrofit smart technology on 20 irrigation systems	Counties	No
#8	GW Quality	Where pollution sensitivity to near surface materials is high, or in karst areas, or where bedrock is at or near the surface; see Figure 1-3 Secondary priority: Basin wide	Upgrade 20 non-conforming or non-compliant SSTS to properly functioning, compliant systems.	Counties	No
#19					No
#9	Lake impacts from SSTS	Basin wide: Shorelands adjacent to nutrient impaired lakes Chisago Co: Countywide	Basin wide: Decrease non-compliant and Non-conforming SSTS in shorelands adjacent to nutrient impaired lakes Chisago Co: Decrease non-compliant and Non-conforming SSTS in all areas by 50% and in shorelands adjacent to nutrient impaired lakes by 80%	Counties	No
#20					No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

#10	GW Quality	Basin wide	Properly seal or floodproof 100% of known or discovered abandoned wells or wells at risk of flooding	Counties	No
#18	GW Contamination	Basin wide - all currently unlicensed facilities and generators	License 100% of hazardous waste generators	Counties	No
#37	Internal loading	In lakes where internal loading is estimated to be a significant contributor to degraded water quality and where not addressing the internal loading would result in sustained degradation (See Internal Loading Lakes Table 5-4)	Address source of internal loading by implementing 1 internal loading study	All partners	Yes (FY23 only)

Wetland Restoration & Protection

Estimated FY25 WBIF: \$200,000 ^a

Estimated FY23 WBIF: \$7,000 ^b

Estimated FY25 Match: \$30,000

Estimated Other Funding: \$3,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#28	Wetland quantity	1. In highest priority catchments (red, yellow and green areas) within BWSR's Compensation Planning Framework priority catchments in the Lower St. Croix River Watershed (Figure 5-5) 2. In locations where studies or mapping tools find that restoration will have significant positive impact on natural resources.	Create or restore 200 acres of historic wetlands lost to land use changes	All partners	Yes
#30	Wetland quantity	Basin wide	Create and maintain 1 new BWSR and USACE approved wetland banks within the basin	All partners	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Streambank and Shoreline Restoration & Protection

Estimated FY25 WBIF: \$80,000

Estimated FY23 WBIF: \$0

Estimated FY25 Match: \$12,000

Estimated Other Funding: \$378,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#21	Lake shorelines	Regionally Significant Lakes for Protection and Sustainable Development: Table 5-3 and Figure 5-3	Install 20 shoreline restoration projects [100% of lakeshore owners with altered shorelines are provided information on restoration programs]	All partners	Yes
#26	Rivers and streams ecosystems	St. Croix River and Lake St. Croix direct drainage tributaries	Implement 1 stream restoration project to reduce TP loading by 85 lbs and TSS loading by 217 tons	All partners	Yes
#27	Trout populations	Trout streams (Brown's Creek, Valley Creek, Lawrence Creek, Trout Brook, Willow Brooke, Mill Stream, Falls Creek, Gilbertson's Creek)	All streams trout YOY recruitment, survival of previous year class	All partners with trout streams	No
#38	Shoreland	Basin wide	1 LGU with new adopted innovative shoreline standard	All partners	No

Land Acquisition & Management

Estimated FY25 WBIF: \$0

Estimated FY23 WBIF: \$0

Estimated FY25 Match: NA

Estimated Other Funding: \$360,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#23	Maintain & restore habitat	Land with priority habitats and corridor connections	10% of land in new developments is dedicated to wildlife habitat [significant new areas of land conversion from vacant or rural land to residential, commercial/industrial, institutional, or transportation]	All partners	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

#24	Sensitive lake protection	Regionally Significant Lakes for Protection and Sustainable Development: Table 5-3 and Figure 5-3	Implement sustainable development and land preservation programs in lakesheds of priority lakes through 2 easements or acquisitions	All partners	No
#39	Resilient lands	Private lands in priority corridors and critical habitat areas and large-scale developments with land-use change	2 landscape designs and plantings resilient to climate change	All partners	No
#40	Land protection	First priority: Areas near already protected lands (public or private), tributaries near impaired waters, areas where known endangered species are present and identified biologically significant natural areas as identified by MLCCS mapping Second priority: Basin wide	200 acres protected through acquisition and easements	All partners	No
#41	Lane protection	First priority: Areas where upland habitat is fractured and shoreline areas where there is high to moderate development or land under future development pressure Second priority: Basin wide	4 new Landscape Stewardship Plans	All partners	No
#42	Habitat improvement	Basin wide based on prioritized mapping including MLCCS maps and other critical habitat mapping	200 new acres managed for better habitat, or as recommended in Landscape Stewardship Plans	All partners	No
#43	Protected lands	Areas located along bluffland or adjacent to publicly owned forest land such as state parks and trails	4 new private Forest Management Plans or Woodland Stewardship Plans developed	All partners	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Aquatic Invasive Species Prevention & Management

Estimated FY25 WBIF: \$0

Estimated FY23 WBIF: \$0

Estimated FY25 Match: NA

Estimated Other Funding: \$887,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#31	AIS in lakes and St. Croix River	High traffic boat launches on St. Croix River and Lake St. Croix	Increase watercraft inspection hours by 5%	CLIID, WCD, watersheds, counties	No
#32	AIS	Within 15 miles of all public boat launches on zebra mussel infested lakes and rivers	Provide 2 AIS decontamination stations (2021 – 2026)	CLIID, WCD, watersheds, counties	No
#33	AIS signs	Basin wide	Install AIS informational signage at 4 boat launches and marinas	CLIID, WCD, watersheds, counties	No
#34	AIS in lakes	Lakes in Chisago Co. and Isanti Co. with public access	Develop 1 comprehensive AIS rapid response plan for lakes (2021 – 2030)	Isanti and Chisago Counties	No
#35	Phragmites	In order of priority 1. Chisago Lakes LID 2. Carlos Avery WMA 3. Elsewhere in Chisago Co and Isanti Co 4. Headwaters of North Branch & West Branch Sunrise River	Reduce the size and number of invasive phragmites locations as reported on EddMaps by 9 infestation areas. Stabilize and eradicate those small infestations less than 1,000 – 2,000 sq. ft. through rapid response plans, where available	All partners	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Ditch Implementation

Estimated FY25 WBIF: \$0

Estimated FY23 WBIF: \$0

Estimated FY25 Match: NA

Estimated Other Funding: \$45,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#7	Drainage impact on rivers & streams	Judicial and public ditches	Maintain or improve downstream water quality following ditch maintenance	Ditch authorities	No
#29	Wetland loss	Judicial and public ditches	Mitigate loss of wetland acres resulting from ditch maintenance activities	Ditch authorities	No

Staff Activities

Shared Services Basin Ag Outreach Program

Estimated FY25 WBIF: \$300,000 ^a

Estimated FY23 WBIF: \$90,000 ^b

Estimated FY25 Match: \$0

Estimated Other Funding: \$0 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
NA	Agronomy Outreach Specialist	Priority areas described in Structural Ag BMP Implementation and Non-Structural Ag Implementation	Assistance with agronomy, outreach, and technical assistance to agricultural producers including conservation planning and nutrient management plans. Approx 80% of this position's time will be directly working with agricultural producers in the LSC Watershed to identify economical farming practices with water quality benefits	WCD: lead Chisago SWCD: co-lead	Yes

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Shared Services Education

Estimated FY25 WBIF: \$265,000 ^a

Estimated FY23 WBIF: \$150,000 ^b

Estimated FY25 Match: \$56,507

Estimated Other Funding: \$0^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
NA	Education and Outreach (EMWREP)	Basin wide	Facilitate shared education and outreach program across basin to provide education; engage residents, businesses, and local officials; and promote/market programs and practices. Education and outreach tasks will serve the goals outlined in the LSC Comprehensive Plan with a primary benefit to water quality in priority resources. <ul style="list-style-type: none"> • 90% = develop, distribute and implement outreach programs that result in behavioral changes achieving water quality benefits • 10% = solicit willing landowners to install BMPs 	WCD: lead Chisago SWCD: co-lead	
#11	GW recharge & infiltration	Basin wide [Estimated 40 communities in basin without MIDS or similar standards]	Implement Minimal Impact Design Standards or more restrictive in 10 communities; including climate resiliency provisions or standards	EMWREP through WCD	Yes
#13	St. Croix River Flows	Direct catchments to the St. Croix River and Lake St. Croix	Evaluate and update small storm volume control and large storm rate control ordinances in 2 communities	EMWREP through WCD	Yes
#16	St. Croix River chlorides	Basin wide	Total of 45% of all cities have staff certified in MPCA's Level 1 and Level 2 Smart Salting Training	EMWREP through WCD	Yes
#22	Protect wetlands	Basin wide during land use change or alteration, development or redevelopment	1 LGU with (new) adopted wetland protections including buffer requirements and setbacks for permanent structures	EMWREP through WCD	Yes

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Technical/Engineering + Project Development

Estimated FY25 WBIF: \$300,000 ^a

Estimated FY23 WBIF: \$60,000 ^b

Estimated FY25 Match: \$0

Estimated Other Funding: \$629,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
NA	Engineering Technician	Basin wide	Funding for this activity is for 0.5 FTE engineering technician AND for outside engineering assistance, as needed. Activities include technical site assessment, surveys, preliminary analysis and design, final design, construction supervision, installation, inspection, and completion of projects.	Chisago SWCD	Yes
NA	Project Development	Basin wide	Targeted outreach, site visits, and relationship building for high priority projects	Anoka CD, Chisago SWCD, Isanti SWCD, Pine SWCD, Washington CD	Yes
#25	Landlocked basin impact on River	Eutrophic natural landlocked basins to be discharged to St. Croix River	Perform analysis and implement measures to meet state standards for nutrients on 1 waterbodies	Valley Branch WD, Brown's Creek WD, and Washington Co	No
#36	Lake levels	Chisago Co. Lakes = Chisago Lakes Chain of Lakes (Chisago, South Lindstrom, North Lindstrom, Green, Little Green, North Center, South Center), Fish, Horseshoe, Little Horseshoe, Sunrise	Develop resiliency plans or responses, such as a Slow-No-Wake Ordinance or Channel and Weir Operations and Maintenance Plans, to address vulnerable properties	Chisago County	No
#52	Manage channel & weirs	Chisago Chain of Lakes	100% of lakes prone to anthropogenic water level variation are identified; manage the channel and weir system with an approved operation and maintenance plan	Chisago County	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Interagency Coordination

Estimated FY25 WBIF: \$0

Estimated FY23 WBIF: \$0

Estimated FY25 Match: NA

Estimated Other Funding: \$223,730 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#44	Lead WQ metrics & report progress	Basin wide	Evaluate the water quality metrics, set reporting standards, report on goal progress for the St. Croix River	??	No
#45	Map GW pollution sources	Order of Priority: 1) Surrounding known contamination sites where data are lacking 2) DWSMAs 3) Townships without nitrate testing 4) Basin wide	Work with state agencies and Met Council; Pollution sources (including mines), areas around chemical contamination sites, vulnerable areas, and surface water-GW interactions are studied and mapped	Counties	No
#46	Map GW recharge areas	Basin wide	Support DNR and Met Council; 100% of recharge areas and groundwatersheds of GW dependent natural resources are mapped (2021 – 2030)	All partners	No
#47	Develop GW plans	Basin wide where needed	Complete at least one county groundwater plan (2021 – 2030)	Chisago, Isanti, Pine, or Anoka County	No
#48	GW well monitoring	Maintain basin wide; expand in Isanti and Pine Co. 1) DWSMAs 2) Groundwatersheds of GW-dependent natural resources	Maintain existing or increase number of new observation wells	Isanti and Pine Counties and SWCDs	No
#51	Build climate resiliency	Basin wide	Participate in studies and/or stay informed of latest science to assess the impact of a changing climate on lakes and the St. Croix River; use latest climate science to implement adaptive management	All partners	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

#57	Floodplain ordinance evaluation	Landuse authorities in the St. Croix Riverway	Work with land use authorities along St. Croix River and MnDNR Area Hydrologists to evaluate floodplain and zoning ordinances for consistency and effectiveness in protecting floodplain function; update where appropriate	EMWREP through WCD	No
#61	Pine Co. soil survey	Pine County	Complete soil survey as developed by NRCS, USDA & shown in Soil Survey Geographic (SSURGO) Database	NRCS	No

Ditch Policy & Review

Estimated FY25 WBIF: \$0

Estimated FY23 WBIF: \$0

Estimated FY25 Match: NA

Estimated Other Funding: \$34,000^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#5	River & Stream Flows	Basin wide	Identify and map 100% of private ditches as part of developing Conservation Plans	Counties	No
#6	Drainage impacts on wetlands	All public and private ditches	Review 100% of drainage projects for possible impacts to wetland quality	Ditch authorities	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Prioritization & Analysis

Internal Analyses

Estimated FY25 WBIF: \$0

Estimated FY23 WBIF: \$18,000 ^b

Estimated FY25 Match: NA

Estimated Other Funding: \$57,000 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#49	Calc internal loads	Regionally Significant Lakes for Internal Loading Analyses Table 5-4	Calculate internal loading of phosphorus on 3 lakes	All partners	Yes (FY23)

Targeting Analyses

Estimated FY25 WBIF: \$0

Estimated FY23 WBIF: \$45,000 ^b

Estimated FY25 Match: NA

Estimated Other Funding: \$1,050,720 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
#50	Lake monitoring	Anoka Co. Lakes = Pet, Rice, South Coon, Skunk, Tamarack Chisago Co. Lakes = Sunrise, Little Horseshoe Isanti Co. Lakes = Hoffman, Horseleg, Horseshoe, Upper	Baseline data such as transparency, total phosphorus and chlorophyll-a are collected	All partners	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

		and Lower birch, East and West Twin, Tamarack (30- 0001-00), Long (30-0002- 00,) Big Pine (30-0015-00), Grass (30-0017-00), Splittstoesser (30-00041-00)			
#53	Lake level monitoring	Basin wide	Participate in DNR lake level monitoring program to routinely collect lake level data; 100% of lakes prone to direct anthropogenic water level variation are identified	All partners	No
#54	Subwatershed analyses for lakes	Subwatersheds of Regionally Significant Lakes Table 5-3 and Figure 5-3	Conduct 4 subwatershed analyses to identify and prioritize water quality improvement projects within a priority subwatershed	All partners	Yes (FY23)
#55	Subwatershed analyses for streams	Regionally Significant Rivers and Streams: - Streams and tributaries in Sunrise R. Watershed - Direct drainage areas to St. Croix River through Rock, Rush, Goose, and Browns Creeks and Trout Brook and other small streams as shown in Table 5-2 and Figure 5-2.	Conduct 4 subwatershed analyses to identify and prioritize water quality improvement projects within a priority subwatershed	All partners	Yes (FY23)
#56	St. Croix TMDL evaluation	Tributaries to the St. Croix River	Coordinate and operate up to 10 new monitoring stations that lack data (quality and quantity) to evaluate progress toward achieving the TMDL and to identify priority subwatersheds	All partners	No
#58	Gully evaluation	Intermittent and perennial tributaries and watercourses flowing directly to St. Croix River	Identify, evaluate, and rank (prioritize) active gullies directly discharging into the St. Croix or its tributaries	All partners adjacent to St. Croix River	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

#59	Map priority areas	Basin wide	Complete level 4/5 MLCCS basin wide; map priority restoration and protection areas for acquisition, easements, and voluntary stewardship	All partners	No
#60	Map terrestrial AIS	First priority: Public lands or near public lands; areas may be further prioritized thru cooperative weed mgmt area Second priority: Basin wide	Map and target "eradicate and control list" invasive species populations for each county; contact 50% of landowners for species on restricted list; implement cooperative weed management area	All partners	No
#62	Wetland monitoring	Wetlands upstream of nutrient impaired streams and lakes	Use subwatershed analyses or monitoring/modeling data to identify degraded wetlands with the potential of contributing high nutrient loads to downstream resources.	All partners	No
#63	Wetland restoration prioritization	Basin wide	Use existing Restorable Wetland Prioritization Tool to focus effort; identify 5 degraded wetlands with best restoration potential in each HUC 10 (2021 – 2030)	All partners	No
#64	Ditch monitoring	1st priority: Public ditches in Isanti Co. 2nd priority: Basin wide	Collect water quality data near ditch outlets of 5 ditches to identify areas for ditch improvements to filter runoff	Isanti County; All partners	No
#65	Wetland inventory	1st Priority: Isanti County 2nd Priority: Basin wide	Create wetland inventory based on MLCCS; Increase by 5 the number of LGUs with policies requiring wetland function and value assessments with project proposals such as developments or ditch work (2021 – 2030)	Isanti County; All partners	No
#66	Wetland inventory	Pine and Isanti Counties	Verify recently completed wetland inventory and map % of areas of wetland loss and historic wetlands	Pine and Isanti Counties	No

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

Administration

Administration/Coordination

Estimated FY25 WBIF: \$100,071 ^a

Estimated FY23 WBIF: \$25,000 ^b

Estimated Match: \$32,000

Estimated Other Funding: \$0 ^c

#	Activity	Priority Location	Actions/ Measurable Output (2025-2026)	Implementation Entity	WBIF eligible
NA		Basin wide	Coordination of WBIF-funded activities; grant reporting; all-activity reporting; coordination of committees and partners; participation in committee meetings; fiscal management; annual and biennial planning	Chisago SWCD: lead	Yes

^a FY25 WBIF expire 12-31-27

^b FY23 WBIF expire 12-31-25

^c Other funds = estimated funds from Table 5-1 in LSC Comprehensive Plan minus WBIF and match

2025 LSC Project Process Calendar

ATTACHMENT B

Policy Committee meets quarterly (4th Monday of the month)

Steering Committee meets monthly (4th Wednesday of the month)

Planning Team meets monthly (2nd Wednesday of the month)

Advisory Committee meets as needed (e.g., AC meets to approve annual work plan)

This calendar only shows meetings which pertain to the proposed project approval process. Additional meetings are held at the frequencies described above.

<p style="text-align: center;"><u>January</u></p>	<p style="text-align: center;"><u>February</u></p> <p>2/12 Deadline: project requests less than \$50K submitted to meeting facilitator (2 weeks before SC meeting)</p> <p>2/26 Steering Committee: at regular monthly meeting consider project requests less than \$50K</p>	<p style="text-align: center;"><u>March</u></p> <p>3/15 Notice: Meeting facilitator will send out call for projects reminder to all partners 60 days in advance of the May application deadline</p> <p>3/12 Deadline: project requests greater than or equal to \$50K submitted to meeting facilitator</p> <p>3/26 Steering Committee: at regular monthly meeting review project requests greater than or equal to \$50K that are due to come to PC in April</p>
<p style="text-align: center;"><u>April</u></p> <p>4/20 Deadline: Policy Committee meeting packet posted, including project requests greater than or equal to \$50K</p> <p>4/27 Policy Committee: at regular quarterly meeting consider project requests greater than or equal to \$50K once per year</p>	<p style="text-align: center;"><u>May</u></p> <p>5/14 Deadline: project requests less than \$50K submitted to meeting facilitator (2 weeks before SC meeting)</p> <p>5/28 Steering Committee: at regular monthly meeting consider project requests less than \$50,000</p>	<p style="text-align: center;"><u>June</u></p> <p>6/14 Notice: Meeting facilitator will send out call for projects reminder to all partners 60 days in advance of the August application deadline</p>
<p style="text-align: center;"><u>July</u></p>	<p style="text-align: center;"><u>August</u></p> <p>8/13 Deadline: project requests less than \$50K submitted to meeting facilitator (2 weeks before SC meeting)</p> <p>8/27 Steering Committee: at regular monthly meeting consider project requests less than \$50,000</p>	<p style="text-align: center;"><u>September</u></p>
<p style="text-align: center;"><u>October</u></p>	<p style="text-align: center;"><u>November</u></p>	<p style="text-align: center;"><u>December</u></p> <p>12/14 Notice: LSC partner staff will send out call for projects reminder to all partners at least 60 days in advance of the Feb/Mar application deadlines (dual notice this month – projects less than and greater than \$50K)</p>

FY25 Lower St. Croix 1W1P
Watershed Based Implementation Funding Work Plan

Grant ID: TBD | Grant Expiration: December 31, 2027

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Grant Activities

This section provides a description of each grant activity. The Lower St. Croix Comprehensive Watershed Management Plan (CWMP) identifies four categories for Watershed Based Implementation Funding (WBIF) use: Implementation – BMPs/Restoration, Implementation – Shared Services/Staffing, Prioritization & Analysis, and Administration (CWMP, page 16). Contrary to prior grants, this work plan does not including funding for Prioritization & Analysis activities. The Board of Water and Soil Resources requires all WBIF grant work plans assign an eLINK activity category to each activity. Table 1 summarizes the ten grant activities across three categories and their associated eLINK categories and CWMP categories.

The project review and approval process for funding to local partners will utilize already established policies and procedures (see www.lsc1w1p.org/workplan-forms) and may use subcommittees to review projects and assist with project planning. Subcommittees may be grouped by implementation category. A subcommittee meeting is not required for all project requests; partners may submit project requests directly to the Steering Committee for consideration.

Project Review & Grant Approval Process: See project approval policies and procedures at www.lsc1w1p.org.

Table 1. Grant Activities and Categories

Activity Name	eLINK Activity Category	CWMP Category
Structural Ag BMP Implementation	Agricultural Practices	Implementation – BMPs/Restoration
Structural Urban BMP Implementation	Urban Stormwater Practices	
Non-Structural Ag/Urban Implementation	Non-Structural Management Practices	
Wetland Restoration Implementation	Wetland Restoration/Creation	
Streambank/Shoreline Restoration	Streambank & Shoreline Restoration	
Agronomy Outreach Specialist	Project Development	Implementation – Shared Services/Staffing
Shared Services Education	Education/Information	
Technical/Engineering	Technical/Engineering Assistance	
Project Development	Project Development	Administration
Administration/Coordination	Administration/Coordination	

Implementation – BMPs/Restoration Activities

Activity: Structural Ag BMP Implementation

eLINK Activity Category: Agricultural Practices

Grant: \$350,000

Match: \$52,500

Match Source(s): Local or landowner funds

Lead Agency: Chisago SWCD, Craig Mell (also the lead for non-structural ag BMP implementation; subcontracts with local partners for specific projects).

Co-lead Agency: Washington Conservation District, Jay Riggs

Priority areas:

- LSC CWMP Table 5-2 Regionally Significant Rivers and Streams (page 81)
- LSC CWMP Table 5-3 Regionally Significant Lakes (page 82)
- LSC CWMP Figure 5-1 Vulnerable Groundwater in Agricultural Areas (page 84)
- Also see priority locations for implementation items in LSC CWMP Table 5-1 which are related to this activity (pages 61-64)

CWMP Reference: Table 5-1, Pages 61-62. Activities #1 #2, #3

Activity Description: Provide cost-share/incentives for installing or implementing structural agricultural best management practices (e.g., feedlot improvements, buffers, WASCOBs, diversions, lined waterways, grade stabilization structures, vegetative swales, livestock water management, etc.). Project partners will check BWSR eligibility requirements and consult the BWSR Board Conservationist to ensure projects are eligible. NRCS or other BWSR accepted standards will be followed for all practices installed. For feedlot improvement projects, the project partner will complete the BWSR supplemental feedlot worksheet to ensure compliance with BWSR policy for using CWF funds for feedlot improvements. Projects to be chosen through targeting and prioritization process described in Section VII.B and Appendix C of the CWMP.

The target phosphorus load reduction for this Activity is 150 lb/yr.

[Activity: Structural Urban BMP Implementation](#)

eLINK Activity Category: Urban Stormwater Practices

Grant: \$300,000

Match: \$45,000

Match Source(s): Local or landowner funds

Lead Agency: Carnelian-Marine-St. Croix WD, Mike Isensee (also the lead for nonstructural urban BMP implementation)

Co-lead Agency: Chisago SWCD, Craig Mell (subcontracts with local partners for specific projects)

Priority areas:

- LSC CWMP Table 5-2 Regionally Significant Rivers and Streams (page 81)
- LSC CWMP Table 5-3 Regionally Significant Lakes (page 82)
- Also see priority locations for implementation items in LSC CWMP Table 5-1 which are related to this activity (pages 61-64)

CWMP Reference: Table 5-1, Page 66, Activities #12, #14, #15

Activity Description: Provide cost-share/incentives for implementing structural urban best management practices (e.g., vegetated swales, pervious pavement, gully stabilization, rain gardens, and other urban practices). BWSR accepted standards will be followed for all practices installed. Projects to be chosen through targeting and prioritization process described in Section VII.B and Appendix C of the CWMP.

The target phosphorus load reduction for this Activity is 12 lb/yr.

[Activity: Non-Structural Ag/Urban BMP Implementation](#)

eLINK Activity Category: Non-Structural Management Practices

Grant: \$75,000

Ag Lead Agency: Chisago SWCD, Craig Mell (also the lead for Structural Ag BMP Implementation)

Urban Lead Agency: Carnelian-Marine-St. Croix WD, Mike Isensee (also the lead for Structural Urban BMP Implementation)

Urban/Ag Co-lead Agency: Chisago SWCD, Craig Mell (subcontracts with local partners for specific projects)

Priority areas:

- LSC CWMP Table 5-2 Regionally Significant Rivers and Streams (page 81)
- LSC CWMP Table 5-3 Regionally Significant Lakes (page 82)
- Also see priority locations for implementation items in LSC CWMP Table 5-1 which are related to this activity (pages 61-64)
- Priority locations for nonstructural urban BMP implementation are described in the LSC Nonstructural Urban BMP policy.

CWMP Reference: Table 5-1, Pages 61, Activities #1, #2, #3, #14, #15

Activity Description: Provide cost-share/incentives for implementing non-structural *agricultural* best management practices (e.g., soil health BMPs, reduced tillage, cover crops, nutrient management planning, forage/biomass plantings). NRCS or other BWSR accepted standards will be followed for all practices installed. Projects to be chosen through targeting and prioritization process described in Section VII.B and Appendix C of CWMP.

Provide cost-share/incentives for implementing non-structural *urban* best management practices (e.g., enhanced street sweeping). BWSR accepted standards will be followed for all practices implemented. Projects to be chosen through targeting and prioritization process described in Section VII.B and Appendix C of CWMP. Specific enhanced street sweeping targeting analyses will be performed for priority areas.

View the Non-Structural Agricultural Practices Policy and Enhanced Street Sweeping Protocols at www.lsc1w1p.org.

The target phosphorus load reduction for this Activity is 150 lb/yr.

Grant funds under this Activity will not be used to pay for staff time such as targeting analyses. See Implementation Category Budget Breakdown at the end of the Detail Work Plan Text.

Project Review & Grant Approval Process: WBIF grant funding under this activity will be bifurcated between agricultural and urban practices.

Agricultural Non-Structural: Due to the urgent nature of implementing non-structural agricultural practices with landowner coordination, these practices do not require approval by the Steering Committee nor the Policy Committee. See project approval policies and procedures at www.lsc1w1p.org.

Urban Non-Structural: Urban non-structural street sweeping incentive funding will only be available to communities with approved enhanced street sweeping plans. See project approval policies and procedures at www.lsc1w1p.org.

[Activity: Wetland Restoration Implementation](#)

eLINK Activity Category: Wetland Restoration/Creation

Grant: \$200,000

Match: \$30,000

Match Source(s): Local funds

Lead Agency: Chisago SWCD, Craig Mell (subcontracts with local partners for specific projects)

Priority areas:

- LSC CWMP Table 5-2 Regionally Significant Rivers and Streams (page 81)
- LSC CWMP Table 5-3 Regionally Significant Lakes (page 82)
- LSC CWMP Figure 5-5 High Priority Areas for Wetland Restoration (page 88)
- Also see priority locations for implementation items in LSC CWMP Table 5-1 which are related to this activity.

CWMP Reference: Table 5-1, Page 71, Activity #28

Activity Description:

This Activity will involve implementation of wetland restoration project(s) as needed to achieve the target phosphorus reduction. The primary purpose of the wetland restoration project(s) will be for the improvement of water quality in receiving lakes/streams. Secondary benefits of wetland restoration projects will be considered as well, such as floodplain storage and habitat creation/enhancement.

Wetland restorations will not be used to mitigate wetland impacts. Grant funds will not be used for fee title land acquisition (but may be used as match in accordance with WBIF Policy). LSC Partners will ensure proposed wetland restorations are consistent with WBIF eligibility requirements. LSC Partners will target specific restorations through utilization of existing studies and targeting analyses (e.g., drained wetland inventories, diagnostic studies, subwatershed assessments), performance of additional modeling analyses using existing data from said studies, and completion of additional targeting analyses as necessary to fill data gaps. Work pertaining to targeting strategies is included as part of other grant Activities. Wetland restoration phosphorus reduction will be dependent on a number of factors beyond acres restored (e.g., proximity to target waterbody, level of degradation, hydrology).

The target phosphorus load reduction for this Activity is 50 lb/yr.

[Activity: Streambank/Shoreline Restorations](#)

eLINK Activity Category: Streambank/Shoreline Restoration

Grant: \$80,000

Match: \$12,000

Match Source(s): Local funds

Lead Agency: Chisago SWCD, Craig Mell (subcontracts with local partners for specific projects)

Priority areas:

- LSC CWMP Table 5-2 Regionally Significant Rivers and Streams (page 81)
- LSC CWMP Table 5-3 Regionally Significant Lakes (page 82)
- Also see priority locations for implementation items in LSC CWMP Table 5-1 which are related to this activity.

CWMP Reference: Table 5-1, Pages 68 and 70, Activities #21, #26

Activity Description: This activity includes one large-scale streambank restoration project with bank stabilization, and/or in-channel work, and/or improvements in floodplain connectivity; and/or cost share for up to 20 shoreline restoration and habitat improvement projects. Cost share projects are likely to be implemented by private landowners. Engagement with shoreline landowners and marketing of cost share programs will be accomplished through outreach, education, and workshops delivered through the Shared Services Educator. BWSR accepted standards and practices will be followed for restoration projects and assurances for long-term maintenance will be secured for each project.

The target phosphorus load reduction for this Activity is 7 lbs/yr

Implementation – Shared Services/Staffing

Activity: Agronomy Outreach Specialist

eLINK Activity Category: Project Development

Grant: \$300,000

Co-Lead Agencies: Chisago SWCD, Craig Mell and Washington Conservation District, Jay Riggs

Priority areas: Agronomy outreach specialist will focus on priority areas described in Structural Ag BMP Implementation and Non-Structural Ag Implementation

CWMP Reference: Table 5-1, Page 61, Shared Services Activity

Activity Description: Agronomy outreach specialist. (A) Shared Services: Work with an agricultural conservationist (one individual) for basin wide assistance with agronomy, outreach, and technical assistance to agricultural producers including conservation planning and nutrient management plans. Approximately 80% of this position's time will be directly working with agricultural producers in the LSC Watershed to identify economical farming practices with water quality benefits to make them a routine part of farm operations. Staff qualifications are subject to change and included in eLINK. Any updates will be submitted to the BWSR BC for review. See Agronomy Outreach Specialist Details & Milestones for more information.

This would allow for 1 full-time agronomy outreach specialist to work basin-wide. Staff will work basin-wide and may have more than one office space. LSC partners will ensure duties assigned to this staff member will be in alignment with WBIF funding intent and requirements.

Costs billed to this item will include the following: Staff salary, , benefits, travel expenses, training expenses, and office supplies. As with all grant activities, LSC partners will ensure program expenses are eligible before billing to the grant/match. All costs will primarily benefit water quality in a priority resource as identified in the LSC CWMP. In addition to direct landowner outreach and technical assistance, as described above, staff time will also include program and work plan coordination: annual partner coordination meetings, updates to partners, interfacing with the shared services educator, coordinated planning efforts, regular basin-scale coordination meetings with LSC partners and other agencies as appropriate.

Activity: Shared Services Education

eLINK Activity Category: Education/Information

Grant: \$265,000

Match: \$56,507.10

Match Source: Parties to the LSC JPC

Lead Agency: Washington Conservation District, Jay Riggs

Co-lead Agency: Chisago SWCD, Craig Mell (Subcontract with WCD to act as host entity)

Priority areas: Basin-wide

CWMP Reference: Table 5-1, Page 65, Shared Services Activity

Activity Description: Facilitate shared education and outreach program across basin to provide education; engage residents, businesses, and local officials; and promote and market programs and practices through the well established East Metro Water Resources Education Program (EMWREP). Education and outreach tasks will serve the goals outlined in the LSC CWMP and may not always pertain to the implementation items described in this WBIF grant work plan, but will always have a primary benefit to water quality in priority resources.

- 90% = develop, distribute and implement outreach programs that result in behavioral changes achieving water quality benefits;
- 10% = solicit willing landowners to install BMPs that are goals within this plan. Promoted practices will be in line with BWSR eligibility requirements and will focus on water quality.

[0.5 FTE to implement EMWREP basin wide + educational materials + Supplemental Community Assistance]. Supplemental Community Assistance will include promoting MIDS in communities, reviewing ordinances, and providing education through Non-point Education for Municipal Officials (NEMO). Outreach will also include work with LGUs to set shoreline "view corridors" to 25% of lot width or maximum 35' width and maximum vegetation clearing standards or adopt innovative shoreland standards to protect buffers, native ecosystems, and habitat corridors. This work will provide water quality benefits through their protection of shoreline and streambank buffers.

LSC partners will ensure duties assigned to this staff member will be in alignment with WBIF funding intent and requirements. Staff qualifications are subject to change and included in eLINK. Any updates will be submitted to the BWSR BC for review. See Education Details & Milestones for more information.

Costs billed to this item will include staff pay, program expenses, and contracted services for MIDS adoption initiative. As with all grant activities, LSC partners will ensure program expenses are eligible before billing to the grant/match. All costs will primarily benefit water quality in a priority resource as identified in the LSC CWMP. In addition to the outreach tasks described above, staff time will also include program and work plan coordination: annual partner coordination meetings, updates to partners, interfacing with the agronomy outreach specialist, coordinated planning efforts.

Subcommittee: A subcommittee composed of LSC partners will meet on an as-needed basis in order to review projects and assist with project planning. Subcommittees may be grouped by implementation category.

Project Review & Grant Approval Process: This activity is composed of three types of education & outreach expenditures.

Shared Services Educator: Approval for expenditure of grant dollars for this task is inherent in work plan approval.

Education Materials/Expenses: Approval for expenditure of grant dollars for this task is inherent in work plan approval.

Supplemental Community Assistance: MIDS Adoption Initiative expenditures will be composed of professional services (technical assistance from a MIDS subject matter expert). See project approval policies and procedures at www.lsc1w1p.org.

Activity: Technical/Engineering

eLINK Activity Category: Technical/Engineering Assistance

Grant: \$210,000

Lead Agencies: Chisago SWCD, Craig Mell (lead agency for structural and non-structural ag implementation; subcontracts with local partners for specific projects)

Staff Qualifications: This task includes funding for a 0.5 FTE engineering technician to be shared basin-wide, along with funding for qualified private engineering services.

CWMP Reference: Table 5-1, Pages 61 and 65, Technical Assistance Activity

Activity Description: This Activity will include technical site assessment, surveys, preliminary analysis and design, final design, construction supervision, installation, inspection, and completion of projects. Funds may be used to contract with a third-party consultant for technical/engineering assistance. Funding allocation will be prioritized in areas where there are not local funds to support design work.

Project Review & Grant Approval Process: See project approval policies and procedures at www.lsc1w1p.org.

Activity: Project Development

eLINK Activity Category: Project Development

Grant: \$90,000

Lead Agencies: Chisago SWCD, Craig Mell (subcontracts with local partners for specific projects)

Staff Qualifications: Staff of partners or their qualified consultants

Activity Description: This activity provides funding to partners to augment staff capacity needed to build relationships and provide outreach to key landowners. Outreach will increase likelihood that landowners will implement critical BMPs in urban and agricultural areas. The activity will include targeted outreach, site visits, and relationship building for high priority projects.

Administration

Activity: Administration/Coordination

eLINK Activity Category: Administration/Coordination

Grant: \$100,071

Match: \$1,000

Lead Agencies: Chisago SWCD, WCD

Activity Description: Staff qualifications are subject to change and included in eLINK. Any updates will be submitted to the BWSR BC for review. See Staff Assignments and Qualifications document for more detail. This Activity will include the following tasks.

- Grant and progress reporting – includes coordinating with fiscal agent and other partners to gather reporting information, compiling said information, and entering reports into eLINK; will also include assisting fiscal agent with any grant/work plan amendments as necessary. Progress reporting will include demonstration of progress toward measurable outcomes (i.e., nutrient load reductions seen at target waterbodies) – examples include pounds of phosphorus and tons of total suspended solids removed from existing loads. Partners may use local funding to perform effectiveness monitoring to demonstrate actual outcomes achieved by projects. Otherwise, modeled loads will be reported. Staff will also report on outputs achieved (i.e., the interim steps needed in order to achieve the ultimate outcomes) – examples include number of landowners contacted, number of projects completed, description of outreach activities performed. Progress reporting will include comparison of budget vs actual spend for each cost category, as described in the final section of this work plan and on page 16 of the LSC CWMP.
- Coordination of Policy Committee, Steering Committee, Advisory Committee, and work plan activity planning team (lead coordination of meetings, agendas, meeting material distribution)
- Website upkeep: This activity includes the use of grant funds to host and update the LSC interactive web map as necessary.
- Fiscal agent administration and contract coordination – includes coordinating with other partners to gather reporting information and reviewing draft report; will also include leading any grant/work plan amendments as necessary
- Agronomy Outreach Specialist and Educator payroll administration.

Budget

Table 2. Grant Budget

Activity Name	Grant Budget	Match Budget	Total Budget
Structural Ag BMP Implementation	\$350,000	\$52,500	\$402,500
Structural Urban BMP Implementation	\$300,000	\$45,000	\$345,000
Non-Structural Ag/Urban Implementation	\$75,000	\$0	\$75,000
Wetland Restoration Implementation	\$200,000	\$30,000	\$230,000
Streambank/Shoreline Restorations	\$80,000	\$12,000	\$92,000
Implementation – BMPs/Restoration Subtotal	\$1,005,000	\$139,500	\$1,144,500
Agronomy Outreach Specialist	\$300,000	\$0	\$300,000
Shared Services Education	\$265,000	\$56,507.10	\$321,507.10
Technical/Engineering	\$210,000	\$0	\$210,000
Project Development	\$90,000	\$0	\$90,000
Implementation – Shared Services/Staffing Subtotal	\$865,000	\$56,507.10	\$921,507.10
Administration/Coordination	\$100,071	\$1,000	\$101,071
Total	\$1,970,071	\$197,007.10	\$2,167,078.10

Table 3. Shared Services Education Budget Breakout

Activity Name	Grant	Match	Total
Shared Services Education	\$265,000.00	\$56,507.10	\$321,507.10
Educator Compensation	\$180,000.00		
Education Materials/Equipment	\$30,000.00		
Supplemental Community Assistance	\$55,000.00		

The Lower St. Croix Comprehensive Watershed Management Plan ([page 16](#)) provides an expected distribution of WBIFs across program areas. Table 4 compares the FY25 WBIF grant budget to the CWMP distribution.

Table 4. Grant Budget Distribution Across Program Areas

	LSC CWMP (Page 16)	Work Plan (Grant Funds)	Actual Grant Spend**
Implementation - BMPs/Restoration Activities*	45%	51%	TBD
Implementation - Shared Services	25%	44%	TBD
Prioritization & Analysis	25%	0%	TBD
Administration	5%	5%	TBD
	100%	100%	100%

*Expenses billed to implementation (blue) line items will be for implementation only and will not include staff time/engineering. Staff/consultant time for project coordination/design/engineering/oversight etc. is covered by the remaining three categories (green, orange, yellow).

**Progress reporting will include comparison of budget vs actual spend for each cost category.

Phosphorus Reduction Goals and Progress

Phosphorus Reductions from CWMP	10-Year Phosphorus Reduction Goal (lb/yr)	2-Year Average (lb/yr)	FY21 WBIF Goal (lb/yr)	FY21 Actual (lb/yr)	FY23 WBIF Goal (lb/yr)	FY23 Expected (lb/yr)	FY25 WBIF Goal (lb/yr)
Priority Streams (CWMP Table 5-2)	4,140	828	915	1818.5	381	428.8	369
Priority Lakes (CWMP Table 5-3)	1,363	273					
TOTAL	5,503	1,101					

The table above contains total phosphorus reduction goals from the LSC CWMP (see Tables 5-2 and 5-3 on pages 81 and 82) for priority streams and priority lakes. If divided equally throughout the 10-year plan period, the average total lakes/streams phosphorus reduction goal would be 1,101 pounds/year achieved every 2-year period. The WBIF goal load reductions are below the CWMP 2-year average. The

LSC partners estimated that the full basin-wide goal cannot be achieved solely with WBIF funds. Partners must leverage local dollars and other funding sources in order to meet the basin's goals.

LSC partners may utilize multiple calculation tools to estimate load reductions. Examples include MIDS calculator, PTMApp, BWSR Pollutant Reduction Estimator, estimation via outflow, and internal loading analysis. See CWMP page 99 for a full list of potential reduction tools and their general intended uses. LSC partners will choose the calculation tool best suited to the proposed BMP. Phosphorus reductions will be estimated at the target waterbody (not just at edge-of-field).

Phosphorus reductions achieved at specific priority waterbodies will be reported annually. LSC partners will also estimate, on an annual basis, the load reduction achieved at the St. Croix River as a result of implemented practices.



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Agenda Item # 12
Title: CAC Application-Sarah Lilja	Board Action Requested: Appoint Sarah Lilja to the Citizens Advisory Committee	Required Signatures None
Reviewed by: JHL		Presented by: Tekiela
<p>Background/Justification:</p> <p>Staff has received one additional CAC application from Sarah Lilja which was provided to the Board outside of the public meeting packet as the application contains private data. Staff recommends that the Board approve the appointment of this individual to the SWWD CAC effective immediately.</p>		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: \$0		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



Date: November 8, 2024	South Washington Watershed District Request for Board Action	Agenda Item # 13
Title: Future Business and Meetings	Board Action Requested:	Required Signatures None
Reviewed by: JHL		Presented by: Randazzo
Background/Justification: <ul style="list-style-type: none"> I. Budget Workshop with the Washington County Commissioners, Tuesday, November 12 II. Regular Board Meeting, Tuesday, November 12, 2024 6pm III. MN Watersheds Annual Conference, December 4-6, 2024, Grandview Lodge, Nisswa, MN IV. Regular Board Meeting, Tuesday, December 10, 2024 6pm V. SWWD Holiday Lunch-TBD VI. SWWD CAC Meeting, Tuesday, December 17, 2024 5:30pm VII. Annual Board Meeting, Tuesday, January 14, 2024 6pm VIII. Regular Board Meeting, Tuesday, February 11, 2024 6pm 		
Previous Action: None		Contact: JHL
Date Received: November 8, 2024	SWWD Administrator/Date: November 8, 2024	SWWD Attorney/Date
Financial Implications: \$		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation Approval Informational Denial No Recommendation	Comments