



AGENDA
 Tuesday, April 16, 2024
6:00 PM
 Council Chambers
 Prior Lake City Hall

BOARD OF MANAGERS:
Bruce Loney, President; Frank Boyles, Vice President;
Christian Morkeberg, Treasurer; Ben Burnett, Secretary; Matt Tofanelli, Manager

Note: Individuals with items on the agenda or who wish to speak to the Board are encouraged to be in attendance when the meeting is called to order.

Board Workshop 4:00 PM – Parkview Conference Room

- 4:00 – 4:50 PM W.1 Flood Storage Next Steps (Emily Dick)
- 4:50 – 5:05 PM W.2 Draft Manager Per Diem Policy (Joni Giese)
- 5:05 – 5:30 PM W.3 Legal Counsel Support Discussion (Joni Giese)
- 5:30 – 5:45 PM W.4 Liaison Updates
 - District Partners in Attendance
 - Managers’ Summary of other Meetings Attended
- 5:45 – 5:55 PM W.5 Administrator Report (Joni Giese)

6:00 – 6:02 PM 1.0 **BOARD MEETING CALL TO ORDER & PLEDGE OF ALLEGIANCE**

6:02 – 6:05 PM 2.0 **SWEARING IN OF MANAGER BURNETT**

6:05 – 6:07 PM 3.0 **PUBLIC COMMENT**

If anyone wishes to address the Board of Managers on an item not on the agenda or on the consent agenda, please come forward at this time. Go up to the podium, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

6:07 – 6:10 PM 4.0 **APPROVAL OF AGENDA** (Additions/Corrections/Deletions)

6:10 – 6:40 PM 5.0 **OTHER OLD/NEW BUSINESS**

- 5.1 Programs & Projects Update (Discussion)
- 5.2 CAC Recommendation: Funding Partner Educational Materials (Vote)
- 5.3 2023 Annual Report Approval (Vote)

6:40 – 6:50 PM 6.0 **TREASURER’S REPORT**

6.1 Monthly Financial Reports (Discussion Only)

- Financial Report
- Treasurers Report
- Cash Flow Projections
- Cost Analysis

6:50 – 6:55 PM 7.0 **CONSENT AGENDA**

The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of the Board member, staff member, or a member of the audience. Please state which item or items you wish to remove for separate discussion.

- 7.1 Meeting Minutes – March 19, 2024, Board Workshop
- 7.2 Meeting Minutes – March 19, 2024, Board Meeting
- 7.3 Meeting Minutes – January 25, 2024, CAC Meeting
- 7.4 Claims List and Bank Purchase Card Expenditures Summary
- 7.5 Permit Application 24.01: Panama & 13 Water Quality Retrofit
- 7.6 League of Minnesota Cities Liability Coverage Waiver
- 7.7 Waterfront Restorations 2024 Boat Inspections Contract
- 7.8 Schumann 3rd Addition Declaration of Conservation Easement
- 7.9 Approval for Second Term on CAC: Loren Hanson
- 7.10 Revising the 2024 Official Newspaper

6:55 – 7:00 PM 8.0 **UPCOMING MEETING/EVENT SCHEDULE:**

- Board of Managers Workshop, Tuesday, May 21, 2024, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, May 21, 2024, 6:00 pm (Prior Lake City Hall – Council Chambers)
- CAC Meeting, Thursday, May 30, 2024, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)
- Joint Board of Managers/CAC Tour and Meeting, Thursday, June 27, 2024, 3:00 – 5:00 pm (tour), 5:00 – 7:00 pm (meeting) (Location TBD)

7:00 PM 9.0 **ADJOURNMENT**

APRIL 2024 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<p>Carp Management <i>Rough Fish Management (Class 611)</i> Project Lead: Jeff</p>	<ul style="list-style-type: none"> • Tracked radio-tagged carp in Spring Lake. Small aggregations present; not large enough to warrant seining. Low water on Upper Prior created boat launching issues. • Planned and began installing panel trap on Upper Prior Lake at Freemont barrier. • Planned and permitted for bluegill stocking in desilt pond near Spring Lake. 	<ul style="list-style-type: none"> • Continue tracking carp. • Complete repairs on Freemont barrier in 2024 as weather allows. • Install push trap on Spring Lake. • Install PIT stations.
<p>Ferric Chloride System Operations Project Lead: Jeff and Emily</p>	<ul style="list-style-type: none"> • De-winterized system. Starting dosing. Operating in manual mode. • Completed quarter 1 Discharge Monitoring Report. • Begun weekly sampling routine. • Working with EOR on system update work order. 	<ul style="list-style-type: none"> • Replace failed datalogger and sensors. • Program new datalogger for flow paced dosing. • Continue to review and finalize elements of the system assessment reports. • Evaluate desilt outlet improvements.
<p>Farmer-Led Council Project Lead: Emily</p>	<ul style="list-style-type: none"> • Continued coordination with Scott SWCD. • Held March Lake Friendly Farm event. • Planned FLC interviews with SWCD. 	<ul style="list-style-type: none"> • Continue to support and review FLC projects. • Interview FLC members.
<p>Cost Share Incentives Project Lead: Emily</p>	<ul style="list-style-type: none"> • Provided feedback on potential cost share projects. • Coordinated on the possibility of a Fish Lake focus area with extra Fish Lake project funds. 	<ul style="list-style-type: none"> • Review cost share applications with Scott SWCD as needed. • Present non-traditional cost share project types for Board approval as applicable.
<p>Sutton Lake Outlet and Lake Management Plan Project Lead: Emily</p>	<p>Lake Management Plan</p> <ul style="list-style-type: none"> • Reviewed 2023 drone analysis memo and recommendations for 2024 drone. • Organized one fall 2024 drone. 	<p>Lake Management Plan</p> <ul style="list-style-type: none"> • Plan landowner communications in summer.

APRIL 2024 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<p>Upper Watershed Projects</p> <p>Buck Stream Stabilization, Spring West IESF, MB CD-13 IESF, Swamp IESF, Fish Lake Mgmt Plan, Sutton IESF, Swamp IESF, Buck Chemical Treatment, Potential Flood Storage Projects</p> <p><i>Project Lead: Emily</i></p>	<p>Buck Stream Stabilization</p> <ul style="list-style-type: none"> Continued contract drafting with Smith Partners and SWCD. <p>Spring Lake West IESF</p> <ul style="list-style-type: none"> BKJ Construction completed outlet repair. Planned monitoring after outlet replacement. Attempted to contact landowners of alternate sites. <p>MB CD-13 IESF</p> <ul style="list-style-type: none"> Attempted to contact landowner. <p>Swamp IESF</p> <ul style="list-style-type: none"> Completed delineation and legal description work for the Swamp IESF easement. <p>Fish Lake Management Plan (FLMP)</p> <ul style="list-style-type: none"> Worked with Board to identify priority projects from FLMP. Attempted to contact landowners of priority projects. Coordinated with SWCD on shoreline restoration campaign <p>Potential Flood Storage Projects</p> <ul style="list-style-type: none"> Prepared new proposed flood storage project approach. Completed initial investigation of level of effort for Project 10. 	<p>Buck Stream Stabilization</p> <ul style="list-style-type: none"> Continue to draft agreements. Hold coordination meeting late April. <p>Spring Lake West IESF</p> <ul style="list-style-type: none"> Monitor two rain events during summer. Assess ideal and feasible IESF or BMP for implementation. <p>MB CD-13 IESF</p> <ul style="list-style-type: none"> Understand landowner willingness to proceed in investigation. <p>Swamp IESF</p> <ul style="list-style-type: none"> Discuss Swamp IESF easement agreement with landowner until agreement. <p>Fish Lake Management Plan</p> <ul style="list-style-type: none"> Understand landowner willingness to develop implementation steps. <p>Potential Flood Storage Projects</p> <ul style="list-style-type: none"> Work with Board to identify next priority projects.
<p>Website and Media</p> <p><i>Project Lead: Danielle</i></p>	<p>Social Media</p> <ul style="list-style-type: none"> Continued updating Facebook and Instagram about projects & news: Farmer-Led Council, Spring Yard Maintenance <p>Articles</p> <ul style="list-style-type: none"> Submitted SCENE spring newsletter and summer event notices. <p>Website</p> <ul style="list-style-type: none"> Continued website updates. Begin website maps creation. 	<p>Social Media</p> <ul style="list-style-type: none"> Continue updating Facebook, and Instagram about projects & news: CAMP sampling start, other field work, carp maintenance, SLA presentation, etc. <p>Website</p> <ul style="list-style-type: none"> Create project and subwatershed maps for new website

APRIL 2024 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<p>Citizen Advisory Committee <i>Project Lead: Danielle</i></p>	<ul style="list-style-type: none"> March CAC meeting. Onboard new CAC member. 	<ul style="list-style-type: none"> Keep CAC informed on upcoming education and outreach events and volunteer opportunities.
<p>Education Program <i>Project Lead: Danielle</i></p>	<ul style="list-style-type: none"> See Website and Media section. Lay groundwork for Natural Ink Workshop Sip & Paint. Begin planning Storm Drain Stenciling event(s). Prep volunteers and materials for CAMP sampling. 	<ul style="list-style-type: none"> See website and media section. Finish planning Storm Drain Stenciling volunteer event. Design and purchase logo stickers for event hand-outs. Continue planning Watershed Week events. Spring Lake Association presentation.
<p>Monitoring Program <i>Project Lead: Jeff and Zach</i></p>	<ul style="list-style-type: none"> Worked on rating curve analysis and vertical profile data in WIKSI. Corrected lake level loggers to DNR surveyed elevations. Began bi-weekly stream monitoring regime. Draft 1 of WISKI protocol. 	<ul style="list-style-type: none"> Report on tier 2 and 3 lakes. Finalize mapping report on historic monitoring site locations and analysis. Refine WISKI protocol Continue with data validation in WISKI. Determine additional sites for spare water level loggers. Install replacement lake level logger wells in Fish and Pike Lakes to capture high and low water levels.
<p>Aquatic Vegetation Management and Surveys <i>Project Lead: Jeff</i></p>	<ul style="list-style-type: none"> Contracted with Blue Water Science for 2024 treatment delineations and point intercept surveys. 	<ul style="list-style-type: none"> Plan and execute CLP management. Work with Spring Lake Association to provide information for their AIS Control grant.
<p>AIS <i>Project Lead: Jeff and Zach</i></p>	<ul style="list-style-type: none"> Coordinating with DNR on CD3 station installation agreement documentation. Contract and Scope of Work for 2024 boat inspections. 	<ul style="list-style-type: none"> Coordinate with DNR and Waterfront Restorations on boat inspection coverage on our lakes.
<p>Rules Revisions <i>Project Lead: Joni</i></p>	<ul style="list-style-type: none"> No activity this month. 	<ul style="list-style-type: none"> Hold meeting with Scott County and Scott SWCD. Finalize City of Prior Lake equivalency MOA. Finalize City of Savage interim equivalency agreement. Continue working with Scott County to finalize equivalency MOA and monitor Scott County rule updates required for equivalency.

APRIL 2024 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<p>BMPs & Easements <i>Project Lead: Joni</i></p>	<ul style="list-style-type: none"> • Legal counsel consultation regarding feasibility of implementing encroachment agreements. • Resumed installation of missing conservation easement signs • Developed protocol for monument sign cost recovery for new easements. • Prepared one declaration of conservation easement. 	<ul style="list-style-type: none"> • Wrap up work on outstanding issues associated with: <ul style="list-style-type: none"> ○ Development Agreement and Conservation Easement establishment process and document templates. ○ Implementation of encroachment agreements. • Work to resolve outstanding easement violations. • Evaluate merit of preparing and mailing a conservation easement newsletter to all easement landowners.
<p>Permitting <i>Project Lead: Joni</i></p>	<ul style="list-style-type: none"> • Coordinated with City of Prior Lake on Permit 24.01. • Attend preconstruction meeting for Permit 23.02. • Closed out permit 21.02. • Provided permit review comments to DNR for Sand Point Boat Ramp. • Provided permit review comments to LGU partners on three projects (two in Prior Lake and one in Savage) 	<ul style="list-style-type: none"> • Continue to close out old permits. • Continue to provide permit review comments to LGU partners.
<p>Planning Activities <i>Project Lead: Joni and Emily</i></p>	<ul style="list-style-type: none"> • Sent notice to plan amendment reviewers and began 30 day comment period on April 5th. • Submitted a MPCA Surface Water Assistance Grant (if awarded, grant funds monitoring activities that will support upcoming MPCA WRAPS and offset District monitoring costs. 	<ul style="list-style-type: none"> • Receive plan amendment comments and provide public notice for public meeting on May 21st.
<p>Outlet Channel Projects and Administration <i>Project Lead: Emily/Jeff</i></p>	<ul style="list-style-type: none"> • Inspected outlet channel and culverts. • Worked on vegetation maintenance mapping and contracting. • Conducted follow up for the pipelining bonding bill process. • Submitted MPCA and LCCMR funding applications for the pipelining project. 	<ul style="list-style-type: none"> • Reschedule PLOC Cooperators meeting to allow for response to funding outcomes. • Pipelining construction expected to occur in winter 2024/2025 if capital funding, or MPCA funding awarded. • Finalize contracting of invasive vegetation maintenance along channel.
<p>General Administration <i>Project Lead: Joni</i></p>	<ul style="list-style-type: none"> • Worked with auditors on 2023 financial audit. • Start work on insurance renewals. • Providing data for SCALE health insurance study. • Continued to review files for archiving. • Revisions to per diem policy. 	<ul style="list-style-type: none"> • Update remainder of personnel policy in 2024. • Address outstanding encroachment issue related to a District owned parcel.

PLSLWD Board Staff Report

April 9, 2024



**PRIOR LAKE
SPRING LAKE
WATERSHED DISTRICT**

Subject	CAC Recommendation for Partner Funding	
Board Meeting Date	April 16, 2024	Item No: 5.2
Prepared By	Danielle Studer, Water Resources Specialist	
Attachment	SLA Map, PLA Map	
Action	Provide feedback to the CAC	

Background

According to the 2020 Water Resource Management Plan IV.4.1: Citizen Advisory Committee, “The CAC will pursue projects which expand the PLSLWD’s impact and help reach more community members.”

In 2023, Citizen Advisory Committee (CAC) interest in the impacts of boat wakes on lake shores and water quality resulted in the adoption of the following motion by the Board of Managers on March 14, 2023:

“Prior Lake-Spring Lake [Watershed District] will continue to monitor research findings associated with power boat activity in relation to lake health. PLSLWD is supportive of preparing an educational piece on the topic of how power boat operations can reduce impacts to lake health.”

This motion resulted in a partnership with the Spring Lake Association on a Boating Information Brochure which includes Spring Lake elevations, boating etiquette recommendations, lake regulation summaries, and PLSLWD contact information. The Board approved the use of the District name and logo on the brochure on July 11, 2023.

At the CAC meeting on September 28, 2023, staff shared the approved 2024 PLSLWD budget with the CAC, which includes \$3,500 for CAC initiatives. The CAC expressed interest in using a portion of this budget to support outreach materials produced by Lake Associations that are in line with the March 14, 2023, motion. Staff followed up with Spring Lake Association and Prior Lake Association to share this interest and find out if these lake associations were interested in this type of partnership.

The Spring Lake Association requested financial support in printing of the same “Need to Know” maps approved by the Board on July 11, 2023, as well as partnering with the District to have boat inspectors pass these water-resistant resources out at the Spring Lake boat ramp. Spring Lake Association has already printed 1,000 maps in 2024 to be included in the Spring Lake Association Newsletter and 400-500 to be passed out at the boat ramp. The cost of printing additional maps ranges from \$249 for 250 maps to \$485 for 1000 maps.

Prior Lake Association (PLA) requested \$500 to support the printing of the Prior Lake Annual Newsletter, which is mailed to Prior Lake Association members and is also passed out at Prior Lake Association events throughout the year. The Spring 2023 issue shared an “Own Your Wake” graphic as well as an informational article on how to “own your wake.” This newsletter also includes an article from the

District each year. The PLA also suggested that financial support could be used to print, or make edits to and print, water resistant Prior Lake maps. The current design shows low and very low areas within Prior Lake, as well as Buoy guides and a warning regarding power loading. These are handed out at PLA events, placed in bait shops around Prior Lake, and inside boats at Knotty Oar and pontoon rentals.

Discussion

On March 28, 2024, the CAC passed a motion 7-0 to *“Recommend the use of \$250 of CAC budget for the printing of Spring Lake Association’s Spring Lake “Need to Know” maps and \$500 of CAC budget to Prior Lake Association for the printing of Prior Lake Association newsletters, lake maps, or other materials that include messaging which furthers the PLSLWD agenda.”*

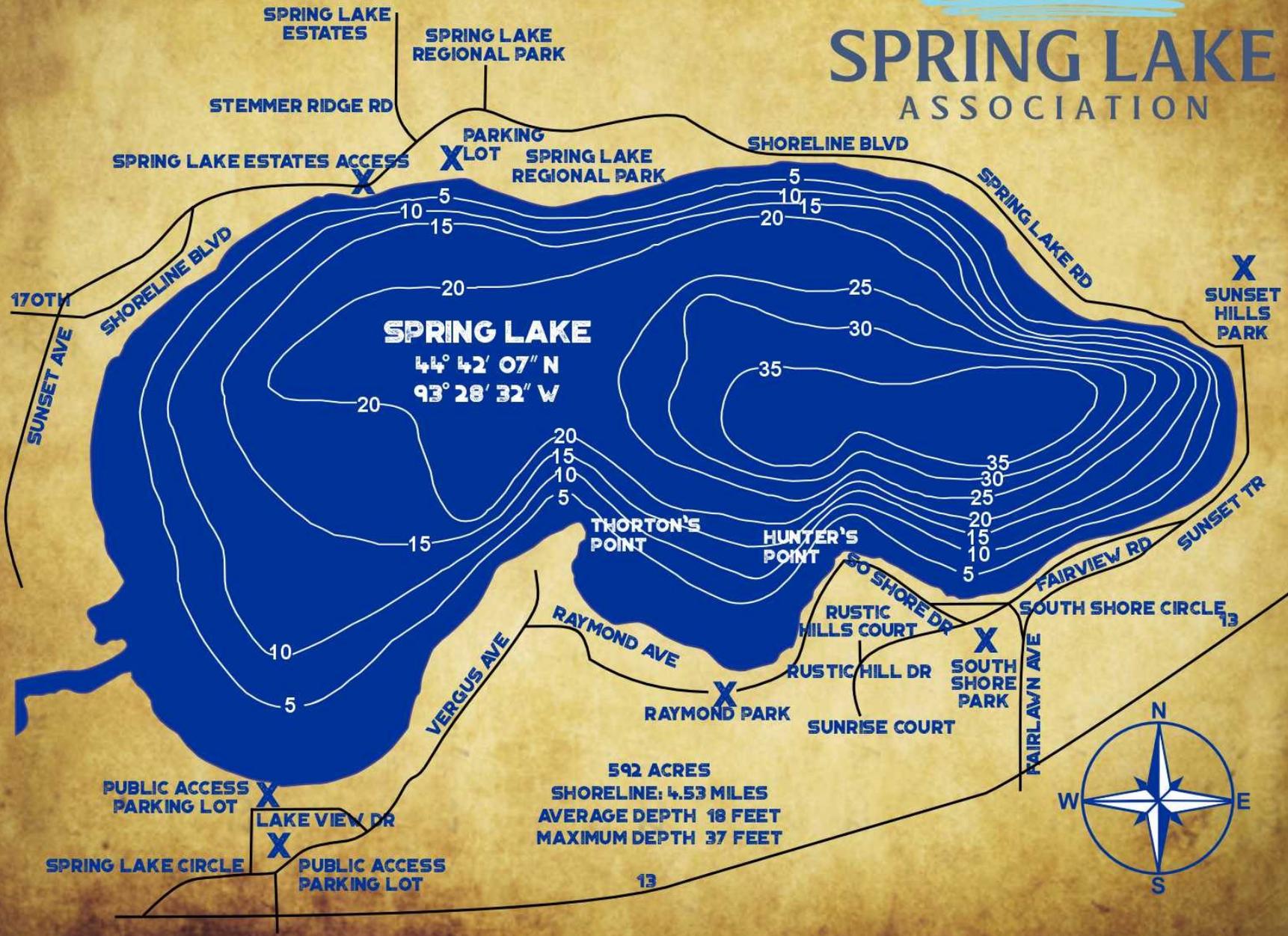
A representative from the CAC will attend the board meeting to share and discuss the CAC recommendation.

Recommendation

As per the CAC Guiding Document, the *“Board [shall provide] feedback to CAC. Examples include: request for more information, Board vote or motion, request for District Staff to provide recommendations or directs District Administrator to take specific actions.”*



SPRING LAKE ASSOCIATION





Need to Know Information

**Attention Boaters | Before leaving Spring Lake boat landing:
CLEAN your boat | DRAIN all water | DISPOSE of your trash**

BOATING ETIQUETTE RECOMMENDATIONS

This is about safe behavior and being responsible. Spring Lake is a recreational lake which allows for a variety of water-related activities. Acknowledge everyone's right to use the lake in a responsible way and to protect the environment of the lake.

1. **Dispose of your trash properly.** Trash and recycle bins are available at the Spring Lake Boat Ramp all year long.
2. **Respect the ramp.** Prepare your boat and equipment before getting into position to launch. Don't power load your boat!
3. **Own your wake.** It is recommended to keep a minimum distance of 200 feet from shore and other boats using the lake. For water-related activities which create large wakes, boat in the center of the lake and in water depths greater than 15 ft. Water depths are shown on the lake map.
4. **Keep the tunes in check.** Sound travels well over water.
5. **Minimize Repetitive Passes.** Once you have run a line, move to another area.
6. **Know No Wake / Speed Restrictions.** It's your responsibility to know speed limit or no-wake restrictions and respect them. Specific rules apply to personal watercrafts.
7. **Know the Boating Right of Way rules.** The basic rule of thumb is the more maneuverable the less Right of Way that a boat has.
8. **Be prepared.** Know state & local laws and have enough right sized life jackets for each person onboard.
9. Be polite – give a wave.

SUMMARY OF SPRING LAKE USE RESTRICTIONS PRIOR LAKE, CITY OF / SPRING LAKE TOWNSHIP

1. Slow-no wake zone on entire lake when water level exceeds 912.8 feet.
2. Slow-no wake zone within 150 feet of shore and specified channels.
3. 40 mph - daytime speed limit weekends and holidays (Memorial Day Weekend through Labor Day Weekend).
4. 20 mph nighttime speed limit all year.
5. No inflatable devices (air mattresses, inner tubes) beyond 150 feet of shore.
6. Swimming must be within 150 feet of shore, unless accompanied by watercraft.
7. No water skiing or towed tubes within 150 feet of shore – except for launching or landing directly to and from shore.

SPRING LAKE ASSOCIATION

Email: Board.SLA@gmail.com - **Website:** www.Springlakeassociation.org

The objective of the SLA is to support, educate and encourage lake users on an enjoyable and safe lake experience, through education, communication and social interaction amongst its community. The association is comprised of board members and volunteers from on and around Spring Lake.

MINNESOTA PERSONAL WATERCRAFT (JET SKI) LAWS

Decals which contain the information below are available from the Minnesota Department of Natural Resources. This is only a summary of the laws as of June 2018 and is required to be visible to the operator on all personal watercraft in Minnesota.

YOU MUST....

- Wear a USCG-approved life jacket. Comply with label.
- Travel at slow no-wake speed (5 mph or less) within 150 feet of: non-motorized boats; shore (unless launching or landing skiers directly to or from open water); docks; swim rafts; swimmers; or any moored or anchored boat.
- Operate only from 9:30 a.m. to one hour before sunset.
- Use the cutoff lanyard properly.
- Obey operator age and permit laws for those younger than 18 years old.

YOU MUST NOT...

- Chase or harass wildlife.
- Jump the wake of another boat within 150 feet of the craft.
- Operate a personal watercraft in a manner that endangers life, limb or property.
- Protect Your Sport Respect your neighbors.
- Don't operate for long periods in the same area or near occupied boats or shore.

PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT (PLSLWD)

Phone: 952-447-4166 – **Email:** info@plslwd.org **Website:** www.plslwd.org

The Watershed District works to manage and preserve the water resources of the District, with three primary goals of improving and maintaining the quality of water resources, reducing flooding impacts, and managing existing and preventing new Aquatic Invasive Species in the District.

SCOTT COUNTY SHERIFF DEPARTMENT

Emergency: Call 911

Non-Emergency: 952-445-1411 (Such as questions or concerns)

FOR MORE INFORMATION CONTACT:

Minnesota Department of Natural Resources Boat and Water Safety
500 Lafayette Rd., St. Paul, MN 55155-4047 651-296-6157 | 888-646-6367 |
mndnr.gov/boatingsafety Email: info.dnr@state.mn.us

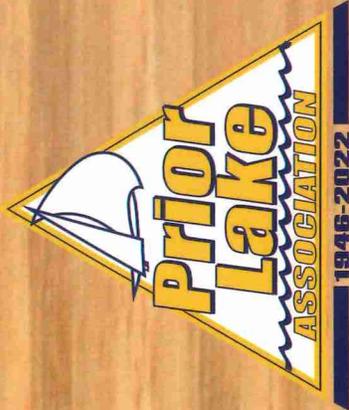


The PLA provides this map as a public service and makes no claims or guarantees about its accuracy and disclaims liability for any errors or omissions in its contents. Stay alert on the water!

PRIOR LAKE

! DANGER! CAUTION!

Unusually low lake levels pose unexpected underwater dangers this year for Prior Lake boaters. Avoid RED triangular areas and proceed carefully in YELLOW caution areas. Swimmers should also exercise caution when diving because of unexpected shallow areas. Boaters should monitor depth finders and trim motor up in yellow caution areas.





Subject | 2023 Annual Report Approval

Board Meeting Date | April 16, 2023

Item No: 5.3

Prepared By | Danielle Studer, Water Resource Specialist

Attachment | Prior Lake-Spring Lake Watershed District 2023 Annual Report

Proposed Motion | Motion to approve the PLSLWD 2023 Annual Report and authorize its release to the Board of Water and Soil Resources and Department of Natural Resources

Background

Minnesota Statutes Chapter 103D.351 states that managers must prepare a yearly report of the financial conditions of the watershed district, the status of all projects, the business transacted by the watershed district, other matters affecting the interests of the watershed district, and a discussion of the manager's plans for the succeeding year. The report must be submitted to the Board of Water and Soil Resources (BWSR) and the Department of Natural Resources (DNR).

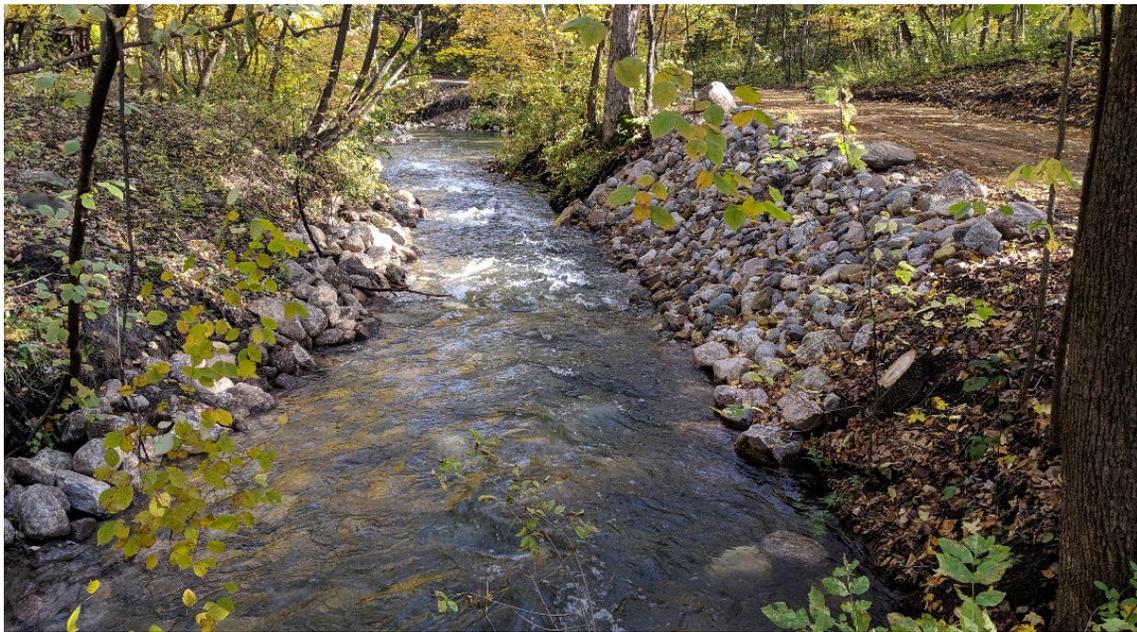
Minnesota Rules Chapter 8410.0150 requires metro watershed districts to provide additional specified content in the annual report. The rules require organizations to submit the report for the previous calendar year within 120 days of the end of the calendar year. BWSR requires that the activities report must be submitted by April 30th of each year.

Discussion

Staff prepared the Prior Lake-Spring Lake Watershed District 2023 Annual Report with the intent of meeting the requirements of Minnesota Statutes Chapter 103D.351 and Minnesota Rules Chapter 8410.0150.

Recommendation

Staff recommends the board approve the PLSLWD 2023 Annual Report and authorize its release to BWSR and the DNR.



**Prior Lake-
Spring Lake
Watershed
District**

Annual Report

2023



**PRIOR LAKE
SPRING LAKE
WATERSHED DISTRICT**

Mission: To manage & preserve the water resources of the Prior Lake-Spring Lake Watershed District to the best of our ability using input from our communities, sound engineering practices, and our ability to efficiently fund beneficial projects which transcend political jurisdictions.

TABLE OF CONTENTS

TABLE OF CONTENTS 1

INTRODUCTION 4

ABOUT THE DISTRICT 4

 BOARD OF MANAGERS..... 5

 CITIZEN ADVISORY COMMITTEE 6

 STAFF..... 7

 CONSULTING SERVICES 7

WATER RESOURCES MANAGEMENT PLAN 8

 Three Priority Concern Areas..... 8

 Primary Issues..... 8

 Priority Goals 9

ASSESSMENT OF THE 2023 WORK PLAN 9

 CAPITAL PROJECTS 9

 OPERATIONS AND MAINTENANCE 9

 Carp Management 9

 Aquatic Vegetation Management..... 12

 Cost Share 13

 Farmer-Led Council..... 13

 Ferric Chloride Treatment Facility 14

 Restoration Projects Maintenance 15

 PLANNING 15

 2020 Water Resources Management Plan 15

 Upper Watershed Blueprint 15

 Sutton Lake Management Plan..... 15

 Buck East WetLand Feasibility Study 16

Swamp Iron-Enhanced Sand Filter Feasibility Study.....16

Fish Lake Management Plan17

MONITORING AND RESEARCH.....17

WISKI Database.....18

Stream Monitoring Data18

Lake Monitoring Data19

Precipitation20

Boat Inspections (AIS).....21

REGULATION21

Easement Inspections.....21

Permit Activity22

EDUCATION AND OUTREACH22

Citizen Advisory Committee22

Community Involvement23

Press and Social Media23

PRIOR LAKE OUTLET CHANNEL.....24

Outlet Structure.....24

Prior Lake Outlet Channel (PLOC)24

PRIOR LAKE Outlet Pipelining.....24

WETLAND BANKING PROGRAM.....25

STATUS OF LOCAL PLAN ADOPTION AND IMPLEMENTATION25

EVALUATION OF PROGRESS25

FINANCIAL REPORT25

2022 FINANCIAL SUMMARY26

GRANTS27

2024 WORK PLAN.....28

CAPITAL PROJECTS.....28

OPERATIONS AND MAINTENANCE..... 28

PLANNING 28

MONITORING AND RESEARCH..... 29

REGULATION..... 29

EDUCATION AND OUTREACH 29

PRIOR LAKE OUTLET CHANNEL 29

WATER QUALITY GRAPHS 30

APPENDIX A: EVALUATION OF PROGRESS DASHBOARD 33

DRAFT

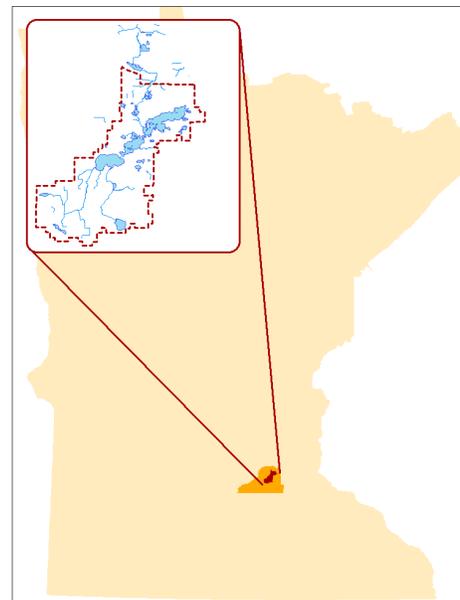
INTRODUCTION

This report has been prepared by the Prior Lake-Spring Lake Watershed District (PLSLWD, or District) and details the activities of the District through the calendar year 2023. The report will focus on the District's program and project accomplishments relative to the approved Capital Improvement Plan established in the 2020 PLSLWD Water Resources Management Plan and annual work plan. Annual reporting requirements listed in Minnesota Rules Chapter 8410.0150, Subpart 3 will also be included in this report.

ABOUT THE DISTRICT

The Prior Lake-Spring Lake Watershed District was established on March 4, 1970, by order of the Minnesota Water Resources Board (MWRB) under the authority of the Minnesota Watershed Act (Minnesota Statutes, Chapter 112). The order was in response to a petition filed by resident landowners within the watershed on June 24, 1969. This citizen petition sought establishment of the District for the purposes of wisely managing and conserving the waters and natural resources of the watershed.

The PLSLWD is approximately 42 square miles in size and located in north central Scott County, Minnesota, encompassing parts of the cities of Prior Lake, Shakopee, and Savage and parts of Sand Creek and Spring Lake Townships. In addition, a portion of the Shakopee Mdewakanton Sioux Community (SMSC) tribal lands are located within the District.



Location of PLSWD

BOARD OF MANAGERS

PLSLWD is administered by a five-person Board of Managers (Board) appointed by the Scott County Commissioners. Current Board members, terms, and contact information is maintained on the District's website. All the District's policies, goals, and accomplishments are directed by the citizens who serve on the Board. The Board of Managers met the second Tuesday of each month in 2023 and will meet on the third Tuesday of each month in 2024. Meetings are at 6:00 PM at the Prior Lake City Hall, located at 4646 Dakota St. SE, Prior Lake, MN 55372. Meeting notices, agendas and approved minutes are available on the District website.

Board members who served during the calendar year 2023 are listed below.

Bruce Loney

President

Resides in Prior Lake

Term: 3/3/22-3/2/25

Frank Boyles

Vice President

Resides in Prior Lake

*Terms: 7/26/20-7/25/23
6/26/23-6/25/26*

Christian Morkeberg

Treasurer

Resides in Spring Lake Township

Term: 3/3/22-3/2/25

Ben Burnett

Secretary

Resides in Prior Lake

Term: 6/7/22 – 3/4/24

Matt Tofanelli

Manager

Resides in Prior Lake

Term: 6/12/22 – 6/11/25

CITIZEN ADVISORY COMMITTEE

The Prior Lake-Spring Lake Watershed District formalized its Citizen Advisory Committee (CAC) in 2011. The CAC consists of residents who provide input and recommendations to the Board on projects, reports, prioritization, and act as the primary interface for the Board to integrate the current issues of concern of the local citizens.

The CAC meets on the last Thursday of odd months (January-September) and the first Thursday of December at 6:00 PM at the Prior Lake City Hall, located at 4646 Dakota St. SE, Prior Lake, MN 55372.

Citizen Advisory Committee members that served during the calendar year 2023 are listed below.

Anna Alswager
Resides in Prior Lake
Term: 11/2023-09/2026

Ron Hoffmeyer
Resides in Prior Lake
Term: 05/2022 – 03/2025

Curtis Witt
Resides in Prior Lake
Term: 05/2022 – 03/2025

Woody Spitzmueller
Resides in Prior Lake
Term: 03/2022 – 12/2023

Maureen Reeder
Resides in Spring Lake Township
Term: 05/2021 – 03/2024

Loren Hanson
Resides in Spring Lake
Township
Term: 04/2021 – 03/2024

Christopher Crowhurst
Resides in Spring Lake Township
Term: 05/2020 – 03/2023

Matt Newman
Resides in Spring Lake Township
Term: 06/2020 – 03/2023

STAFF

Joni Giese
District Administrator
jgiese@plslwd.org

Emily Dick
Water Resources Project Manager
edick@plslwd.org

Jeff Anderson
Water Resources Coordinator
janderson@plslwd.org

Danielle Studer
Water Resources Specialist
(as of 06/12/2023)
dstuder@plslwd.org

Patty Dronen
Administrative Assistant
pdronen@plslwd.org

Zach Nagel
Water Resources Technician
(as of 9/27/2023)

Shauna Capron
Water Resources Technician
(until 8/21/2023)
scapron@plslwd.org

Elizabeth Frödén
Water Resources Specialist
(until 3/17/2023)
efroden@plslwd.org

Paul Nelson
Manager of Special Projects
(until 11/24/23)
pnelson@plslwd.org

Lindsay James
Summer Intern
(5/24/23 – 8/18/23)

Ashley Halverson
Summer Intern
(5/24/23 – 8/18/23)

Day-to-day operations of the Prior Lake-Spring Lake Watershed District are managed by a District Administrator and staff. All staff can be contacted through the main District phone number, 952-447-4166, or at the District Office, 4646 Dakota Street SE, Prior Lake, MN 55372.

CONSULTING SERVICES

The following are the consulting firms selected in 2023 for 2024/25 consulting services:

Abdo
Audit Services
Andrew Berg
Phone: 952-835-9090
www.abdosolutions.com

Smith Partners, PLLP
Legal Services
Charles Holtman
Phone: 612-344-1400
www.smithpartners.com

Emmons and Olivier Resources, Inc
Engineering Services
Carl Almer
Phone: 651-770-8448
www.eorinc.com

CliftonLarsonAllen LLP (CLA)
Accounting Services
Christopher Knopik
Phone: 612-376-4500
www.claconnect.com

WATER RESOURCES MANAGEMENT PLAN

The Minnesota Board of Water and Soil Resources (BWSR) approved the District's fourth generation Water Resources Management Plan (WRMP) on June 24, 2020, and the District Board adopted the plan at its July 14, 2020 meeting. A copy of the WRMP is available on the District website or by request, or in hard copy format at the District office.

THREE PRIORITY CONCERN AREAS

During discussions and meetings for the WRMP, three recurring priority concerns were identified. PLSLWD used these three priority concerns to develop three guiding principles with nine underlying policies and 23 measurable goals.



WATER QUALITY

Maintaining or improving the water quality in the PLSLWD's resources with most emphasis on lakes that have public access and are most widely used.



AQUATIC INVASIVE SPECIES

Continued monitoring and management of existing AIS (curly-leaf pondweed, Eurasian water milfoil, zebra mussels and common carp), as well as prevention of new AIS.



REDUCE FLOODING

Making strides toward flood reduction goals on Prior Lake (e.g. upstream storage) and reducing the impacts of flooding in other areas in the District.

PRIMARY ISSUES

Within the Priority Concern Areas above, the PLSLWD identified several associated issues:

WATER QUALITY ISSUES:

- External Loading
- Internal Loading
- Low Plant Diversity
- High Phosphorus Levels
- Insufficient Information Available
- Loss of Wetland Quality
- Loss of Wetland Quantity
- Streambank Erosion & Slumping
- Erosion along the Prior Lake Outlet Channel
- Groundwater Quality and/or Contamination

AQUATIC INVASIVE SPECIES ISSUES:

- New AIS Can Reduce Water Quality
- Common Carp Reduce Water Quality
- Overgrowth of Invasive Plants
- Recreational & Ecological Hazards

REDUCE FLOODING ISSUES:

- Current Flooding Risks on Prior Lake
- Historical Flooding on Prior Lake
- Future Increased Runoff
- Insufficient Information to Inform Projects
- Need to Assess Flood Reduction Goals

PRIORITY GOALS

Within the Priority Concerns above, there are a total of 23 goals. While all these goals are intended to be accomplished in this ten-year WRMP, there were four that were of highest priority. These include:

WATER QUALITY MAIN GOALS:

- **GOAL WQ2:** *Meet the state water quality standards for aquatic recreation on Spring Lake.*
- **GOAL WQ3:** *Meet the state water quality standards for aquatic recreation on Upper Prior Lake.*

AQUATIC INVASIVE SPECIES MAIN GOALS:

- **GOAL AIS1:** *Develop and implement an Aquatic Invasive Species (AIS) Response and Prevention Plan in coordination with Scott County to help prevent new AIS from entering Tier 1 lakes.*

REDUCE FLOODING MAIN GOALS:

- **GOAL RF1:** *Achieve the first-tier priority flood reduction goal to reduce the flood level on Prior Lake (from 905.62) to 905.5 feet for the 25-year return period.*

ASSESSMENT OF THE 2023 WORK PLAN

The following is a summary of the activities completed in 2023 organized by District's 2020 WRMP.

- | | |
|-------------------------------|------------------------------|
| 1. Capital Projects | 5. Regulation |
| 2. Operations and Maintenance | 6. Education and Outreach |
| 3. Planning | 7. Prior Lake Outlet Channel |
| 4. Monitoring and Research | 8. Administration |

CAPITAL PROJECTS

In 2023 the District did not have any capital projects.

OPERATIONS AND MAINTENANCE

CARP MANAGEMENT

In 2023 the District moved into its ninth year with its Carp Management Program, primarily focusing on Spring and Upper Prior Lakes. At the end of 2022, the District overhauled its Integrated Pest Management Plan (IPM) to align better with goals and to make the plan more comprehensive. The updated IPM plan has three primary components: baseline data collection, implementation, and maintenance. The previous plan highlighted tracking, blocking, and removing. Those activities remain key components of the plan but are better compartmentalized within the implementation section. Efforts were made to update the plan to capture how our program has grown over time and its application to individual lakes and whole systems. The updated plan aligns better with current grant opportunity requirements and discusses actions after goals have been met.

The management program aims to improve the water quality of Spring and Upper Prior Lakes by decreasing total phosphorus concentrations using the IPM Plan. The program has several components, including tracking the movement and population of carp, completing carp removals, installing carp barriers at strategic locations, using bluegill to predate on carp eggs, and engaging local community through outreach materials and volunteer programs.

In 2023 the District continued to actively track the movement of 23 carp in Spring Lake and Upper Prior Lake that were implanted with radio-tags using a Yagi antenna. 11 tags were installed in 2022 and 12 more in 2023. Radio-tags have a lifespan of around 18 to 24 months, and not all tags implanted in 2022 are still active. The District strives to keep up a manageable radio-tag count; the plan for 2024 is to add 10 to 12 new radio tags. Carp location maps were developed based on the tracking data, which were posted occasionally on the District's social media pages so that the public could view their locations.



The District also continued to track carp through Passive Integrate Transponder (PIT) tags that were implanted in the carp. By the end of 2023, approximately 500 PIT tagged carp remain in the waterbodies. PIT tags are used to track the movement of carp through specific channels where receivers are installed. This is a more economical way of tracking carp but has its limitations as the carp can only passively be tracked when they pass through a specific location.

In 2023 the District installed five receiver devices to study the movement of PIT tagged carp throughout different waterbodies, which helped document movement and determine the effectiveness of installed carp barriers. The receivers were installed at the Jeffers Daylight Pond outlet, Arctic Lake East channel, Tadpole Pond outlet, Spring-Prior connecting channel, and downstream of the ferric chloride weir.

Telemetry surveys were conducted on Spring Lake and Prior Lakes to determine aggregation areas and migration routes. These surveys guided the timing and location of carp removal events.

In 2023 the District continued to work towards its goals on reducing carp biomass with innovative equipment and techniques. Working with information and insights gained in prior years, a new backpack electrofishing device was purchased to target carp populations unable to be intercepted by boat. Working with WSB, the District tested remote trapping panels with corn to bait carp into an enclosure on Spring Lake. While the baited enclosure didn't trap carp in 2023, the work was seen as a proof of concept for using the trapping panels in locations more suitable for the equipment in 2024. The District also worked with its consultants to complete removal events utilizing a variety of methods, which resulted in the following:

Removal Method:	Spring Lake (2023)		Upper Prior Lake (2023)	
	Approx. # of Carp:	Weight (lbs.):	Approx. # of Carp:	Weight (lbs.):
Seines	1642	11500	n/a	n/a
Electrofishing	40	200	194	2262
Stream Removals (Connecting streams)	n/a	n/a	271	2388
Gill Netting	n/a	n/a	n/a	n/a
Push Trap	40	200	n/a	n/a
TOTAL:	1722	11900	465	4650

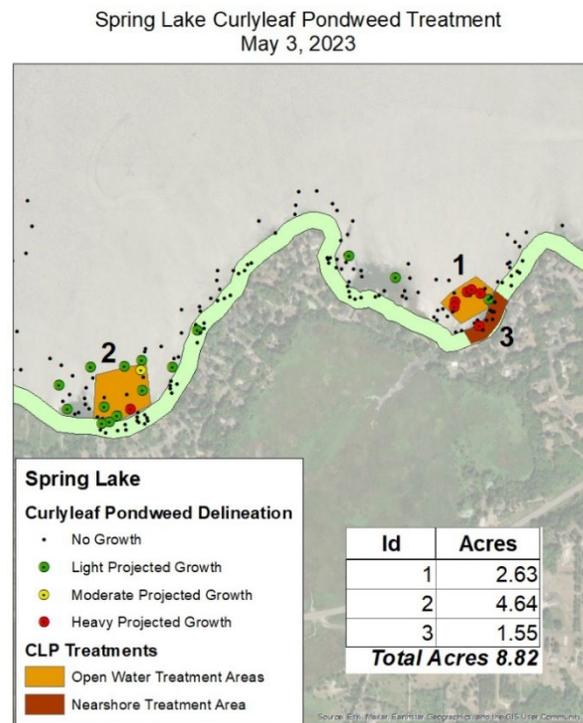
In 2023 Upper Prior Lake’s overall carp biomass decreased from approximately 190 kg/ha to 67 kg/ha, while Spring Lake’s overall carp biomass decreased from approximately 224 kg/ha to 126 kg/ha. The biomass goal to be below 100kg/ha has been met for Upper Prior Lake. Activities in 2024 will include conducting a mark and recapture study to confirm the Fall 2023 CPUE estimate.

In 2023 District staff maintained six carp barriers: 12/17 Wetland, Desilt Pond, FeCl Weir, Arctic Lake outlet, and Northwoods Pond. Carp migration spawning activity will be monitored to see if any additional barriers are needed moving forward.

The District’s goal in 2024 is to continue effective carp management by following the Integrated Pest Management Plan for Common Carp and incorporating techniques developed through the Accelerated Carp Management Strategies initiated in 2020.

AQUATIC VEGETATION MANAGEMENT

Aquatic vegetation management for curly-leaf pondweed (CLP) occurred on Spring Lake in 2023. 7.27 acres were treated by PLM Lake and Land Management Corporation with Diquat, an herbicide. Treatment on Spring Lake was funded by Scott County’s AIS Prevention funds from the Minnesota Legislature. The image on the right shows the delineation and treatment map for Spring Lake. Locations identified as 1 and 2 were treated. In addition to CLP treatments, the District supported Spring Lake Association actions to manage Eurasian Watermilfoil (EWM) found in Spring Lake through aquatic plant delineations.



Data Collected: May 3, 2023
Map Made: May 8, 2023

UTM NAD 1983
Blue Water Science

COST SHARE

The District has a cost share incentive program for residents and agricultural producers coordinated with the Scott Soil and Water Conservation District (Scott SWCD). Scott SWCD received requests and provided follow-up assistance to 71 landowners in the watershed, 54 of which were new requests for conservation assistance. There were 24 projects approved and 23 cost share projects completed. Cost share projects completed in 2023 include 3 well decommissions and several projects amounting to 720 sq ft of natural landscaping (native prairie, pollinator, raingardens, natural shoreline), and 20 feet of lined waterway.

FARMER-LED COUNCIL

The Farmer-Led Council (FLC) was created in 2013 to help the District reduce nutrient loading to Spring Lake to levels that meet or exceed state water quality standards. Agricultural lands make up most of the landscape in the Spring Lake and Upper Prior Lake watersheds. As such, farmers are the most important stewards of the land, and their active input and participation is critical to achieving water quality goals.



Represented by local leaders in the farming community, the role of the FLC is to develop and guide the implementation of strategies that PLSLWD will use to accomplish agriculture's share of the nutrient reduction goal. Specifically, the FLC aims to:

- Inform decision makers and the general public about practical issues and opportunities related to soil and water conservation on agricultural lands.
- Identify sustainable agriculture practices for both standard and site-specific applications.
- Define the approach for engaging with and assisting farmers to implement practices.
- Establish a schedule with reasonable milestones and timelines for progress.
- Identify potential barriers to implementation, along with tools and resources that are needed to overcome them.

The District held three FLC meetings in 2023 where a variety of agricultural topics related to water quality were discussed. One of the three meetings also served as an awards luncheon for the 2023 Lake Friendly Farm awardees. The Lake-Friendly Farm (LFF) program was first piloted by two FLC members in 2017. Since then, over a dozen farms have been certified into this program aimed at targeting phosphorus reduction in the upper watershed. In 2023, three new farms were certified. In total, 872 acres have been certified through the Lake Friendly Farm program. Approximately 15.2% of cropland in the District has been certified as "Lake-Friendly." The estimated phosphorus reduction benefit from the LFF program so far is 359.4 pounds a year.

Four hundred and two acres were enrolled in the cover crop program in 2023. The cover crop program is a top priority because cover crops are one of few conservation practices that provide significant and

quantifiable water quality benefits while being compatible with production agriculture. Cover crops in 2023 resulted in an estimated one-year phosphorus reduction of approximately 332 pounds. Since 2018, a total of 3,054 acres of cover crops have been planted resulting in estimated total phosphorus reductions of 1,677 pounds, or an average of 280 pounds per year.

Additionally, the FLC has recently promoted tillage practices that reduce erosion by leaving the previous year's crop on the ground. These practices are collectively referred to as "high residue management" and provide quantifiable water quality benefits. In 2023, the FLC supported 525 acres of high residue management practices. These acres yielded an estimated phosphorus reduction of 110 pounds per year.

FERRIC CHLORIDE TREATMENT FACILITY

A desiltation pond was built in 1978 to capture phosphorus before the stormwater from County Ditch 13 reaches Spring Lake. In 1998 a ferric chloride plant was constructed to use this chemical upstream of the desiltation pond to bind with phosphorus and prevent it from entering the lake.

In 2013, the system was redesigned to release the ferric chloride solution into a desiltation basin, rather than the stream, per an MPCA permit requirement. The initial targets for design parameters, with input and agreement by regulatory agencies, were to allow flows up to approximately 30 cubic feet per second (cfs) into the desiltation pond for normal operations. High flows were to overtop a high flow bypass weir east of the existing pond which flows directly to Spring Lake to prevent possible resuspension and flushing within the desiltation pond.

In September 2018, the pump was programmed to dose ferric chloride based on a relationship with stream height. The maximum treatment dose rate is 4 gallons per hour when the depth over the ferric chloride weir is 0.50 feet. Once the depth is greater than 0.50 feet, the pump will continue dosing at 4 gallons per hour based on the maximum flow calculations of the desilt pond diversion culvert.

In 2023, the desiltation pond treated water with ferric chloride from April 5 to June 27. The pump was shut off earlier than usual due to dry conditions and no water flow in the stream. Troubles with the electronics controlling the level sensor and auto dosing occurred early in the year, which meant the system was operated in the manual dosing mode. Samples were taken weekly during treatment to analyze efficiency of the treatment system. On average, the treated water decreased the concentration of total phosphorus by 14% and dissolved phosphorus by 66%.

The system is permitted by the MPCA, who require a report to be completed when the term of the permit ends. The report, which will include the results of the 2020-2025 sampling, will be completed and posted to the District website by the end of 2025.

In 2023, the District began a system assessment to review equipment wear, dosing, and operations, and to recommend improvements for performance and optimization. The system assessment is intended to be completed in 2024.

RESTORATION PROJECTS MAINTENANCE

The District contracted invasive vegetation maintenance on a Spring Lake shoreline restoration project that was previously installed.

PLANNING

2020 WATER RESOURCES MANAGEMENT PLAN

In 2020 the District completed its Water Resources Management Plan, meeting with stakeholders, conducting public meetings, and adding final revisions before its approval. The updated ten-year management plan, which lays out the District's goals and activities for 2020 – 2029, was successfully completed and approved in 2020. The plan served as a framework for District activities in 2023 and will continue to do so in 2024.

UPPER WATERSHED BLUEPRINT

The Upper Watershed is a 12,760-acre area that drains to Spring Lake, Upper Prior Lake, and Lower Prior Lake and represents approximately 67 percent of the total tributary to these lakes. In 2021, the District managers approved the Upper Watershed Blueprint study, which provides a stormwater management and implementation approach for PLSLWD and local partners to improve water quality conditions and reduce flooding in the Upper Watershed over the next ten years.

The Upper Watershed Blueprint resulted in the identification of 14 potential water quality projects and three potential flood reduction projects that could help the District meet its 10-year goals. These projects will help the District meet the annual phosphorus reduction goal of 2,959 pounds set in the Total Maximum Daily Load (TMDL) study for Spring and Upper Prior Lakes to improve water quality in the lakes.

The District has completed many feasibility studies for water quality projects identified in the Upper Watershed Blueprint: Buck Chemical Treatment System (2014), Spring West Iron Enhanced Sand Filter (IESF) (2022), and Sutton Lake IESF (2022). In 2023, the District finalized a feasibility study for the Buck Lake Wetland Enhancement, Swamp Lake IESF feasibility study and Fish Lake Management Plan. The District also completed the CD-13 Ditch Repair in 2023 through the cost share program. In 2023, the Board of Managers considered further project prioritization in relation to cost effectiveness, landowner willingness, availability of grant funding, and progress towards the TMDL reduction goal.

SUTTON LAKE MANAGEMENT PLAN

In 2021 the District completed the construction of the Sutton Lake Outlet Structure. Sutton Lake is at the headwaters of County Ditch 13 (CD13), which outlets into Spring Lake. The primary purpose of the outlet structure is to increase storage and slow the flow of water downstream. This will decrease the likelihood of flooding along CD 13.

The Sutton Lake Outlet Structure was originally identified in the Prior Lake Stormwater Management & Flood Mitigation Study as a possible project with high potential for flood damage reduction. In 2022 the District prepared a lake management plan for the purpose of enhancing wildlife habitat through operation of the outlet structure on Sutton Lake. The lake management plan was finalized upon receipt of DNR review comments and brought forward for acceptance by the Board of Managers in 2023. As a result of the lake management plan, the District conducted drone surveys to monitor the effects of natural drought on aquatic vegetation. The District plans to continue monitoring aquatic vegetation to assess the impacts of lake drawdown (in this case, drought) on native vegetation.



BUCK EAST WETLAND FEASIBILITY STUDY

The Upper Watershed Blueprint identified the Buck East Wetland as a potential water storage and water quality site. The Buck East Wetland Feasibility Study was selected through the convening process with local partners and funded with support through the 2021/2022 WBIF grant.

The feasibility study identified four alternative scenarios with increasing water quality and flood storage benefit. Soil testing was completed to understand phosphorus levels on the underlying ground. The estimated benefits of the scenarios range from 55-240 pounds of total phosphorus load reduction and up to 0.13 ft flood reduction on Upper Prior Lake. The District held two landowner meetings to solicit feedback and communicate project benefits. The feasibility study was reviewed by MNDNR and approved by the Board of Managers in 2023. The District conducted further follow up with key landowners following the approval.

SWAMP IRON-ENHANCED SAND FILTER FEASIBILITY STUDY

The Swamp Lake Phosphorus and Peak Flow Reduction feasibility study was selected by local convening partners as a 2022/2023 WBIF project and completed in 2023. The project area was identified in the Upper Watershed Blueprint as a potential site for a water quality improvement project such as an Iron Enhanced Sand Filter (IESF).

Consultant Stantec conducted field reconnaissance to assess the viability of developing an Iron Enhanced Sand Filter (IESF) or other best management practices in the study area. Topographical survey data and a wetland delineation was conducted to determine the extent and type of wetlands on the site. The District's PCSWMM model was used to understand the hydrology of Swamp Lake and how that may affect potential performance of an IESF. District monitoring data was used to approximate nutrient loads. A preferred IESF design was developed proposing a 71% total phosphorus removal. The proposed

alternative is predicted to achieve an 89.1 lb. reduction of total phosphorus to aid in meeting nutrient targets in the Spring Lake TMDL. Additional removal and peak flow attenuation was not found to be favorable due to the natural hydrology and permitting burden. The total cost of the project is estimated from \$589,200-\$654,800 with a cost per pound estimated between \$220 and \$228 over the approximate 15-year lifespan. Staff continued to coordinate with the landowner and reference the feasibility study through 2023 to prepare for implementation.

FISH LAKE MANAGEMENT PLAN

The Fish Lake Management Plan update was selected by local convening partners as a 2022/2023 WBIF project. The plan update was prioritized to reconcile conflicting conclusions on two lake assessment documents, the 2006 Fish Lake Management Plan and the 2012 TMDL. In order for the District to implement effective projects to address the primary nutrient source, an updated and comprehensive conclusion was needed via lake planning.

The Fish Lake Management Plan was completed after in-depth study and stakeholder coordination throughout 2023. The District held two landowner meetings to solicit feedback and report findings, as well as collecting feedback via a survey, phone and email. The plan was also informed by a Technical Advisory Committee, comprised of industry experts across state and local agencies, which met twice to review plan details and methodology. Consultant EOR collected historical monitoring data, conducted updated soil sampling, and utilized watershed loading models to inform recommendations. The plan includes conclusions on current lake health, as well as a recommended implementation plan to meet water quality goals. Results suggest that a holistic approach will be needed to address both internal and external phosphorus loads: 659 and 103 lbs./yr. respectively. The District compiled comments to the draft lake management plan from MNDNR, Technical Advisory Committee members, Board of Managers and landowners and finalized the plan December 2023. Staff continued to coordinate with the landowner and reference the lake management plan through 2023 to inform future implementation priorities.

MONITORING AND RESEARCH

Monitoring was conducted in accordance with the Prior Lake-Spring Lake Watershed District Long Term Monitoring Plan and included a mix of staff, volunteer, and contract work, which incorporated in-lake monitoring, stream water quality & flow measurements, precipitation, and aquatic vegetation monitoring. Partners included Metropolitan Council Environmental Services, Three Rivers Park District, Shakopee Mdewakanton Sioux Community (SMSC), Scott Soil and Water Conservation District (SWCD), Blue Water Science, and Emmons and Oliver Resources (EOR). District seasonal interns also assisted with monitoring activities.

WISKI DATABASE

In 2022, the District initiated the transition from its access database to a WISKI database, which is a product of Kisters North America. The new database was set up and the importation of historical data began. This new database has capabilities and features that will enable staff to manage and analyze data more efficiently and consistently. Staff turnover in 2023 delayed progress on the importation of historical data into this new software. As issues arise and are addressed, new pathways, calibration procedures, and analysis methods will be put in place for future data.

STREAM MONITORING DATA

STREAM CHEMISTRY SAMPLING

Stream chemistry samples were collected at 12 locations around the watershed by PLSLWD staff. Samples were collected biweekly as long as there was sufficient flow. Water temperature, conductivity, pH, turbidity, and dissolved oxygen were also measured at these locations using a YSI EXO1 multi-parameter sonde:

- Three sites were sampled weekly to fulfill the MPCA permit requirements for the Ferric Chloride site (FC_CD1, FC_CD2, FC_CD3).
- The District Monitoring Program included eight sites (ST_11, ST_14, ST_19, ST_40, ST_5C, ST_5D, ST_5E, and DLO). These sites were monitored biweekly.
- One agricultural monitoring site was monitored biweekly for the Farmer-Led Council program (B3). B3 is a tributary of Fish Lake and located approximately 100 feet before entering Fish Lake.

STAGE AND FLOW MONITORING

Continuous stage and flow were monitored using level loggers in conjunction with the stream chemistry and lake monitoring. By combining chemistry and stage/flow monitoring results, loads can be calculated using the FLUX modeling software. All stream chemistry sampling locations in 2023 also had level loggers. In addition to those sites, stage and flow were monitored on the outlets of Fish, Sutton, Crystal, and Prior Lakes (sites ST_08, Sutton, CRY_OUT, and PL_OUT respectively). Stage and flow were also monitored at ST_26A, which is along the channel that flows into Pike Lake.

Flow measurements were collected by PLSLWD and Scott SWCD. The flow meter used was a Sontek Flowtracker2. Continuous stage was recorded using level loggers, including pressure transducers, an ultrasonic distance sensor, and an area velocity sensor.



Stream Monitoring

LAKE MONITORING DATA

LEVEL LOGGERS

Three telemetry level loggers were installed to monitor the lake levels on Spring, Prior, and Pike Lakes. The loggers were programmed to log the lake level every 15 minutes and then transmit the data to the PLSLWD website once per hour, which was accessible to the public. Additionally, two non-telemetry loggers were used in Fish and Buck Lakes, which required manual data download, similar to the loggers used for all stream sites.

DNR STAFF GAUGES

Five staff gauges were monitored for the DNR on Buck, Fish, Pike, Spring and Lower Prior Lakes. Staff gauges are surveyed every year by the DNR to tie the results to Mean Sea Elevation.

THREE RIVERS PARK DISTRICT

Three Rivers Park District monitored five lakes in 2022: Fish, Pike, Upper Prior, Lower Prior and Spring Lakes. These lakes are monitored 13 times per year, and where possible, profile samples are collected.

CAMP VOLUNTEER LAKE MONITORING

The Citizen Assisted Monitoring Program (CAMP) program was coordinated by the Metropolitan Council, and locally coordinated by PLSLWD. Volunteers collected samples on seven lakes through the CAMP program in 2023.

Lake	Volunteer(s)
Lower Prior (site 2)	Amy Card
Haas	Tom Chaklos
Buck Lake	Steve Beckey
Cates	Paula Thomsen
Little Prior	PLSLWD staff
Fish	Jon Haferman
Crystal	Scott Thulien

Samples are typically collected every other week during ice-free conditions. Sampling includes parameters such as Secchi depth, phosphorus, and chlorophyll-a.

AQUATIC VEGETATION SURVEYS

Using a point-intercept survey, Blue Water Science conducted summer aquatic vegetation surveys on three lakes: Sutton Lake, Spring Lake, and Upper Prior Lake. These surveys include the type and abundance of vegetation at predetermined sampling locations throughout the lakes during summer, which is the time most vegetation is present.

Curly-leaf pondweed (CLP) surveys were completed in the spring on Fish Lake, Upper Prior Lake, Lower Prior Lake, and Spring Lake to determine if treatment was needed. Aquatic vegetation management for curly-leaf pondweed occurred on Spring Lake in 2023, and aquatic vegetation management for Eurasian watermilfoil was managed by the Spring Lake Association on Spring Lake.

AQUATIC VEGETATION DENSITY MAPPING

The density of aquatic vegetation in District lakes was mapped using BioBase software. BioBase creates whole-lake maps of aquatic vegetation density, bathymetry, and bottom hardness. BioBase mapping is used to fill in the gaps and complement the work of aquatic vegetation surveys.

Staff and interns mapped all or parts of eleven lakes and ponds in the District in 2023. This includes Cates Lake, Crystal Lake, Desilt Pond, Fish Lake, Haas Lake, Jeffers Pond, Little Prior Lake, Lower Prior Lake, Pike Lake, Spring Lake, and Upper Prior Lake.

The benefits of this project include:

- More accurate bathymetric maps
- A better understanding of density of vegetation in lakes and plant area coverage (percentage of lake bottom growing plants)
- Lake bottom sediment composition maps
- Improved implementation and analysis of curly-leaf pondweed treatments
- Greater understanding of lake ecology and sediment deposition rates
- Better management of fisheries, both ecologically and for recreational fishing

Lake	2023 Plant Area Coverage %
Cates	85.1
Crystal	81.2
Desilt Pond	31.4
Fish	27.0
Haas Lake	100.0
Upper Jeffers Fish Pond	76.2
Little Prior	24.3
Lower Prior	50.1
Pike East	90.8
Spring	31.9
Upper Prior	60.2

PRECIPITATION

District staff recorded daily precipitation at the office precipitation station. The District also has a weather station at Spring Lake Town Hall, which logged and transmitted data to Weather Underground.

BOAT INSPECTIONS (AIS)

In-person boat inspections were conducted within the District by Waterfront Restoration at the launches of Upper Prior, Lower Prior, Spring, and Fish Lakes. Totalling 1,011 hours, inspectors completed 3,856 inspections between the four lakes from May 13 to October 27, 2023.

A total of 26 entering violations were identified with an equal amount split between plants which were removable by hand and boaters that arrived with their drain plug in. There were findings of significance on 306 exiting watercrafts, but because they were found and resolved before exiting the launch, they were not classified as violations.

REGULATION

EASEMENT INSPECTIONS

The District holds many conservation easements and development agreements over wetland and watercourse buffer strips that were acquired through permit activity or capital project construction. These buffer strips and associated easement and agreement restrictions provide water quality benefits by protecting District water resources. The District's conservation easement program contains three components to ensure protection of its investments: monitoring inspections, effective communication with landowners, and an enforcement policy.

For 2023, PLSLWD retained the services of Scott Soil and Water Conservation District (Scott SWCD) to oversee easement inspections performed by District interns and to assist with permit and conservation easement origination, inspection, and compliance activities. In 2023, 51 conservation easements were inspected within the District, covering 166 individual parcels. Inspection found:

Violation	Number of Parcels	Percentage of Inspections
No violation	57	34%
Missing easement identification signs only	50	30%
Mowing in easement or mowing and missing signs	16	10%
Brush piles and/or other soft landscaping in easement	17	10%
Hard landscaping, fencing, structures in easement	17	10%
Other	9	6%
Totals	166	100%

Easement signposts were revised to reduce the incidence of missing signs. New easement signs were purchased by the District and the process of replacing easement signs by the District and Scott SWCD began in Fall 2023. Moving forward, replacement of missing easements signs will be the responsibility of the property owner.

Letters were sent thanking landowners who were found to be in compliance with easement requirements. Letters were also sent for mowing and missing sign violations. For other minor violations found,



Scott SWCD will reinspect in 2024 to confirm findings and then follow up with the landowners. For major violations on county and city properties, Scott SWCD will work with the party to amend easements, pursue BMP mitigation strategies, or pursue Encroachment Agreements. For major violations of private property, Scott SWCD will confirm violations on-site and then seek voluntary cooperation.

PERMIT ACTIVITY

The District inspected active permits to ensure that the conditions of the permit were being met. The District issued two new permits in 2023 (22.02 Spring Lake Regional Park and 23.01 Fish Point Phase 2) and conditionally approved a permit (23.02 Fish Point Phase 3).

No variances to District rules were applied for in 2023.

Inspections were performed on active construction projects for District open permits. The District continued to close out permits (20.02, 20.04, 23.01) as the projects met requirements.

The District worked with LGU partners to establish rules equivalency MOAs with partnering LGUs to reduce permitting burden on the District and permittees.

EDUCATION AND OUTREACH

CITIZEN ADVISORY COMMITTEE

PLSLWD staff support facilitation and attend Citizen Advisory Committee (CAC) meetings. The CAC met monthly until April 2023 and subsequently met during odd months. CAC meeting minutes were included in Board meeting packets. As the assigned Board of Managers liaison to the CAC, Manager Tofanelli helped develop CAC meeting agendas, attended the CAC meetings, and reported on Board Meetings to the CAC. On June 22, 2023, the District hosted a joint Board of Managers and CAC meeting and Ferric Chloride Facility Tour, which provided an opportunity for the managers and CAC members to share thoughts on District priorities and the opportunity to see a District project in person. CAC sub-committees were disbanded due to low membership.

The CAC researched and provided advisory recommendations to the Board of Managers on the impact of wake boats in 2023. As a result, the Board passed a resolution to support education efforts on the impact of wakes on lake health. CAC members also participated in various community outreach events including a table on chloride pollution at the Fall Community Fest and advertising for and raking at the Clean Water Clean-Up. One member researched conservation incentives for woodland and wetland conservation and discussed these incentives at a Farmer-Led Council Meeting; interns created one-pagers to share at the meeting as well. Recruitment was a major focus of the CAC in 2023; one new member was approved, and two applicants are pending board approval in January. A new orientation packet was created to provide clarity to new and old members alike. New members were recruited through tabling events, presentations, word of mouth, social media, and distribution of new flyers.

COMMUNITY INVOLVEMENT

The District partnered with the Scott SWCD through the Scott County Clean Water Education Program (SCWEP) to provide public outreach and education opportunities. SCWEP hosted a shoreline restoration workshop, a raingarden workshop, a shallow lakes seminar and annual Outdoor Education Days, a 4-day event for 5th graders throughout Scott County to learn about conservation and environmental topics. The District hosted a lesson on the water cycle and water pollution.

The District hosted a table on chloride pollution at the Fall Community Fest. Staff and CAC members shared information and materials on responsible winter maintenance and information about the District.

The District and the City of Prior Lake typically coordinate Clean Water Clean-Up events. In 2023, the District worked with Scott SWCD and the City of Prior Lake to bring back the leaf-raking Clean Water Clean-Up event at Sand Point Beach in October. The goal of this event was to teach citizens the importance of keeping excess leaves out of the lake and engage residents with the District, environment, and community. The District runs several volunteer programs that involve community members in efforts to improve local water resources including CAMP lake sampling, “Carp Espionage” carp sighting reports, ice in/out observations, and Starry Trek aquatic invasive species tracking.

In 2023, the District gave presentations at the annual meetings of Spring Lake Township, Prior Lake Association, Spring Lake Association, and to the Prior Lake Citizen Engagement Committee and Scott County Association for Leadership & Efficiency. The District also hosted a vegetation identification workshop with Spring Lake Association. Finally, the District led educational activities at the Reel Cool Fishing School day camp for children held by City of Prior Lake.

A full report of the Education and Outreach completed in 2023 can be found on the District website detailed in the 2024 Education and Outreach plan.

PRESS AND SOCIAL MEDIA

The District submitted four articles to be published in the Scott County SCENE, a quarterly government publication sent to all county residents. Several articles and updates were posted to the District’s website, including a request for CAC applications, notices for events, an article on the AIS Prevention & Rapid Response Plans and more. In addition, other media outlets and newsletters were used to publicize District programs, projects, and educational initiatives, including the Prior Lake American newspaper, and newsletters for the Prior Lake Association and Spring Lake Association.

Lake levels for Prior, Spring, Fish, and Pike Lakes were updated automatically on the website during the growing season. The District transitioned to a new water level website to resolve ongoing technical issues. Facebook and Instagram posts were made on a wide variety of topics, including event notices, holiday posts, informational posts, and updates on staff. Video recordings of the District’s 2023 Board of Managers meetings were published on the District’s YouTube channel. District Interns created a Prior Lake-Spring Lake Watershed District introduction and overview video, which was shown at presentations throughout the fall, posted to the District’s YouTube channel, and featured on the website.

PRIOR LAKE OUTLET CHANNEL

OUTLET STRUCTURE

The Prior Lake Outlet Structure was originally constructed in 1982 and has been operating since 1983. The original design of the structure required manual operation to open and close gates to regulate the flow. This design posed safety concerns for staff operating the structure during high water levels. Additionally, inefficiencies in the structure's design meant that the 36-inch outlet pipe connected to the structure did not reach its maximum flow of 65 cfs until lake levels had well surpassed the outlet elevation. Over the years, the structure had also developed wear and required minor maintenance. Given conditions, a replacement structure was pursued by the District and installed in 2010. The new design has increased the efficiency of discharging water by allowing the outlet pipe to reach capacity sooner. It also provides safer conditions for staff during inspections and maintenance and is self-operating, which reduces overall operations and maintenance costs.

PRIOR LAKE OUTLET CHANNEL (PLOC)

The Prior Lake Outlet Channel (PLOC) is utilized by the District and other partners in managing lake levels on Prior Lake as well as providing a 7-mile stormwater conveyance system for the surrounding communities. There is a Memorandum of Agreement between the Cities of Prior Lake, Shakopee, the Shakopee Mdewakanton Sioux Community, and the District that specifies operation and maintenance as well as cost-sharing.

The PLOC is considered an MS4 municipal stormwater conveyance system, and the District must secure permits and submit annual reports. The 2023 annual report is available on the PLSLWD website, which includes a summary of all activities that were completed along the channel.

Some of the recurring annual activities included channel inspections, flow and chemistry monitoring, and invasive terrestrial vegetation management.



PRIOR LAKE OUTLET PIPELINING

The first segment of the PLOC is a 0.4-mile pipe, which connects the outlet structure with the open channel leading to the Minnesota River. The outlet pipe has been televised routinely to monitor pipe conditions. After the 2022 televising, a Cast In Place Pipe (CIPP) lining was recommended to maintain the structural integrity of the pipe so it may continue to operate and offer flood relief. Additionally, the smoother surface of the pipe lining will increase the flow rate through the pipe and allow for additional flood relief.

The PLOC Cooperators approved contracting for pipelining design, soliciting and managing contractor bids, and management of construction in March 2023. The District submitted a capital funding request in June 2023 to support the costs and continues to evaluate funding mechanisms for the pipelining. The District presented to the House of Representatives and Senate bonding tours in relation to its capital funding request. Work has begun to advance the pipelining project in preparation for potential construction in Winter 2024/2025. The consultant has indicated that constructing Winter 2024/2025 under current drought conditions could offer up to 20-25% cost savings.

WETLAND BANKING PROGRAM

The Prior Lake-Spring Lake Watershed District does not have a locally adopted wetland banking program within its jurisdiction.

STATUS OF LOCAL PLAN ADOPTION AND IMPLEMENTATION

Minnesota Rules Chapter 8410 required that local units of government complete their Surface Water Management Plans and Comprehensive Plans by December 31, 2018. The District has previously reviewed and/or approved: the Scott WMO's Comprehensive Water Resources Management Plan; Lower MN River Watershed District's Watershed Management Plan; the City of Savage's Local Water Plan; the City of Shakopee's Surface Water Management Plan and Prior Lake's Local Surface Water Management Plan. In 2023, PLSLWD participated in an advisory committee during the development of the Lower Minnesota River East Comprehensive Watershed Plan. While the District participated on the advisory committee for the Lower Minnesota River East Comprehensive Watershed Plan, the District does not intend to adopt the plan and will continue to use the District's Water Resources Management Plan to direct the District's programs and projects.

EVALUATION OF PROGRESS

The District's 2020-2030 Water Resources Management Plan, adopted July 14, 2020, includes the Outcome and Measures Dashboards to serve as a tool for evaluating progress on watershed goals and to assess whether adjustments are needed. Outcomes and Measures Dashboards are attached as Appendix A. The Water Resources Management Plan states the dashboards will be updated every two years. The dashboards have been updated to reflect progress made by the District related to the Water Resources Management Plan's stated goals.

FINANCIAL REPORT

The 2023 PLSLWD audit was completed by Abdo and will include both the District's Annual Financial Report and an Executive Governance Summary for the year ended December 31, 2023. A copy of the 2023 Annual Audit will be available for review on the District website and at the District office after May 21, 2024, when it is scheduled to be approved by the Board of Managers.

2023 FINANCIAL SUMMARY

Values presented in the chart and graph below are unaudited.

Fund	Starting Balance #	Approved Budget	Tax Levy Revenue*	Additional Revenue **	Transfers To/(From)	Expenditures	Ending Balance ***
General	\$307,680	\$252,200	\$249,070	\$22,709	\$-	\$254,816	\$324,643
509 Implementation	2,041,635	1,858,600	1,660,913	154,618	(185,421)	1,082,727	2,589,018
MOA/JPA Funds	224,263	-	-	58,035	185,421	124,783	342,936
Bond Debt Services	-	-	-	-	-	-	-
Total	\$2,573,578	\$2,110,800	\$1,909,983	\$235,362	\$-	\$1,462,326	\$3,256,597

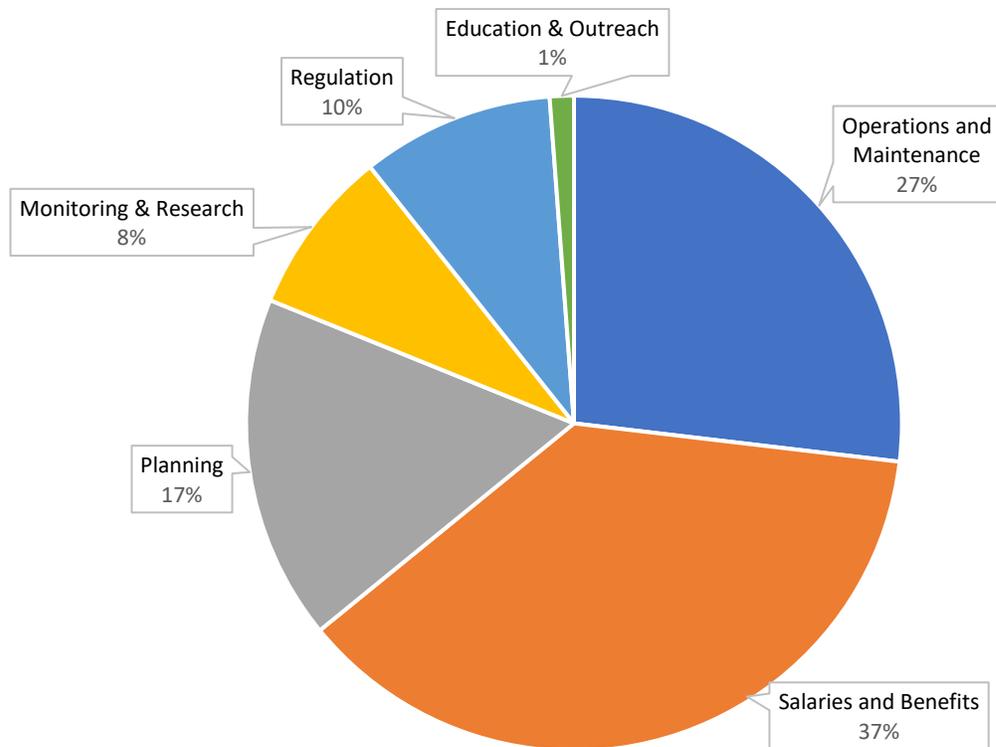
This column was adjusted to reflect the ending balance from the December 31, 2022, audit.

* Tax levy revenues shown are actual tax levy dollars collected. The 2023 tax levy was \$1,919,936.

** Additional revenue comprised of permit fees, investment income, and grant funding.

*** Ending balance is not audited, and subject to change with year-end adjustments and accruals.

509 Implementation Expenditures
(Unaudited)



GRANTS

Grants obtained by the District that were active in 2023 were as follows:

- *Metro Watershed Based Implementation Funding – Lower Minnesota River South Watershed Area*
Goal: Conduct two feasibility studies to determine suitability for possible future projects.
Funding Source: BWSR
Total Grant Amount: \$39,575
Effective: April 14, 2021, to December 31, 2023
- *Prior Lake Spring Lake Watershed Based Implementation Funding 22/23*
Goal: Conduct a feasibility study and a lake management plan to determine suitability for possible future projects.
Funding Source: BWSR
Total Grant Amount: \$82,806
Effective: February 22, 2023, to December 31, 2025
- *AIS Control Grant - Upper Prior in Scott TCG LGU*
Goal: Complete two years of herbicidal control of Curly-leaf pondweed in Upper Prior Lake and Lower Prior Lake.
Funding Source: MNDNR
Total Grant Amount: \$7,500
Effective: March 18, 2022, to May 31, 2023

2024 WORK PLAN

The following is a summary of implementation activities planned to be completed in 2024 and the amount budgeted for that activity.

Implementation Fund: \$2,260,500

General Fund: \$261,000

CAPITAL PROJECTS

The District is actively working to secure landowner support for several potential capital projects in 2024.

OPERATIONS AND MAINTENANCE

The Cost Share program and Farmer-Led Council will be continued. Operation and maintenance of the ferric chloride facility will continue. The District will be completing the system assessment to evaluate the lifespan of the existing ferric chloride system elements and recommendations. Some near-term system updates may occur in 2024, and/or designs to support larger updates in further years. Aquatic vegetation treatment may occur in Fish, Prior, and Spring Lakes, depending upon the survey reports. Aquatic point intercept vegetation surveys will be performed on three District lakes and ponds in 2024. Vegetation maintenance will continue at the District's Spring Lake parcel restoration site. The District will continue to perform AIS inspections at boat launches on Spring, Upper Prior, Lower Prior and Fish Lakes.

The Carp Management Program will continue with its three main components: baseline data collection, implementation, and maintenance. The carp will be tracked using PIT tags, radio tags, and visual observations. The District plans to stock bluegills in the FeCl desilt pond where carp continue to be observed. The District will continue remove efforts of carp from Spring Lake and shift efforts to conducting a mark and recapture study on Upper Prior Lake. The study on Upper Prior Lake if successful, will determine if removal efforts have reduced the population below the goal and mark a management transition into maintenance mode where efforts will be reduced.

PLANNING

The District will move forward with projects identified in the Upper Watershed, including conducting feasibility studies as needed (Buck Ferric Chloride System and MB CD-13 IESF), and two flood storage projects. Pending landowner agreement, three project concepts (Swamp IESF, Buck Stream Stabilization and Spring Lake West IESF) for water quality may be carried forward to design, permitting, and construction, as time allows. Additionally, actions identified in the Fish Lake Management Plan will be prioritized and acted upon as landowners are willing and funding allows. The District will participate in a convening process to establish projects to be funded by the 2024/2025 WBIF grant.

MONITORING AND RESEARCH

The District will continue its monitoring program in 2024, which includes stream chemistry monitoring, flow monitoring, lake water quality, lake level, plant surveys, and plant density monitoring. The District will also continue the migration of its water quality data to the new WISKI database. This new database has numerous benefits compared to the previous water quality database being used. WISKI can automate data import and quality control, which will improve workflow efficiencies. Having a central location for all our data will aid in our organizational structure and further improve productivity. Once the automation process is finalized, the time savings will quickly become realized.

WISKI also houses a couple other applications – BIBER and SKED – which are used for discharge calculations and rating curves, respectively, will be compounded with water quality data. Unifying these data allows for areas of concern to be identified and will advance project management to focus on these areas causing diminished water quality.

REGULATION

Conservation easement inspections will be performed. New conservation easements will be established through permitting activity. The District will track and compile MS4 data to include in the next scheduled MPCA Annual Report. Construction inspections for existing and new permits will continue to occur.

The District will continue its work towards the establishment of rules equivalency MOAs with partnering LGUs to reduce permitting burden on the District and permittees.

EDUCATION AND OUTREACH

The District will continue its education and outreach program to meet the requirements of its MS4 permit and improve understanding of local water resources and practices among all stakeholders in the District. The District will continue working with the Scott County Clean Water Education Program and will be participating in public outreach and education opportunities. Updating the website and writing articles for submittal to local newspapers will continue. The full 2024 Education and Outreach plan is available on the District website.

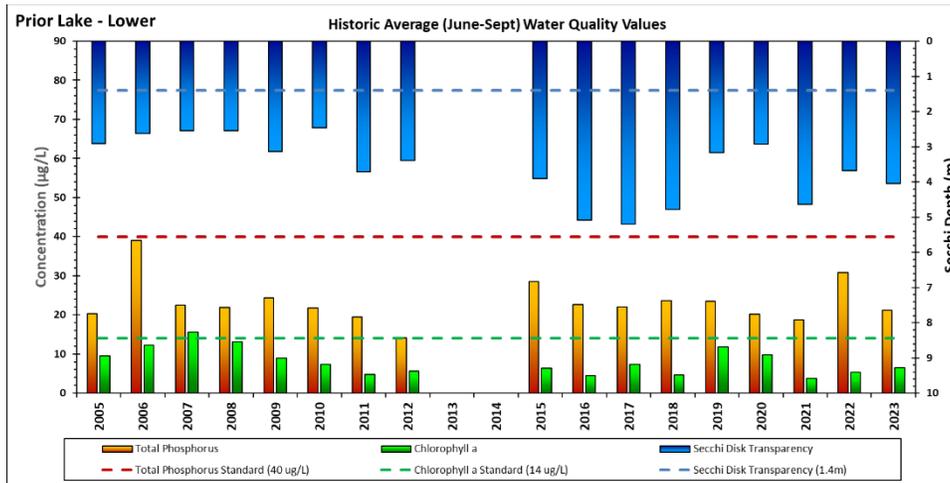
PRIOR LAKE OUTLET CHANNEL

Recurring annual operations such as inspections and vegetation management will continue in 2024. As funding is available, and with Cooperator approval, the District will proceed with soliciting bids for pipelining construction. Projects and other maintenance will be discussed and decided upon by the Technical Advisory Committee and the Cooperators (Memorandum of Agreement) members.

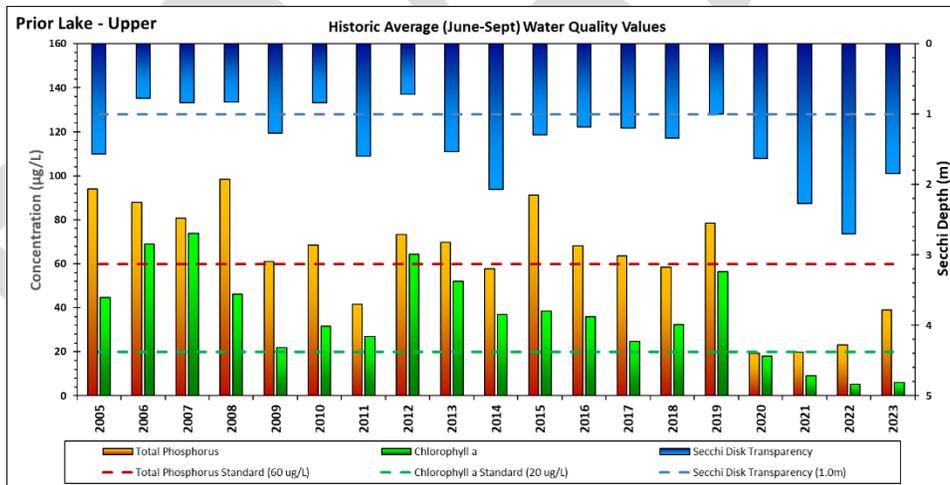
WATER QUALITY GRAPHS

The following graphs indicate the status of the District’s monitoring efforts on District lakes since 2004.

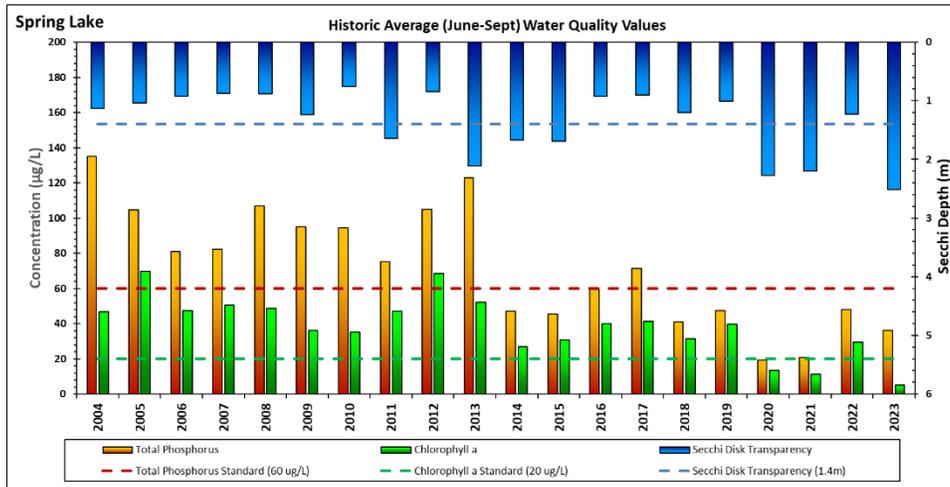
Lower Prior Lake



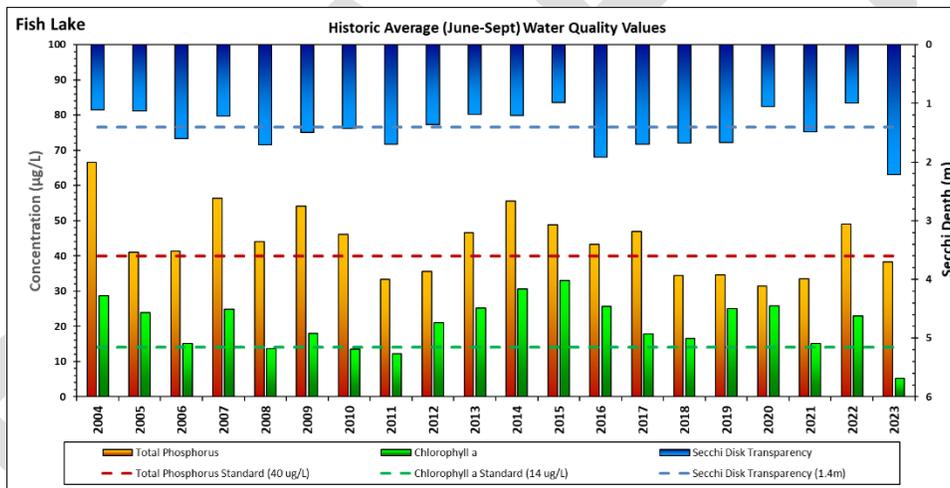
Upper Prior Lake



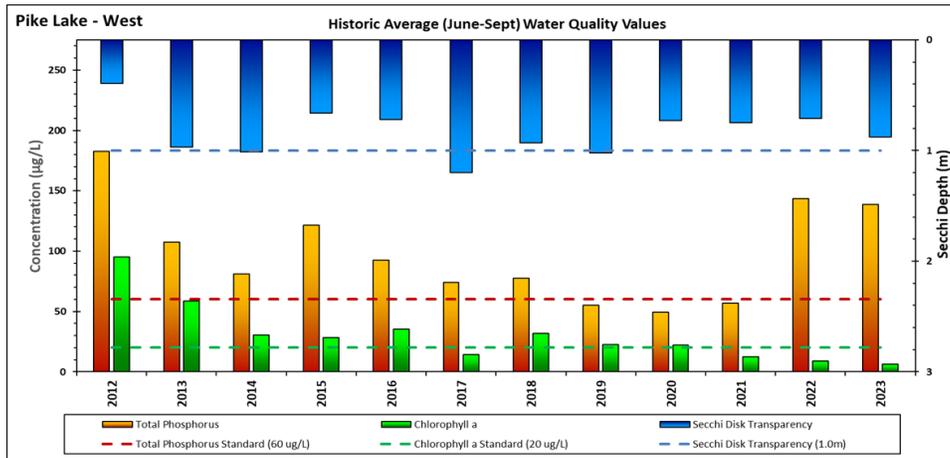
Spring Lake



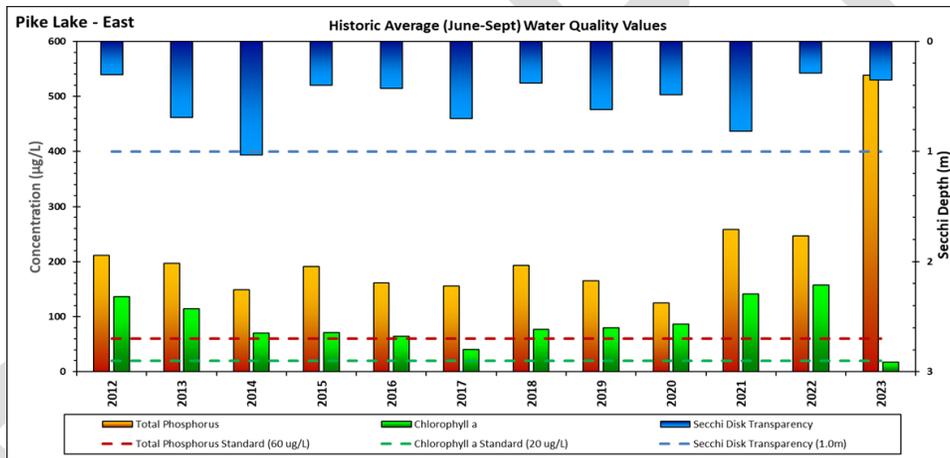
Fish Lake



Pike Lake - West



Pike Lake - East



APPENDIX A: EVALUATION OF PROGRESS DASHBOARD

DRAFT

Continue on to next page.

Goal WQ1

Maintain or improve 5-year average for TP, Chlorophyll-a and Secchi depth in Lower Prior Lake.

Performance Measures:	Every two years, evaluate water quality trends on a 5-year running average to ensure water quality is maintained or improved.
-----------------------	---

Benchmark Measures:	
Total Phosphorus (TP)	24 µg/l
Chlorophyll-a (Chl-a)	6.9 µg/l
Secchi depth	4.43 m

5-Year Average Tracking:		
Total Phosphorus (TP)		
2021	21.61	
2023	22.86	
2025		
2027		
2029		
Chlorophyll-a (Chl-a)		
2021	7.45	
2023	7.42	
2025		
2027		
2029		
Secchi depth		
2021	4.15	
2023	3.7	
2025		
2027		
2029		

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Public Infrastructure Projects*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Lower Prior Lake Subwatershed Project*		✓									
Storage & Infiltration Projects*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Streambank Restoration Program				✓	✓	✓		✓	✓	✓	

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
AIS Prevention & Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Project Maintenance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	
Lower Prior Lake Diagnostic Study Update					✓						
Regional Stormwater Planning		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Stream & Ditch Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Effectiveness/BMP Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Regulation Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Permit Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Conservation Easement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
District Rules Updates	✓					✓					✓

* Projects in **bold** have the greatest potential to achieve water quality improvement results.

If one or more of the three water quality measures begins to show downward trends, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor affecting water quality? *If so, consider a feasibility study to explore solutions.*
- 3) Are there additional/enhanced opportunities in the projects listed in bold above? *Consider working with partners and exploring grants.*

Goal WQ2

Meet the state water quality standards for aquatic recreation on Spring Lake.

Performance Measures:	Use in-lake water quality monitoring results for TP, Chl-a and Secchi depth to assess progress every two years; request delisting to MPCA.
-----------------------	--

Benchmark Measures:	
Total Phosphorus (TP)	60 µg/l
Chlorophyll-a (Chl-a)	20 µg/l
Secchi depth	1.4 m

Outcome: Request state delisting to MPCA by 2029

2-Year Average Tracking:	
Total Phosphorus (TP)	
2021	20.04
2023	42.09
2025	
2027	
2029	
Chlorophyll-a (Chl-a)	
2021	12.41
2023	17.37
2025	
2027	
2029	
Secchi depth	
2021	2.24
2023	1.87
2025	
2027	
2029	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
In-Lake Alum Treatments*	✓										
County Ditch 13 Restoration*						✓	✓	✓	✓	✓	✓
Public Infrastructure Projects*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Fish Lake Watershed Projects			✓								
Spring Lake Regional Park Project				✓	✓						
Spring Lake West Subwatershed Project*		✓	✓								
Storage & Infiltration Projects*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Streambank Restoration Program*				✓	✓	✓		✓	✓	✓	✓
Wetland Restoration & Enhancement*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Wetland Banking Program				✓	✓	✓	✓	✓	✓	✓	✓

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
AIS Prevention & Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Carp Management Program*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Farmer-Led Council Initiatives*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ferric Chloride Treatment System	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Highway 13 Wetland Restoration						✓	✓				
Project Maintenance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	
Regional Stormwater Planning		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Upper Watershed Blueprint	✓	✓									

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Stream & Ditch Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Effectiveness/BMP Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Regulation Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Permit Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Conservation Easement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
District Rules Updates	✓					✓					✓

* Projects in **bold** have the greatest potential to achieve water quality improvement results.

If at least two of the water quality measures are not meeting benchmarks by 2025, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor affecting water quality? *If so, consider a feasibility study to explore solutions.*
- 3) Are there additional/enhanced opportunities in the projects listed in bold above? *Consider working with partners and exploring grants.*

Goal WQ3

Meet the state water quality standards for aquatic recreation on Upper Prior Lake.

Performance Measures:	Use in-lake water quality monitoring results for TP, Chl-a and Secchi depth to assess progress every two years; request delisting to MPCA.
-----------------------	--

Benchmark Measures:	
Total Phosphorus (TP)	40 µg/l
Chlorophyll-a (Chl-a)	14 µg/l
Secchi depth	1.4 m

Outcome: Request state delisting to MPCA by 2029

2-Year Average Tracking:	
Total Phosphorus (TP)	
2021	19.53
2023	31.12
2025	
2027	
2029	
Chlorophyll-a (Chl-a)	
2021	13.6
2023	5.61
2025	
2027	
2029	
Secchi depth	
2021	1.95
2023	2.27
2025	
2027	
2029	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
In-Lake Alum Treatments*	✓	✓			✓	✓	✓				
Public Infrastructure Projects*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Arctic Lake BMP Projects				✓				✓			
Fish Lake Watershed Projects		✓	✓								
Spring Lake West Subwatershed Project		✓	✓								
Storage & Infiltration Projects*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Streambank Restoration Program*	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓
Wetland Restoration & Enhancement*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Wetland Banking Program		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
AIS Prevention & Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Carp Management Program*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Farmer-Led Council Initiatives*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
FeCl Treatment System	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Highway 13 Restoration						✓	✓				
Project Maintenance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	
Regional Stormwater Planning		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Upper Watershed Blueprint	✓	✓									

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Stream & Ditch Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Effectiveness/BMP Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Regulation Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Permit Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Conservation Easement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
District Rules Updates	✓					✓					✓

* Projects in **bold** have the greatest potential to achieve water quality improvement results.

If at least two of the water quality measures are not meeting benchmarks by 2025, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor affecting water quality? *If so, consider a feasibility study to explore solutions.*
- 3) Are there additional/enhanced opportunities in the projects listed in bold above? *Consider working with partners and exploring grants.*

Goal WQ4

Improve water quality in Fish Lake by reducing annual phosphorus load by 40 lbs/year.

Performance Measures:	Every two years, assess water quality to measure improvements in TP, Chl-a and Secchi depth; reduce annual P load by 40 lbs/year by 2029.
-----------------------	---

Baseline Measures (2005-2014) :	
Total Phosphorus (TP)	42 µg/l
Chlorophyll-a (Chl-a)	20 µg/l
Secchi depth	1.3 m

Outcome: Implement projects to reduce annual P load by 40 lbs/yr, resulting in improved water quality in one or more measures by 2029.

2-Year Average Tracking:			
	TP	Chl-a	Secchi
2021	32	20.5	1.27
2023	44	14.11	1.61
2025			
2027			
2029			

Annual P Load Reductions:	
Projects Implemented (lbs/year)	
2021	None
2022	None

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Fish Lake Watershed Projects*		✓	✓								
Streambank Restoration Program*	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓
Wetland Restoration & Enhancement*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
AIS Prevention & Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Carp Management Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Farmer-Led Council Initiatives*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Effectiveness/BMP Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Regulation Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Permit Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Conservation Easement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
District Rules Updates	✓					✓					✓

* Projects in **bold** have the greatest potential to achieve water quality improvement results.

If at least two of the water quality measures have not shown improvement by 2025, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor affecting water quality? *If so, consider a feasibility study to explore solutions.*
- 3) Are there additional/enhanced opportunities in the projects listed in bold above? *Consider working with partners and exploring grants.*

Goal WQ5

Improve water quality in Arctic Lake by supporting SMSC's improvement efforts to reduce watershed phosphorus loading by 37 lbs/yr and by partnering with SMSC, the City of Prior Lake and the Three Rivers Park District on future projects as opportunities arise.

Performance Measures:	Every two years, assess water quality (TP, Chl-a and Secchi) to measure improvements; track load reductions associated with project implementation.
-----------------------	---

Baseline Measures (2008-2017) :	
Total Phosphorus (TP)	127.5 µg/l
Chlorophyll-a (Chl-a)	40 µg/l
Secchi depth	0.43 m

Outcome: Support & coordinate with SMSC on projects, resulting in improved water quality in one or more measures by 2029.

2-Year Average Tracking:			
	TP	Chl-a	Secchi
2021	94.11	33.74	0.42
2023**	83.9	38.9	0.74
2025			
2027			
2029			

**2022 data only

Load Reduction Tracking		
Project	Year	lb/year

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Arctic Lake BMP Projects*				✓						✓	

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Carp Management Program*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Regulation Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Permit Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Conservation Easement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
District Rules Updates	✓					✓					✓

* Projects in **bold** have the greatest potential to achieve water quality improvement results.

If at least two of the water quality measures have not shown improvement by 2025, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor affecting water quality? *If so, consider a feasibility study to explore solutions.*

Goal WQ6

In partnership with SMSC and the City of Prior Lake, improve Pike Lake by achieving 10% percent improvement in TP concentrations to work toward the TMDL pollutant reduction requirements.

Performance Measures:	Every two years, assess TP concentrations to measure improvements; track load reductions associated with project implementation.
-----------------------	--

Baseline Measures (2012-2017):		
	West Side	East Side
Total Phosphorus (TP)	102 µg/l	170 µg/l

10% Improvement GOAL:		
	West Side	East Side
Total Phosphorus (TP)	92 µg/l	153 µg/l

2-Year Average Tracking:		
	West Side	East Side
Total Phosphorus (TP)		
2021	53.23	192
2023	141.17	392
2025		
2027		
2029		

Load Reduction Tracking		
Project	Year	lb/year

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Carp Management Program*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Farmer-Led Council Initiatives*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Regulation Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Permit Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Conservation Easement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
District Rules Updates	✓					✓					✓

* Projects in **bold** have the greatest potential to achieve water quality improvement results.

If there is not a documented decrease in TP concentrations by 2025, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor affecting water quality? *If so, consider a feasibility study to explore solutions.*
- 3) Are there additional/enhanced opportunities in the projects listed in bold above? *Consider working with partners and exploring grants.*

Goal WQ7

Assess the quality of Sutton Lake and develop a Lake Management Plan.

Performance Measures:	Assessment of lake quality and development of management plan.
-----------------------	--

Performance Tracking:	
Step	Status
Install Outlet (2020)	Completed 2021
Complete Lake Management Plan (2020)	In Progress
Manage Outlet (2021)	Complete
Manage Outlet (2022)	Complete
Manage Outlet (2023)	Complete
Manage Outlet (2024)	
Manage Outlet (2025)	
Manage Outlet (2026)	
Manage Outlet (2027)	
Manage Outlet (2028)	
Manage Outlet (2029)	
Manage Outlet (2030)	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Sutton Lake Outlet Structure*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

* Projects in **bold** have the greatest potential to achieve the goal.

Outcome: Lake Management Plan and effectively managed outlet structure.

If there is no progress by 2022, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor slowing the progress? *If so, consider a study to explore solutions.*
- 3) Are there additional/enhanced opportunities in the projects listed in bold above? *Consider working with partners and exploring grants.*

Goal WQ8

Assign a District water quality standard for Buck Lake and set management goals for the next 10-year plan.

Performance Measures:	Conduct a lake diagnostic study to identify water quality standard; set management goals for next 10-year plan.
-----------------------	---

Performance Tracking:	
Step	Status
Diagnostic Study (2026)	
Water Quality Standard (2026)	
Management Goals Set (2029)	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Buck Lake Diagnostic Study						✓	✓				
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

If there is no progress by 2026, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor slowing the progress? *If so, consider a study to explore solutions.*

Goal WQ9

Assess the quality of Tier 3 Lakes and assign lake management classifications.

Performance Measures:	In-lake water quality monitoring; assign lake classifications.
-----------------------	--

Performance Tracking:	
Lake	Management Classification
Haas Lake	Unclassified
Crystal Lake	Unclassified
Rice Lake	Unclassified
Cates Lake	Grade A for Chl-a, Secchi, and P
Jeffers Pond	Unclassified
Swamp Lake	Unclassified

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

If there is no progress by 2028, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor slowing the progress? *If so, consider a study to explore solutions.*

Goal WQ10

Maintain no net loss of wetland in the District.

Performance Measures:	Every two years track and assess wetland impacts; fully establish wetland banking program.
-----------------------	--

Outcome: Biennial wetland loss assessments and successful establishment of wetland banking program.

Performance Tracking:	
Biennial Permit / LGU Review	Status
2021	Incomplete
2023	Incomplete
2025	
2027	
2029	
Wetland Banking Program Steps	
Program Establishment (2021)	Incomplete
Reserve Fund Created (2022)	Incomplete
First Project Completed (2025)	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Wetland Banking Program*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	
Comprehensive Wetland Plan Update	✓				✓						

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Wetland Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Regulation Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Permit Program*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Conservation Easement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
District Rules Updates	✓					✓					✓

* Projects in **bold** have the greatest potential to achieve goals.

<p>If wetland loss is occurring and/or wetland banking program has not reached the above milestones, the following should be explored:</p> <ol style="list-style-type: none"> 1) Have all scheduled projects above been completed according to the timeline? <i>If not, consider implementing them.</i> 2) Is there an unexpected, external factor affecting wetland preservation? <i>If so, consider a feasibility study to explore solutions.</i> 3) Are there additional/enhanced opportunities in the projects listed in bold above? <i>Consider working with partners and exploring grants.</i>
--

Goal WQ11

Restore or enhance 5% (24 of 482 acres) of the restoration/enhancement management class of wetlands (as identified in the Comprehensive Wetland Plan), focusing on those that work towards prioritized and/or multiple District goals.

Performance Measures:	Track progress towards restored/enhanced wetland acres every two years.
-----------------------	---

Performance Tracking:	
Project Milestones	Status
CWP Plan Update 2020	Incomplete
Create Wetland Reserve Fund (2021)	Incomplete
CWP Plan Update 2024	
Restoration Milestones	Acres
Wetland Restoration 1 (by 2025)	
Wetland Restoration 2 (by 2027)	
Wetland Restoration 3 (by 2029)	
Wetland Restoration 4	
Wetland Restoration 5	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Wetland Restoration & Enhancement*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Highway 13 Wetland Restoration		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	
Comprehensive Wetland Plan Update	✓				✓						

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Wetland Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

* Projects in **bold** have the greatest potential to achieve goals.

If there is no progress in meeting wetland restoration acreage goals by 2025, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor affecting wetland preservation? *If so, consider a feasibility study to explore solutions.*
- 3) Are there additional/enhanced opportunities in the projects listed in bold above? *Consider working with partners and exploring grants.*

Goal WQ12

Stabilize a minimum of ten bank erosion/slumping sites, prioritizing those that impact Tier 1 or Tier 2 Lakes and/or meet multiple District goals.

Performance Measures:	Track progress on bank stabilization projects implemented every two years, 10 completed by 2029.
-----------------------	--

Performance Tracking:	
Project Milestones Status	
Conduct Field Assessment (2021)	Incomplete
Strategic Outreach (2022)	Ongoing
Stabilization Milestones Status	
Streambank Restoration 1 (by 2023)	Smith Lined Waterway Complete 2020
Streambank Restoration 2 (by 2025)	Moen Lined Waterway Completed 2022
Streambank Restoration 3 (by 2025)	Dubbe Lined Waterway Completed 2023
Streambank Restoration 4 (by 2025)	
Streambank Restoration 5 (by 2027)	
Streambank Restoration 6 (by 2027)	
Streambank Restoration 7 (by 2027)	
Streambank Restoration 8 (by 2029)	
Streambank Restoration 9 (by 2029)	
Streambank Restoration 10 (by 2029)	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
County Ditch 13 Restoration*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Streambank Restoration Program*	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Stream & Ditch Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

* Projects in **bold** have the greatest potential to achieve goals.

<p>If no streambank stabilization projects have been completed by 2025, the following should be explored:</p> <ol style="list-style-type: none"> 1) Have all scheduled projects above been completed according to the timeline? <i>If not, consider implementing them.</i> 2) Is there an unexpected, external factor affecting completion of projects? <i>If so, consider a feasibility study to explore solutions.</i> 3) Are there additional/enhanced opportunities in the projects listed in bold above? <i>Consider working with partners and exploring grants.</i>

Goal WQ13

Improve the stability of the Prior Lake Outlet Channel through annual maintenance and 10,000 linear feet of bank repair work.

Performance Measures:	Track progress towards 10,000 linear feet of bank repair work every two years.
-----------------------	--

Performance Tracking:	
Project Milestones	Status
Develop Bank Repair Plan (2021)	Complete
Complete Bank Repairs (2023)	
Inspection + Maintenance Review	Status
2021	Complete
2023	Complete
2025	
2027	
2029	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
PLOC Bank Restoration	✓	✓	✓	✓							
PLOC Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	

If 10,000 linear feet of bank repair work has not been completed by 2025, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor affecting completion of projects? *If so, consider a feasibility study to explore solutions.*
- 3) Are there additional/enhanced opportunities in the projects listed above? *Consider working with partners and exploring grants.*

Goal AIS1

Develop and implement an Aquatic Invasive Species (AIS) Response and Prevention Plan in coordination with Scott County to help prevent new AIS from entering Tier 1 lakes (lakes with public access).

Performance Measures:	Completed AIS Plan; regular monitoring for AIS and implementation according to plan.
-----------------------	--

Performance Tracking:	
Project Milestones	Status
Create AIS Response Plan (2021)	Complete
Biennially review implementation of:	
- CLP assessment & treatment	
- AIS Reponse Plan implementation	
	Status
2021	Complete
2023	Complete
2025	
2027	
2029	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
AIS Prevention & Management*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	
AIS Rapid Response Plan		✓		✓		✓		✓		✓	
Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Lake Monitoring	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

* Projects in **bold** have the greatest potential to achieve goals.

<p>If new AIS is discovered in the District or an existing AIS has rebounded, the following should be explored:</p> <ol style="list-style-type: none"> 1) Have all scheduled projects above been completed according to the timeline? <i>If not, consider implementing them.</i> 2) Is there an unexpected, external factor affecting AIS introduction/management? <i>If so, consider a feasibility study to explore solutions.</i> 3) Are there additional/enhanced opportunities in the projects listed in bold above? <i>Consider working with partners and exploring grants.</i>
--

Goal AIS2

Effectively manage common carp in Tier 1 Lakes to 30 kg/ha or below.

Performance Measures:	Annually update IPM Plan for Carp; implement activities in the Plan to achieve carp populations of 30 kg/ha or below in Tier 1 Lakes.
-----------------------	---

Performance Tracking:						
	2019	2021	2023*	2025	2027	2029
Lake	Carp (kg/ha)					
Lower Prior	9.4	Incomplete	n/a			
Upper Prior	304.8	211	175;67			
Spring	266.2	226.9	199;125			
Fish	85.7	Incomplete	57			

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

O & M Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Carp Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	

*Where two numbers are given, the first represents calculations based on the 2018 population estimate. The second is based on 2023 CPUE surveys.

If carp populations are not making significant progress towards meeting goals by 2025, the following should be explored:

- 1) Have all scheduled projects above been completed according to the timeline? *If not, consider implementing them.*
- 2) Is there an unexpected, external factor affecting carp management? *If so, consider a feasibility study to explore solutions.*
- 3) Are there additional/enhanced opportunities in the District? *Consider working with partners and exploring grants.*

Goal AIS4

Implement new management techniques for zebra mussels as innovative, cost-effective methods are developed.

Performance Measures:	Monitor advances in management techniques; implement control methods as available.
-----------------------	--

Performance Measures:	
Research Review	Status
2021	Complete
2023	Complete
2025	
2027	
2029	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
AIS Prevention & Management*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Feasibility Reports		✓		✓		✓		✓		✓	

Outcome: Regular coordination with UMN and other research labs; feasibility study for new methods of zebra mussel management, if developed.

Goal RF1

Achieve the first-tier priority flood reduction goal to reduce the flood level on Prior Lake from 905.62 to 905.5 feet for the 25-year return period.

Performance Measures:	Track storage created towards goal of 176 acre-feet on Prior Lake.
-----------------------	--

Flood Levels (25-Year Return Period)	
Existing	905.62 ft
GOAL	905.50 ft

Upstream Storage	
GOAL:	176 ac-ft

Performance Tracking:	
Project	Status
Sutton Lake Outlet (2021)	Complete
Upstream Storage Status	Acre-feet
2023	0
2025	
2027	
2029	
Flood Level Status	feet
2025	
2027	
2029	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Capital Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
County Ditch 13 Restoration		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Storage & Infiltration Projects*		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Sutton Lake Outlet Structure*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Wetland Restoration & Enhancement		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Wetland Banking Program		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Operations & Maintenance Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Cost Share Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Planning Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Comprehensive Wetland Plan Update	✓				✓						
Feasibility Reports		✓		✓		✓		✓			✓
Regional Stormwater Planning		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Upper Watershed Storage Strategy	✓	✓									

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Precipitation & Weather	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PCSWMM Model Update & Maintenance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

* Projects in **bold** have the greatest potential to make progress towards achieving the goal.

If the goal has not been achieved by 2027, the following should be explored:
1) Have all scheduled projects above been completed according to the timeline? <i>If not, consider implementing them.</i>
2) Is there an unexpected, external factor affecting the achievement of the goal? <i>If so, consider a feasibility study to explore solutions.</i>
3) Are there additional/enhanced opportunities in the projects listed in bold above? <i>Consider working with partners and exploring grants.</i>

Goal RF3

Eliminate/reduce the impact of new development and redevelopment on flooding.

Performance Measures:	Revised rules are adopted; District Rules effectively enforced
-----------------------	--

Biennial Performance Tracking:	
Assess Permit Program	Status
2021	Complete
2023	Complete
2025	
2027	
2029	
Projects	Status
Revised Rules Adopted	Adopted 2022

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Regulation Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Permit Program*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Conservation Easement Program	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
District Rules Updates	✓					✓					✓
District Boundary Revisions	✓	✓									

* Projects in **bold** have the greatest potential to make progress towards achieving the goal.

Goal RF4

In partnership with the City of Prior Lake, complete updates to the PCSWMM Model to refine and improve understanding of flooding in the watershed.

Performance Measures:	Updated PCSWMM model.
-----------------------	-----------------------

Biennial Performance Tracking:	
PCSWMM Updates	Status
2021	Complete
2023	None Needed
2025	
2027	
2029	

PROJECTS THAT WILL HELP ACHIEVE THE GOAL:

Monitoring Projects	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Precipitation & Weather	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PCSWMM Model Update & Maintenance*	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

* Projects in **bold** have the greatest potential to make progress towards achieving the goal.

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT
 Financial Report - Cash Basis
 January 1, 2024 Through March 31, 2024

Reflects bills paid through March 31, 2024

Program Element	2024 Source of Funds					2024 Actual Results		
	2024 Levy	Budget Reserve	Grant Funds/Fees	Budget Adjustment	2024 Budget	March 2024	YTD	YTD % of Budget
General Fund (Administration)								
Revenues								
Property Taxes	\$ 252,000	\$ -	\$ -		\$ 252,000	\$ -	\$ -	0%
Grants	-	-	-		-	-	-	#DIV/0!
Interest	-	-	9,000		9,000	2,753	2,753	31%
Other	-	-	-		-	-	-	#DIV/0!
Total Revenues	\$ 252,000	\$ -	\$ 9,000	\$ -	\$ 261,000	2,753	2,753	1%
Expenditures								
Administrative Salaries and Benefits	\$ 145,000	\$ -	\$ -		\$ 145,000	10,809	32,488	22%
703 - Telephone, Internet & IT Support	7,000	-	9,000		16,000	1,028	3,260	20%
702 - Rent	27,500	-	-		27,500	2,387	9,548	35%
706 - Office Supplies	8,000	-	-		8,000	280	494	6%
709 - Insurance and Bonds	13,000	-	-		13,000	-	-	0%
670 - Accounting	33,500	-	-		33,500	5,785	5,785	17%
671 - Audit	10,500	-	-		10,500	-	-	0%
903 - Fees, Dues, and Subscriptions	1,500	-	-		1,500	1,109	1,109	74%
660 - Legal (not for projects)	6,000	-	-		6,000	296	1,163	19%
General Fund (Administration) Expenditures	\$ 252,000	\$ -	\$ 9,000		\$ 261,000	21,694	53,847	21%
Net Change in General Fund	-	-	-	-	-	(18,941)	(51,094)	

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT
 Financial Report - Cash Basis
 January 1, 2024 Through March 31, 2024

Reflects bills paid through March 31, 2024

Program Element	2024 Source of Funds					2024 Actual Results		
	2024 Levy	Budget Reserve	Funds/Fees	Budget Adjustment	2024 Budget	March 2024	YTD	YTD % of Budget
Implementation Fund								
Revenues								
Property Taxes	\$ 1,697,000	\$ -	\$ -		\$ 1,697,000	-	-	0%
Grants/Fees	-	-	34,000		34,000	532	45,935	135%
Interest	-	-	61,000		61,000	1,597	17,723	29%
Sales/Other	-	-	-		-	-	500	#DIV/0!
Budget Reserves	-	\$ 468,500	-	38,981	507,481	-	-	0%
Total Revenues	\$ 1,697,000	\$ 468,500	\$ 95,000	\$ 38,981	\$ 2,299,481	2,129	64,158	3%
Expenditures								
Program Salaries and Benefits (not JPA/MOA)	\$ 490,500	\$ -	\$ -	\$ (5,000)	\$ 485,500	35,256	103,437	21%
Water Qual 550 Public Infrastructure Partnership Projects	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	#DIV/0!
Water Qual 611 Farmer-led Council	55,000	-	-	0	55,000	15	78	0%
Water Qual 611 Cost-Share Incentives	68,000	-	-	-	68,000	-	-	0%
Water Qual 611 Highway 13 Wetland, FeCl system & Desilt, O&M	244,000	-	61,000	-	305,000	1,230	1,314	0%
Water Qual 611 Carp Management	96,500	-	-	-	96,500	333	593	1%
Water Qual 611 Spring Lake Demonstration Project Maintenance	1,200	-	-	-	1,200	-	-	0%
Water Qual 611 Alum Internal Loading Reserve	230,000	-	-	-	230,000	-	-	0%
Water Qual 611 Fish Stocking	2,000	-	-	-	2,000	-	-	0%
Water Qual 637 District Monitoring Program	84,500	-	-	-	84,500	941	4,736	6%
Water Qual GRANT Carp Management/Removal	-	-	-	-	-	-	-	#DIV/0!
Water Qual 626 Planning and Program Development	27,500	-	-	-	27,500	415	9,073	33%
Water Qual 626 Fish Lake Management Plan Update	-	-	-	-	-	-	-	#DIV/0!
Water Qual 626 LGU Plan Review	-	4,000	-	-	4,000	-	-	0%
Water Qual 626 Engineering not for programs	20,000	-	-	-	20,000	1,352	3,276	16%
Water Qual 626 Debt Issuance Planning	-	-	-	-	-	-	-	#DIV/0!
Water Qual 648 Permitting and Compliance	57,000	-	5,000	-	62,000	3,321	3,633	6%
Water Qual 648 Update MOAs with cities & county	-	5,000	-	-	5,000	-	-	0%
Water Qual 648 BMP and easement inventory & inspections	25,000	-	2,000	5,000	32,000	2,023	3,041	10%
Water Qual 626 Upper Watershed Projects	194,000	442,000	-	-	636,000	3,877	9,146	1%
Water Qual 626 District Plan Update	-	2,500	-	-	2,500	-	-	0%
WQ TOTAL	\$ 1,104,700	\$ 453,500	\$ 68,000	\$ 5,000	\$ 1,631,200	13,508	34,891	2%
Water Storage 550 District-wide Hydraulic & Hydrologic model	\$ 5,000	\$ -	\$ -		\$ 5,000	-	-	0%
Water Storage 626 Comprehensive Wetland Plan Update	35,500	-	-	-	35,500	-	-	0%
WS TOTAL	\$ 40,500	\$ -	\$ -	\$ -	\$ 40,500	-	-	0%
AIS 611 Aquatic Vegetation Mgmt	2,000	-	\$ 12,000		\$ 14,000	-	-	0%
AIS 637 Automated Vegetation Monitoring (BioBase)	\$ 1,300	-	-		1,300	-	-	0%
AIS 637 Aquatic Vegetation Surveys	15,500	-	-		15,500	-	-	0%
AIS 637 Boat inspections on Spring, Upper & Lower Prior	19,000	-	15,000		34,000	-	-	0%
AIS TOTAL	37,800	-	27,000	-	64,800	-	-	0%
Ed & Out 652 Education and Outreach Program	\$ 23,500	\$ 15,000	\$ -		\$ 38,500	20	2,360	6%
E&O TOTAL	\$ 23,500	\$ 15,000	\$ -	\$ -	\$ 38,500	\$ 20	\$ 2,360	6%
PLOC Contribution		\$ -	\$ -	\$ 38,981	\$ 38,981	38,981	38,981	100%
Debt Payment Reserve		-	-	-	-	-	-	#DIV/0!
Total Implementation Fund	\$ 1,697,000	\$ 468,500	\$ 95,000	\$ 38,981	\$ 2,299,481	87,765	179,669	8%
Net Change in Fund Balance Implementation Fund	-	-	-	-	-	(85,636)	(115,511)	

	2024 Budget
Grant Funds/Fees Anticipated	
Interest Income (general fund & Implementation fund)	\$ 70,000
648 New Easement Acquisition Fees	5,000
Water Qual 648 Easement amendment/violations fees	2,000
AIS 611 Aquatic Vegetation Mgmt. (Scott County)	27,000
Total Grant Funds/Fees Anticipated	\$ 104,000

Budget Summary	Budget					2023 Levy	Levy Increase	% Increase
	Fund Sources/Fund Expenditures	2024 Levy	Budget Reserves	Grants/Rev	Amendments			
General Fund	\$ 252,000		\$ 9,000	\$ -	\$ -	249,200		
Implementation Fund	\$ 1,697,000	\$ 468,500	\$ 95,000	\$ -	\$ -	1,670,736		
Total Fund Sources	\$ 1,949,000	\$ 468,500	\$ 104,000	\$ -	\$ -	1,919,936	\$ 29,064	1.5%
Expenditures								
General Fund					261,000			
Implementation Fund					2,299,481			
Total Expenditures					2,560,481			

Fund Balance Commitments/Assignments	2024 (Budget)				
	12-31-23 Bal	Additions	Reductions	Amendments	12-31-24 Bal
611 Alum Internal Loading Reserve	\$ 700,000	\$ 230,000	\$ -	\$ -	\$ 930,000
626 Upper Watershed Projects	\$ 442,000	\$ 194,000	\$ (636,000)	\$ -	\$ -
Debt Payment Reserve	\$ 180,000	\$ -	\$ -	\$ -	\$ 180,000
	\$ 1,322,000	\$ 424,000	\$ (636,000)	\$ -	\$ 1,110,000

Draft amounts subject to change during audit preparation

No assurance provided on these financial statements

PLSLWD Monthly Treasurers Report

Treasurer: Christian Morkeberg

Account balances as of 03/31/24

4M Fund (Checking Account)	\$	1,683,178
4M Fixed Income	\$	1,660,600
Total Uncleared Transactions	\$	-
SUBTOTAL	\$	3,343,778

RESTRICTED/COMMITTED FUNDS

Restricted - Permit Deposits, etc. (350 & 360)	\$	127,222
Restricted - PLOC Contingency Reserve (850)	\$	261,863
Restricted - PLOC O&M Funds (830)	\$	200,496
Committed - Alum Internal Loading Reserve	\$	700,000
Committed - Upper Watershed Fund Balance	\$	442,000
Committed - Debt Payment	\$	180,000
TOTAL DISTRICT/PLOC RESTRICTED OBLIGATIONS	\$	1,911,581

Available cash at end of March 2024	\$	1,432,197
--	-----------	------------------

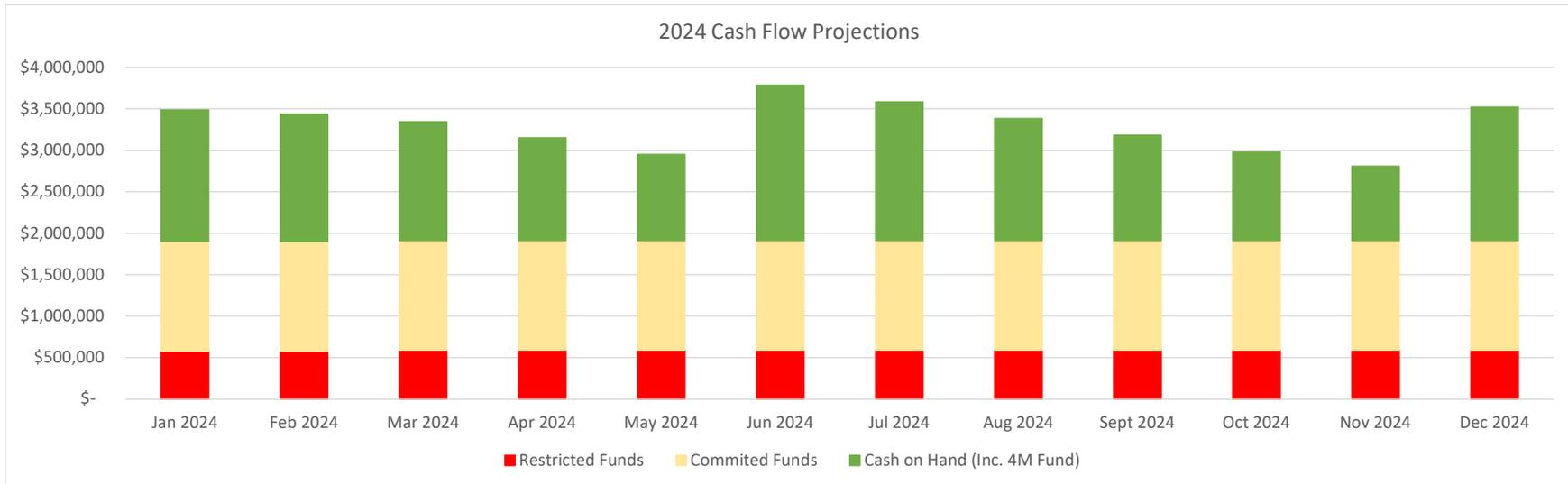
57.9% of 2024 Budget

Draft amounts subject to change during audit preparation

No assurance provided on these financial statements

Cash Flow Chart

Month (End of Month)	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024
Restricted Funds	\$ 578,864	\$ 577,392	\$ 589,581	\$ 589,581	\$ 589,581	\$ 589,581	\$ 589,581	\$ 589,581	\$ 589,581	\$ 589,581	\$ 589,581	\$ 589,581
Committed Funds	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000	\$ 1,322,000
Cash on Hand (Inc. 4M Fund)	\$ 1,585,239	\$ 1,536,801	\$ 1,432,197	\$ 1,240,836	\$ 1,040,079	\$ 1,872,293	\$ 1,671,536	\$ 1,470,779	\$ 1,270,022	\$ 1,069,264	\$ 895,507	\$ 1,610,781
Total Cash on Hand	\$ 3,486,103	\$ 3,436,193	\$ 3,343,778	\$ 3,152,417	\$ 2,951,660	\$ 3,783,874	\$ 3,583,117	\$ 3,382,360	\$ 3,181,603	\$ 2,980,845	\$ 2,807,088	\$ 3,522,362



Draft Amounts subject to change during audit preparation

No assurance is provided on these financial statements

PLSL Watershed District

Starting cash on hand

Cash Minimum Balance Alert \$ 150,000

	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024	Total
Cash on hand (beginning of month)	\$ 3,659,456	\$ 3,486,103	\$ 3,436,193	\$ 3,343,778	\$ 3,152,417	\$ 2,951,660	\$ 3,783,874	\$ 3,583,117	\$ 3,382,360	\$ 3,181,603	\$ 2,980,845	\$ 2,807,088	

Cash Receipts

Property Tax Levy	\$ 7,050	\$ -	\$ -	\$ -	\$ -	\$ 1,032,970	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 916,030	\$ 1,956,050
BWSR WBIF	-	41,403	-	-	-	-	-	-	-	-	-	-	41,403
BWSR BWF - Lower MN River South	-	-	-	-	-	-	-	-	-	-	-	-	-
DNR Flood Hazard Mitigation Grant	-	-	-	-	-	-	-	-	-	-	-	-	-
Grants - Other	500	4,000	-	-	-	-	-	-	-	-	27,000	-	31,500
PLOC Contributions	-	-	39,513	4,209	-	-	-	-	-	-	-	-	43,722
Interest Income	8,465	7,661	7,714	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	76,340
Other Receipts	-	532	-	-	875	875	875	875	875	875	875	875	7,532
Total Cash Receipts	\$ 16,015	\$ 53,596	\$ 47,227	\$ 10,042	\$ 6,708	\$ 1,039,678	\$ 6,708	\$ 6,708	\$ 6,708	\$ 6,708	\$ 33,708	\$ 922,738	\$ 2,156,547
Total Cash Available	\$ 3,675,471	\$ 3,539,699	\$ 3,483,420	\$ 3,353,820	\$ 3,159,125	\$ 3,991,339	\$ 3,790,582	\$ 3,589,825	\$ 3,389,069	\$ 3,188,311	\$ 3,014,553	\$ 3,729,827	

Cash Paid Out

Salaries and Per Diems	\$ 45,745	\$ 44,115	\$ 46,065	\$ 52,958	\$ 52,958	\$ 52,958	\$ 52,958	\$ 52,958	\$ 52,958	\$ 52,958	\$ 52,958	\$ 52,958	\$ 52,958	\$ 612,550
Office Expense, Audit, Accounting	13,490	6,217	19,515	9,667	9,667	9,667	9,667	9,667	9,667	9,667	9,667	9,667	9,667	126,222
PLSLWD Program Costs	64,371	48,137	25,511	132,778	132,778	132,778	132,778	132,778	132,778	132,778	132,777	132,777	132,777	1,333,020
PLOC Contribution	-	-	38,981	-	-	-	-	-	-	-	-	-	-	38,981
PLOC Operations	3,565	5,037	9,570	6,000	12,062	12,062	12,062	12,062	12,063	12,063	12,063	12,063	120,672	
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Disbursements	\$ 62,197	-	-	-	-	-	-	-	-	-	-	-	-	\$ 62,197
Subtotal	\$ 189,368	\$ 103,506	\$ 139,642	\$ 201,403	\$ 207,465	\$ 207,465	\$ 207,465	\$ 207,465	\$ 207,466	\$ 207,466	\$ 207,465	\$ 207,465	\$ 207,465	\$ 2,231,444
Cash on Hand (end of month)	\$ 3,486,103	\$ 3,436,193	\$ 3,343,778	\$ 3,152,417	\$ 2,951,660	\$ 3,783,874	\$ 3,583,117	\$ 3,382,360	\$ 3,181,603	\$ 2,980,845	\$ 2,807,088	\$ 3,522,362		

Draft amounts subject to change during audit

No assurance is provided on these financial statements

PLSLWD
Cost Analysis
Year to Date 03/31/2024

	<u>Year to Date 03/31/2024</u>	
	Amount	% of total
<u>Program staff costs</u>	<u>103,437</u>	44.3%
<u>Consultants</u>		
EOR	20,975	
Blue Water Science	-	
Three Rivers Park District	-	
WSB & Associates	-	
Scott Soil and Water Cons.	-	
RMB Environmental Labs	78	
Stantec Consulting Services	-	
Waterfront Resorations	-	
	<u>21,053</u>	9.0%
Hard costs, exclusive of prog staff & consultant costs	16,199	
Permitting Revenue	-	
	<u>16,199</u>	6.9%
<u>Overhead and Administration</u>		
Staff costs	32,488	
Audit/Accounting/Legal	6,948	
Other admin overhead	11,851	
IT Support (Rymark)	2,560	
	<u>53,847</u>	23.1%
<u>Bonds payments</u>	<u>-</u>	0.0%
<u>PLOC Contribution</u>	<u>38,981</u>	16.7%
Expenses excluding PLOC expenses per manager report	<u><u>233,516</u></u>	100.0%

No assurance is provided on this statement.

This statement omits required disclosures.

This statement is prepared on the cash basis of accounting.

Draft amounts subject to change during audit preparation

No assurance provided on this statement.



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday, March 19, 2024

Prior Lake City Hall

4:00 PM

Members Present:

Bruce Loney, Frank Boyles, Ben Burnett, Christian Morkeberg,
Matt Tofanelli

Staff & Consultants Present:

Joni Giese, District Administrator
Emily Dick, Water Resources Project Manager
Carl Almer, District Engineer, EOR

Others Present:

Jim Fitzsimmons, Scott SWCD
Troy Kuphal, Scott SWCD
Kristin Weinandt, Scott SWCD
Joe Hale, Scott SWCD
Maureen Reeder, Citizen Advisory Committee

Closed Meeting was held prior to the meeting for District Administrator Giese's performance review.

The open meeting was called to order at 4:21 PM.

Conservation Easements Enforcement

The District partners with Scott SWCD on the District's conservation easement program. The SWCD presented the violations found during 2023 easement inspections. The majority of violations were missing signs, which the District is addressing in a one-time sign replacement initiative. In 2015 the District adopted an easement enforcement policy. The SWCD presented the enforcement process as outlined in the 2015 policy. Scott SWCD highlighted the difficulty of enforcement in the current policy, which defines violations as either major or minor based on whether the cost of enforcement is greater or less than \$2,500. Current options for bringing violations into compliance with cases with cooperative landowners include: ceasing the violating activity (e.g., mowing), removing all encroachments into the easement, and installing a mitigation BMP violation (includes amending the easement). Scott SWCD suggested creation of an encroachment agreement as another option for inclusion in the existing policy. The existing policy includes several strategies for non-cooperative landowner cases which include: demand letter, District

corrects violation and invoices landowner, formal mediation, litigation, or do nothing. There was a request to investigate if prescriptive easements apply to Watershed Districts, as cities are immune to them. There was concurrence expressed that defining major and minor violations using a \$2,500 threshold was problematic.

Scott SWCD proposed a strategy for the 2023 violations. For minor bird feeder, mowing, and brush pile violations, SWCD proposes holding off until violations are confirmed in 2024 inspections, and then sending a letter. For major violations such as paths, retaining walls, fences, playsets etc, two approaches were developed for public and private properties. For public properties, it is proposed to work together with entity cooperatively to develop solution, which may include mitigation BMP's, easement amendments, or encroachment agreements. For private properties, it is proposed to confirm the violation, work with landowner to seek voluntary cooperation, and if voluntary cooperation cannot be achieved, these cases will be brought forward to the Board for an encroachment strategy decision.

Fish Lake Approach Discussion

District Project Manager Emily Dick gave an overview of a proposed approach to Fish Lake project implementation in 2024. Staff recommended a multi-faceted approach to make quick progress in the external load to Fish Lake. Several projects were proposed under the \$100,000 budgeted in 2024 for Fish Lake Management Plan actions. Those projects were characterized as: 200th St Pond Improvement, Fish Lake West Soil Nutrient Reduction, Fairlawn Iron-Enhanced Sand Filter Feasibility Study, Lakeridge Stormwater Study, and Lakeshore buffer cost share supplement. Some of these projects may be eligible for Watershed Based Implementation Fund grant funds, if selected by the convening group. The Board was in favor of proceeding with the proposed approach.

Introduced Bills SF 3964/HF 4009 (“Missing Middle Housing”)

Manager Boyles presented background of state legislation intended to support “missing middle” housing, which would supersede local zoning ordinances and public comment processes. The legislation could potentially impact the Watershed District’s ability to enforce some of its rules. The legislation has new bill numbers associated it since the board packet memo was drafted. Superseding local growth plans and rules has potential implications for increased impervious surfaces (water quality and flooding), utility capacity (flooding), and parking requirements (water quality) which are not accounted for in current local plans.

Manager Per Diem Guidance

Administrator Giese presented guidance to the Board on the situations in which per diem should be claimed. The governance manual and a per diem guidance document both have informed policy in the past. However, these two documents have some conflicts. Administrator Giese presented draft guidance which provides clarification on the discrepancies. For example, per diems should be submitted to the Administrator for approval. According to the updated guidance, if there is a question on whether something qualifies for per diem, the board treasurer makes the decision. The District should pass a resolution to reflect per diem rates but the approved rate cannot exceed the statutory rate. The Board was comfortable with the draft guidance and District Administrator will present it as a resolution at a future board meeting.

Liaison Updates**District Partner Reports**

- *Citizen Advisory Committee*- None.
- *Scott SWCD*- None.

Manager Liaison Reports

- *CAC*- New member being approved tonight.
- *Scott SWCD*- None.
- *Lower Minnesota Watershed District*- None.
- *Sand Creek Township*- MPCA surface water monitoring.
- *Spring Lake Township*- Discussion on Fish Lake Management Plan. Engineer brought up two water resources project which could have partnership with the Watershed District. Desire for talking more about those Buck projects.
- *Scott WMO*- One Watershed One Plan is out for 60-day review period. Sand Creek restoration project. Updating their Water Resources Management Plan.
- *Shakopee*- None.
- *SCALE*- Missing Middle Housing discussion.
- *Scott County*- None.
- *Metro Watersheds*- None.
- *PLOC Cooperators*- None.
- *Farmer-Led Council*- None.

Administrator Report

- The District's audit starts on Thursday.
- The District is submitting two grants for the PLOC pipelining project- to MPCA and LCCMR.
- The District may consider additional lobbying for the pipelining. Lobbying could potentially take the form of written or spoken testimony at the bonding hearing.
- Manager Burnett will be reappointed for another three-year term. His appointment will be approved at the County's April 2 meeting.
- Administrator Giese reviewed Scott County's One Watershed One Plan. The first suggested edit is to make it very clear that the District did not sign the plan creation MOA and does not plan to adopt the plan. The second edit will be to remove the District as the primary or supporting party on plan implementation activities and goals. The District does not want to be held accountable for plan implementation tasks and goals that the District is not intending to take on. The District intends to continue to use the District's adopted Water Resources Management Plan to guide District activities.

Respectfully Submitted,

Emily Dick

3/19/2024



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, March 19, 2023

Prior Lake City Hall

6:00 PM

Members Present: Bruce Loney, Christian Morkeberg, Frank Boyles, Matt Tofanelli, Ben Burnett

Staff & Consultants Present: Joni Giese, District Administrator
Jeff Anderson, Water Resources Coordinator
Emily Dick, Water Resources Project Manager
Zach Nagel, Water Resources Technician
Danielle Studer, Water Resources Specialist
Carl Almer, EOR, District Engineer

Others Present: Maureen Reeder, CAC member
Ryan Murr, New CAC member
Steve McComas, Blue Water Science

- **1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE:**
 - Meeting was called to order by President Loney at 6:06 pm. Everyone present recited the Pledge of Allegiance.
- **2.0 PUBLIC COMMENT**
 - None
- **3.0 APPROVAL OF AGENDA**
 - Agenda changes:
 - Remove Consent Agenda item 6.5
 - Motion to approve amended agenda by Manager Tofanelli; 2nd by Manager Burnett; passed 5-0.
- **4.0 OTHER OLD/NEW BUSINESS**
 - 4.1 Programs & Projects Update**
 - Staff provided a report of its many activities the preceding month, and some upcoming events.
 - 56 days from Ice-on to Ice-off on 3/3/24

- PLOC update: still waiting to see if bonding funds can be secured, backup plan-applying for various grants
- Swamp IESF: drafting easement, targeting May for final easement
- Flood priorities: project 1, 5, & 6 are all dead for now. Will discuss future/next priorities at a future meeting
- Some Q&A from board members

4.2 Approval of New CAC Members: Ryan Murr

- Presented by Danielle Studer
- Ryan Murr introduced himself and went over his background and resume.
- Motion to approve membership by Manager Boyles; 2nd by Manager Morkeberg; passed 5-0.

4.3 2023 Aquatic Plant Survey Results Presentation: Steve McComas

- Jeff Anderson introduced Steve McComas and Blue Water Science
- Steve McComas presented the 2023 Aquatic Plant Survey Results performed for Fish, Spring, Sutton, Upper Prior and Lower Prior Lakes.

4.4 2024 AIS Prevention Approach

- Jeff Anderson and Zach Nagel presented the memo describing the options for the AIS prevention approach relating to boat inspections and a CD3 station
- Staff recommends option 3
 - Total AIS budget toward contract boat inspection = \$30,500 (925 boat inspection hours). One CD3 Roadside station on the exiting lane at Sand Point boat launch = \$3,500
 - Total Cost: \$34,000
 - *This option reduces AIS prevention efforts related to boat inspections by 8% while providing a new approach to encourage boaters on the Lower Prior Lake, which receives the most boating activity, to take actions to prevent AIS spread during periods when inspectors are not present. This option can be achieved within the District's established budget for boat inspections.*
- Motion to approve option 3 by Manager Burnett; 2nd by Manager Morkeberg; passed 4-1 (Aye: Burnett, Morkeberg, Loney, Tofanelli; Nay: Boyles).

4.5 Ferric Chloride Site Improvements

- Emily presented the memo describing the plan and options
- After discussion and Q&A
 - Motion to retain a consultant for FeCl System final design incorporating staff recommended system enhancements by Manager Boyles; 2nd by Manager Tofanelli; passed 5-0.
 - Motion to order and replace aged FeCl system equipment that does not require additional professional design services by Manager Tofanelli; 2nd by Manager Boyles; passed 5-0.

4.6 Alum Treatment Decision Process

- Based on the Alum Treatment Decision Process, staff recommends the board of managers approve conducting coring on Spring Lake during fall of 2024.
- Some discussion among board members
- Motion to approve conducting coring on Spring Lake during fall of 2024 by Manager Boyles; 2nd by Manager Tofanelli; passed 5-0.

4.7 Budget Resolutions

- Administrator Giese presented three budget resolutions to make some needed updates to the prior approved 2024 Budget.
 - Resolution 24-378: Amending the 2024 Budget to Reclass Funds from 509-Implementation Fund, Program Salaries and Benefits to 648 – BMP and Easements Inventory & Inspections
 - Resolution 24-379: Amending the 2024 Budget 509 Implementation Fund, PLOC Contribution Line Item
 - Resolution 24-380: Authorization to Transfer Funds to the JPA/MOA Fund
- Motion to approve Resolution 24-378, Resolution 24-379, and Resolution 24-380 by Manager Boyles; 2nd by Manager Morkeberg; pass 5-0.

• 5.0 TREASURER'S REPORT

5.1 Monthly Financial Reports

Treasurer Morkeberg summarized the financial information contained in the packet including:

- Financial Report
- Treasurers Report
- Cash Flow Projections
- Cost Analysis

• 6.0 CONSENT AGENDA

- NOTE: 6.5 removed: Permit Application 24.01: Panama & 13 Water Quality Retrofit

• CONSENT AGENDA

6.1 Meeting Minutes – February 20, 2024, Board Workshop

6.2 Meeting Minutes – February 20, 2024, Board Meeting

6.3 Claims List, VISA Expenditures, and Bank Purchase Card Expenditures
Summary

6.4 2024 Board Liaison Appointments (Revised)

6.6 Water Resources Management Plan (WRMP) Amendments

- Motion to approve consent agenda by Manager Burnett; 2nd by Manager Tofanelli; Passed 5-0.

- **7.0 UPCOMING MEETING/EVENT SCHEDULE:**

- Farmer-led Council: Lake Friendly Farm Award Banquet (RSVP Required), Wednesday, March 20, 2024, Noon (Prior Lake VFW)
- CAC Meeting, Thursday, March 28, 2024, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)
- Board of Managers Workshop, Tuesday, April 16, 2024, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, April 16, 2024, 6:00 pm (Prior Lake City Hall – Council Chambers)

- **8.0 ADJOURNMENT**

- Motion to adjourn by Manager Tofanelli; 2nd by Manager Burnett; passed 5-0.
- Meeting adjourned at 8:09 pm.

Respectfully Submitted,
Ben Burnett, PLSLWD Secretary, 4/10/2024



CAC Meeting Minutes

Thursday January 25, 2024
6:00 – 7:30 PM

Attendees:

CAC Members: 5 of 7 members present = 71% ($\geq 50\%$ *quorum*)

X Loren Hanson
Maureen Reeder
X Ron Hoffmeyer
X Curtis Witt
X Anna Alswager
X Dick Schirber (left at 7:00)
Amy Butani

Staff: Danielle Studer

Board members: Matt Tofanelli

Other: Lisa Quinn - Spring Lake Township

CAC Business 6:00 (Meeting called to order at 6:00 PM)

- Approval of the agenda:
Motion: Curtis Witt. 2nd: Anna Alswager. Motion carried.
- Approval of December Minutes:
Motion: Dick Schirber. 2nd: Curtis Witt. Motion Carried.
- Review of December and January PLSLWS Board Meetings:
Matt Tofanelli. - Presentation on project priorities
 - Goal to remove ~3,000 lbs. of phosphorous from watershed on an annual basis.
 - Website refresh is in process
 - Water quality discussion on Haas Lake
 - Board retreat in coming weekend - Agenda covered
- Guiding Document Discussion and Vote
 - -General discussion
 - -Motion to Approve: Dick Schirber. 2nd: Anna Alswager.
 - Motion carried.
- Chat Platforms for discussion between meetings
 - Consensus that a chat group would be advantageous. Discussion around what platform to utilize: Google chat, Facebook, or other.
 - Most people have a Google account.
 - Decision to set up a group and test out.
 - Danielle will set up a group.

- Shared Google Drive with CAC resources

- CAC Mentorship
 - Mentorship options
 - One person for each new member to go to for a period of time.
 - Meet post meeting for questions to group.
 - Help with terminology, past actions.
 - Could chat platform help in general questions to let all give input on questions and history?
 - Consensus to try chat platform for now and see how it goes. Will check back at the March CAC meeting.

- Elections
 - Chair- Motion to approve Loren Hanson: Ron Hoffmeyer.
2nd: Curtis Witt.
Motion carried.
 - Vice Chair- Motion to approve Curtis Witt: Loren Hanson
2nd: Dick Schirber.
Motion carried.
 - Secretary- Motion to approve Ron Hoffmeyer: Dick Schirber
2nd: Curtis Witt.
Motion carried.

- Goals and Expectations (Danielle)
 - Reviewed CAC role within the organization.
 - Take time for each member to set some goals and consider group strengths and weaknesses. Group shared answers from Goal sheets that were handed out.
 - Goals included: Gain better understanding up District project and budget updates; Provide more feedback to the Board; Expand CAC ideas through recruitment; Become more involved in outreach; Understand the impact of the CAC; Take tour of the District, including seeing all the lakes.
 - General Discussion of Subcommittees to put on radar.
 - Possibilities: Education, Invasive species, boater etiquette, outreach beyond city, storm drains, water quality, erosion.
 - Loren will send out a questionnaire to establish member individual interests.
 - Using Funds
 - 2024 budget \$3,500.00
 - Partnership
 - Trainings
 - Small projects or outreach
 - Ron presented Prior Lake Association partnership proposals: A map marking low water zones. Could include more information.
 - Danielle presented Spring Lake Association's request for funding of reprints of the Spring Lake bathymetry and Need to Know resource, previously created in partnership with the District.
 - Loren Hanson and Ron Hoffmeyer will reach out to Spring Lake Association and Prior Lake Association to get more information on partnership funding needs to make an informed decision before recommending anything to the Board.

- Staff Project Updates
 - Danielle covered a list of 12 projects with details on:
 - Swamp Lake Iron-Enhanced Sand Filter – Study Complete; requires landowner buy-in
 - Fish Lake Management Plan: Study complete; project prioritization is next step; \$100k budget.
 - PLOC- Pipe lining: Presentation to Senate and Rep. bonding tours.
 - Pipe is 40 years old.
 - Should know if funding will come through this spring.
 - Asking for \$2m from State Capital Funding
 - 20-25% lower cost to line the pipeline when water is low.

- Actions to discuss next meeting:
 - Feb. PLSLWD board meeting-Curtis Witt will attend.

Motion to adjourn at 7:30 pm

Motion to Adjourn: Curtis Witt.
2nd- Anna Alswager
Motion carried.

Prior Lake Spring Lake Watershed District Claims list for Invoice Payments due for the prior month

Managers will consider approving this claims list - Staff payroll and benefits, Manager per diems, and Health insurance premiums have already been paid via ACH transfers. After the managers vote, two Managers will approve individual payments via BILL within three days of the meeting for approved claims. Then, staff will release payment via BILL to the claims list parties.

Vendor	Invoice Link	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
EOR	X	General Engineering	\$ 1,248.00
		Upper Watershed Projects Support	\$ 1,177.00
		Upper Watershed Projects Support	\$ 1,463.00
		Buck Stream Stabilization	\$ 1,929.50
		District Monitoring Program	\$ 1,287.00
		Permitting	\$ 3,761.00
CLA		March Bill.com Fees	\$ 61.00
Smith Partners		Swamp IESF	\$ 672.50
		Buck Stream Stabilization	\$ 385.90
WSB	X	Carp Management - March 2024	\$ 845.75
		Subtotal	\$ 12,830.65
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
EOR		2024 PLOC Engineering Assistance	\$ 3,972.50
		PLOC Vegetation Maintenance	\$ 312.00
ABDO		Audit allocation to PLOC	\$ 3,500.00
		Subtotal	\$ 7,784.50
3. Payroll, Office and Overhead			
ADP Manager Per Diems			\$ 747.04
ADP Staff Payroll			\$ 20,927.12
ADP Taxes & Benefits			\$ 18,120.14
Reliance Standard	X	April LTD and STD Premiums	\$ 852.04
HealthPartners	X	Health Insurance Premiums	\$ 7,266.49
City of Prior Lake	X	Rent (May 2024)	\$ 2,387.03
ABDO	X	Audit Services	\$ 7,500.00
CLA	X	Monthly Accounting (March)	\$ 1,495.00
		Audit Preparation Fees	\$ 910.00
		Technology and Client Support Fee	\$ 156.45
		Catch Up Payroll Processing Fees	\$ 357.00
		Monthly Payroll Processing Fees	\$ 367.00
Smith Partners	X	General Legal Services	\$ 161.40
HDR Inc.	X	Website Planning and Design/Project Management	\$ 2,153.75
Rymark	X	March Billing (10 workstations)	\$ 828.25
Metro Sales	X	Contract base rate	\$ 155.00
	X	Contract usage 12/20/2023-3/29/2024	\$ 496.50
US Bank		March Billing	\$ 4,317.60
		Subtotal	\$ 69,197.81
		TOTAL	\$ 89,812.96



Subject 	Permit Application No. 24.01 Water Quality Retrofit- City of Prior Lake	
Board Meeting Date 	April 16, 2024	Item No: 7.5
Prepared By 	Joe Hale, Scott Soil and Water Conservation District	
Attachments 	<ul style="list-style-type: none"> a) Project Location Map b) Permit Application and Staff Review Comments c) Construction Plans 	
Proposed Action 	Staff Recommends Board approval of the permit application for the Water Quality Retrofit subject to conditions noted in the Permit Application and Staff Review Comments	

Introduction

The proposed project area is located on Village Lake Drive SE between Panama Ave and Maplewood Street SE (PID 259020980) in the City of Prior Lake.

The City of Prior Lake (the “City”) is leading the project, which includes the construction of an iron enhanced sand filter retrofit to the existing “Panama and 13 pond”. The retro fit will create additional stormwater storage capacity for the City and is intended to cover an existing stormwater volume deficit with the PLSLWD, totaling 18,300 cf. The retrofit will also create 35,215 cf of additional stormwater volume credits for future use as deemed appropriate.

The total area of disturbance will be 0.98 acres. The Following District rules apply to the project: Rule C- General Standards and Rule E- Erosion and Sediment Control.

Note to Permit Applicant

This report is not a permit. If the District Board approves the project, the applicant must then obtain a permit through District Staff.

Watershed District Board Decision

The complete permit application was received March 27th, 2024. To meet the procedural requirements of Rule B and Minnesota Statutes Section 15.99 regarding time deadlines for Board action, the Board must decide to either:

- 1) Approve or deny the permit application by May 26, 2024 (60-day period)
- or-
- 2) Provide written notice to the applicant of an extension of the 60-day period and state the reasons for the extension and its anticipated length, which may not exceed 60 days unless approved by the applicant.

Options for Action

- 1) Approve the application for the water quality retrofit subject to conditions noted in the Permit Application and Staff Review Comments.
- 2) Table the item, extend the application until a future specified date, and provide the applicant with direction on the issues that have been discussed.
- 3) Deny the application, stating the reasons for denial.

Staff Recommendation

Staff recommends Option 1, Board approval of the permit application for the water quality retrofit subject to conditions noted in the Permit Application and Staff Review Comments.

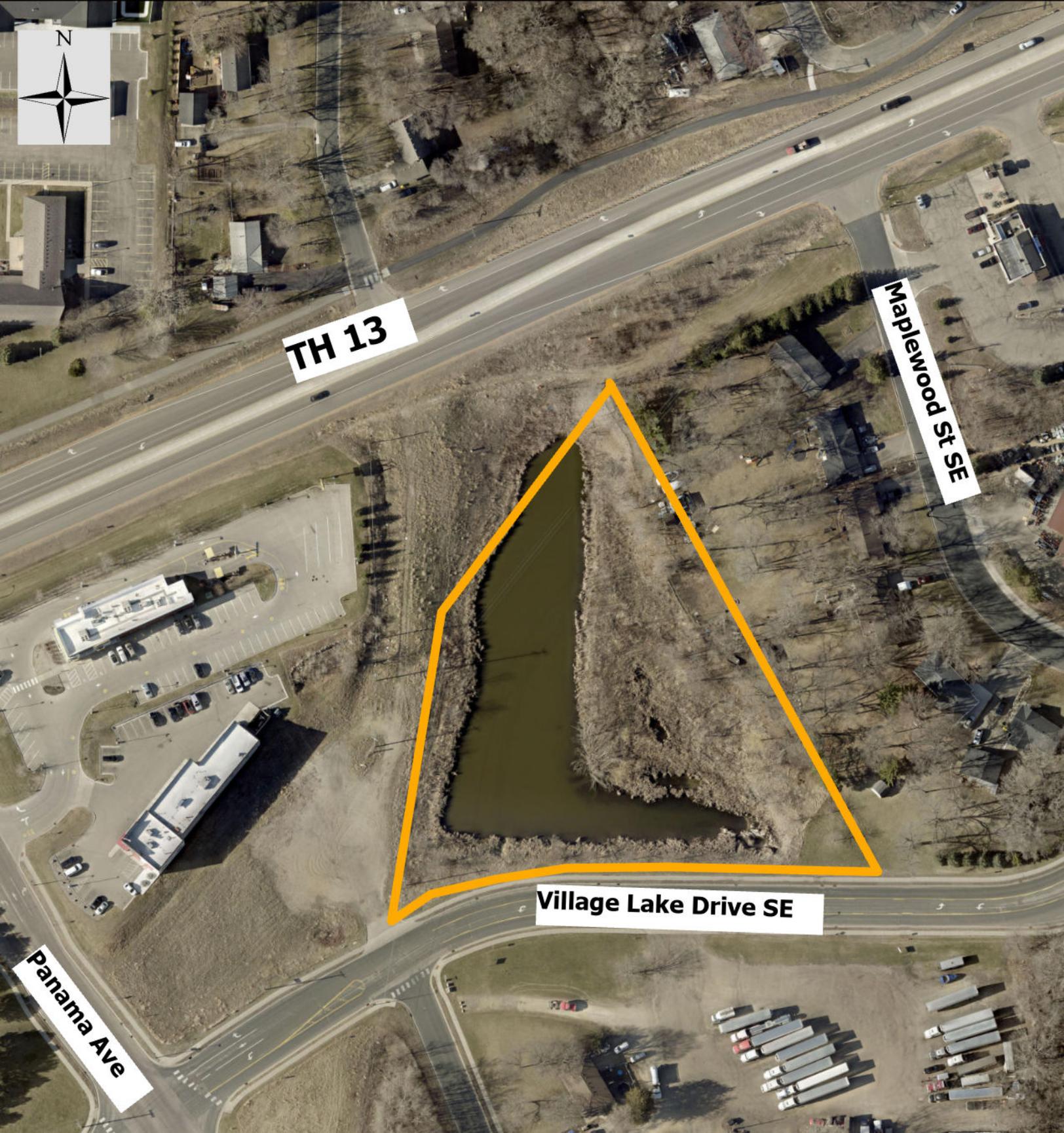


**PRIOR LAKE
SPRING LAKE
WATERSHED DISTRICT**

AERIAL MAP

Permit 24.01

Water Quality Retrofit



TH 13

Maplewood St SE

Village Lake Drive SE

Panama Ave



PERMIT APPLICATION, PAGE 2 OF 2

Prior Lake - Spring Lake Watershed District (PLSLWD)
 4646 Dakota Street SE, Prior Lake, MN 55372, 952-447-4166

PROJECT NAME	APPLICATION #: (to be assigned)
--------------	---------------------------------

Permit Fee Deposit - to be paid with your application:

Instructions: Calculate the required Permit Fee Deposit by totaling the amounts from items A through D below (as applicable). Include the Permit Fee Deposit with your application. Checks may be payable to the Prior Lake-Spring Lake Watershed District.

Fill in amount here:

A) Grading or Alteration:			
less than one acre	\$500		
1.0 to 4.99 acres	\$1,000		
5.0 to 19.9 acres	\$1,500		
20 acres or more	\$2,000		
B) Projects with Wetland or Flood Plain Areas	\$1,000	+	
C) Bridge or Culvert Crossing of a Waterbody or Ditch	\$1,500 per crossing	+	
D) Drainage Alterations	\$1,500	+	
Total Permit Fee Deposit due with application		=	

Permit Fee Deposit information and conditions:

1. The Permit Fee Deposit will be held in escrow and used to pay the District's costs for reviewing the application and administering the permit (if approved), including staff costs, and engineering and legal fees.
2. If at any time the Permit Fee Deposit falls below 25% of the original amount, the District shall notify the applicant to replenish the fee deposit to the original amount.
3. Upon application approval, a separate permit security escrow shall be required from the applicant prior to permit issuance.
4. Upon final completion of the project and the issuance of a Certificate of Completion by the District, the District shall return any unspent balance in the Permit Fee Deposit to the applicant, less a \$10 application fee. The District does not pay interest on escrow deposits.

I hereby apply under District Rule B for a permit to complete the proposed project in accordance with the information submitted with this Application and the District's Rules, and I agree to the conditions on page one and two of this application.

Signature of Owner - Applicant 	Your Name - please print	Date Submitted
------------------------------------	--------------------------	----------------

Application Received	Permit Fee Deposit Amt	Received (y/n)	District Representative
----------------------	------------------------	----------------	-------------------------

Engineer's Report prepared by EOR, Inc. for:

Prior Lake-Spring Lake Watershed District Permit Application Number: 24.01

Applicant:	Nick Monserud City of Prior Lake 952-447-9834 nmonserud@priorlakemn.gov	Agent: Laura Rescorla WSB 612-772-4633 lrescorla@wsbeng.com
------------	--	--

Purpose: Retrofit of the existing regional water quality pond south of TH 13, east of Panama Ave, and north of Village Lake Dr SE, 0.5+/-acres.

Location: Fish Point Road SE immediately southeast of TH 13.

District Rule: C & E

Recommendation: **Conditional Approval** pending receipt of the following items:

Stormwater Management

1. Revised XP-SWMM model with Control Structure 5020 outlet consistent with existing conditions (per submitted plans the existing RCP is 30-inch but is modeled as 42-inch), revised Sheet 5 HWL, and revised Final Design Memo Table 1.

Erosion & Sediment Control

2. Revised rolled erosion control prevention notes specifying Category 25 (natural net).

Administrative

3. Quantification of total disturbed area (acres).
4. Performance security from the construction contractor in the amount to be determined (\$2,000/acre of land disturbance).
5. Final signed construction plans.

- Conditions:
1. The permittee shall provide contact information for the responsible erosion and sediment control contractor prior to initiating work.
 2. The permittee shall invite District permit inspector to the preconstruction meeting and

weekly progress meetings.

3. The permittee shall obtain all other required permits and approvals.
4. The permittee is responsible for the stabilization and maintenance of the adjacent areas disturbed by the construction.
5. The permittee shall supply an as-built survey of stormwater management BMPs within 60 days of project substantial completion. The District shall review this survey as a part of the certificate of completion for the project to validate volume credits constructed.
6. Approval of a superseding MOA with an updated tally of volume credit per approved as-built credit minus 18,300 CF.

- Exhibits:
1. Signed Permit Application dated 3/11/24, received 3/11/24.
 2. Preliminary Construction Plans (8 sheets) prepared by WSB, dated 3/27/24, received 3/27/24.
 3. Final Design Calculations memorandum prepared by WSB, dated 3/27/24, received 3/27/24.
 4. XP-SWMM Model prepared by WSB, received 3/27/24.
 5. Volume Deficit memorandum (from Permit 23.01) prepared by WSB, revised 3/29/23, received 5/18/23.
 6. Memorandum of Agreement for PLSLWD Permit Nos. 21.01, 22.01, and 23.01 dated 5/15/23.
 7. PLSLWD Permit Files 21.01, 22.01, 23.01 & 23.02.

- Findings:
1. Description – This project includes retrofit an existing regional pond to enhance downstream water quality via expansion of the basin footprint and creation of an Iron-Enhanced Sand Filter (IESF) cell.
 2. Stormwater – This project in and of itself does not trigger the District’s stormwater management rule but is proposed in order to satisfy past project stormwater volume control deficits. The total existing stormwater volume deficit is memorialized in the Memorandum of Agreement (MOA) dated 5/15/23 and totals 18,300 CF (1,905 CF

from Permit 21.01, 8,554 CF from Permit 22.01, and 10,459 CF from Permit 23.01/23.02).

The proposed IESF retrofit project is anticipated to create 51,625 CF of volume credit, satisfying the outstanding deficit, and affording an excess volume credit in the amount of 33,325 CF for potential use on future City road improvement projects. The actual amount of volume credit will be approved upon review and acceptance of an as built for the project.

3. Erosion & Sediment Control – The proposed erosion control plan includes rock construction entrances, riprap surrounding storm sewer grate castings, revegetation specifications and construction sequencing notes. Rolled erosion control prevention notes must be revised to specify Category 25 (natural net).

PANAMA & 13 WATER QUALITY RETROFIT

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

CITY OF PRIOR LAKE, MN

PLAN SET INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	MISCELLANEOUS DETAILS
3	MISCELLANEOUS DETAILS
4	EXISTING CONDITIONS & REMOVALS PLAN
5	SITE PLAN
6	UTILITY PLAN & PROFILE
7	UTILITY PLAN & PROFILE
8	EROSION CONTROL PLAN

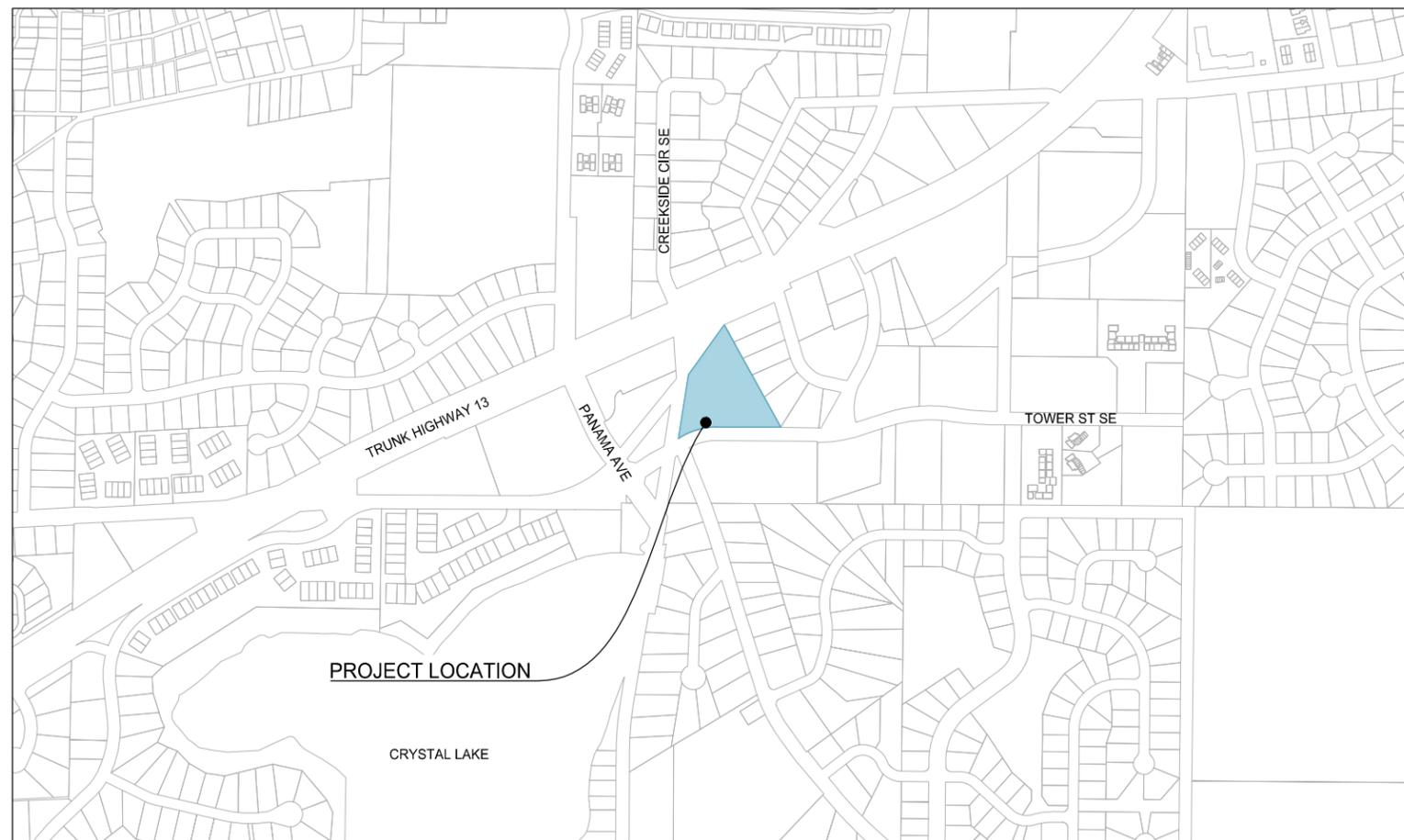
EXISTING PLANS SYMBOLS

- PROPERTY LINES/RIGHT-OF-WAY
- UTILITY EASEMENT
- TREE LINE
- SIGN
- DECIDUOUS TREE
- SHRUB
- CONIFEROUS TREE

EXISTING UTILITY SYMBOLS

- FIBER OPTIC LINE
- GAS LINE
- COMMUNICATION LINE
- ELECTRIC POWER LINE
- WATER MAIN
- SANITARY SEWER
- STORM SEWER
- COMMUNICATIONS PEDESTAL
- POWER POLE
- ELECTRIC BOX
- CATCH BASIN
- STORM APRON
- STORM SEWER MANHOLE
- GATE VALVE
- HYDRANT
- SANITARY SEWER MANHOLE

CONSTRUCTION PLAN FOR POND IMPROVEMENTS
 LOCATED AT POND FROM PANAMA AVE TO TRUNK HIGHWAY 13



PROJECT LOCATION MAP



THIS PLAN SET CONTAINS 8 SHEETS

THIS PLAN SET HAS BEEN PREPARED FOR:

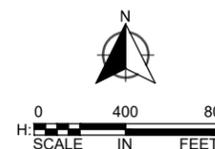
CITY OF PRIOR LAKE
 4646 DAKOTA ST SE
 PRIOR LAKE, MN 55372
 (952) 447-9800

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



PRELIMINARY
 DATE: 03/27/2024

These figures are preliminary and are subject to change. No responsibility is assumed for plans developed based on these figures.



PLAN REVISIONS		
DATE	SHEET NO.	APPROVED BY

UTILITY INFORMATION

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

EXCAVATION NOTICE SYSTEM

A CALL TO GOPHER STATE ONE (651-454-0002) IS REQUIRED A MINIMUM OF 48 HOURS PRIOR TO PERFORMING ANY EXCAVATION.



PROJECT LOCATION
 COUNTY: SCOTT

SECT 2, TWP 114N, RNG 22W

HORIZONTAL DATUM: NAD83 (2011) ADJUSTMENT
 VERTICAL DATUM: NAVD88

WSB PROJ. NO. 022661-000

SHEET
 1
 OF
 8

SCALE: AS SHOWN
DESIGN BY: LGR
PLAN BY: BPM-CKJ
CHECK BY: JHN



REVISIONS	
NO.	DESCRIPTION

PRELIMINARY
DATE: 03/27/2024

These figures are preliminary and are subject to change. No responsibility is assumed for plans developed based on these figures.

EXISTING CONDITIONS & REMOVAL PLAN

**PANAMA & 13 WATER QUALITY RETROFIT
CITY OF PRIOR LAKE, MN**

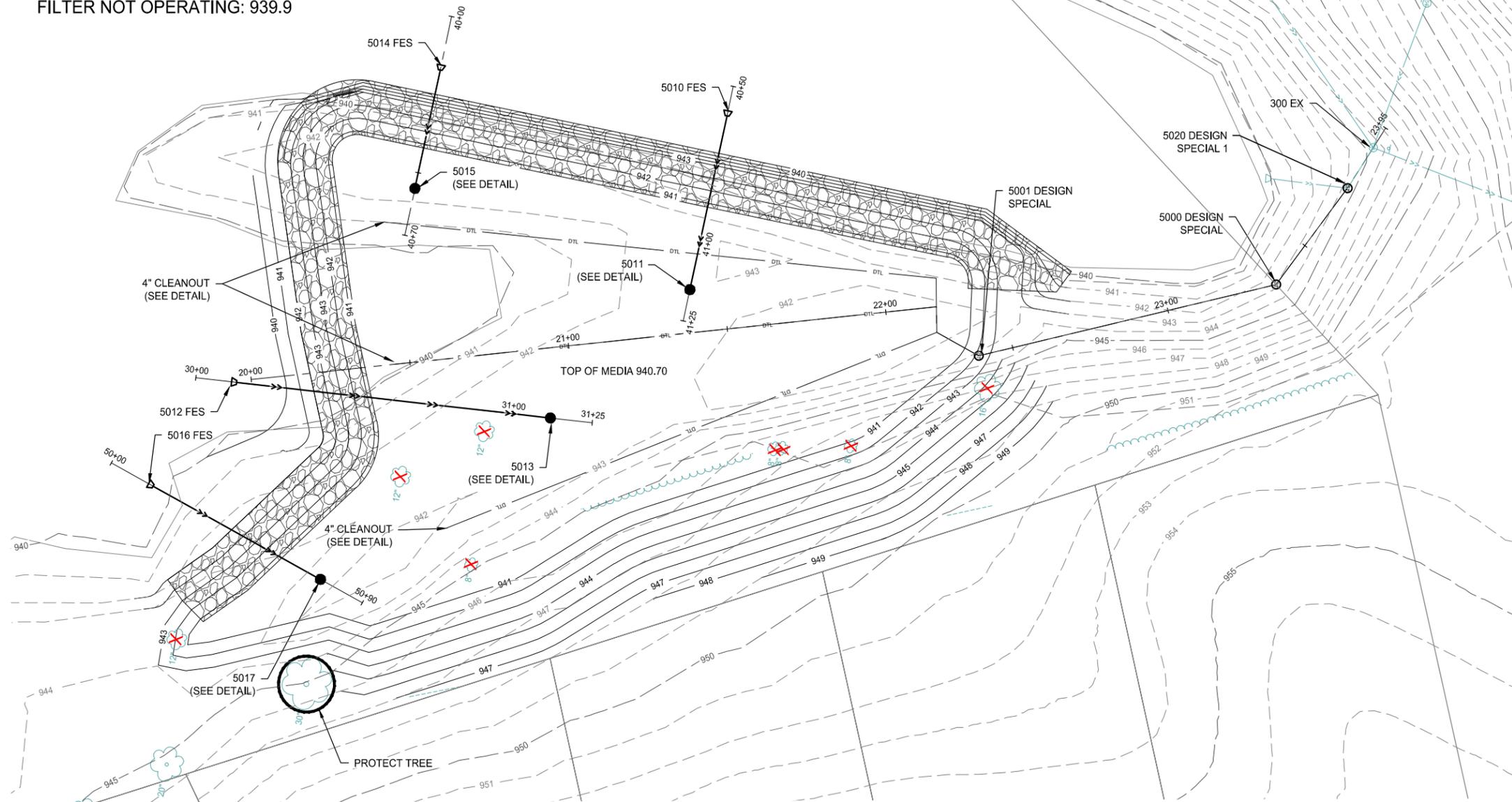


LEGEND - EXISTING

- PARCEL LINE
- - - EASEMENT LINE
- 1019 — EXISTING CONTOUR (MAJOR)
- - - 1019 - - - EXISTING CONTOUR (MINOR)
- >> — EXISTING STORM SEWER PIPE
- ~ ~ ~ TREE LINE
- ⊕ STORM MANHOLE
- ⊕ MANHOLE (UNIDENTIFIED)
- ▽ FLARED END SECTION (FES)
- ⊕ WATER VALVE
- ⊕ HYDRANT
- ⊕ SIGN
- ⊕ GUY WIRE
- ⊕ POWER POLE
- ⊕ LIGHT POLE
- ⊕ TELEPHONE PEDESTAL
- ⊕ POWER PEDESTAL
- ⊕ TREE - DECIDUOUS
- ⊕ TREE - CONIFEROUS
- ⊕ X TREE - DECIDUOUS - TO BE REMOVED
- ⊕ X TREE - CONIFEROUS - TO BE REMOVED

K:\022661-000\Cad\Plan\022661-000-C-DEM-PLAN.dwg 3/27/2024 12:16:04 PM

NWL: 940.7
 100-YR HWL: 946.2
 NWL WHEN SLIDE GATE OPEN AND
 FILTER NOT OPERATING: 939.9



LOCATION MAP

SCALE: AS SHOWN
 PLAN BY: BPM-CKJ
 DESIGN BY: LGR
 CHECK BY: JHN

NO. DATE DESCRIPTION

0 20 40
 H: SCALE IN FEET

LEGEND

- PARCEL LINE
- - - EASEMENT LINE
- - - APPROX. CONSTRUCTION LIMITS
- 1019 PROPOSED CONTOUR (MAJOR)
- 1019 PROPOSED CONTOUR (MINOR)
- PROPOSED STORM STRUCTURE
- PROPOSED STORM SEWER PIPE
- DTL PROPOSED 4" PERFORATED HDPE PIPE
- PROPOSED 8" SOLID HDPE PIPE
- SF SILT FENCE
- FS FLOATING SILT FENCE

LEGEND - EXISTING

- PARCEL LINE
- - - EASEMENT LINE
- 1019 EXISTING CONTOUR (MAJOR)
- 1019 EXISTING CONTOUR (MINOR)
- EXISTING STORM SEWER PIPE
- TREE LINE
- ⊕ STORM MANHOLE
- ⊕ MANHOLE (UNIDENTIFIED)
- ▷ FLARED END SECTION (FES)
- ⊗ WATER VALVE
- ⊕ HYDRANT
- ⊕ SIGN
- ⊕ GUY WIRE
- ⊕ POWER POLE
- ⊕ LIGHT POLE
- ⊕ TELEPHONE PEDESTAL
- ⊕ POWER PEDESTAL
- ⊕ TREE - DECIDUOUS
- ⊕ TREE - CONIFEROUS
- ⊕ TREE - DECIDUOUS - TO BE REMOVED
- ⊕ TREE - CONIFEROUS - TO BE REMOVED

- IRON ENHANCED SAND FILTER (IESF) INSTALLATION NOTES**
- INSTALLATION WITH DRY SOIL CONDITIONS IS CRITICAL. PUMP DOWN ANY SURFACE WATER UNTIL THE WORK IS COMPLETED. DIVERT FLOWS TO KEEP WORK AREA DRY.
 - SCHEDULE WORK FOR PERIODS OF DRY WEATHER SO THAT EXCAVATION, SOIL PLACEMENT AND RAPID STABILIZATION OF DISTURBED AREAS IS COMPLETED BEFORE THE NEXT PRECIPITATION EVENT. DO NOT WORK IF CONDITIONS ARE WET OR PRECIPITATION IS EXPECTED. DO NOT LEAVE PERIMETER SLOPES OF BIORETENTION CELL OR IESF AREAS EXPOSED OVERNIGHT. SECURE THE SITE FROM RISK OF PRECIPITATION DAMAGES AT THE END OF EVERY WORK DAY. IN THE EVENT OF RAIN, TAKE ACTION TO DIVERT STORMWATER AWAY FROM THE WORK AREA AND TEMPORARILY COVER ALL EXPOSED SOILS WITH FILTER FABRIC OR IMPERMEABLE SHEETING.
 - INSTALL THE EPDM LINER PER MANUFACTURER'S RECOMMENDATIONS TO ENSURE WATER TIGHTNESS. EPDM LINER SHALL BE FIRESTONE PONDGARD EPDM 45 MIL RUBBER LINER OR APPROVED EQUAL. SEAM TAPE AND MATERIALS USED FOR TO PROVIDE A WATERTIGHT INSTALLATION ARE INCIDENTAL COSTS TO THE LINER.
 - PERFORATED UNDER-DRAINS SHALL BE SLOTTED SINGLE WALL HDPE. NO SUBSTITUTES. PERFORATED PVC AND/OR MNDOT 3733 TYPE 1 SEWN SEAM NON-WOVEN FABRIC SHALL NOT BE USED.
 - VENTED CLEANOUT ASSEMBLY SHALL BE A PVC LONG TURN ELBOW CONNECTED TO THE HDPE UNDERDRAIN. EXTEND SOLID 4" PVC VERTICALLY 18 INCHES ABOVE SURFACE OF THE IESF AND PROVIDE REMOVABLE VENT CAP. (4" PROVENT OR APPROVED EQUAL)
 - INSTALL BIOROLL ALONG WATER'S EDGE AS DIRECTED BY ENGINEER IN THE FIELD.

Page 97
wsb

SCALE: AS SHOWN
 PLAN BY: BPM-CKJ
 DESIGN BY: LGR
 CHECK BY: JHN

NO. DATE DESCRIPTION

PRELIMINARY DATE: 03/27/2024

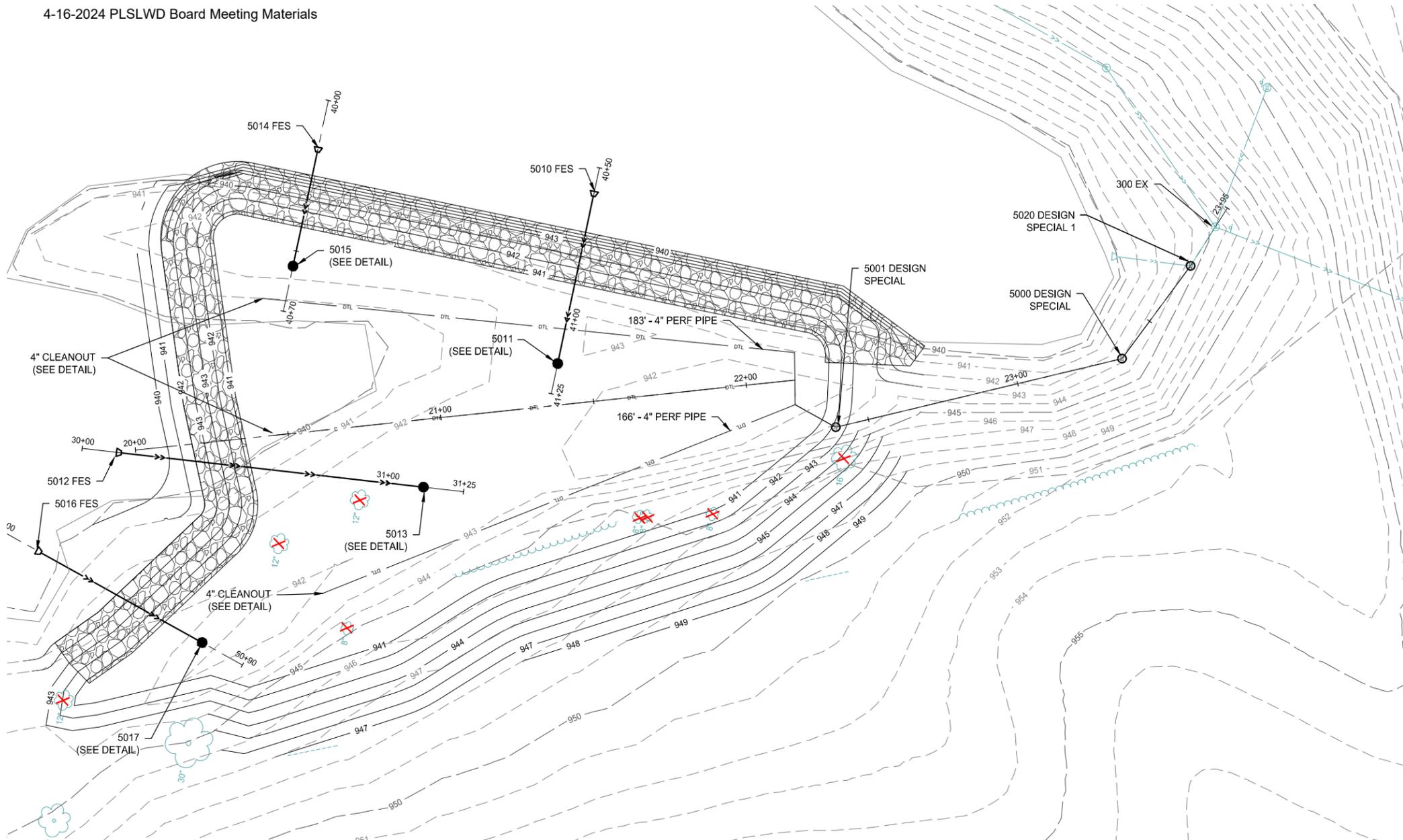
wsb

These figures are preliminary and are subject to change. No responsibility is assumed for plans developed based on these figures.

SITE PLAN

**PANAMA & 13 WATER QUALITY RETROFIT
 CITY OF PRIOR LAKE, MN**

K:\022661-000\Cad\Plan\022661-000-C-SITE-PLAN.dwg 3/27/2024 12:16:29 PM



LOCATION MAP



LEGEND

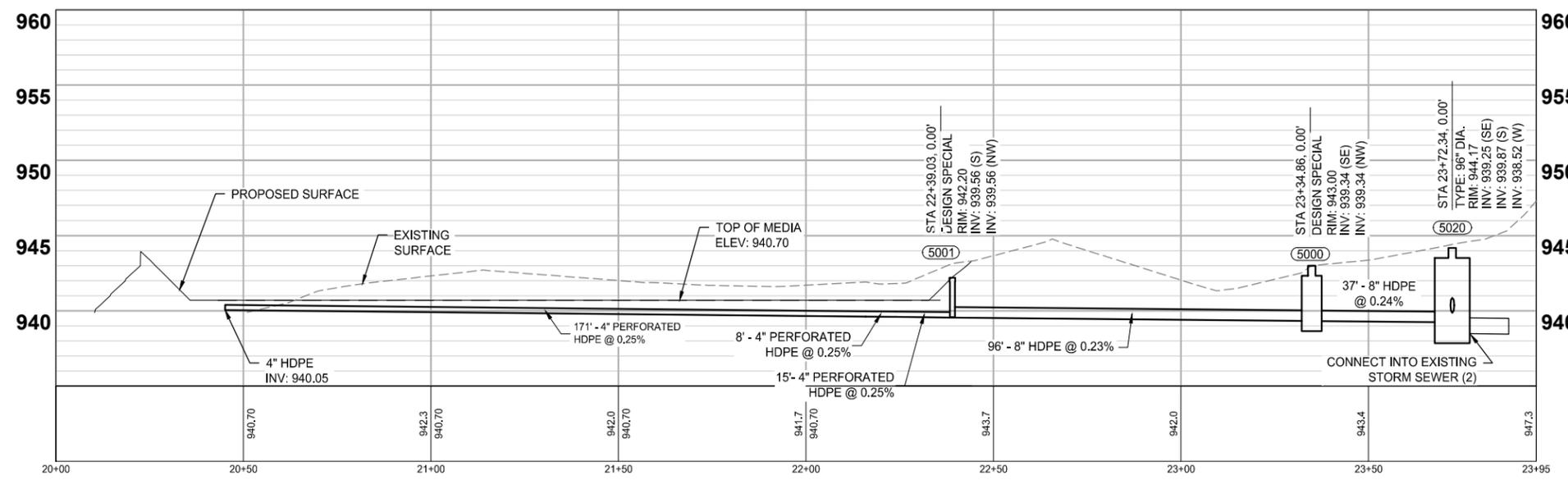
- PARCEL LINE
- - - EASEMENT LINE
- - - APPROX. CONSTRUCTION LIMITS
- 1019 PROPOSED CONTOUR (MAJOR)
- 1018 PROPOSED CONTOUR (MINOR)
- PROPOSED STORM STRUCTURE
- PROPOSED STORM SEWER PIPE
- DTL PROPOSED 4" PERFORATED HDPE PIPE
- PROPOSED 8" SOLID HDPE PIPE
- SF SILT FENCE
- FS FLOATING SILT FENCE

SCALE: AS SHOWN
DESIGN BY: LGR
PLAN BY: BPM-CKJ
CHECK BY: JHN

REVISIONS	
NO.	DESCRIPTION

PRELIMINARY DATE: 03/27/2024
wsb
These figures are preliminary and are subject to change. No responsibility is assumed for plans developed based on these figures.

UTILITY PLAN



IRON ENHANCED SAND FILTER (IESF) INSTALLATION NOTES

- INSTALLATION WITH DRY SOIL CONDITIONS IS CRITICAL. PUMP DOWN ANY SURFACE WATER UNTIL THE WORK IS COMPLETED. DIVERT FLOWS TO KEEP WORK AREA DRY.
- SCHEDULE WORK FOR PERIODS OF DRY WEATHER SO THAT EXCAVATION, SOIL PLACEMENT AND RAPID STABILIZATION OF DISTURBED AREAS IS COMPLETED BEFORE THE NEXT PRECIPITATION EVENT. DO NOT WORK IF CONDITIONS ARE WET OR PRECIPITATION IS EXPECTED. DO NOT LEAVE PERIMETER SLOPES OF BIORETENTION CELL OR IESF AREAS EXPOSED OVERNIGHT. SECURE THE SITE FROM RISK OF PRECIPITATION DAMAGES AT THE END OF EVERY WORK DAY. IN THE EVENT OF RAIN, TAKE ACTION TO DIVERT STORMWATER AWAY FROM THE WORK AREA AND TEMPORARILY COVER ALL EXPOSED SOILS WITH FILTER FABRIC OR IMPERMEABLE SHEETING.
- INSTALL THE EPDM LINER PER MANUFACTURER'S RECOMMENDATIONS TO ENSURE WATER TIGHTNESS. EPDM LINER SHALL BE FIRESTONE PONDGARD EPDM 45 MIL RUBBER LINER OR APPROVED EQUAL. SEAM TAPE AND MATERIALS USED FOR TO PROVIDE A WATERTIGHT INSTALLATION ARE INCIDENTAL COSTS TO THE LINER.
- PERFORATED UNDER-DRAINS SHALL BE SLOTTED SINGLE WALL HDPE. NO SUBSTITUTES. PERFORATED PVC AND/OR MNDOT 3733 TYPE 1 SEWN SEAM NON-WOVEN FABRIC SHALL NOT BE USED.
- VENTED CLEANOUT ASSEMBLY SHALL BE A PVC LONG TURN ELBOW CONNECTED TO THE HDPE UNDERDRAIN. EXTEND SOLID 4" PVC VERTICALLY 18 INCHES ABOVE SURFACE OF THE IESF AND PROVIDE REMOVABLE VENT CAP. (4" PROVENT OR APPROVED EQUAL)
- INSTALL BIOROLL ALONG WATER'S EDGE AS DIRECTED BY ENGINEER IN THE FIELD.

PANAMA & 13 WATER QUALITY RETROFIT
CITY OF PRIOR LAKE, MN

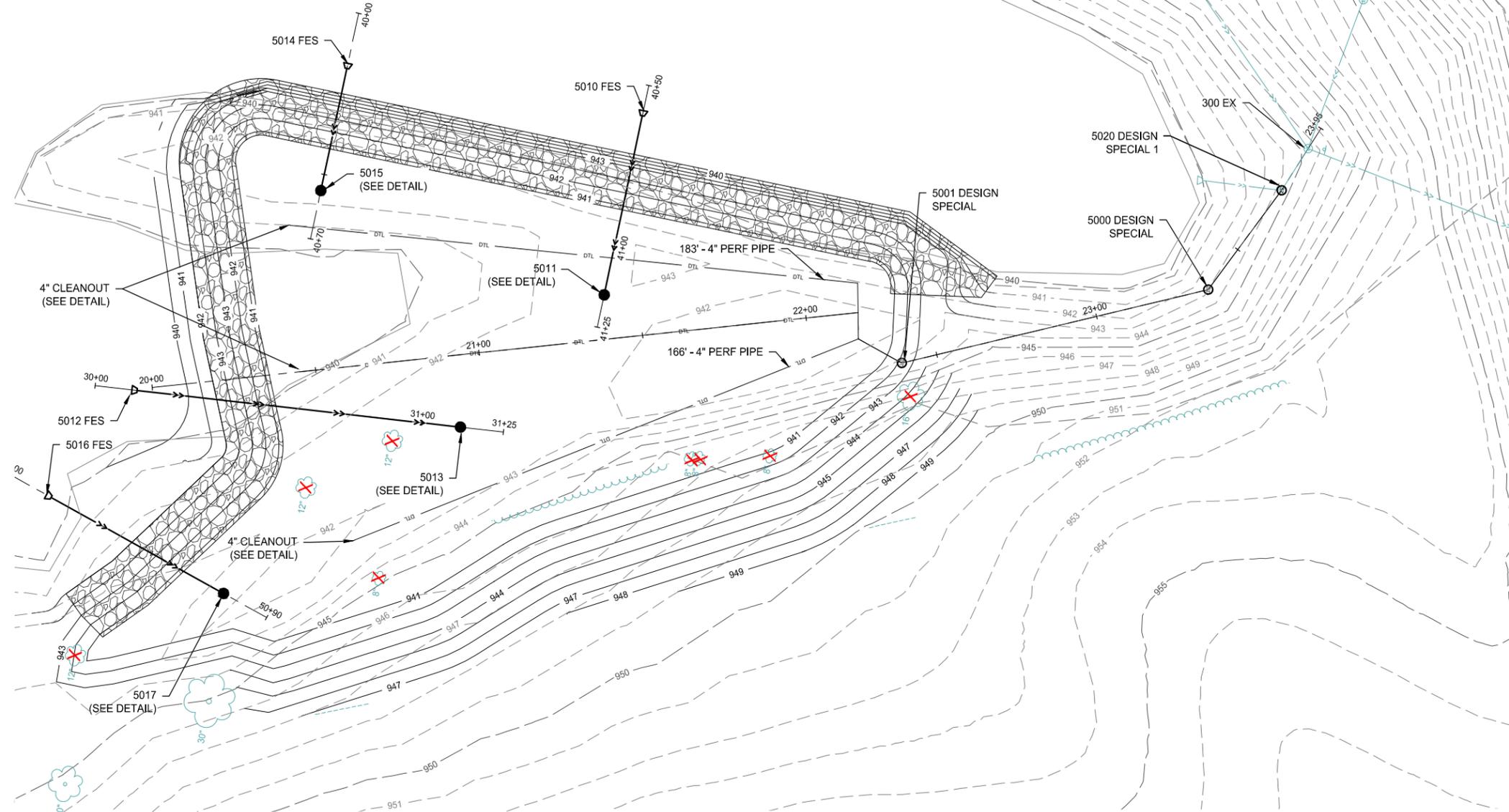
K:\022661-000\Cadd\Plan\022661-000-C-UTIL-PLAN.dwg 3/27/2024 12:16:51 PM

SCALE: AS SHOWN
DESIGN BY: LGR
PLAN BY: BPM-CKJ
CHECK BY: JHN



LEGEND

- PARCEL LINE
- - - EASEMENT LINE
- - - APPROX. CONSTRUCTION LIMITS
- 1019 PROPOSED CONTOUR (MAJOR)
- 1018 PROPOSED CONTOUR (MINOR)
- PROPOSED STORM STRUCTURE
- PROPOSED STORM SEWER PIPE
- DTL PROPOSED 4" PERFORATED HDPE PIPE
- PROPOSED 8" SOLID HDPE PIPE
- SF SILT FENCE
- FS FLOATING SILT FENCE



REVISIONS	
NO.	DESCRIPTION

PRELIMINARY DATE: 03/27/2024

wsb

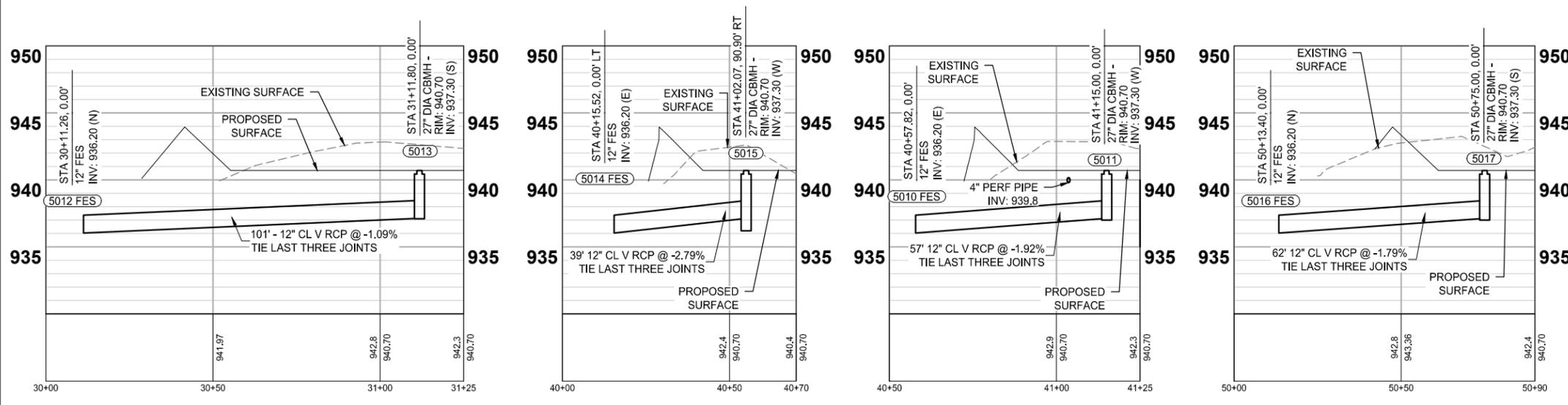
These figures are preliminary and are subject to change. No responsibility is assumed for plans developed based on these figures.

UTILITY PLAN

IRON ENHANCED SAND FILTER (IESF) INSTALLATION NOTES

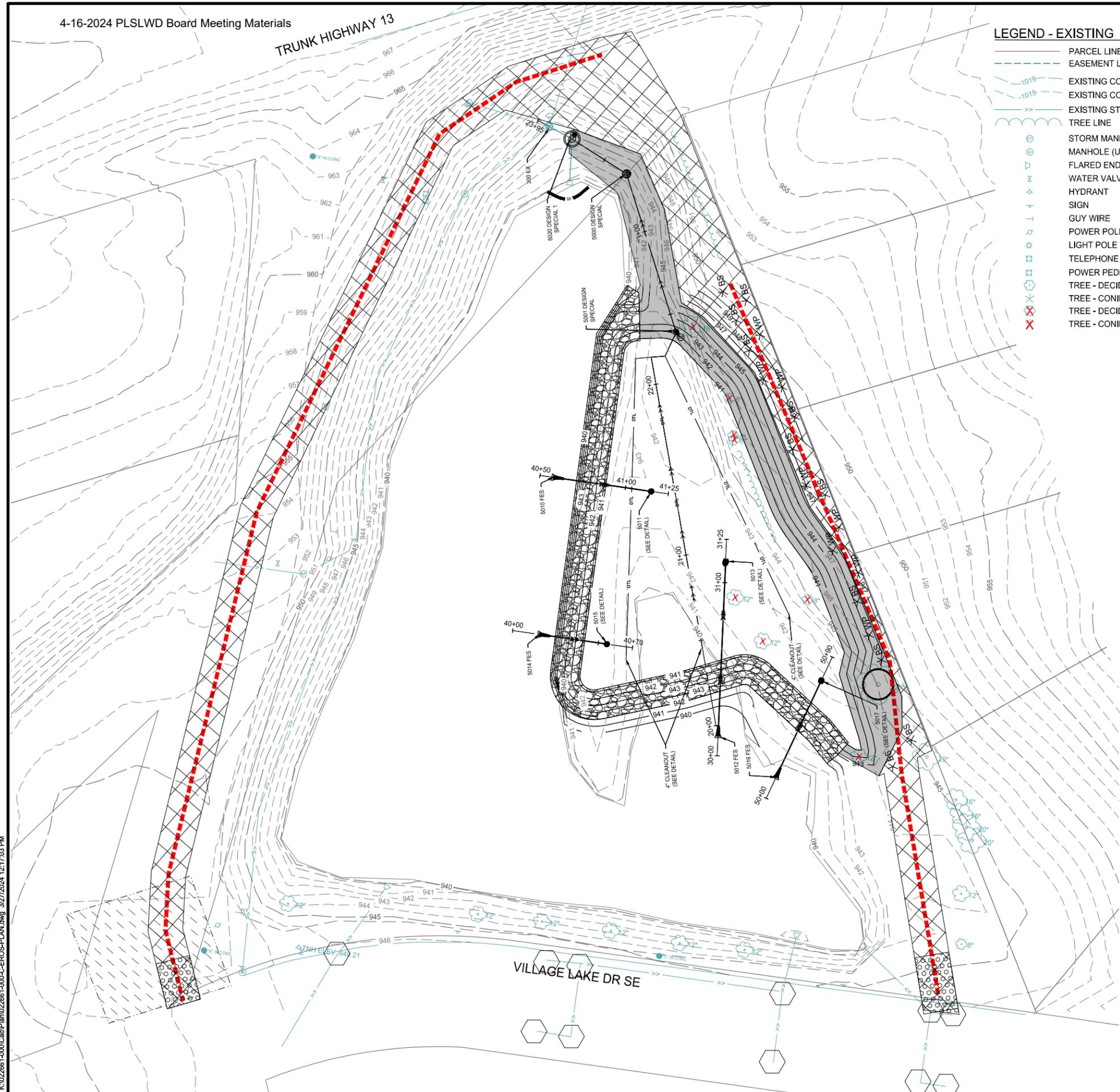
- INSTALLATION WITH DRY SOIL CONDITIONS IS CRITICAL. PUMP DOWN ANY SURFACE WATER UNTIL THE WORK IS COMPLETED. DIVERT FLOWS TO KEEP WORK AREA DRY.
- SCHEDULE WORK FOR PERIODS OF DRY WEATHER SO THAT EXCAVATION, SOIL PLACEMENT AND RAPID STABILIZATION OF DISTURBED AREAS IS COMPLETED BEFORE THE NEXT PRECIPITATION EVENT. DO NOT WORK IF CONDITIONS ARE WET OR PRECIPITATION IS EXPECTED. DO NOT LEAVE PERIMETER SLOPES OF BIORETENTION CELL OR IESF AREAS EXPOSED OVERNIGHT. SECURE THE SITE FROM RISK OF PRECIPITATION DAMAGES AT THE END OF EVERY WORK DAY. IN THE EVENT OF RAIN, TAKE ACTION TO DIVERT STORMWATER AWAY FROM THE WORK AREA AND TEMPORARILY COVER ALL EXPOSED SOILS WITH FILTER FABRIC OR IMPERMEABLE SHEETING.
- INSTALL THE EPDM LINER PER MANUFACTURER'S RECOMMENDATIONS TO ENSURE WATER TIGHTNESS. EPDM LINER SHALL BE FIRESTONE PONDGARD EPDM 45 MIL RUBBER LINER OR APPROVED EQUAL. SEAM TAPE AND MATERIALS USED FOR TO PROVIDE A WATERTIGHT INSTALLATION ARE INCIDENTAL COSTS TO THE LINER.
- PERFORATED UNDER-DRAINS SHALL BE SLOTTED SINGLE WALL HDPE. NO SUBSTITUTES. PERFORATED PVC AND/OR MNDOT 3733 TYPE 1 SEWN SEAM NON-WOVEN FABRIC SHALL NOT BE USED.
- VENTED CLEANOUT ASSEMBLY SHALL BE A PVC LONG TURN ELBOW CONNECTED TO THE HDPE UNDERDRAIN. EXTEND SOLID 4" PVC VERTICALLY 18 INCHES ABOVE SURFACE OF THE IESF AND PROVIDE REMOVABLE VENT CAP. (4" PROVENT OR APPROVED EQUAL)
- INSTALL BIOROLL ALONG WATER'S EDGE AS DIRECTED BY ENGINEER IN THE FIELD.

K:\022661-000\Cadd\Plan\022661-000-C-UTIL-PLAN.dwg 3/27/2024 12:16:54 PM



PANAMA & 13 WATER QUALITY RETROFIT
CITY OF PRIOR LAKE, MN

WSB PROJECT NO. 022661-000



LEGEND - EXISTING

- PARCEL LINE
- - - EASEMENT LINE
- - - EXISTING CONTOUR (MAJOR)
- - - EXISTING CONTOUR (MINOR)
- - - EXISTING STORM SEWER PIPE
- TREE LINE
- ⊙ STORM MANHOLE
- ⊙ MANHOLE (UNIDENTIFIED)
- ⊙ FLARED END SECTION (FES)
- ⊙ WATER VALVE
- ⊙ HYDRANT
- ⊙ SIGN
- ⊙ GUY WIRE
- ⊙ POWER POLE
- ⊙ LIGHT POLE
- ⊙ TELEPHONE PEDESTAL
- ⊙ POWER PEDESTAL
- ⊙ TREE - DECIDUOUS
- ⊙ TREE - CONIFEROUS
- ⊙ TREE - DECIDUOUS - TO BE REMOVED
- ⊙ TREE - CONIFEROUS - TO BE REMOVED

LOCATION MAP



LEGEND

- PARCEL LINE
- - - EASEMENT LINE
- - - APPROX. CONSTRUCTION LIMITS
- - - PROPOSED CONTOUR (MAJOR)
- - - PROPOSED CONTOUR (MINOR)
- ⊙ PROPOSED STORM STRUCTURE
- - - PROPOSED STORM SEWER PIPE
- - - PROPOSED 4" PERFORATED HDPE PIPE
- - - PROPOSED 8" SOLID HDPE PIPE
- SF SILT FENCE
- FS FLOATING SILT FENCE
- - - ACCESS ROUTES
- ⊙ BS TREE - CONIFEROUS (BLUE SPRUCE)
- ⊙ WP TREE - CONIFEROUS (WHITE PINE)
- ⬡ INLET PROTECTION
- 33-261 SEED (35 LB/AC), FERTILIZER TYPE 4 (150 LB/AC), AND ROLLED EROSION PREVENTION CATEGORY 20
- ▨ 35-221 SEED (36.5 LB/AC), AND FERTILIZER TYPE 4 (150 LB/AC), ROLLED EROSION PREVENTION CATEGORY 20 WHERE ON SLOPES
- ▨ STAGING AREA
- ⊙ CONSTRUCTION ENTRANCE

VEGETATION ESTABLISHMENT AND RESTORATION NOTES

1. RESTORE ALL POND EDGES AND WOODED AREAS WITH TYPE 33-261 SEED (35 LB/AC) AND FERTILIZER TYPE 4 (150 LB/AC). ROLLED EROSION PREVENTION CATEGORY 20 SHALL BE INSTALLED ALONG POND EDGES, BUFFERS, AND NON-MOWABLE SLOPES.
2. ALL SOILS DISTURBED DURING CONSTRUCTION ACTIVITIES WILL BE STABILIZED USING SEED MIXES, FERTILIZER, AND STABILIZING COVER OUTLINED WITHIN THESE PLANS.
3. IN THE EVENT THAT RESTORATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITIES IN THE DISTURBED AREA HAS CEASED, TEMPORARY EROSION STABILIZATION BMPs (I.E. HYDRO MULCH 3884.B.2) MUST BE SCHEDULED TO OCCUR WITHIN THAT 7 DAY TIME FRAME.
4. CONTRACTOR IS RESPONSIBLE FOR THE DAMAGE TO STREETS, PARKING LOTS, CONCRETE CURB AND GUTTER, AND TRAIL.
5. DAILY STREET SWEEPING REQUIRED DURING HAULING OPERATIONS.
6. ALL STOCKPILES MUST HAVE DOWN GRADIENT PERIMETER SEDIMENT CONTROL IMPLEMENTED AND MAINTAINED AT ALL TIMES. STOCKPILES TO RECEIVE TEMPORARY STABILIZATION IF UNWORKED FOR 7 DAYS.
7. DEWATERING TO TAKE PLACE PRIOR TO INSTALLATION AS NEEDED. DEWATERING PLANS MUST BE SUBMITTED AND APPROVED BY THE PROJECT ENGINEER 10 DAYS PRIOR TO PUMPING. PLANS MUST INCLUDE OPERATIONS FOR PREVENTING THE DISCHARGE OF TURBID WATER, AND MUST INCLUDE METHODS FOR CONTROLLING EROSION AND SCOUR.
8. CONTRACTOR SHALL PERFORM ALL DEWATERING AND EXCAVATION ONSITE AND OFF OF ROADWAY, AND LOAD AND HAUL IN/OUT USING ACCESS ROUTE.
9. CONTRACTOR TO COORDINATE ACCESS LIMITS AND TREE REMOVALS WITH THE ENGINEER IN THE FIELD.

SCALE: AS SHOWN
 PLAN BY: BPM-CKJ
 DESIGN BY: LGR
 CHECK BY: JHN

REVISIONS	
NO.	DESCRIPTION

PRELIMINARY
 DATE: 03/27/2024
 wsb
These figures are preliminary and are subject to change. No responsibility is assumed for plans developed based on these figures.

EROSION CONTROL & RESTORATION PLAN

PANAMA & 13 WATER QUALITY RETROFIT
 CITY OF PRIOR LAKE, MN

K:\022661-000\CadPlan\022661-000-C-EROS-PLAN.dwg 3/27/2024 12:17:03 PM



Subject | League of Minnesota Cities Liability Coverage Waiver

Board Meeting Date | April 16, 2024

Item No. 7.6

Prepared By | Joni Giese, District Administrator

Attachments | League of Minnesota Cities Liability Coverage – Waiver Form

Action | Vote to not waive monetary limits on municipal tort liability

Background

As a requirement of League of Minnesota Cities Insurance Trust coverage, PLSLWD must annually sign and submit a liability coverage waiver form. In 2020 through 2023, PLSLWD chose not to waive the monetary limits on municipal tort liability.

Recommendation

Staff recommends that the managers vote to select “The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04” on the waiver form.



LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city's underwriter, to pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____

Position: _____

PLSLWD Board Staff Report

April 10, 2024



PRIOR LAKE SPRING LAKE

WATERSHED DISTRICT

Subject	Waterfront Restorations 2024 Boat Inspections Contract	
Board Meeting Date	April 16, 2024	Item No: 7.7
Prepared By	Zach Nagel, Water Resources Technician Jeff Anderson, Water Resources Coordinator	
Attachments	Waterfront Restoration Contract 2024	
Proposed Action	Vote to authorize the District Administrator to enter a contract with Waterfront Restorations to perform boat inspection services at fee of \$30,500.	

Background

Boat inspections are an important measure to try to prevent aquatic invasive species from infesting District lakes. The proposed boat inspection contract will include boat inspections on Spring Lake, Fish Lake, Upper Prior Lake, and Lower Prior Lake in 2024. Boat inspections typically occur between mid-May and early October.

On March 19, 2024, the Board of Managers voted to approve allocating \$30,500 of the 2024 Boat Inspections budget on contracted inspectors with the remaining \$3,500 towards a new CD3 Roadside decontamination station to be installed at the Sand Point boat launch on Lower Prior Lake.

Discussion

Staff are proposing to retain the same boat inspection company that performed the 2021 through 2023 boat inspections (Waterfront Restoration, LLC). For 2024, a total of 936 inspection hours are possible using the remaining budget of \$30,500. Inspection hours in 2024 are projected to be approximately 64 less hours than in 2023, though the number of contracted hours in the 2023 boat inspection season were increased by 100 hours from 2022 due to the sale of the I-LIDS unit.

Recommendation

Staff recommends that the Board of Managers vote to authorize the District Administrator to enter into a contract with Waterfront Restorations to perform boat inspection services for a fee of \$30,500.

Budget Impact

The cost associated with the proposed motion is fully covered under budget item 637 - Boat Inspections on Spring, Fish, Upper and Lower Prior. Boat inspection services in 2024 are quoted at a cost of \$30,500.

**AGREEMENT BETWEEN
PRIOR LAKE - SPRING LAKE WATERSHED DISTRICT and
WATERFRONT RESTORATION**

2024 Watercraft Inspections

This agreement is entered into by the Prior Lake - Spring Lake Watershed District, a public body with powers set forth at Minnesota Statutes chapters 103B and 103D (PLSLWD), and WATERFRONT RESTORATION, a Minnesota corporation (CONSULTANT). In consideration of the terms and conditions set forth herein and the mutual exchange of consideration, the sufficiency of which hereby is acknowledged, PLSLWD and CONSULTANT agree as follows:

1. Scope of Work

CONSULTANT will perform the work described in the 04/05/2024 Scope of Services attached as Exhibit A (the "Services"). Exhibit A is incorporated into this agreement and its terms and schedules are binding on CONSULTANT as a term hereof. PLSLWD, at its discretion, in writing may at any time suspend work or amend the Services to delete any task or portion thereof. Authorized work by CONSULTANT on a task deleted or modified by PLSLWD will be compensated in accordance with paragraphs 5 and 6. Time is of the essence in the performance of the Services.

2. Independent Contractor

CONSULTANT is an independent contractor under this agreement. CONSULTANT will select the means, method and manner of performing the Services. Nothing herein contained is intended or is to be construed to constitute CONSULTANT as the agent, representative or employee of PLSLWD in any manner. Personnel performing the Services on behalf of CONSULTANT or a subcontractor will not be considered employees of PLSLWD and will not be entitled to any compensation, rights or benefits of any kind from PLSLWD.

3. Subcontract and Assignment

CONSULTANT will not assign, subcontract or transfer any obligation or interest in this agreement or any of the Services without the written consent of PLSLWD and pursuant to any conditions included in that consent. PLSLWD consent to any subcontracting does not relieve CONSULTANT of its responsibility to perform the Services or any part thereof, nor in any respect its duty of care, insurance obligations, or duty to hold harmless, defend and indemnify under this agreement.

4. Duty of Care; Indemnification

CONSULTANT will perform the Services with due care and in accordance with national standards of professional care. CONSULTANT will defend PLSLWD, its board members, employees and agents from any and all actions, costs, damages and liabilities of any nature arising from; and hold each such party harmless, and indemnify it, to the extent due to: (a) CONSULTANT's negligent or otherwise wrongful act or omission, or breach of a specific contractual duty; or (b) a subcontractor's negligent or otherwise wrongful act or omission, or breach of a specific contractual duty owed by CONSULTANT to PLSLWD. For any claim subject to this paragraph by an employee of CONSULTANT or a subcontractor, the indemnification obligation is not limited by

a limitation on the amount or type of damages, compensation or benefits payable by or for CONSULTANT or a subcontractor under workers' compensation acts, disability acts or other employee benefit acts.

5. Compensation

PLSLWD will compensate CONSULTANT for the Services on an hourly basis and reimburse for direct costs in accordance with Exhibit A. Invoices will be submitted monthly for work performed during the preceding month. Payment for undisputed work will be due within 30 days of receipt of invoice. Direct costs not specified in Exhibit A will not be reimbursed except with prior written approval of the PLSLWD administrator. Subcontractor fees and subcontractor direct costs, as incurred by CONSULTANT, will be reimbursed by PLSLWD at the rate specified in PLSLWD's written approval of the subcontract.

The total payment for the Services will not exceed \$30,500. Total payment in each respect means all sums to be paid whatsoever, including but not limited to fees and reimbursement of direct costs and subcontract costs, whether specified in this agreement or subsequently authorized by the administrator.

CONSULTANT will maintain all records pertaining to fees or costs incurred in connection with the Services for six years from the date of completion of the Services. CONSULTANT agrees that any authorized PLSLWD representative or the state auditor may have access to and the right to examine, audit and copy any such records during normal business hours.

6. Termination; Continuation of Obligations

This agreement is effective when fully executed by the parties and will remain in force until 12/31/2024 unless earlier terminated as set forth herein.

PLSLWD may terminate this agreement at its convenience, by a written termination notice stating specifically what prior authorized or additional tasks or services it requires CONSULTANT to complete. CONSULTANT will receive full compensation for all authorized work performed, except that CONSULTANT will not be compensated for any part performance of a specified task or service if termination is due to CONSULTANT's breach of this agreement.

Insurance obligations; duty of care; obligations to defend, indemnify and hold harmless; and document-retention requirements will survive the completion of the Services and the term of this agreement.

7. No Waiver

The failure of either party to insist on the strict performance by the other party of any provision or obligation under this agreement, or to exercise any option, remedy or right herein, will not waive or relinquish such party's rights in the future to insist on strict performance of any provision, condition or obligation, all of which will remain in full force and affect. The waiver of either party on one or more occasion of any provision or obligation of this agreement will not be construed as a waiver of any subsequent breach of the same provision or obligation, and the consent or approval by either party to or of any act by the other requiring consent or approval will not render unnecessary such party's consent or approval to any subsequent similar act by the other.

Notwithstanding any other term of this agreement, PLSLWD waives no immunity in tort. This agreement creates no right in and waives no immunity, defense or liability limit with respect to any third party.

8. Insurance

At all times during the term of this Agreement, CONSULTANT will have and keep in force the following insurance coverages:

- A. General: \$1.5 million, each occurrence and aggregate, covering CONSULTANT's ongoing and completed operations on an occurrence basis and including contractual liability.
- B. Professional liability: \$1.5 million each claim and aggregate. Any deductible will be CONSULTANT's sole responsibility and may not exceed \$50,000. Coverage may be on a claims-made basis, in which case CONSULTANT must maintain the policy for, or obtain extended reporting period coverage extending, at least three (3) years from completion of the Services.
- C. Automobile liability: \$1.5 million combined single limit each occurrence coverage for bodily injury and property damage covering all vehicles on an occurrence basis.
- D. Workers' compensation: in accordance with legal requirements applicable to CONSULTANT.

CONSULTANT will not commence work until it has filed with PLSLWD a certificate of insurance documenting the required coverages and naming PLSLWD as an additional insured for general liability, along with a copy of the additional insured endorsement establishing coverage for CONSULTANT's ongoing and completed operations as primary coverage on a noncontributory basis. The certificate will name PLSLWD as a holder and will state that PLSLWD will receive written notice before cancellation, nonrenewal or a change in the limit of any described policy under the same terms as CONSULTANT.

9. Compliance with Laws

CONSULTANT will comply with all applicable laws and requirements of federal, state, local and other governmental units in connection with performing the Services and will procure all licenses, permits and other rights necessary to perform the Services.

In performing the Services, CONSULTANT will ensure that no person is excluded from full employment rights or participation in or the benefits of any program, service or activity on the ground of race, color, creed, religion, age, sex, disability, marital status, sexual orientation, public assistance status or national origin; and no person who is protected by applicable federal or state laws, rules or regulations against discrimination otherwise will be subjected to discrimination.

10. Data and Information

All data and information obtained or generated by CONSULTANT in performing the Services, including documents in hard and electronic copy, software, and all other forms in which the data and information are contained, documented or memorialized, are the property of PLSLWD. CONSULTANT hereby assigns and transfers to PLSLWD all right, title and interest in: (a) its copyright, if any, in the materials; any registrations and copyright applications relating to the materials; and any copyright renewals and extensions; (b) all works based on, derived from or incorporating the materials; and (c) all income, royalties, damages, claims and payments now or hereafter due or payable with respect thereto, and all causes of action in law or equity for past, present or future infringement based on the copyrights. CONSULTANT agrees to execute all papers and to perform such other proper acts as PLSLWD may deem necessary to secure for PLSLWD or its assignee the rights herein assigned.

PLSLWD may immediately inspect, copy or take possession of any materials on written request to CONSULTANT. On termination of the agreement, CONSULTANT may maintain a copy of some or all of the materials except for any materials designated by PLSLWD as confidential or non-public under applicable law, a copy of which may be maintained by CONSULTANT only pursuant to written agreement with PLSLWD specifying terms.

11. Data Practices; Confidentiality

If CONSULTANT receives a request for data pursuant to the Data Practices Act, Minnesota Statutes chapter 13 (DPA), that may encompass data (as that term is defined in the DPA) CONSULTANT possesses or has created as a result of this agreement, it will inform PLSLWD immediately and transmit a copy of the request. If the request is addressed to PLSLWD, CONSULTANT will not provide any information or documents, but will direct the inquiry to PLSLWD. If the request is addressed to CONSULTANT, CONSULTANT will be responsible to determine whether it is legally required to respond to the request and otherwise what its legal obligations are, but will notify and consult with PLSLWD and its legal counsel before replying. Nothing in the preceding sentence supersedes CONSULTANT's obligations under this agreement with respect to protection of PLSLWD data, property rights in data or confidentiality. Nothing in this section constitutes a determination that CONSULTANT is performing a governmental function within the meaning of Minnesota Statutes section 13.05, subdivision 11, or otherwise expands the applicability of the DPA beyond its scope under governing law.

CONSULTANT agrees that it will not disclose and will hold in confidence any and all proprietary materials owned or possessed by PLSLWD and so denominated by PLSLWD. CONSULTANT will not use any such materials for any purpose other than performance of the Services without PLSLWD written consent. This restriction does not apply to materials already possessed by CONSULTANT or that CONSULTANT received on a non-confidential basis from PLSLWD or another party. Consistent with the terms of this section 11 regarding use and protection of confidential and proprietary information, CONSULTANT retains a nonexclusive license to use the materials and may publish or use the materials in its professional activities. Any CONSULTANT duty of care under this agreement does not extend to any party other than PLSLWD or to any use of the materials by PLSLWD other than for the purpose(s) for which CONSULTANT is compensated under this agreement.

12. PLSLWD Property

All property furnished to or for the use of CONSULTANT or a subcontractor by PLSLWD and not fully used in the performance of the Services, including but not limited to equipment, supplies, materials and data, both hard copy and electronic, will remain the property of PLSLWD and returned to PLSLWD at the conclusion of the performance of the Services, or sooner if requested by PLSLWD. CONSULTANT further agrees that any proprietary materials are the exclusive property of PLSLWD and will assert no right, title or interest in the materials. CONSULTANT will not disseminate, transfer or dispose of any proprietary materials to any other person or entity unless specifically authorized in writing by PLSLWD.

Any property including but not limited to materials supplied to CONSULTANT by PLSLWD or deriving from PLSLWD is supplied to and accepted by CONSULTANT as without representation or warranty including but not limited to a warranty of fitness, merchantability, accuracy or completeness. However, CONSULTANT's duty of professional care under paragraph 4, above, does not extend to materials provided to CONSULTANT by PLSLWD or any portion of the Services that is inaccurate or incomplete as the result of CONSULTANT's reasonable reliance on those materials.

13. Notices

Any written communication required under this agreement to be provided in writing will be directed to the other party as follows:

To PLSLWD:

Joni Giese, District Administrator
Prior Lake - Spring Lake Watershed District
4646 Dakota Street SE
Prior Lake MN 55372

To CONSULTANT:

Derek Lee or Ben Brandt
Waterfront Restoration
2105 Daniels St.
Long Lake, MN
55356

Either of the above individuals may in writing designate another individual to receive communications under this agreement.

14. Choice of Law; Venue

This agreement will be construed under and governed by the laws of the State of Minnesota. Venue for any action will lie in Scott County.

15. Whole Agreement

The entire agreement between the two parties is contained herein and this agreement supersedes all oral agreements and negotiations relating to the subject matter hereof. Any modification of this agreement is valid only when reduced to writing as an amendment to the agreement and signed by the parties hereto. PLSLWD may amend this agreement only by action of the Board of Managers acting as a body.

IN WITNESS WHEREOF, intending to be legally bound, the parties hereto execute and deliver this agreement.

CONSULTANT

By *Derek Lee*

Date: 04/10/2024

Its Account Manager

PRIOR LAKE -SPRING LAKE WATERSHED DISTRICT

By _____

Date: _____

Its _____

Exhibit A
Scope of Services



...ing you must:
 ...hibited invasive species.

anchor and line livewell transom
 rollers axle

...t:
 ...ussels, or other prohibited species
 ...in the water if it has aquatic plants, zebra mussels, o
 ...es attached
 ...aining water, removing the drain plug, and opening
 ...bait in the water or on the ground
00 - Call a Conservation Officer to report vi

Minnesota Department of Natural Resources



Proposal
 Prepared for:
 The PLSLWD
 April 5th, 2024

Executive Summary

Waterfront Restoration appreciates the opportunity to submit this best value for watercraft inspection and boater education services to aid the PLSLWD again in 2024 in preventing the spread of aquatic invasive species. This proposal recaps our overall approach and solution to ensuring we achieve and exceed your expectations again in 2024.

Please see page 6 for pricing details.

Waterfront Restoration is committed to ensuring we have the right people working at your lakes and that they are correctly trained/managed. Thus, we compensate them with high hourly wages. Doing so helps us, on your behalf, to staff your lakes with reliable, presentable, and professional inspectors that create a positive experience for your boaters while also protecting your lakes.

Overall, you are paying for results - for the highest quality inspectors that are going to intercept the most boats with potential AIS on them- you aren't paying for just an hourly rate- you don't want the cheapest option or just a warm body at the launches.

Ultimately, when you hire us, it is our job to ensure you have a successful AIS prevention program that provides you with peace of mind knowing that your lakes are protected by the highest quality professional inspectors available. Our higher quality inspectors help prevent the spread of AIS, keep your District out of the news for the wrong reasons, better educate your boaters, and represent your District in a first – class positive image to the public.

About Waterfront Restoration

Waterfront Restoration specializes in providing high-quality, fully managed Level 1 and Level 2 watercraft inspections and boater education services to counties, associations, and watershed districts throughout the state of Minnesota since 2015. We have developed a four-point formula that provides expertise in recruiting, training, reporting, and management of seasonal staff for aquatic invasive species prevention and control programs. This expertise allows us to recruit and retain watercraft inspectors who share our passion for lake preservation and professionally represent your District.

Our staff works closely with the Minnesota DNR, counties, Watershed Districts, and lake associations in Minnesota to keep our knowledge current on aquatic invasive species issues and best practices for watercraft inspections.

Clients that have chosen us to protect their lakes see our value beyond a monetary exchange. They see us as their partner in lake protection. Waterfront Restoration is devoted to keeping your lakes clean and preventing the spread of AIS. We do that through hiring the right people, providing them with the skills necessary to keep boaters informed and watercrafts thoroughly inspected, and managing them to ensure your expectations are met. In an industry riddled with unstable small businesses that have one or two full-time staff trying to manage everything, Waterfront Restoration is a professional service company with an expert management team that consistently delivers high-quality results for our clients.

We provide inspection and education services to the following clients. I am happy to provide you with contact info if you would like to reach out to any/all of them for a reference.

- Dakota County
- Goodhue County
- Meeker County
- Scott County
- Hennepin County
- Ramsey County
- Christmas Lake Association
- Prior Lake Spring Lake Watershed District
- City of Eden Prairie- Carver County
- Minneapolis Park and Recreation Board (MPRB)

Scope of Work

- **INSPECTORS:**

Standard included items: *DNR Trained Level 1 and Level 2 inspectors to inspect and educate boaters- education is the #1 defense in AIS spread.* *Inspectors that are knowledgeable of the area and passionate about preservation of the district lakes.* *All standard equipment and inspectors uniforms.* *DNR surveys on cell phone.* *Inspectors are a minimum of 18 years old.* *Highest standards and highest wages provided to inspectors=high retention.* *Ability to recruit/retain previous year's inspectors even if a different contractor employed them previously.*

Our service also includes these five added benefits to ensure you have the best inspectors:

1. Rigorous candidate screening and evaluation process. It is designed to identify the traits of high-performing inspectors. We refer to it as our "above and beyond" approach as it ensures our inspectors are carefully interviewed and selected based on suitability for the role. The impact of this hiring approach is highlighted in an unsolicited comment we received from a county client:
"When interacting with inspectors from Waterfront Restoration, they were far more thorough and friendly than some I've seen in other areas of the state. Some others I've encountered were not friendly at all and really seemed like that was the last thing they wanted to be doing."
2. A weighted interview scoring system to rate the candidates based upon twenty different aspects that we feel are critical to success in the role. Some of the scored qualification aspects include knowledge of AIS, customer service experience, de-escalation communication experience, attention to detail, and previous inspector experience. If a candidate does not achieve the target score, that person is not hired.
3. Customer service test. Inspector candidates must pass our customer service test to ensure they have the relationship, speaking, and rapport skills necessary to interact with your boating community. Thus, as your boaters interact with our inspectors, they have a positive experience throughout the inspection process.
4. Video interviews for every candidate. While some providers only conduct phone interviews, we conduct video interviews with every candidate. Video interviews help to select those who represent themselves professionally, and thus, will represent your District professionally. It also shows that they have the basic technical skills needed to complete app based DNR surveys and mobile time clocking in during the Summer.
5. Additional data files uploaded to each inspector's cellphone. Inspectors use cellphones on which DNR software is loaded. Also loaded on each device is AIS inspection procedures, the types of watercrafts that may be encountered at the boat landing, the AIS inspection manual from the Minnesota DNR, a copy of the Aquatic Nuisance Species (ANS) guide, a contact list for the contractor and District staff that includes phone numbers for the correct personnel at our office, conservation officers, local sheriff's department, and District staff. During onboarding, inspectors are trained how to use the devices and the software.
6. Hand out educational material. The district will provide inspectors with educational pamphlets for us to hand out to each boater during inspections.

- **MANAGEMENT:**

Standard included items: *Management of advertising, interviewing, and hiring the most reliable and professional inspectors.* *The best training program and support structure.* *Schedule flexibility based on your preferences of when you want inspectors and where.* *Online scheduling view for District interaction and GPS attendance tracking of inspectors.* *Weekly Spot checks and quality checks.* *A dedicated roaming inspector coach and area manager.* *Assistance for AIS violations.* *Ongoing training all Summer.* *Updates on lake infestations.* *Any new inspectors at the beginning of the season we spend extra time with them.* *We build relationships with area associations.* *We build off knowledge of the District.* *Standard reporting provided- at frequency desired by the District.* *All violations will be reported to the AIS Coordinator within 24 hours and include photos, boat registration numbers, and license plate numbers.*

Our management service also includes these 5 additional benefits to ensure you have the best inspection program:

1. Supplemental training class. After completing the standard DNR training and before deployment in the field, inspectors are guided through our supplemental training seminar. They participate in a comprehensive program in our online training platform. Each module ends with the required completion of a quiz. This helps to ensure mastery of the content. Examples of the modules and instructional videos include: Our safety process for handling adverse conditions with boaters, boater communication best practices, customer service and Verbal de-escalation skills, lake/location specific expectations, known infestations, watercraft compendium-which includes manufacturing insights to help understand where to better inspect for AIS on specialty watercraft such as wakeboard boats, sailboats, advanced fishing boats, and lake service providers.
2. We have a dedicated Inspections intern. They are responsible for overseeing both the process and the inspector team to ensure compliance with regulation and law and consistency in the delivery of our services. Waterfront Restoration designates and ensures the interns meets regularly with inspectors. The intent of the check/meeting is to ensure inspectors remain highly engaged and their skills stay fresh thus ensuring the highest quality inspection of every watercraft. It also helps identify any poor performers right away instead of letting them do a poor quality job all season, we can replace them right away. During the check or meeting the manager provides the inspector with ongoing feedback and training. This includes customer service review, refreshers on boat inspection procedures, and coaching on proper inspection protocol.
3. Six project managers on call at our headquarters. With six managers at our headquarter office (instead of just one or two), there is ALWAYS an expert available for inspector questions and to respond to any violations found by inspectors in the event the inspector supervisor or area manager is busy. Project Managers can be reached by phone, text, and email seven days a week. This access is not only provided to inspectors but to the District as well. All managers and supervisor staff are tasked with *developing relationships with each of our inspectors as this is a key to retention and high job performance of the inspectors.* Also, employees are surveyed monthly via an anonymous online questionnaire. The survey asks questions about company culture, overall performance, and recognition by superiors. Surveys can be accessed via an internal online link.
4. Case Number accuracy review. Our managers are responsible for monitoring inspector surveys weekly for case number accuracy. They provide inspectors with feedback if there are inaccuracies and then make the corrections to the database with Adam Doll/DNR if necessary. Case number review ensures the District has accurate inspection data for its lakes.
5. Advanced scheduling software enables the ability of coverage when a primary inspector is unable to work a shift.

- **PAYROLL:**

Standard included items: ***Waterfront Restoration is an independent contractor and takes full responsibility for managing and paying of its inspectors.*** ***Anyone employed by our company is a W-2 employee.*** ***We collect required W4s and provide W2s.*** ***Inspectors are paid hourly and receive payment biweekly with proper withholdings of FICA, FUTA, state unemployment, workers compensation, and state and federal withholding, as required by law.*** ***We maintain our own liability insurance and workers compensation.*** ***We pay higher hourly wages, as mentioned previously, in order to staff your lakes with the best and most reliable, presentable, and professional inspectors that create a positive experience for your boaters while also protecting your lakes.***

Schedule

- Final schedule will be implemented with PLSLWD coordinator prior to April 26th.
- Actual schedule to be determined with input from the district.
- Waterfront Restoration will manage the schedule with input from the District, as appropriate.
- During the implementation of the contract, a shift schedule framework is developed in conjunction with District input. The weekly inspector schedule is available at least one week in advance throughout the season. Scheduling is

arranged to align with the District’s requirements and to ensure excess hours are not scheduled without the District’s approval. As well as, if the District desires, shifting inspectors from a launch that has not been as busy- due to flooding, vegetation, or other lake specific details, and re-allocating them to a different launch.

- There are some cases where some shifts or portions of shifts will not be covered due to unexpected illness/absence, or inclement weather. These shifts will be reallocated to different days/shifts throughout the season so that total season coverage hours meet the Districts preferred season total hours. This may require a minority of shifts move to weekdays or extend beyond the anticipated end date.
- Waterfront Restoration uses advanced calendar software to manage scheduling to ensure coverage requests are met.
- The inspector recruiting process begins upon notice of award of the contract. It takes approximately six weeks from contract award to full inspector staffing at your lakes. For example, if the desired start date is May 10th, the contract award notification is needed by April 1st. Inspection start dates are also dependent on DNR training session availability as their schedules and class capacities are limited.

Lake	Day	Operating Hours	Qty of Hours	Start	Total weeks	Total Season Hrs
SPRING	Fridays	8am – 4:30pm	8.5	May 10th	17 Total Fridays until 8/30	145
	Saturdays	8am - 4:30pm	8.5	May 11th	17 Total Saturdays until 8/31	145
	Sundays	8am - 4:30pm	8.5	May 12th	17 Total Sundays until 9/1	145
	Holidays	8am - 4:30pm	8.5		3 Holidays- Memorial, 4th, Labor	26
	Saturdays (After Labor Day)	7am - 1pm	6	Sept 7th	3 Total Saturdays until 9/21	18

Total season hours, if covering 8 am-430pm every Fri, Sat, and Sun, from 5/10-9/1, and Saturdays only from 9/7-9/21, totals to 477 hours. However, like in 2023 and 2022, Waterfront Restoration will only cover some Fri, Sat, and Sunday shifts from 8 am-430; they will use their judgment to staff inspectors during peak boating times. As a result, total season hours for Spring lake are expected to be around 300 hours. *There will likely be some disruption with scheduling due to a Spring Lake Launch ramp extension, floating dock, buoy channel, after fishing opener (May)*

					Total Spring=	350
FISH	Fri, Sat, or Sun	TBD	TBD	TBD	Staff periodic Friday, Saturday, or Sunday shifts totalling to approximately 50 hours between 5/10-9/1.	50
Upper Prior	Fri, Sat, or Sun	TBD	TBD	TBD	Busiest times that DNR is not inspecting- <i>There will likely be some disruption with scheduling due to planned boat ramp construction events at DeWitt Lauch (Upper Prior Lake) ramp extension, after fishing opener (late May)</i>	230
Lower Prior	Fri, Sat, or Sun	TBD	TBD	TBD	Busiest times that DNR is not inspecting- <i>There will likely be some disruption with scheduling due to planned boat ramp construction events at Sand Point Launch (Lower Prior Lake) reconstruction, June – August</i>	175
Upper, Lower, Spring	Weekday Shifts	TBD	TBD	TBD	Periodic weekday shifts (Wed/Thur) during high traffic times= (any shift length between 10am-5pm, trying to focus around peak traffic between 2-4pm). Waterfront Restoration plans to staff random shifts to Upper, Lower, and Spring between 5/10-9/1	100
One goal for 2024 will be to: Supply more weekday coverage throughout the season. Randomizing weekday and weekend evening shifts/hours could help make contact with boaters who many not otherwise interact with an inspector during a season.						
Estimated Maximum ESST						31
						=
Season total- PLSLWD						936

*Total season insepction hours + ESST hours will not exceed 936 hours

Investment

We provide the best value to protect your lakes.

\$32.58 per hour for level 1 inspectors A few important aspects about our pricing: 1) Besides ESST, you are only billed when inspectors are “clocked-in” at the launch site. 2) All overhead costs such as recruiting, company training, DNR training, holiday pay, ongoing management, protocol compliance, technology, software, and reporting are included in the hourly rate. 3) Our pricing is fully transparent. The invoices we provide are simply the multiplication of the hours inspectors worked at the launch multiplied by the hourly rate.

The District will be invoiced monthly, in advance, based upon the expected number of hours to be worked in the next succeeding month (for each month its “Expected Hours”). In the event the actual number of hours worked during any month exceeds the Expected Hours, Waterfront will invoice the District for the additional hours. In the event the actual number of hours worked is less than the Expected Hours, Waterfront will issue to the District a credit note for the excess hours.

Also included in the rate above are these 5 items. If you are looking for savings on the hourly rate, please let me know and I can remove these out of the hourly rate calculation and add them as a la carte options instead.

1. Additional data collection beyond the DNR process- utilizing specific weed species identified on boats prior to launching and exiting- i.e., instead of the standard DNR reporting of “removable by hand” Waterfront Restoration documents if it was Eurasian Milfoil or Curly Leaf Pondweed or Starry Stonewort etc.
2. Instead of the basic 2–4-page end of season report summarizing total hours worked etc., we provide a highly detailed end of year report like this: <http://bit.ly/EOYReportExample>
3. Instead of the standard monthly hours worked report, we provide a highly detailed monthly report like this: <http://bit.ly/MonthlyReport-Example>
4. Uniforms/equipment- ie vests, name tags, safety equipment
5. Background checks- Prior to hire, every inspector undergoes a criminal background check to identify felony convictions and sexual offender convictions. Candidates with those convictions are not hired.

Al A Carte Options

<u>ITEM/DESCRIPTION</u>	<u>PRICING</u>
Tablets for all inspectors instead of phones.	\$85 per inspector
Inspectors complete the MNDNR search for AIS at the Water Access once per day per this guidance https://files.dnr.state.mn.us/natural_resources/invasives/prevention/search-ais-water-access.pdf	Contact for specific pricing
2-4 hour safety training session with County Sheriff’s Department.	Contact for specific pricing

Appendix

Insurance

Please reference this link <https://bit.ly/WaterfrontRestoration-Certificate-of-insurance> to review our insurance specifications/certificate.

References

Please contact me for a full detailed list of references from clients who have used and/or are using our watercraft inspection services.



Subject	Schumann 3 rd Addition Declaration of Conservation Easement	
Board Meeting Date	April 16, 2024	Item No: 7.8
Prepared By	Kristin Weinandt, Scott SWCD	
Attachments	1) Project Location Map 2) Schumann 3 rd Addition Declaration of Conservation Easement (DCE)	
Proposed Action	Motion to approve the Schumann 3 rd Addition Declaration of Conservation Easement for execution by the District Administrator, conditioned upon the following: <ul style="list-style-type: none"> • Receipt of a signed and notarized DCE from the property owners, Tyler James Michael, James H Michael Jr. and Lisa D Michael. • Receipt of a signed and notarized Consent of Lien Holder. 	

Background

District Rule J requires the establishment of a vegetated buffer around wetlands and watercourses for the purpose of maintaining the long-term health and function of these resources. Rule J also requires the establishment of a permanent conservation easement over the buffers.

The conservation easement process includes acquiring a development agreement in conjunction with a declaration of conservation easement (DCE). The DCE provides the District with a permanent conservation easement to protect water resources in the Prior Lake-Spring Lake Watershed District.

Discussion

Scott SWCD staff is working with the property owners, Tyler James Michael, James H. Michael Jr. and Lisa D Michael, on behalf of the District to establish a DCE that will protect the required buffer in perpetuity. The location of the project is shown on the attached map. The buffer is 27,187-sf on the North easement and 11,306 -sf on the South easement. These buffers were deemed adequate by district staff due to the history of the property and a County easement in place.

The attached DCE is based on a template developed by the District Attorney. The DCE is a legal document that will be recorded in the Scott County Land Records Office.

Recommendation

District staff is requesting the Board of Managers approve the Schumann 3rd Addition Declaration of Conservation Easement for execution by the District Administrator, conditioned upon the following:

- Receipt of a signed and notarized DCE from the property owners, Tyler James Michael, James H Michael Jr. and Lisa D Michael.
- Receipt of a signed and notarized Consent of Lien Holder.



**PRIOR LAKE
SPRING LAKE
WATERSHED DISTRICT**

AERIAL MAP Schumann 3rd Addition PID 111390030



Legend

 2022 Parcels Master

DISCLAIMER: This information is to be used for reference purposes only. PLSLWD does not guarantee the accuracy of the material contained herein and is not responsible for misuse or misinterpretation. A survey should be completed if an exact boundary location is needed.

DECLARATION OF CONSERVATION EASEMENT

This Declaration is made this ___ day of _____, 2024, by Tyler James Michael, an unmarried person; James H. Michael, Jr and Lisa D Michael, husband and wife as joint tenants, (the “Declarant”).

RECITALS

Declarant owns land related to the development of Lot 3, Block 1, Schumann 2rd Addition in Scott County, Minnesota, described on the attached Exhibit A (the “Property”). As conditions of the approval of the plat of Schumann 3rd Addition, Scott County required that the Declarant establish, to the benefit of the Prior Lake-Spring Lake Watershed District (“Watershed District”), a conservation easement over a buffer strip around the perimeter of wetlands within the Property in accordance with the requirements of the Watershed District’s Rules (“Rules”). Declarant desires to establish a conservation easement under Minnesota Statutes, Chapter 84C, to create a buffer strip around the perimeter of wetlands (both existing and to be created) within the Property.

DECLARATION

NOW, THEREFORE, Declarant hereby declares that the portion of the Property described on the attached Exhibit B (“Easement Area”) and depicted in Exhibit C (Surveyed Drawing) shall be held, sold, conveyed and occupied subject to the following easements and restrictions (the “Conservation Easement”), which shall be perpetual and run with the Property and bind each owner (“Owner”) and all other persons having any right, title or interest in the Property or any part thereof, their heirs, representatives, successors and assigns, and shall inure to the benefit of the Watershed District, and its successors and assigns.

1. **PRESERVATION.** Declarant will permanently retain the Easement Area in its predominantly natural condition and prevent or remedy any subsequent activity or use that impairs or interferes with its function as a buffer strip.

2. **RESTRICTIONS.** The following restrictions shall apply to the Easement Area:

(a) The Easement Area shall be preserved predominantly in its natural condition. No

trees, shrubs, or other vegetation that are not indigenous or naturalized to the State of Minnesota shall be planted upon the Easement Area; and no trees, shrubs, or other vegetation shall be removed from the Easement Area without the prior written consent of the Watershed District.

(b) Buffer strip vegetation shall be established and maintained within the Easement Area in accordance with the Rules. There will be no grading or other disturbance of the soil within the Conservation Easement except as incidental to vegetation planting and removal. No structure or paved surface will be placed temporarily or permanently within the Conservation Easement.

(c) Easement identification monuments must be placed and maintained by the Declarant at the boundaries of the Easement Area as required by the Rules. Monuments will be placed and maintained on the upland edge of the Conservation Easement boundary, at each parcel line where it crosses the Conservation Easement boundary, and at each point where the bearing of the Conservation Easement boundary line changes. A monument shall consist of a metal U-channel post and a buffer strip sign provided by the Watershed District, or as otherwise approved in writing by the Watershed District at a cost to the Declarant. The sign shall be securely mounted to a minimum height of 4 feet above grade. Removal, relocation, or damage to the monuments is prohibited. If a monument has been relocated or damaged, the Owner shall notify the District as soon as possible. If there is a subdivision after initial monumentation, monuments will be adjusted to maintain conformance with this paragraph.

(d) Subject to Section 3 below, alterations including building, storage, paving, mowing, plowing, introduction of noxious vegetation, cutting, dredging, filling, mining, dumping, grazing livestock, agricultural production, yard waste disposal or fertilizer application, are prohibited within the Easement Area. Noxious vegetation, such as European buckthorn, purple loosestrife and reed canary grass, may be removed as long as the Easement Area is maintained to the standards required by the Rules and with a two-week advance written notice to the Watershed District. Notwithstanding the foregoing, Declarant may plant to enhance the natural vegetation or selectively clear or prune trees or vegetation that are dead, diseased or otherwise pose hazards with written consent from the Watershed District.

3. AUTHORIZED USES. The following activities are not prohibited alterations under Paragraph 2(d) above:

(a) Placement, maintenance, repair or replacement of utility and drainage systems that exist on creation of the buffer strip or are required to comply with any subdivision approval or building permit obtained from the municipality or county, so long as any adverse impacts of utility or drainage systems on the function of the buffer strip have been avoided or minimized to the extent possible; and

(b) Construction, maintenance, repair, reconstruction, or replacement of existing and future public roads crossing the buffer strip, so long as any adverse impacts of the road on the function of the buffer strip have been avoided or minimized to the extent possible.

4. ENTRY. The Watershed District, and its agents, employees, managers and contractors,

may enter the Property (but not any structure or improvements) at reasonable times to monitor subsequent activities and uses, perform work, and enforce this Declaration. The Watershed District shall give reasonable prior notice to the Owner of all such entries and shall not unreasonably interfere with the Owner's use and quiet enjoyment of the Property. This Declaration grants no right of access or entry on the Property to the general public.

5. COSTS AND FEES. The Owner shall reimburse the Watershed District for all costs incurred in the enforcement of this Declaration, including Watershed District staff costs and engineering and attorneys' fees. The Owner shall fully pay all invoices submitted by the Watershed District for obligations incurred under this Declaration within 7 days after receipt. Amounts not so paid shall accrue interest at the rate of 8 percent per year, or the maximum rate allowed by law, if lower.

6. MISCELLANEOUS.

(a) Unless the context otherwise requires, a reference in this Declaration to the Rules adopted by the Watershed District means the Rules, as amended, in effect at the time of their application.

(b) Each Owner, including Declarant, and each successor record owner of the Property shall be fully discharged and relieved of liability under this Declaration upon ceasing to own any interest in the Property and paying all amounts and performing all obligations hereunder to the time such ownership terminates.

(c) This Declaration may be amended only by a writing duly signed and notarized by Owner and the Watershed District.

(d) Enforcement of this Declaration shall be by proceedings at law or in equity against any person violating or attempting to violate these restrictions either to restrain the violation or to recover damages. The failure to enforce any of the restrictions shall not be deemed to be a waiver of the right to do so thereafter. A party seeking enforcement of this Declaration shall be entitled to recover from the party violating the restrictions, reimbursement for all costs and expenses of litigation including reasonable attorneys' fees and other costs incurred in attempting to secure such relief.

(e) This document is to be finalized, signed/notarized by both parties, and recorded before the developer may sell any of the lots.

(f) Invalidation of any provision of this Declaration shall not affect the remaining provisions, which shall continue in full force and effect.

ACCEPTANCE

The Watershed District hereby accepts the foregoing Conservation Easements pursuant to Minnesota Statutes, Section 84C.02, on this ____ day of _____, 20 ____.

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

By: _____
Joni Giese

Its: District Administrator

STATE OF MINNESOTA)
)SS
COUNTY OF SCOTT)

The foregoing instrument was acknowledged before me this ____ day of _____, 20 ____, by Joni Giese, the Administrator of the PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT, a political subdivision under Minnesota law, on its behalf.

Notary Public

My Commission Expires: _____

This instrument was drafted by:
Scott SWCD on behalf of Prior Lake-Spring Lake Watershed District
4646 Dakota Street SE, Prior Lake, MN 55372

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

Lot 3, Block 1, Schumann 2nd Addition, Scott County, Minnesota

EXHIBIT B

LEGAL DESCRIPTION OF EASEMENT AREAS

Proposed Legal Description for Conservation Easement:

An easement for conservation purposes over, under and across that part of Lots 1 and 2, Block 1, SCHUMANN THIRD ADDITION, Scott County, Minnesota described as follows: Beginning at the northwest corner of said Lot 1; thence South 00 degrees 13 minutes 05 seconds West, along a westerly line of said Lot 1, a distance of 391.85 feet; thence North 59 degrees 50 minutes 20 seconds East a distance of 52.24 feet; thence North 28 degrees 57 minutes 51 seconds East a distance of 120.38 feet; thence North 65 degrees 24 minutes 34 seconds East a distance of 95.33 feet; thence North 40 degrees 29 minutes 04 seconds East a distance of 104.89 feet; thence North 80 degrees 45 minutes 12 seconds East a distance of 94.68 feet; thence South 39 degrees 03 minutes 48 seconds East a distance of 70.65 feet to the east line of said Lot 2; thence North 00 degrees 21 minutes 34 seconds East, along the east line of said Lot 2, a distance of 183.66 feet to the northeast corner of said Lot 2; thence South 89 degrees 32 minutes 24 seconds West, along the north line of said Lot 2, and along the north line of said Lot 1, a distance of 395.89 feet to the point of beginning.

Together with that part of said Lot 1 described as follows: Commencing at the most southerly corner of said Lot 1; thence North 00 degrees 13 minutes 06 seconds East, along a westerly line of said Lot 1, a distance of 399.08 feet to a corner of said Lot 1; thence North 34 degrees 11 minutes 27 seconds East a distance of 122.15 feet to the point of beginning of the easement to be described; thence North 63 degrees 14 minutes 10 seconds West a distance of 47.85 feet; thence North 38 degrees 56 minutes 25 seconds West a distance of 74.93 feet; thence North 02 degrees 46 minutes 22 seconds West a distance of 48.94 feet; thence North 47 degrees 04 minutes 38 seconds East a distance of 34.91 feet; thence North 69 degrees 33 minutes 03 seconds East a distance of 28.51 feet; thence South 73 degrees 12 minutes 05 seconds East a distance of 74.51 feet; thence South 24 degrees 56 minutes 45 seconds East a distance of 36.28 feet; thence South 17 degrees 18 minutes 21 seconds East a distance of 44.99 feet; thence South 18 degrees 07 minutes 48 seconds West a distance of 45.14 feet; thence South 64 degrees 18 minutes 29 seconds West a distance of 51.11 feet to the point of beginning.



Subject	Approval for Second Term on CAC: Loren Hanson	
Board Meeting Date	April 16, 2024	Item No: 7.9
Prepared By	Danielle Studer, Water Resource Specialist	
Attachment	Loren Hanson Application_2024	
Action	Approve Loren Hanson for a second term on the Citizen Advisory Committee.	

Background

The District's Citizen Advisory Committee (CAC) is composed of residents of the District and advises the Board of Managers on topics relevant to the District. The CAC is required by MN Statute 103D.331 to consist of at least 5 members appointed at the discretion of the Board of Managers.

The Citizen Advisory Committee Operating Guidelines, approved on January 25, 2024, state that "A committee member may serve no more than two consecutive terms and may reapply after a one-year absence. At the end of a committee member's term, the member must reapply for membership to the committee to be reconsidered for membership by the Board of Managers."

Discussion

Loren Hanson has served on the Citizen Advisory Committee for one term from 04/13/2021 to 3/31/2024. Loren served as the 2023 CAC Chair and is currently serving as the 2024 Chair. Loren has applied for a second term on the Citizen Advisory Committee (see attachment).

Loren has been committed to the success of the organization throughout his term and is always willing to help where needed, as recently exemplified through his assistance tabling for the District at the Prior Lake Fall Community Fest in 2023 and speaking about the Citizen Advisory Committee at the Spring Lake Township 2024 Annual Meeting.

Recommendation

Staff recommends that the Board approves Loren Hanson's membership on the Citizen Advisory Committee for a second term.



Citizens Advisory Committee (CAC)

Application

Name: <i>LOREN HANSON</i>		Date: <i>3-30-2024</i>
Address: [REDACTED]		
Phone: [REDACTED]	Email: [REDACTED]	
How long have you resided in the District (since [year]) <i>1995</i>		
Occupation: <i>RETIRED</i>		
Please state briefly why you are interested in serving on the Citizen Advisory Committee: <i>TO CONTINUE ON THE CAC AS CHAIR. I AM EXCITED ABOUT WHAT THE GROUP CAN DO TO REACH OUT TO THE RESIDENTS OF THE DISTRICT TO SPREAD THE WORD ABOUT WATER CONSERVATION</i>		
What watershed topics are you most interested in? <ul style="list-style-type: none"> <input type="checkbox"/> Flood Storage <input type="checkbox"/> Aquatic Invasive Species <input type="checkbox"/> Water Quality <input type="checkbox"/> Education and Outreach Other ideas you would like the CAC to consider (explain below):		

<p>Do you have the potential to receive personal gain beyond that of the general public, financial or otherwise, through involvement with this committee.</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>If yes, please describe here:</p> <p>MY PERSONAL GAIN IS OBTAINING THE KNOWLEDGE OF THE DISTRICT AND ITS PROJECTS.</p>
<p>Are you related to any Watershed District Board Member or to any member on the Citizens Advisory Committee?</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>If yes, give name and relationship</p>
<p>Describe your qualifications and experiences that would help you to represent the interests and concerns of the District's residents.</p> <p>3 YEARS OF MEMBERSHIP AND VOLUNTEERING ON THE CAC.</p>

Return this completed application form to:

Prior Lake-Spring Lake Watershed District
4646 Dakota Street SE
Prior Lake, MN 55372
info@plslwd.org



Subject	Revising the 2024 Official Newspaper	
Board Meeting Date	April 16, 2024	Item No: 7.10
Prepared By	Emily Dick	
Attachments	None.	
Proposed Action	Motion to approve the revision of the 2024 Official Newspaper to Star Tribune as of April 16, 2024.	

Background

Minnesota Statute 412.831 requires annual designation of an official newspaper. The Board approved Prior Lake American as the District’s official newspaper for 2024 in the January 16th Board meeting. Staff recently received notice that the Prior Lake American newspaper, and its parent company including the SWNewsMedia website, Shakopee, Jordan, Savage, Chaska and Chanhassen newspapers will be closing at the end of the month.

Statute requires that a new official newspaper be designated which is well-circulated throughout the Watershed District. The Star Tribune will be the most widely circulated, remaining newspaper in Scott County. The Star Tribune is a qualified legal newspaper, publishing legal notices 7 days per week. The cost of legal notice is within the market norm at \$1.58 per line per day. Legal notices are also run on StarTribune.com and on the MNA Public Notice website (as required) at no extra cost.

Recommendation

Staff recommends the Board of Managers approve the revision of the 2024 Official Newspaper to the Star Tribune as of April 16, 2024.