Level II Performance Review

PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT

Final Report

November 18, 2016

Minnesota Board of Water and Soil Resources

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Table of Contents

This report has been prepared for the **Prior Lake-Spring Lake Watershed District** by the Minnesota Board of Water and Soil Resources (BWSR) in partial fulfillment of the requirements of Minnesota Statutes, Chapter 103B.102, Subd.3.

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PRAP Level II Report Summary	Prior Lake-Spring Lake Watershed District
What is a PRAP Performance Review? The Board of Water and Soil Resources supports Minnesota's counties, watershed districts and soil and water conservation districts that deliver water and related land resource management projects and programs. In 2007 the Board set up the Performance Review and Assistance Program (PRAP) to systematically review the performance of these local units of government to ensure their effective operation. Each year BWSR staff conduct routine reviews of several of these local conservation delivery entities. This document reports the results of one of those reviews.	**Key Findings and Conclusions** The Prior Lake-Spring Lake Watershed District (PLSLWD) appears to be an organization that has recently emerged from an extended period of internal focus and is now applying its full attention to the projects and programs needed to address the management issues of the watershed's resources. This is not to suggest that nothing has been accomplished during the period of staff turnover, because there have been several impressive projects undertaken and completed. The recent restructuring and amending of the watershed management plan is an indication of how the managers and staff are seeking to provide a sound planning foundation for proceeding with the work of the district. This is an indication of a healthy organization. The PLSLWD does a good job of tracking and reporting the changing conditions of the water resources in the district, particularly the lakes. The challenge in reporting these data is to also provide goals or a benchmark for desired future conditions. The surveys of both managers/staff and partners suggested the need for the managers and staff to engage as effectively as possible with partner organizations. With the outlet project demanding such a large commitment of resources and effort, fostering a strong collaborative effort among existing and potential partners is probably worth the attention of district managers, staff and advisory committee members. While the staff is doing a good job of managing the administrative aspects of running a watershed district. Nevertheless, the district needs to address city water plan updates, as required by state rules. **Resource Outcomes** The PLSLWD watershed management plan includes targets for lake water quality based on the TMDLs established by the MPCA for the impaired lakes. The website contains excellent data about lake water quality and aquatic invasives showing trends over the past 10 or more years. Water quality standards are displayed with some of the data, but these are not explicitly defined as district goals for these resources. **Action Items and Commendations** • There are 10 BWSR Commendations; one Special Commendation; one Action Item **Recommendations** • Consider setting measureable resource condition targets for district lakes. • Consider how to engage with all district partners in both communication and collaboration to address district goals. • Address Action Items regarding local water management plan updates.

Introduction

This is an information document prepared by the staff of the Board of Water and Soil Resources (BWSR) for the **Prior Lake-Spring Lake Watershed District**. It reports the results of a routine performance review of the organization's watershed management plan implementation and overall organizational effectiveness in delivery of land and water conservation projects and programs.

For this review, BWSR has analyzed the watershed district's reported accomplishments of their management plan action items, determined the organization's compliance with BWSR's Level I and II performance standards, and surveyed members of the organization and their partner organizations.

This review is neither a financial audit nor investigation and it does not replace or supersede other types of governmental review of local government unit operations.

While the performance review reported herein has been conducted under the authority granted to BWSR by Minnesota Statutes Chapter 103B.102, this is a staff report and has not been reviewed or approved by the BWSR board members.

What is PRAP?

PRAP is an acronym for BWSR's Performance Review and Assistance Program. Authorized by the 2007 Minnesota legislature, the PRAP purpose is to support local delivery of land conservation and water management by periodically reviewing and assessing the performance of local units of government that deliver those services. These include soil and water conservation districts, watershed districts, watershed management organizations, and the local water management functions of counties.

BWSR has developed four levels of review, from routine to specialized, depending on the program mandates and the needs of the local governmental unit. A Level I review annually tabulates all local governmental units' compliance with basic planning and reporting requirements. In Level II, conducted by BWSR once every ten years for each local government unit, the focus is on the degree to which the organization is accomplishing its watershed management plan. A Level II review includes determination of compliance with BWSR's Level I and II statewide performance standards, a tabulation of progress on planned goals and objectives, a survey of board or water plan task force members and staff of the factors affecting plan implementation, a survey of LGU partners about their impressions of working with the LGU, and a BWSR staff report to the organization with findings, conclusions and recommendations. BWSR's actions in Levels III and IV include elements of Levels I and II and then emphasize assistance to address a local governmental unit's specific needs.

Findings

This section describes what BWSR learned about the performance of the Prior Lake-Spring Lake Watershed District (PLSLWD).

The PLSLWD was established by order of the Minnesota Water Resources Board on March 4, 1970 in accordance with Minnesota Statutes Chapter 112. The order was in response to a petition filed by resident landowners within the watershed on June 24, 1969. The citizens 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 is located in north central Scott County. The district includes parts of the cities of Prior Lake, Shakopee, and Savage and parts of Sand Creek and Spring Lake Townships, as well as a portion of the Shakopee Mdewakanton Sioux Community tribal lands.

The PLSLWD is administered by a five-person Board of Managers appointed by the Scott County Commissioners. The Managers maintain an active Advisory Committee to assist and inform them regarding matters affecting the interests of the District. The Advisory Committee meets monthly.

The District mission is

> *…to manage and 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.*

Findings Part 1: Plan Implementation

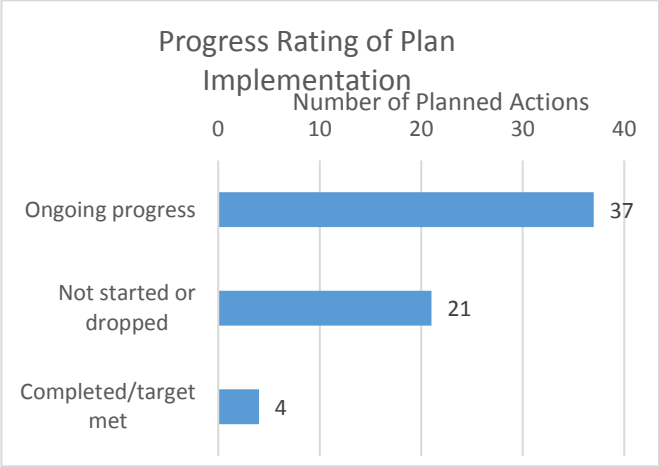
This part of the findings describes the extent to which the PLSLWD managers and staff have implemented the specific action items in their watershed management plan. The Plan details the goals and policies of the District and provides the foundation for its activities and projects. It identifies problems and short-term strategies and goals.

BWSR approved the District's third generation Water Resources Management Plan in June 2010 and a major update to that plan in August 2013. The amendment included changes to Goals, Policies and Projects. The amended plan has five goals to be addressed by the implementation of 62 different actions. Many of the actions apply to multiple goals. The actions are divided into seven project type categories: capital projects, operation and maintenance, planning, monitoring and research, regulation, education outreach, and Prior Lake Outlet.

Resource Outcomes

The PLSLWD watershed management plan includes targets for lake water quality based on the TMDLs established by the MPCA for the impaired lakes. The website contains excellent data about lake water quality and aquatic invasives showing trends over the past 10 or more years. Water quality standards are displayed with some of the data, but these are not explicitly defined as district goals for these resources.

For this part of the performance review, the PLSLWD has provided a detailed description of accomplishments during the past several years for each of the action initiatives in the watershed management plan. BWSR staff used that information to rate the progress on plan implementation for the 62 actions for which the watershed district is responsible. Each one received one of the following progress ratings: target met/completed, on-going progress, or not started/dropped. The following chart summarizes accomplishments regarding plan implementation



The progress ratings show that the PLSLWD has completed or is making progress on 37 of their 62 action initiatives (60%). Four of the items have been completed. Of the remaining 21 action items, 15 have not yet started and six have been dropped by Board decision. Several of the items were not started pending the completion of the Minnesota Pollution Control Agency's Watershed Restoration and Protection Strategies study and report for the Lower Minnesota River watershed. Some of the actions that have been dropped are projects that the managers considered and evaluated but determined to be infeasible or not warranted. Watershed boards will often include projects or other actions in their comprehensive plans that upon detailed review prove unworkable. The full descriptions of action initiatives, accomplishments and ratings are in Appendix A (pages 8-25). See the Conclusions section (page 5) for further interpretation of these results.

Findings Part 2: Performance Standards

BWSR has developed a set of performance standards that describe both basic and high performance best management practices related to overall operation of the watershed districts in the Twin Cities metropolitan area. The standards address four areas of operation: administration, planning, execution, and communication/coordination. The basic practice standards describe practices that are either legally required or fundamental to watershed district operations. The high performance standards describe practices that reflect a level of performance over and above basic requirements. While all watershed districts should be meeting the basic standards, only the more ambitious ones will meet many high performance standards.

For this Level II review, which includes a report of compliance with all the basic and high performance standards, the PLSLWD reports compliance with 14 of the 16 basic performance standards. The two non-compliant items are that the city local water management plans need to be updated since the recent district rule changes and the 2014 audit was submitted late. This latter item was a one-time issue and the district has met the reporting and audit requirements since then. The need to update city local water management plans is addressed as an Action Item (page 5) and in Recommendation 3 (page 7. For those standards in the high performance category, the PLSLWD meets 10 of 14 high performance standards. The specific results are in Appendix B, page 26.

In addition, BWSR annually tracks all watershed districts' compliance with four of the basic standards as part of the Level I PRAP review. Except for the late audit report already mentioned, the PLSLWD has met all applicable Level I standards for each of the past five years.

Findings Parts 3 & 4: Surveys

The information for Parts 3 and 4 is based on responses to BWSR surveys of the watershed district's board members and staff and of the district's partner organizations. The survey was developed by BWSR staff for the purpose of identifying information about the local government unit's performance from both board members and staff and from the unit's partner organizations. At BWSR's request, the district administrator provided a list of managers and staff, and a list of representatives of partner organizations with which they have an on-going working relationship. BWSR invited these people to take the on-line survey and their responses were received and analyzed by BWSR staff. The identities of all survey respondents are unknown to both BWSR and the PLSLWD.

The following paragraphs contain a brief summary of the survey responses. Complete survey responses are in Appendix C, pages 27-33.

Part 3: Internal Self-Assessment

This part summarizes the results from the survey of managers and staff regarding the accomplishments of the organization over the past several years. In this case, 21 board members, staff and advisory committee members were invited to take the survey. Only seven (7) responded (33%)—a below average response rate. This fact should be taken into account when determining the applicability of survey responses and comments.

This group reported relatively frequent consulting of the district's watershed management plan to guide decisions about district activities. Six of seven said they consult the plan Always or Usually. Projects that were deemed most successful were the Spring Lake Alum Treatment, County Road 12/17 Wetland Restoration, and the Fish Point Park project. Reasons given for these successes included sound science, good partnerships, hard work by staff and manager support. Projects or programs that have been more difficult to implement include upstream water storage projects and carp seining. Reasons for lack of progress on these include staff turnover, lack of staff time, and landowner opposition. Managers and staff reported good partnerships with a variety of agencies and organizations, including the Scott SWCD, Spring Lake Township, and the City of Prior Lake. Improved relations with the Cities of Savage and Shakopee and with Spring Lake Township would have benefits for the watershed district, according to some survey respondents. When asked for ideas to help improve overall effectiveness, managers and staff suggested more community outreach, monthly financial reviews, tying the plan to budgeting, and one person suggested stay on course. Several respondents mentioned the negative effect of staff turnovers on district operations and expressed hope for being able to redirect district efforts on project and program priorities.

Part 4: Partners' Assessment

BWSR invited 26 partner organization representatives to take the survey regarding their working relationship with the PLSLWD and nine responded--a below-average response rate. However, those who did respond have adequate familiarity with the work of the district. All but one partner reported contacts with the district at least several times a year, with most being monthly or weekly. In addition, two-thirds have at least five years' experience with their current organizations. A brief summary of results from this survey is in the following paragraphs. Full survey results are in Appendix C, pages 31-33.

Most of the partner respondents believe that the amount of work they do with the watershed district is about right. Two perceive opportunities for more collaboration between their organizations and the watershed district. In rating the performance of the PLSLWD in five areas of district operation (see summary table), partners gave generally high marks to the performance of the managers and staff in all five.

Performance Area	Partner Ratings (percent)				
	Strong	Good	Accept-able	Poor	Don't Know
Communi-cation	44	11	44	0	0
Quality of Work	33	44	22	0	0
Relations with Customers	22	33	11	11	22
Initiative	44	22	11	0	22
Timelines/ Follow through	44	11	33	11	0

In describing their overall working relationship with the PLSLWD most partners (67%) said it was "strong" or "powerful." When offering suggestions for improving the effectiveness of the watershed district, the few comments made related to improving communication and general visibility of the organization.

General Conclusions

The PLSLWD appears to be an organization that has recently emerged from an extended period of internal focus and is now applying its full attention to the projects and programs needed to address the management issues of the watershed's resources. This is not to suggest that nothing has been accomplished during the period of staff turnover, because there have been several impressive projects undertaken and completed. The recent restructuring and amending of the watershed management plan is an indication of how the managers and staff are seeking to provide a sound planning foundation for proceeding with the work of the district. This is an indication of a healthy organization.

The PLSLWD does a good job of tracking and reporting the changing conditions of the water resources in the district, particularly the lakes. The website contains detailed information about water quality and other lake conditions. The challenge in reporting these data is to also provide goals or a benchmark for desired future conditions. The current trend in watershed-based planning is to set measureable goals for priority resources. (See Recommendation 1.)

While the surveys of both managers/staff and partners did not have good numbers of respondents, one theme did emerge which could lead to advantages for the district. Several respondents identified the need to engage as effectively as possible with partner organizations. Managers and staff identified the district's relationship with the cities of Savage and Shakopee as needing more attention with potential benefits to the organization. With the outlet project demanding such a large commitment of resources and effort, fostering a strong collaborative effort among existing and potential partners is probably worth the attention of district managers, staff and advisory committee members. (See Recommendation 2.)

While the staff is doing a good job of managing the administrative aspects of running a watershed district, nevertheless the issue of municipal water management plan updates needs attention (See Recommendation 3).

Action Items

Action Items are those Basic Practice Standards from the Part 2 Performance Standards checklist that must be addressed because of non-compliance. The PLSLWD has one Action Item to address:

- City/Township local water plans not yet approved: 3

See Recommendation 3.

While the Part 2 Performance Standards checklist shows non-compliance with the requirement for an on-time audit submittal, this was a one-time occurrence in 2015. The district had already taken steps to address this issue prior to this performance review.

Commendations

Commendations are given for compliance with any of the High Performance Standards in the Part 2 checklist. The PLSLWD is commended for meeting the following High Performance Standards:

- Administrator on staff
- Board training: orientation & continuing ed. plan and record for each board member. Orientation when appointed; continuing ed. at meetings.
- Staff training orientation and continuing education plan for each staff member
- Operational guidelines for fiscal procedures and conflicts of interest exist and are current
- Biennial budget request submitted on time
- Strategic plan identifies short-term priorities
- Water quality trends tracked for key water bodies
- Track progress for I & E objectives in Plan
- Coordination with county board, SWCD supervisors, and city/township officials
- Cooperative Partnerships with neighboring districts, counties, SWCDs and non-governmental organizations.

Special Commendation

BWSR recognizes the difficulty of recruiting and maintaining an active watershed district advisory committee. The PLSLWD has been able to maintain an advisory committee. This accomplishment is commendable and the managers and staff are recognized for it.

Recommendations

This section contains recommendations offered by BWSR to the PLSLWD managers and staff to enhance the organization's service to the residents of the watershed district and its delivery of effective water and related land resource management. BWSR financial assistance may be available to support the district's implementation of some of these recommendations.

Recommendation 1: Consider setting measureable resource condition targets for district lakes.

While the district already does a good job of reporting water quality and aquatic invasive species trends and conditions in lakes, the value of having both short- and long term goals for these parameters is in mobilizing the efforts of district staff, partners and citizens to those activities that are most effective. Furthermore, future watershed-based plans will require setting and tracking progress toward meeting measureable resource goals.

Recommendation 2: Consider how to engage with all district partners in both communication and collaboration to address district goals.

The survey results point to already good working relationships with the City of Prior Lake, Spring Lake Township and the Scott Soil and Water Conservation District. One possible approach to working more collaboratively with other partners is to build on the already strong relationships and enlist their help in developing others. Another possible approach is to conduct your own follow-up survey to the BWSR partner survey and ask for suggestions from those entities as to how to more effectively engage with them to address both your needs and their resource management needs.

Recommendation 3: Address Local Water Plan Compliance Action Item.

Based on the assessment of information provided through this performance review, the Cities of Savage, Prior Lake and Shakopee need to revise their local water management plans to bring them into compliance with PLSLWD rules and/or plan content. Therefore, these cities are not eligible for Clean Water Fund grants. The Managers should direct staff to consult with BWSR staff, both the Board Conservationist and Regional Manager, regarding how to address the need and timing for cities to update their local water management plans.

LGU Comments and BWSR Responses

A written response to the draft report from the PLSLWD was invited and is summarized and responded to in this section and reproduced in its entirety in Appendix D of the final report.

PLSLWD Comment 1: General Comments: When first contacted by BWSR to conduct a PRAP, managers and staff requested a delay, due to an unprecedented number of other agency reports required this year (such as MS4 and grant audits) and the extensive amount of project work the District was engaged in. Although BWSR did not allow the District to opt-out of the Review this year, staff is appreciative of BWSR's willingness to extend the deadlines of when data reporting and report review were due.

BWSR Response:

BWSR recognizes the heavy workload of the PLSLWD staff and appreciates the assistance of the staff in providing information for this report.

PLSLWD Comment 2: Key Findings and Conclusions Page iv. - First sentence seems harsh. The District experienced a reorganization and with the appointment of new managers and hiring staff, the District now has the capacity to continue its work on programs and projects. (This language is also repeated in General Conclusions on page 5)

BWSR Response:

This comment is understood and the issue and challenge of reorganization is recognized by BWSR.

PLSLWD Comment 3: Key Findings and Conclusions Page iv. - BWSR did not take into account that a little more than a month after the new District Administrator was hired, the District experienced the equivalent of a 250-500 year flooding event and had to focus the efforts of its entire staff of three in a large effort to respond to the public, identify and quantify damages and engage with FEMA and the State Legislature to fund major repairs. In addition to these efforts, the District invested considerable staff time and financial resources to implement an extensive Stormwater Management and Flood Mitigation Study with its partners that was inspired by the flood and is nearing completion after two years.

BWSR Response:

This comment is understood. We understand the natural disaster of the 250-500 flooding event presented a significant challenge for the PLSLWD and affected the WD's ability to address other issues.

PLSLWD Comment 4: Key Findings and Conclusions Page iv. - City water plan updates. We understand that those updates are required by law; however, watershed districts are limited in their abilities to secure those updates.

BWSR Response:

BWSR appreciates the challenges of the WD in getting other units of government to complete water plans in a timely manner.

PLSLWD Comment 5: *Page 2 Plan Implementation* **Water quality goals should be explicitly defined as district goals for these resources**. We will be more clear about this on our website. As you know, we have TMDLs for Spring and Upper Prior and they are considered our goals. We will also have TMDLs for Pike and Fish Lakes in a few months. We will be more clear about stating these goals on our website.

BWSR Response:

This comment is acknowledged.

PLSLWD Comment 6: *Page 3 Performance Standards* Late audit. The District's new staff did not realize that the District's auditor did not transmit the 2014 audit to BWSR. The audit itself was completed on time by state law. Since that time, the auditor is now required by the District to transmit it to BWSR.

BWSR Response:

This comment is noted.

Appendix A. Plan Accomplishments

LGU Name: **Prior Lake-Spring Lake Watershed District** Date of This Assessment: September 2016
Type of Management Plan: Watershed Management Plan
Date of Last Plan Revision: May 2013

Indicator symbol for Progress Rating: ☐=not started/dropped ○=on-going progress ✧=completed/target met

Implementation Activity: Capital Projects (4.2.1.X)

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
4.2.1.1 Page 4-6. Public Infrastructure Partnership Projects 1.The District may consider cost-sharing with the City of Prior Lake on a number of possible retrofit projects. 2. Other partners may consider cost-sharing, as well.	2010-2019	2010-2019	The District has partnered on a number of City of Prior Lake street reconstruction projects resulting in additional or enhanced stormwater management practices exceeding District Rules. Most recently the District partnered with the City for: • Boudins Bay Ph 1 - subsurface detention, an iron-enhanced filtration facility, 6 raingardens & 9 rain barrels • Boudins Bay Ph 2 – 10 raingardens and 20 rain barrels. In addition, the District is supporting costs for reinstallation of a rain garden in the Rotary Gateway, right by Prior Lake City Hall.	○	Meet annually with public entities to consider and plan for stormwater BMP opportunities associated with street reconstruction projects and infrastructure upgrades.
4.2.1.2 Page 4-8. Storage and Infiltration Projects 1.The District will undertake or cost-share in projects to reduce runoff, increase filtration and reduce pollutant loads and transport directly to Prior Lake.	2010-2019	2010-2019	Upper Watershed Volume Reduction BWSR Grant (Storage) 2011-2014. Installed 3 wetland and treatment basins and an iron sand filter.Three Agri Drain Outlet structures were retrofitted to limit the access of carp into the project area.	○	Completed 12/17 wetland. In the process of completing a Flood Study with partners and will review other storage options.
4.2.1.3 Page 4-9. Identify & Mitigate Channel Erosion 1.The District and the SWCD will periodically monitor for signs of erosion and where it is occurring. 2. The District will work with the SWCD to complete restoration on erosion immediately north of 190th Street.	2010-2019	2010-2019	Field investigation of CD-13 from 190th Street to the Hwy 13 Wetland was completed in 2010 to assess erosion and sediment transport to the Hwy 13 Wetland. Seventeen erosion sites ranging from 20 to 100-linear feet were identified for future stabilization.	○	The proposed 2017 District budget has allocated funding to reassess and begin implementation activities for these erosion sites.

4.2.1.4 Page 4-10. Upper Prior BMP Retrofit 1.The District obtained a grant from BWSR to identify and implement upgrades to the stormsewer infrastructure in the immediate drainage area of Prior Lake. They were installed in the winter of 2012. 2.The District will continue to monitor them.	2012	2012	See 4.2.1.1 above	✧	Completed in 2012
4.2.1.5 Page 4-11. Spring Lake Internal Load Management 1.Reduce internal load to Spring Lake. 2. The District conducted a feasibility study for alum treatment and is currently engaged in a public outreach campaign to gather input from all stakeholders prior to deciding whether to implement the proposed alum application. 3. The District will seek funding for the treatment.	2013, 2016, 2018, 2019	2016 and possibly 2018 and 2021	An alum treatment was completed in 2013. The District has continually monitored Spring Lake. In August 2016, a sediment core sample and analysis was completed. It indicated that the phosphorus load is at 47 µg/L for the past 3 years so another treatment is not needed in 2017. The EPA just approved the District's and MPCA's request to raise the acceptable P level to 60 µg/L instead of the 40 µg/L.	○	2017-fall sediment core sampling and analysis. Possible treatment in 2018 and another one in 2021, depending upon the sediment core samples and analysis.
4.2.1.6 Page 4-12. CD 13 Ferric Chloride Redesign 1. The District has recently completed reconstruction of the FeCl3 facility. 2. A revised operation and maintenance manual that include a revised rating curve will also be created in early summer 2013.	2013	2013	The system redesign was completed in 2013. In 2014, the District had a flood and we were not sure how the retrofit was working. Staff conducted an analysis and concluded that the system was constructed as designed. Staff also prepared a cost-benefit analysis of the treatment. A manual was completed	✧	Continue monitoring and decide if additional construction is needed to ensure that high lake levels will not result in less flows through the desilt pond, which is where the treatment happens.
4.2.1.7 Page 4-13. County Roads 12 and 17 Wetland Restoration 1. Scott County planned to reconstruct part of Co. Rd. 12. It gave the District the opportunity to partner with the county and the City of Prior Lake to restore a wetland at highways 12 and 17.	2013-14	2013-2014	Installed 3 wetland and treatment basins and an iron sand filter. Three Agri Drain Outlet structures were retrofitted to limit the access of carp into the project area.	○	Vegetation management of wetland and upland planting until 2019. The District signed a cooperative agreement and will turn the project over to the City of Prior Lake, the owner of the property.
4.2.1.8 Page 4-14. Buck Lake Channel Chemical Treatment System 1. Monitoring of the Buck Lake channel indicates it may be a better candidate for a chemical system treatment than Ditch 13.	2013-2015	2013-2014	A Feasibility Study of Chemical Treatment System Downstream of Buck Lake was completed in October 2014. Due to the high cost of treatment options, the Board decided not to pursue any projects.	□	None

4.2.1.9 Page 4-15. Spring Lake Outlet Channel Easement Acquisition 1.There are 3 landowners along the outlet of Spring Lake. In the past, when floating bogs have plugged the channel, the District has not had access to work there. 2. The District will work with these landowners to acquire access and install whatever facilities are necessary.	2013	TBD	The District was able to gain the permission of two landowners to install a temporary dam during the 2014 floods. The District has been unable to secure easements. However, a bog committee consisting of representatives from the City of Prior Lake, Scott County and Spring Lake Township will recommend a universal policy to address bog issues.	○	A bog policy will be passed and implemented.
4.2.1.10 Page 4-16. Spring Lake Outlet Channel Restoration 1.The District worked with two landowners to stabilize a section of the channel in 2012. 2. Further landowner outreach could result in a channel that is more stable and less likely to contribute sediment and phosphorus to Upper Prior Lake. 3. The District will work with landowners to install stabilization measures.	2015-2016	2012-2019	The District implemented stabilization measures including cedar tree revetments along two reaches of the channel in 2012; however, further landowner outreach could result in a more stable channel that is less likely to contribute sediment and phosphorus to Upper Prior Lake.	○	Re-evaluation of channel conditions and continued outreach to landowners to install more resilient stabilization measures along the length of the channel where erosion is occurring.
4.2.1.11 Page 4-17. Lower Prior Lake Retrofit Study & Projects 1. The District will utilize its Diagnostic Study to prioritize retrofit stormwater BMPs within the subwatershed, either in partnership with the City of Prior Lake or directly with landowners.	2011-2019	2011-2019	The Lower Prior Lake Diagnostic Study and Implementation Plan, completed in 2013, set water quality targets for Lower Prior Lake and identified projects to meet those targets. The District has since secured 2 grants to implement stormwater BMP projects within the Lower Prior Lake watershed. One major CIP, the Fish Point Park IESF, was substantively completed in 2015. Two biofiltration basins are scheduled for construction this fall.	○	Continued implementation of stormwater BMPs funded by open grants and pursuit of additional implementation funding for future phase of BMP implementation.
4.2.1.12 Page 4-18. CD 13 In-Line / Parallel Treatment 1. Approximately 40% of the watershed load to Spring Lake comes through the CD 13 system, The District will look upstream and implement projects to remove phosphorus before it crosses Highway 13. 2. The targeted practices will be small footprint devices that can fit in an area not much larger than an existing channel cross section.	2017	TBD	A feasibility study (Implementation Activity 4.2.3.6) for this potential BMP was initially scheduled for 2016 but has been postponed due to flood mitigation activities.	□	Board may consider funding this feasibility study in 2017 or subsequent years.

4.2.1.13 Page 4-19. Arctic Lake Restoration 1. The SMSC and the City of Prior Lake are collaborating on a diagnostic study of Arctic Lake. 2. The District will partner to reduce the phosphorus loading to and from Arctic Lake; reduce or eliminate invasive species in Arctic Lake and create a "blueprint" for restoration of other lakes within the District.	2014	2014-2016	The District received a grant from BWSR. The Shakopee Mdewakanton Sioux Community raised funds and partnered with the Three Rivers Park District to create a larger project than the one envisioned by the District: wetland project includes restoring a wet meadow and willow swamp; preserving an existing Tamarack Swamp; residential water reuse; aeration; carp management; swale and connection to the Three Rivers Park Trail System. The District will use the grant to install a water control structure and iron sand filter.	○	Installation of the water control structure and the iron sand filter.
4.2.1.14 Page 4-20. Biological Nutrient Removal 1. The District will retrofit existing and planned chemical systems with biological systems and take advantage of the small footprint of biological systems to install treatment where none has been possible before.	Unfunded		This project was a placeholder. The Board was not willing to move forward on this project unless there was significant citizen pressure or funding available.	☐	Remove from new Plan.
4.2.1.15 Page 4-21. Implement Fish Lake TMDL 1. The TMDL study is scheduled to begin in 2018. 2. The primary recommended course of action will be internal load management.	2018-2019	2018-2019	The MPCA decided to include Fish Lake in a Lower MN WRAPS study. The MPCA will work with the District and other partners to complete a TMDL.	☐	Take the MPCA's lead.
4.2.1.16 Page 4-22. Implement Pike Lake TMDL 1. The TMDL study is scheduled to begin in 2018. 2. The primary recommended course of action will be internal load management and load reduction.	2018-2019	2018-2019	The MPCA decided to include Pike Lake in a Lower MN WRAPS study. The MPCA will work with the District and other partners to complete a TMDL.	☐	Take the MPCA's lead.

4.2.1.17 Page 4-23. Buck Lake Channel and Lake Restoration Buck Lake Channel & Lake Restoration 1. The District will modify portions of the Buck Lake channel to accommodate regional storage and infiltration and consider constructing 1 or more projects in cooperation with local partners. 2.Spring Lake Township has identified the Buck Lake channel as a greenway and the District will explore and implement options to accomplish water quality improvements, storage and infiltration, habitat preservation and creation and recreation improvements in cooperation with the Township.	2015-2019	2010-2011; TBD	Prepared in 2010 a MPCA Clean Water Partnership grant application for completion of a diagnostic study for Buck Lake. The grant application was unsuccessful. A feasibility study (Implementation Activity 4.2.3.6) for this project was initially scheduled for 2014 but was postponed due to flood mitigation activities.	☐	Board consideration of funding a feasibility study more narrowly focused on fleshing out upland storage concepts within this subwatershed or consideration of alternate funding mechanisms for completion of a diagnostic study.
4.2.1.18 Page 4-24. Buck Lake Dredge 1. Buck Lake has significant sediment from agriculture, bank failures and other sources of erosion, This accumulated sediment can hold phosphorus and reduces the quality of the lake.	Unfunded		This project was a placeholder. The Board was not willing to move forward on this project unless there was significant citizen pressure or funding available.	☐	Remove from new Plan.
4.2.1.19 Page 4-25. Ducks Unlimited Weir/BMP 1. The last stop before reaching Spring Lake for water coming through the Buck Lake Channel system is the Ducks Unlimited wetland (donated to the District). 2.The wetland empties into Spring Lake through a small passage that is occasionally blocked by beavers. The District will evaluate and implement a BMP, potentially a weir, which will manage the water in the wetland to the benefit of both the wetland and Spring Lake.	2016	None	The Buck Lake Feasibility Study Report indicated that the DU wetland is not contributing excess phosphorus but passes the upstream load through to Spring Lake with no appreciable treatment. In 2002-03 the District completed a design for a dugout submerged weir. Due to pressure from an adjacent landowner and the township, the weir was not built. There was also opposition to a floating boom to hold back sediment.	☐	None
4.2.1.20 Page 4-26. Fish Lake Internal Load Management 1. The District will investigate options for internal load management, such as application of alum, biomanipulation and others. 2. Application of alum will be contingent upon completion of a study to determine whether external sources must be controlled first.	2017	2017-2018	The District submitted a grant proposal BWSR in 2013 to remove Fish Lake from the Impaired Waters list through a carp reduction strategy, an outreach and implementation plan for restoration of private shorelines and a targeted alum treatment. The application was unsuccessful. The MPCA decided to include Fish Lake in a Lower MN WRAPS study. The MPCA will work with the District and other partners to complete a TMDL.	☐	Take the MPCA's lead.

4.2.1.21 Page 4-27. CD-13 Wetland Dredge 1. The wetland downstream of County Ditch 13 accumulates sediment behind the weir & silt curtain. 2. Unless and until erosion and soil loss are controlled in the CD-13 drainage area, regular removal of accumulated material will be required.	2018	2010, 2015-2019	The Hwy. 13 Wetland Basin was surveyed in 2010. This survey indicated limited sedimentation since the basin was originally excavated in the winter of 1996/97. However, this basin was identified as part of the ongoing flood reduction study as a potential location for expansion of upland detention storage. A scope of work has been prepared to pursue landowner outreach, preliminary design options and a cost-benefit analysis.	○	Board authorization of proposed scope of work, potentially yet this year.

Implementation Activity: Operations & Maintenance (4.2.2.X)

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
4.2.2.1 Page 4-29. Cost-Share Incentives 1. The District will develop and implement a results-focused cost-share program that engages rural, urban, shoreline and business landowners. 2. The program will be organized around a "pay for performance" principle, primarily as dollars per pound of phosphorus removed.	2014-2019	2014-2019	The District approves a Cost Share Docket annually which is coordinated with the Scott WMO and SWCD. It includes both agricultural and residential BMPs. In addition, the District has a residential incentive program for other items, such as: rain barrels, buffers and water pump.	○	Continue and expand the agricultural cost share program.
4.2.2.2 Page 4-30. Property Tax Incentive Program 1. Explore with Scott County and other government agencies the feasibility of a property tax incentive program for stormwater BMPs. 2. The District has begun working with a group of local farmers (farmer-led council) to help guide outreach and implementation in rural areas and would provide significant input on this program.	2013-2014	2013-2019	The District did not pursue property tax incentives; however, it did initiate a Farmer-led Council (FLC) that is growing. Its role is to develop and guide the implementation of strategies that the District will use to accomplish agriculture's share of a nutrient reduction goal. It also promotes two cost share programs—Ag Certainty and Variable Rate Application.	○	Continue and expand the Farmer-led Council and its initiatives.

4.2.2.3 Page 4-31. Highway 13 FeCl System O&M 1. The structure and ferric chloride feed system will require periodic adjustment and inspection to ensure effective operation. 2. Maintenance of the desiltation basin is expected to be done every 10 years.	2010-2019		**O&M**: Inspect site 3x/week. Clear vegetation and debris from weir, fill tank, take samples, keep plank in good condition, check level of tank, pressure of lines, etc. **Excavation of Desilt Basin:** Last excavated in winter of 2011-2012. Continue to monitor level of pond bottom and after tests in 2016, it is determined that it will likely not need excavation for at least 5 years. **Design Improvements:** Major design improvements occurred at desilt pond to allow system to be more efficient. Most of the renovation happened in 2012.	○	Continue to monitor and maintain. Continue to assess if design is meeting expectations.
4.2.2.4 Page 4-32. Conservation Drainage Pilot Project 1. Inventory drain tile within the District. 2. Solicit landowner participation in a pilot project to construct a conservation drainage control structure to limit runoff and nutrients not controlled by the drain tile system. 3. Monitor over 3 years.	2014-2017	2018-2019	No action has been taken .	□	Farmer-led Council will discuss it and may support it.
4.2.2.5 Page 4-33. Aquatic Vegetation Management 1. The District will continue to partner with the City of Prior Lake to treat aquatic invasive vegetation. 2. The District will continue to contract with Blue Water Science to provide aquatic vegetation management plans for the District.	2010-2019	2010-2019	Treatment of curlyleaf pondweed (CLP) on lakes that are determined to grow to nuisance conditions. Each spring, the PLSLWD hired Blue Water Science to take surveys of CLP and determine if it is likely to grow to nuisance condition. If so, the PLSLWD will treat the CLP.	○	Continue to monitor annually and treat as needed.

4.2.2.6 Page 4-34. Fish Management 1.The District will work with partners to manage the rough fish population and maintain a beneficial fish community on Prior Lake. 2. The District will work to establish carp population densities which will guide further actions.	2012-2019	2012-2019	Developed and updated a carp management plan **2012:** 1,752 carp were implanted with plastic tags and released back into Spring Lake to help determine population estimates in future seining efforts. **2013:** The District completed a winter seine but failed to catch a significant portion of the carp population. **2014:** St. Mary's University completed an electrofishing survey on Spring and Artic Lakes. **2015:** Acquired MPCA grant for carp management. Inserted radio-tags into 18 carp and tracked them. **2016:** Implanted 9 more carp with radio-tags and tracked them. Installed carp barrier on Artic Lake.	○	Complete population estimate on Spring and Prior Lakes. Identify spawning areas and migration routes. Install carp barriers on as many as four locations. Complete seining events to remove a significant population of the carp on Spring and Prior Lakes.
4.2.2.7 Page 4-35. CD 13 In-LineTreatment Operation and Maintenance 1.If the feasibility study recommends construction of an in-line or parallel treatment system, it will have to be maintained.	2018-2019	Unfunded	The Board decided not to pursue a Buck Lake Channel Treatment System.	☐	None
4.2.2.8 Page 4-36. Biological Nutrient Removal O&M 1. After construction of a biological nutrient removal system, the system will be maintained.	Unfunded	Unfunded	This project was a placeholder. The Board was not willing to move forward on this project unless there was significant citizen pressure or funding available.	☐	Removed from new Plan.
4.2.2.9 Page 4-37. Buck Lake Channel ChemicalTreatment System O&M 1.After the construction of the Buck Lake channel chemical treatment system will have to be maintained.	2016-2019	Unfunded	The Board decided not to pursue a Buck Lake Channel Treatment System	☐	None
4.2.2.10 Page 4-38. Ducks Unlimited Weir/BMP O&M (See 4.2.1.19)	2017-2019	None	See 4.2.1.19	☐	None

Implementation Activity: Planning

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
4.2.3.1 Page 4-40. Planning and Program Development 1.Staff will stay current on watershed issues. 2. Staff will assist the Board with periodic self-assessments, program revisions and maintain current operations. 3. Include funding for staff training,	2010-2019	2010-2019	As part of budget planning, the Board has reviewed its Management Plan, status of current projects and conducted strategic planning. Staff identifies training that is integral to their positions and participates in a variety of opportunities.	○	As part of budget planning, the Board has reviewed its Management Plan, status of current projects and conducted strategic planning. Staff identifies training that is integral to their positions and participates in a variety of opportunities.
4.2.3.2 Page 4-41. Spring/Upper Prior TMDL Implementation Plan 1. The TMDL Implementation Plan was completed in 2012. 2. Funding is for tracking implementation activities.	2010-2019	2010-2019	The TMDL & Implementation Plan was completed in 2012. Since then, the District has collected additional data (sediment cores on Spring Lake) and worked with MPCA to pursue a Site Specific Standard (60µg/L) for Spring Lake. State and federal approval has been obtained.	○	Continue to pursue stormwater BMP projects to address watershed load allocations. Meet with permitted stormwater source entities to facilitate demonstration of progress towards meeting the TMDL loading goals.
4.2.3.3 Page 4-42. Review District Jurisdictional Border 1. The District will work with other local governments to adjust the District's boundary to be more in line with its hydrologic border. 2. Cates Lake and areas near the Prior Lake Outlet Channel are opportunities.	2013-2014	2018	The staff researched this issue. The Board is aware of the need, but there were other priorities.	□	Work with LMRWD and the Scott WMO to pursue these changes.
4.2.3.4 Page 4-43. LGU Plan Review 1. In 2013, Scott County and the City of Prior Lake are anticipated to submit updates to their Local Water Management Plans (LWMP) that meet the requirements of the District's 2013 Management Plan. 2. Updated plans will be reviewed, as well as periodic changes to the LWMPs (local water management plans).	2013-2019	2013-2019	The City of Savage LWMP was approved on June 14, 2011. The City of Shakopee LWMP was approved on January 10, 2012. Other LGU LWMP plan approvals were granted extensions to incorporate District Rule revisions that were under development in 2012. Rule revision adoption was not pursued in 2013 and the LWMP extensions have since expired.	○	The District will review and approve each LGU's LWMP based on conformance to its WRMP during the upcoming Met Council review schedule (2017-2018).

4.2.3.5 Page 4-44. District Plan Update 1. Complete a 2013 revision. 2. Conduct smaller updates to meet statutory requirements to include in the CIP. 3. Begin working on a comprehensive revision to the Plan in 2019.	2014-2019	2017-2019	The District completed its 2013 major plan amendment. In 2015, its rules were revised to comply with the new MS4 rule changes.	☐	The Board will begin its plan revision in 2017.
4.2.3.6 Page 4-45. Feasibility Reports 1. For each Capital Project, the District will draft a feasibility report to determine viability of the project. 2. Projects that have been recommended due to another study or report may not require a separate feasibility. 3. Feasibility studies possible include: Buck Lake Channel Chemical Treatment; Buck Lake Channel and Lake Restoration; Spring Lake Outlet Channel Restoration; Ducks Unlimited Weir; Upper Watershed Outlet Modification; Fish Lake Internal Load Management; CD-13 In-line or Parallel Treatment and CD 13 Wetland Dredge.	2013-2017	2013-2019	Of the 8 feasibility studies contemplated, one was completed in 2014 (Buck Lake Channel Chemical Treatment).	○	Board consideration of additional feasibility studies in 2016-2019.
4.2.3.7 Page 4-46. Complete Pike Lake TMDL 1. The MPCA will guide the TMDL study. 2. The District will take the lead to complete the study and implementation plan.	2018	2018	The MPCA has included Pike Lake in its Lower MN WRAPs and is taking the lead. A TMDL study will be done in partnership with other local units of government.	☐	Activities expected in 2018.
4.2.3.8 Page 4-47. Complete Fish Lake TMDL 1. The MPCA will guide the TMDL study. 2. The District will take the lead to complete the study and implementation plan.	2018	2018	The MPCA has included Fish Lake in its Lower MN WRAPs and is taking the lead. A TMDL study will be done in partnership with other local units of government.	☐	Activities expected in 2018.
4.2.3.9 Page 4-48. Update 1993 Diagnostic/Feasibility Study for Spring and Prior Lakes 1. Spring and Prior Lakes are complex systems, with interrelated factors affecting water quality. The 1993 Diagnostic/Feasibility Study brought all these factors together in a single report. 2. By 2018, the Study will be 25 years old and outdated.	2018	TBD	None. Study proposed in 2018.	☐	Board consideration of the value and timing of this effort during its next WRMP update scheduled to begin in earnest in 2018.

4.2.3.10 Page 4-49. Comprehensive Wetland Plan 1. As of the winter of 2012, the Wetland Management Plan was written and approved by the Board.	2010-2012	2010-2012	The PLSLWD Comprehensive Wetland Plan was completed April 2012.	✧	Consider recommended wetland management standards in future rule revisions. Cross-reference the Hydrology Management and Restoration/Enhancement Management Class Wetlands during upper watershed outreach for wetland banking and creation of additional upper watershed storage. Also consider update of the CWP to refine mapping of wetlands per LiDAR and other more recent data.

Implementation Activity: Monitoring & Research (4.2.4.X)

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
4.2.4.1 Page 4-51. District Monitoring Program. 1. Water quality and water quantity monitoring including coordination of the volunteer CAMP program, lake level readings, precipitation monitors, purchase and maintenance, data management and reporting. 2. The monitoring plan will be periodically updated and maximize monitoring funds through use of volunteer citizen monitors as well as cooperative agreements with other partners.	2010-2019	2010-2019	The annual monitoring program involves stream chemistry sampling: stage and flow monitoring in conjunction with stream chemistry and lake monitoring and deployment monitoring through sondes that are installed two weeks at-a-time. Lake monitoring includes the use of automated level loggers to monitor lake levels on Spring and Lower Prior Lakes which report levels to the District's website every 15 minutes. The District monitors three DNR staff gages on Pike, Spring and Lower Prior Lakes. Three Rivers Park District is hired to monitor fives lakes for water quality and lake samples for secchi depth, phosphorus and Chlorophyll-A are collected by volunteers through the Met Council's CAMP program. In addition, aquatic vegetation surveys on four lakes advise if treatment is needed. Aquatic vegetation density mapping for bathymetry and bottom hardness is accomplished through a strong volunteer program on Spring, Buck, Arctic, Fish and Upper and Lower Prior Lakes. Precipitation is monitored by a volunteers. In 2014, the Scott SWCD was hired to conduct a subwatershed assessment of the Upper Watershed, which is being used in targeting cost share funds and identifying potential flood storage sites. In 2015-16, the District partnered with the City of Prior Lake, in cooperation with Spring Lake Township, to update its model and conduct the Stormwater Management & Flood Mitigation Study. The Study identifies possible flood mitigation options to minimize damages due to rain events similar to those experienced in 2014.	○	In 2017, the District will evaluate its monitoring program and develop a water quality report card and report. The annual monitoring program will be continued.

4.2.4.2 Page 4-52. Fish Surveys 1. The District will work with partners to manage the rough fish population and maintain a beneficial fish community on Prior Lake. 2. The District will work to establish carp population densities which will guide future actions.	2012-2019	2012-2019	**2012:** 1,752 carp were implanted with plastic tags and released back into Spring Lake to help determine population estimates in future seining efforts. **2013:** The District completed a winter seine but failed to catch a significant portion of the carp population. **2014:** St. Mary's University completed an electrofishing survey on Spring and Artic Lakes. **2015:** Acquired MPCA grant for carp management. Inserted radio-tags into 18 carp and tracked them. **2016:** Implanted 9 more carp with radio-tags and tracked them. Installed carp barrier on Artic Lake and seined twice.	○	• Complete population estimate on Spring and Prior Lakes. • Identify spawning areas and migration routes. • Install carp barriers on as many as four locations. • Complete seining events to remove a significant population of the carp on Spring and Prior Lakes.
4.2.4.3. Page 4-53. Research 1. The District will conduct or contribute to research targeting problems identified in the WRMP and participate in researching topics regarding state-of-the-practice watershed management.	2011-2019	TBD	None. The District has not contributed funding in partnership research topics of for state-of-the-science watershed management.	□	Board consideration of striking this activity during the next WRMP update.
4.2.4.4 Page 4-54. Aquatic Vegetation Surveys 1. Periodically conduct aquatic vegetation surveys on lakes.	2010-2019	2010-2019	Surveys are taken on lakes every year. Some are on a rotating basis, and some occur every year. Surveys are used to determine if vegetation management is needed, and also to determine the vegetation species of the lakes.	○	Continue to survey lakes.
4.2.4.5 Page 4-55. High Flow Tracking and Doppler Sounding 1. Obtain accurate water flow from areas with high velocities.	2014	None	The initial idea was to deploy this equipment at the Outlet Pipe Daylight because the water moves so fast. It ended up being a bad location for the equipment so the idea was dropped.	□	None
4.2.4.6 Page 4-56. Infiltration Enhancement Project 1. Feasibility study and a demonstration project to investigate and implement soil enhancement techniques for reducing runoff.	2013-2014	2013-2014	Board promoted soil amendments to mitigate soil compaction and loss of infiltration due to construction activities but study was not completed due to lack of willing participation for demonstration site(s).	□	None

4.2.4.7 Page 4-57. District-wide Hydrologic and Hydraulic Model 1. There are 2 XPSWMM models that include flow estimates to parts of the District—one for the Outlet Channel drainage area and one for the rest of the District. 2. The model for the rest of the District was created in the early 2000s and needs to be updated.	2013-2019	2015-2019	Development of a PC-SWMM model for all areas draining to the Spring-Prior Chain of Lakes was completed in 2016.	○	Ongoing annual updates and maintenance is contemplated to keep this model robust.
4.2.4.8 Page 4-58. MIDS Participation 1. PLSLWD will attend the MIDS group meetings.	2013-2015	2013	The District participated in the meetings.	✧	None
4.2.4.9 Page 4-59. Zebra Mussel Tracking 1. Monitor zebra mussels.	2014-2019	2013	A monitoring design was created in 2013, but due to lack of staff time, a program was never implemented.	○	As staff time allows, find volunteers to deploy some monitoring vessels.
4.2.4.10 Page 4-60. Automated Vegetation Monitoring 1. Survey vegetation density	2013-2019	2013-2019	Aquatic vegetation density, bathymetry and bottom hardness are mapped on lakes within the District. The maps provide useful information, such as locating areas in need of aquatic vegetation treatment and calculating the percent area coverage (PAC) of vegetation. Nearly every lake in the watershed has been mapped at least once.	○	Continue to monitor vegetation density and PAC.

Implementation Activity: Regulation (4.2.5.X)

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
4.2.5.1 Page 4-62. Permitting and Compliance 1.Continue to participate in city Development Review Committees and Scott County Development Review Team. 2. Continue to pursue MOA and equivalency determination with the City of Shakopee and will continue to monitor permitting activities of existing MOA partners. 3. Continue to issue permits for municipal projects. 4. Continue work to close out permits on abandoned or completed projects.	2010-2019	2010-2019	District staff have participated in committee and team meetings as needed. We have monitored permitted activities of existing MOA partners. No action on equivalency with the City of Shakopee to-date. The District has issued 10 permits with partners since 2012. Several permit projects have been closed since 2012.	○	Continue to pursue equivalency and update MOAs. Continue to participate in development meetings, issue municipal permits and close out permits.

4.2.5.2 Page 4-63. Rules and Standards Revisions 1. Various studies all identify potential rule revisions to improve water quality and manage stormwater volume. 2. As of Spring 2013, the District is in the midst of a rules and standards revision.	2012-2013	2012-2017	The District drafted substantive rule revisions in 2013 working closely with a TAC made up of municipal staff. Revisions to Rules A, D, E, & P were approved in 2015.	○	The proposed 2017 District budget has allocated funding to revisit rule revisions in 2017.
4.2.5.3 Page 4-64. Wetland Restoration and Wetland Bank 1. The District will routinely inspect and perform maintenance on previously completed sites, as needed. 2. The District will continue to solicit landowners to participate in wetland restoration.	2012-2019	2012-2019	The District is in active discussions with a landowner regarding expansion of a wetland restoration basin originally constructed by the District in the late 1990's.	○	The District will continue to solicit wetland restoration program participation by expanding communication and education programs regarding wetland restoration and acquisition. Where they qualify, the District will attempt to enroll wetlands into the BWSR wetland bank.
4.2.5.4 Page 4-65. BMP and Easement Inventory 1. Create an electronic inventory of all BMPs installed through District permits as well as District-held conservation and project easements. 2. Inspect easements for adequacy and potential encroachment. 3. Obtain new or revised easements where necessary.	2010-2019	2010-2019	Started in 2014, the District continues to inventory its obligations for BMPs and easements. Baseline documentation reports have been created for nearly half of the District's easements. A monitoring protocol has been established for the District's easements and inspections are occurring on a yearly basis. The District has been working with landowners to revise easements as necessary.	○	Complete inventory by 2018; continue regular inspections and continue to work with landowners, as needed, to revise easements
4.2.5.5 Page 4-66. Pollutant Trading Project 1. The District will work with an economist to explore the potential of creating a phosphorus or water volume market to key resources of the District. 2. The District will also work with the Scott WMO who has done this.	2015	TBD	None	□	Remove from new Plan.

Implementation Activity: Education & Outreach (4.2.6.X)

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
4.2.6.1 Page 4-68. MS4 Education Program 1. The District's Education and Outreach Program anticipates a variety of activities to reach out to various stakeholders in addition to implementing programs with our partners to meet and exceed MS4 permit requirements.	2010-2019	2010-2019	Plans were written most recently in 2014 and 2015/16. The District created and hosted Raingarden and Buffer in-a-box workshops; storm drain stenciling; Twilight Farm Tour; Boat Tour; Community Clean-ups for Water Quality; participated in PLSAS Field and Leadership Day; hosted District Tours of projects and volunteer recognition events. It published newsletters, fact sheets and brochures on many different topics in addition to updates on its projects for affected residents. It submitted press releases and news articles to the Scott County SCENE and Prior Lake American newspapers. It revised its website twice and updates it twice weekly, along with Facebook posts. Twitter has also been used to promote events. The District belongs to the Scott County Water Education Program (SCWEP) with other county partners and participates with them in other MS4 activities.	○	Continue: Clean Water-Clean Ups co-sponsored with the City of Prior Lake; project Tours; developing fact sheets and newsletters; posting to the website and Facebook; tweeting; press releases; co-sponsoring raingarden and shoreline restoration workshop; participation in SCWEP and updating its education plan.
4.2.6.2 Page 4-69. Prior Lake-Savage Area Schools Partnerships 1. The District will expand its partnership with school district administrators and teachers on various education and site management issues.	2010-2019	2010-2011	The District completed a feasibility study for the incorporation of stormwater BMPs at the Five Hawks Elementary School and approved a scope of work to expand the effort to the remaining 5 school properties in the watershed. The District continues to be active providing guest speakers at school activities such as "Science Night".	○	Board consideration of revitalizing this partnership via assessments and implementation of stormwater BMPs at additional school properties.
4.2.6.3 Page 4-70. Information and Education Program—Citizen Advisory Committee 1. In 2011, the District committed to expanding the CAC so that it would hold monthly meetings and adopt bylaws. 2. MN Waters was hired to guide the CAC through its formative year. 3. District staff will continue supporting the CAC.	2012-2019	2012-2019	In 2012, the District hired a regional organizer to increase the visibility of the District locally and to facilitate the CAC for two years. In 2014, there was a turnover in staff. The District Administrator began facilitating the CAC efforts in 2014. Meetings are held monthly. The CAC sponsors the semi-annual Clean Water-Clean-up and created a Water Quality Improvement Award for projects.	○	Provide staff support for CAC meetings and activities.

4.2.6.4 page 4-71. Habitat for Watershed/Raingarden Taskforce 1. Create a "Habitat for Watershed" group of volunteers to assist landowners in installing raingardens or other lake-friendly practices. 2. The District will provide organizational support and training but would not be financially involved in the installation of practices.	2013-2019	None	The District provides financial support to the SWCD and to SCWEP to offer workshops on raingardens and shoreline protection; assist with applications and installation.	○	Continue to support the SWCD's and SCWEP's efforts.
4.2.6.5 Page 4-72. Metro Watershed Partners 1. Staff will become more active in the organization. 2. The District will support the organization financially.	2013-2019	None	The District no longer has a staff position assigned to Education and Outreach so was unable to provide staff involvement. A contribution of $5000 was made in 2013 but no other contributions were made.	□	None

Implementation Activity: Prior Lake Outlet (4.2.7.X)

Planned Actions or Activities	Proposed Timeframe	Actual Timeframe	Accomplishments to Date	Progress Rating	Next Steps
4.2.7.1 Page 4-74. Prior Lake Outlet Structure 1. The reconstruction of the Prior Lake Outlet structure project will be completed in 2010. District staff will continue to inspect and maintain the outlet structure. 2. In 2004, the District revised the Outlet Operating Plan to reflect the plans for reconstructing the outlet structure and to minimize the operating restrictions and it was approved by the DNR in 2005. 3. Further revisions may be necessary	2010-2019	2010-2019	Reconstruction of the Prior Lake Outlet Structure was completed in 2010. The Plan is scheduled to be revised in the fall of 2016.	○	Continued operation and maintenance of the structure.
4.2.7.2 Page 4-75. Outlet Channel Restoration and Maintenance 1. The District has been undertaking restoration of the Prior Lake Outlet channel on an ongoing basis to stabilize the channel, improve downstream water quality and improve biotic integrity.	2010-2019	2010-2019	Approximately 45% of the outlet channel had been restored to stabilize the channel and improve water quality to downstream resources before the flooding in 2014. Damage was inventoried after retreat of floodwaters and the District obtained FEMA Public Assistance Funding for repair of banks damaged by the flood. The District will have four construction contracts for outlet channel work resulting from the flood including: debris removal, sediment removal, culvert repairs and bank repairs. Debris removal work has been completed. RFPs for culvert repair and sediment removal are in process.	○	Completion of culvert repairs in the fall of 2016; completion of sediment removal and design of bank repairs in the winter of 2016-17; bank repair work initiation in 2017.

4.2.7.3 Page 4-76. Outlet Channel Hydrologic Monitoring 1. The District will monitor flow and volume to build a hydrologic database for the channel. 2. The District will install telemetry-enabled water depth monitors to give much faster feedback on water conditions in the channel. 3. The District will install in-pipe flow monitoring devices capable of accurate measurements in high-flow conditions.	2010-2019	2010-2019	The District has installed flow monitoring sites along the outlet channel collecting continuous data for more than 5 years. In 2015 the District completed updates and calibration of an XP-SWMM model for the outlet channel.	○	Continue monitoring at long-term monitoring locations and continue to update the XP-SWMM model per new development in the watershed.
4.2.7.4 Page 4-77. Outlet Channel Maintenance 1. The JPA/MOA partners have committed to maintain the channel in a functional state 2. The Lower MN River Watershed District has contracted with Scott County to initiate a study of Dean Lake, which is in line with the Outlet Channel. The District will continue to communicate with both parties regarding the outcome of that study, as well as the upcoming TMDL study.	2012-2019	2012-2019	Ongoing inspection and maintenance of the outlet channel is a substantive undertaking for the District to ensure the channel is functional and can convey flows prescribed by the Joint Powers Agreement. The Dean Lake study was completed and the LMRWD petitioned the MPCA to have it reclassified as a wetland.	○	Continue annual inspection and maintenance.

Indicator symbol for Progress Rating: ☐=not started/dropped ○=on-going progress ✧=completed/target met

Appendix B. Metro Watershed District Performance Standards

LGU Name: **Prior Lake-Spring Lake Watershed District**

Performance Area		Performance Standard	Level of Review	Rating	
	★	High Performance standard	I Annual Compliance	Yes, No, or Value	
	■	Basic practice or statutory requirement	II BWSR Staff Review & Assessment (1/5 yrs)		
		(see instructions for explanation of standards)		YES	NO
Administration	■	Activity report: annual, on-time	I	X	
	■	Financial report & audit completed on time	I		X
	■	Drainage authority buffer strip report submitted on time	I	NA	
	■	eLink Grant Report(s): submitted on time	I	X	
	■	Rules: date of last revision or review	II	2015	
	■	Personnel policy: exists and reviewed/updated within last 5 yrs	II	X	
	■	Data practices policy: exists and reviewed/updated within last 5 yrs	II	X	
	■	Manager appointments: current and reported	II	X	
	■	Consultant RFP: within 2 yrs for professional services	II	X	
	★	Administrator on staff	II	X	
	★	Board training: orientation & cont. ed. plan and record for each board member. Orientation when appointed. Continuing ed at mtgs.	II	X	
	★	Staff training: orientation & cont. ed. plan and record for each staff person	II	X	
	★	Operational guidelines for fiscal procedures and conflicts of interest exist and current	II	X	
	★	Public drainage records: meet modernization guidelines	II	n/a	
Planning	■	Watershed management plan: up-to-date	I	X	
	■	City/twp. local water plans not yet approved	II	3	
	■	Capital Improvement Program: reviewed every 2 yrs	II	X	
	★	Biennial Budget Request submitted on time	II	X	
	★	Strategic plan identifies short-term priorities	II	X	
Execution	■	Engineer Reports: submitted for DNR & BWSR review	II	X	
	■	Total expenditures per year (past 10 yrs)(See Annual Reports)	II	see below	
	★	Water quality trends tracked for key water bodies	II	X	
	★	Watershed hydrologic trends monitored / reported	II		X
Communication & Coordination	■	Website: contains informationas required by MR 8410.0150 Subp. 3a, i.e. as board meeting information, contact information and water plan, among others	II	X	
	■	Functioning advisory committee(s): recommendations on projects, reports, 2-way communication with Board	II	X	
	■	Communication piece: sent within last 12 months	II	X	
		Communication Target Audience:	**Property owners**		
	★	Track progress for I & E objectives in Plan	II	X	
	★	Coordination with County Board, SWCD Board and City/Twp officials	II	X	
	★	Partnerships: cooperative projects/tasks with neighboring organizations, such as counties, soil and water districts, watershed districts and non-governmental organizations	II	X	

2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
1006087	968658	877074	1083986	1411299	1349755	1619005	3158648	850155	1303927

Appendix C. Summary of Survey Results

Survey Overview:

The survey was developed by BWSR staff for identifying information about the local government unit's performance from both board members and staff and from the unit's partner organizations. At BWSR's request, the Prior Lake-Spring Lake WD identified their current board members, staff, and the partner organizations with whom they have an on-going working relationship. BWSR staff invited those people to take the on-line survey and their responses were received and analyzed by BWSR staff. Board members and staff answered a different set of survey questions than the partners. The identity of the survey respondents is unknown to both BWSR and the watershed district.

In this case, 21 board members, staff and advisory committee members, and 26 partner organization representatives were invited to take the survey. Seven (7) board members/staff/advisory committee members responded (33%)—a below average response rate. Of the 25 partners surveyed, nine responded (36%), likewise a below the average response rate for partner organizations. Both sets of responses are included below. Some responses were edited for clarity or brevity.

Board Member and Staff Questions and Responses

How often does your organization use some sort of master plan to guide decisions about what you do? (response percent)	
Always	43
Usually	43
Seldom	14
Never	0

Additional Comments:

Priorities change; managers change.

List your organization's most successful programs and projects during the past 3-5 years.
12/17 Wetland alum treatment in Spring Lake; FEMA support for the 2014 flood
Alum treatment; monitoring program; capital projects
Fish Point Park water quality improvement project; water quality monitoring; biobase vegetation monitoring
Website; community outreach; watershed improvements; outlet channel
Spring Lake alum treatment

Spring Lake alum; Ditch 13 FeCl upgrades; County 12/17 wetland restoration; Fish Lake Park sedimentation pond

What things have helped make these projects and programs successful?
Managers were very supportive of these projects. The 12/17 wetland project would not have been successful without grant funding and the willingness of our partners to see this project through. The alum treatment in 2013 required significant funding from the District's reserve to make it happen--$500K. We hired a good engineering firm to coordinate the treatment and used a very professional company to actually apply the alum. Thanks to our FeCl plant and the expert application, we believe the first treatment has good longevity. Even though the flood happened in 2014 (not within the 3-5 year window), I believe that securing nearly $1 million from FEMA and a $750K grant from the DNR (through legislative efforts) as a great success. The Prior Lake Outlet Channel withstood the flood; however, there was significant structure, tree and bank erosion as a result. Repair started in 2015 and is expected through 2017.
Alum treatment-used sound science and input from multiple partners and citizens. Monitoring-multiple programs within the monitoring program provide valuable data important for making decision; multiple agencies, consultants, staff, and volunteers contribute to this. 12/17 Wetland-used sound science and input from multiple partners; watershed storage was much needed and this is a great project to demonstrate this.
Coordination with other organizations; good communication
Funding, hard work by WD staff
Easily observed improvements in water quality
Staff oversight and direction

During the past 3-5 years, which of your organization's programs or projects have shown little progress or been on hold?
Buck Lake system treatment approach; funding source not identified.
Upstream storage initiatives
Carp seining has been difficult to get; problems like torn nets also. Need more carp seining.
Conservation easement enforcement was previously not consistently enforced until renewed attention was brought to them last year.
Redefining the watershed boundaries; wetland restoration; wetland bank education program

The Farmer-led Council (FLC) had been lagging up until 2015, when our new Project Manager directed her efforts in revitalizing it. Gaining upper watershed storage has been difficult due to unwilling landowners and lack of funding. In the 2017 budget the managers are supporting a feasibility study for a location identified in the Stormwater Management and Flood Mitigation Study as well as funding to move forward.

List the reasons why the organization has had such difficulty with these projects and programs.
Funding sources is our only limiting factor.
Landowner opposition
Carp seiners unwilling to sein carp
Staff turnover; insufficient staff time; staff lacking proper knowledge regarding easements.
Turnover; time management
Redefining the Watershed Boundaries-lack of priority and staff time; Wetland Restoration and Wetland Bank-lack of interest from landowners; Education Program-lack of staff time.
Farmer-led Council-due to staff changes and the fact that involving the agricultural community takes lots of patience and time. Trust needed to be developed, new participants recruited and new goals established with the FLC and our partner, the Scott SWCD. Upper Watershed Storage-many farmers see their land as their children's inheritance and are reluctant to sell any easements. In addition, their land is their livelihood, so compensation must be higher than their losses. The District needs to put together a strong program that rewards farmers for providing storage.

Regarding the various organizations and agencies with which you could cooperate on projects or programs…
List the ones with which you work well already
Scott SWCD; City of Prior Lake
SWCD, City of Prior Lake, Spring Lake Township
City of Prior Lake, WMO, SWCD, Scott County, Spring and Prior Lake Associations, Spring Lake Township
Scott SWCD, Spring Lake Township, City of Shakopee, Shakopee Mdewakanton Sioux community (SMSC), City of Savage, City of Prior Lake, Sand Creek Township

Scott SWCD, City of Prior Lake
City, County, Conservation District, other LGUs
List the ones with which better collaboration would benefit your organization
None
Spring Lake Township
City of Savage; SMSC
Spring Lake Township
City of Shakopee and City of Savage
If you don't know much about your organization's working relationships with partners, enter "I don't know"
I don't know.

What could your organization do that would make you more effective in accomplishing your plan goals and objectives?
Increase levy and staff
Doing a better job of tying the plan together with our budgeting; monthly financial reviews; and the workshop/Board meeting materials.
Resolve funding sources other than grants and property tax levy.
The current Board of Managers did not participate in preparing the Management Plan. I think their involvement in the update will engage them more in long-range planning for the District. Since we had a major turnover of staff and managers, we have all been trying to catch up to where we left off in 2014. This process was complicated by the 2014 flood. We are hopeful now that things have settled down that we will be able to be more strategic in our activities.
Stay on course. With limited staff, we can't always stop and deal with every daily issue that comes up (with residents/managers). And we tend to do that.
More community outreach. Innovative methods that get the public on board.
There was significant staff turnover 1-2 years ago. Now that staff are established, intentional planning should help determine appropriate next steps to accomplish our plan goals and objectives.

How long have you been with the organization you currently serve? (percentage)	
Less than 5 years	71
5 to 15 years	29
More than 15 years	0

Partner Organization Questions and Responses

Question: How often have you interacted with this organization during the past three years? Select the response closest to your experience. (response percent)	
Not at all	0
A few times	11
Several times a year	33
Monthly	44
Almost every week	11
Daily	0

Is the amount of work you do in partnership with this organization…(percent)	
Not enough, there is potential for us to do more together	22
About right	78
Too much, they depend on us for work they should be doing for themselves	0
Too much, we depend on them for work we should be doing ourselves or with others	0

Additional Comments:

None

Based on your experience working with them, please rate the organization as a partner with you in the following areas:					
Performance Characteristic	Rating (percent of responses)				
	Strong	Good	Acceptable	Poor	I don't know
Communication (they keep us informed; we know their activities; they seek our input)	44	11	44	0	0
Quality of work (they have good projects and programs; good service delivery)	33	44	22	0	0
Relationships with Customers (they work well with landowners and clients)	22	33	11	11	22
Initiative (they are willing to take on new projects; try new ideas)	44	22	11	0	22
Timelines/Follow-through (they are reliable and meet deadlines)	44	11	33	11	0

How is your working relationship with this organization? (percent)	
Powerful, we are more effective working together	33
Strong, we work well together most of the time	33
Good, but it could be better	22
Acceptable, but a struggle at times	11
Poor, there are almost always difficulties	0
Non-existent, we don't work with this organization	0

Comments from Partners about their working relationship with the PLSLWD:

-They contact me mainly with grant administration related questions or concerns. I have not been part of their technical implementation team. As they begin plans for updating watershed management plan, I anticipate more involvement with the technical advisory group in the planning process.

Do you have additional thoughts about how the "subject" organization could be more effective?
Open houses, refrigerator magnet cards
Sometimes it takes a long time for them to make decisions, but that often happens because they don't know if funding is available.
Even though I work with them often, I don't have a sense of the work that they're doing unlike other districts I work with. They need to communicate their work better.

How long have you been with the organization you currently serve? (percentage)	
Less than 5 years	33
5 to 15 years	44
More than 15 years	22

Appendix D. PLSLWD Comment Letter

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

Level II Performance Review
PLSLWD Comments
11/17/16

General Comments

When first contacted by BWSR to conduct a PRAP, managers and staff requested a delay, due to an unprecedented number of other agency reports required this year (such as MS4 and grant audits) and the extensive amount of project work the District was engaged in. Although BWSR did not allow the District to opt-out of the Review this year, staff is appreciative of BWSR's willingness to extend the deadlines of when data reporting and report review were due.

Key Findings and Conclusions Page iv.

- First sentence seems harsh. The District experienced a reorganization and with the appointment of new managers and hiring staff, the District now has the capacity to continue its work on programs and projects. (This language is also repeated in General Conclusions on page 5)
- BWSR did not take into account that a little more than a month after the new District Administrator was hired, the District experienced the equivalent of a 250-500 year flooding event and had to focus the efforts of its entire staff of three in a large effort to respond to the public, identify and quantify damages and engage with FEMA and the State Legislature to fund major repairs. In addition to these efforts, the District invested considerable staff time and financial resources to implement an extensive Stormwater Management and Flood Mitigation Study with its partners that was inspired by the flood and is nearing completion after two years.
- City water plan updates. We understand that those updates are required by law; however, watershed districts are limited in their abilities to secure those updates.

Findings

Page 2 Plan Implementation

Water quality goals should be explicitly defined as district goals for these resources. We will be more clear about this on our website. As you know, we have TMDLs for Spring and Upper Prior and they are considered our goals. We will also have TMDLs for Pike and Fish Lakes in a few months. We will be more clear about stating these goals on our website.

Page 3 Performance Standards

Late audit. The District's new staff did not realize that the District's auditor did not transmit the 2014 audit to BWSR. The audit itself was completed on time by state law. Since that time, the auditor is now required by the District to transmit it to BWSR.

Appendix E. Program Data

Time required to complete this review

Prior Lake – Spring Lake Watershed District Staff: 41.5 hours

BWSR Staff: 46 hours

Schedule of Level II Review

BWSR PRAP Performance Review Key Dates

- July 12, 2016: PRAP Intro to Board of Managers and Staff
- August 4-August 31, 2016: Survey of Managers, staff and partners
- October 11, 2016: Presentation of Draft Report to Board of Managers and Staff
- November 21, 2016: Transmittal of Final Report to Prior Lake-Spring Lake River Watershed District

NOTE: BWSR uses review time as a surrogate for tracking total program costs. Time required for PRAP performance reviews is aggregated and included in BWSR's annual PRAP report to the Minnesota Legislature.