BOARD OF MANAGERS:
Curt Hennes, President; Marianne Breitbach, Vice President;
Charlie Howley, Secretary; Woody Spitzmueller, Treasurer; Fred Corrigan, Manager
Note: Indicated times are estimates; actual times may vary considerably. 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 – Wagon Bridge Conference Room (Downstairs)

1. Final Budget Discussion
2. Northland Securities Investment Options

6:00 – 6:05 PM 1.0 BOARD MEETING CALL TO ORDER & PLEDGE OF ALLEGIANCE

6:05 – 6:10 PM 2.0 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, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

6:10 – 6:15 PM 3.0 APPROVAL OF AGENDA (Additions/Corrections/Deletions)

PUBLIC HEARING 2017 PRELIMINARY BUDGET****
• 2017 Budget—Resolution 16-307
• 2017 Levy—Resolution 16-308

6:25 – 6:30 PM 4.0 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.
4.1 Meeting Minutes: August 9th Board Meeting and Workshop and August 23rd Workshop (3 attachments)
4.2 CAC Minutes (1 attachment)

6:30 – 6:40 PM 5.0 TREASURER’S REPORT
5.1 Claims List (Vote) (1 attachment)
5.2 Cash & Investments (Discussion Only) (1 attachment)
5.3 Financial Report (Discussion Only) (2 attachments)

6:40 – 7:45 PM 6.0 OTHER OLD/NEW BUSINESS
6.1 Manager Presentations (Discussion Only)
6.2 Programs & Projects Update (Discussion Only) (1 attachment)
6.3 South Hamilton Estates Conservation Easement Amendment Request (Cauley) (Vote) (1 attachment)
6.4 Education and Outreach Plan Update (Discussion Only) (1 attachment)

7.0 UPCOMING MEETING/EVENT SCHEDULE
• CAC MEETING FROM 6:30-8:00 P.M. ON THURSDAY, SEPTEMBER 29
Resolution 16-307
Adopting the 2017 Budget

WHEREAS the Prior Lake-Spring Lake Watershed District (PLSLWD) is a watershed management organization and political subdivision of the State of Minnesota established under and operating with powers and purposes set forth at Minnesota Statutes Chapters 103B and 103D;

WHEREAS the PLSLWD has an approved watershed management plan under Minnesota Statutes Section 103B.231;

WHEREAS the PLSLWD Board of Managers (“Board”) prepared a proposed budget for 2017 and on September 13, 2016, with due notice in accordance with Minnesota Statutes Section 103D.911, held a public hearing on the budget at which time all interested parties had an opportunity to address the Board; and

WHEREAS the Board has considered the expressed views of all interested parties, the priorities for PLSLWD action in 2017, and the fiscal effects of PLSLWD expenditures on taxpayers;

THEREFORE, BE IT RESOLVED that the Board hereby adopts a budget of $1,383,728 for 2017, as follows:

- General Fund: $173,050
- 509 Implementation Fund: $1,049,303
- Debt Service Fund: $161,375

The question was on the adoption of the Resolution and there were ___ yeas and ___ nays as follows:

Yea   Nay   Absent

BREITBACH  
CORRIGAN  
HENNES  
SPTZMUELLER  
HOWLEY

Upon vote, the chair declared the resolution adopted.

___________________________________________  Dated: _________________, 2016
Charles Howley, Secretary

* * * * * * * * * *
Resolution 16-308
Certifying the 2017 Administrative and Metropolitan Water Management Tax Levy

WHEREAS the Prior Lake-Spring Lake Watershed District (PLSLWD) is a watershed management organization and political subdivision of the State of Minnesota established under and operating with powers and purposes set forth at Minnesota Statutes Chapters 103B and 103D;

WHEREAS the PLSLWD has an approved watershed management plan under Minnesota Statutes Section 103B.231;

WHEREAS the PLSLWD Board of Managers ("Board"), following due notice and public hearing, by Resolution 16-307 adopted a 2017 budget of $1,383,728;

WHEREAS Minnesota Statute Section 103D.905, subdivision 3, authorizes the PLSLWD to levy an ad valorem tax on real property within the PLSLWD for the administrative expenses of the District not to exceed $250,000.00;

WHEREAS Minnesota Statutes Section 103B.241, subdivision 1, authorizes the PLSLWD to levy an ad valorem tax on real property within the PLSLWD sufficient to pay the increased costs to the PLSLWD to prepare and implement its watershed management plan;

THEREFORE, BE IT RESOLVED that in accordance with Minnesota Statutes Section 103D.915, the Board hereby approves and certifies to the Scott County Auditor an ad valorem levy in the total amount of $1,310,000 to be levied on all taxable property within the PLSLWD, composed of the following:

- $70,000 for the General Fund under authority of Minnesota Statutes Section 103D.905, subdivision 3;
- $1,240,000 to implement the watershed management plan under Minnesota Statutes Section 103B.241, consisting of:
  - $1,080,000 for the general projects and programs of the PLSLWD; and
  - $160,000 for the Debt Service Fund for repayment of bonds issued by the PLSLWD under authority of Minnesota Statutes Section 103D.335, subdivision 1.

Res. 16-308
September 2016
The question was on the adoption of the Resolution and there were __ yeas and __ nays as follows:

<table>
<thead>
<tr>
<th></th>
<th>Yea</th>
<th>Nay</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>BREITBACH</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CORRIGAN</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HENNES</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPITZMUELLER</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOWLEY</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Upon vote, the chair declared the resolution adopted.

<table>
<thead>
<tr>
<th></th>
<th>Dated: ________________, 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles Howley, Secretary</td>
<td></td>
</tr>
</tbody>
</table>
WORKSHOP MEETING MINUTES
Tuesday, August 9, 2016
Prior Lake City Hall

Members Present: Curt Hennes, Woody Spitzmueller, Charlie Howley, Fred Corrigan & Marianne Breitbach

Staff Present: Diane Lynch, District Administrator and Jaime Rockney, Water Resources Specialist

Others Present: Barbara Marschall, Scott County Commissioner, Glenn Kelley, Spring Lake Township Supervisor and Chris Schadow, Messerli and Schadow, District Accountant

The meeting was called to order by Curt Hennes, Board President, at 4:03 p.m.

Budget Planning Session
Managers reviewed a revised draft 2017 budget. They made the following recommendations:
  • Add $1000 to research district boundary signs under MS4 Education Program
  • Include a carryover of $110,000 for Spring Lake alum treatment from 2016
  • Approximately $34,000 should be added for Carp Management recommendations from EOR for Upper Prior In-lake Management

At the recommendation of Ms. Marschall, staff will prepare “talking points” which the managers can use to explain the District’s levy increase.

Vegetation Spot Survey Results for Upper and Lower Prior
Ms. Rockney and Ms. Lynch reviewed the results of a survey conducted by Steve McComas, Blue Water Science. He was hired by the City and the District to sample three areas. Mr. McComas decided to survey an additional three areas, at no extra charge. He indicated that the dominant plants in all 6 areas were native plants. When Eurasian watermilfoil was present, the density varied—heavy growth was found in patches rather than continuous threads. He provided some suggestions on what residents could do to manage the vegetation.

The meeting adjourned at 5:55 p.m.

____________________________
Charlie Howley, Secretary
CALL TO ORDER/PLEDGE OF ALLEGIANCE: Meeting called to order by President Hennes at 6:05 PM.

2.0 PUBLIC COMMENT: None

3.0 APPROVAL OF AGENDA:
Manager Breitbach moved to approve the agenda after item 6.6 (South Hamilton Estates Conservation Easement) was added. Second by Manager Corrigan. All ayes. Motion passed 5-0.

4.0 CONSENT AGENDA:
Manager Breitbach moved to approve the consent agenda. Second by Manager Howley. All ayes. Motion passed 5-0.

5.1 CLAIMS LIST:
Manager Spitzmueller moved to approve the claims list. Second by Manager Breitbach. All ayes. Motion passed 5-0.

5.3 & 5.4 CASH & INVESTMENTS/FINANCIAL REPORT
Manager Spitzmueller gave an update/overview of cash and finances.
OTHER OLD/NEW BUSINESS

• 6.1 MANAGER PRESENTATIONS
  Board of Managers gave brief comments about different liaison meetings they have attended in the last month.

• 6.2 PROGRAMS & PROJECTS UPDATES
  Staff gave verbal updates on current and future projects.

• 6.3 ARCTIC LAKE PRESENTATION
  Scott Walz, Scott Soil and Water Conservation District, gave an update and presentation on the Arctic Lake Restoration Project.

• 6.4 EOR’S IN-LAKE PHOSPHORUS MANAGEMENT RECOMMENDATIONS
  Brett Emmons, EOR, gave an overview of their analysis, findings and recommendations for Upper Prior Lake. Mike Myser, resident and former Mayor, made a public comment supporting taking action on Upper Prior Lake. No vote taken.

• 6.5 MOA FOR WATER QUALITY PROJECTS: INDIAN RIDGE CIRCLE SE AND FAIRLAWN SHORES TRAIL SE
  Manager Spitzmueller moved to approve the Memorandum and Agreement for both of the water quality projects. Second by Manager Breitbach. All ayes. Motion passed 5-0.

• 6.6 SOUTH HAMILTON ESTATES CONSERVATION EASEMENT
  Manager Corrigan moved to accept the change to the original amendment request approved at the May 10, 2016 board meeting, to add an additional four lots. Second by Manager Howley. All ayes. Motion passed 5-0.

• 7.0 UPCOMING MEETINGS/EVENT SCHEDULE
  o CAC MEETING FROM 6:30-8:00 PM, THURSDAY, AUGUST 25

ADJOURNMENT
Manager Spitzmueller moved to adjourn meeting. Second by Manager Breitbach. Meeting adjourned at 7:45 PM.

___________________________
Charlie Howley, Secretary
WORKSHOP MEETING MINUTES
Tuesday, August 23, 2016
Prior Lake City Hall

Members Present: Curt Hennes, Woody Spitzmueller, Charlie Howley, Fred Corrigan & Marianne Breitbach

Staff Present: Diane Lynch, District Administrator
Others Present: None

The meeting was called to order by Curt Hennes, Board President, at 4:05 p.m.

Budget Planning Session
Managers reviewed a revised draft 2017 budget. They made the following recommendations:

- Add $1000 to research district boundary signs under MS4 Education Program
- Include a carryover of $110,000 for Spring Lake alum treatment from 2016
- Approximately $34,000 should be added for Carp Management recommendations from EOR for Upper Prior In-lake Management

At the recommendation of Ms. Marschall, staff will prepare “talking points” which the managers can use to explain the District’s levy increase.

The meeting adjourned at 5:55 p.m.

Charlie Howley, Secretary
Prior Lake-Spring Lake Watershed District
Citizen Advisory Committee (CAC)

Thursday, August 25, 2016
Prior Lake City Hall

Our 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.

The Prior Lake-Spring Lake Watershed District Citizen Advisory Committee (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 address the current issues of concern of the local citizens.

CAC Members present: Steve Pany and Jodi See
Others present: Marianne Breitbach, PLSLWD Manager; Diane Lynch, District Administrator. Residents: Lois Collier, Karen Bubb, Larry Schulze, Theresa Feldman and Harry and Janine Alcorn.

I. Meeting called to order at 6:30pm
II. Agenda approved
   a. No additions
III. Watershed District Projects updates/Discussion topics

1. Surface Floating Algae, Lower Prior Lake. Testing/Solutions
   • The residents introduced themselves and voiced their concerns about vegetation in Shady Beach
   • Key concerns included: pipe from the ponds is discharging into the bay; broken limbs and trees are in the lake; sediment disposition from the nearby development and the contribution of the city’s lots
   • Residents would like the city to dredge. The City could also plant its shoreline
   • Diane and Marianne will set up a meeting with them and the City to review their concerns on-site

2. No Legislative Special Session
   • The IR and DFL cannot agree on the agenda, so there will not be one

3. Flood Study Update
   • The City and District staffs will review another Study draft and meet soon
   • The policymakers will meet on 9/26 to discuss

4. Fall Cleanup Event Date
- The Clean Water-Clean Up is scheduled for October 30 at Sand Point Beach Park

5. Upper Prior Carp Removal
   - Diane indicated that carp management will need to occur before an alum treatment will be cost effective
   - The Board is considering funding this in its 2017 budget

6. Carp Seining Schedule
   - There will be a fall seining on Upper Prior to test the area for obstructions and to do initial removals
   - There will be winter seins on both Upper Prior and Spring Lake, depending upon ice conditions and commercial fishermen availability

7. Citizen Carp Fishing
   - There could be a contest on a given weekend
   - People would receive recognition for the largest poundage
   - Dumpsters would be provided

8. Water Quality Improvement Award
   - The deadline of September 15 is fast approaching and no applications have been received

9. Other
   - The EPA has approved a change in the water quality standard for Spring Lake from 40 micrograms per liter to 60 micrograms per liter, due to the sediment core sample which indicated that historically Spring was always around the 60 level

IV. Comments, suggestions, questions
   None

V. Meeting adjourned 8:00 p.m.
Managers will consider approving this claims list - Staff payroll and Manager per diems have already been paid via ADP. After the managers vote, two Managers will sign checks within three days of the meeting for approve claims. Then, staff will US mail checks (written on the Klein Bank) to the claims list parties. Staff will request that all vendors provide information on their invoices to fit into the categories below.

### 1. Watershed District Projects (excluding staff payroll)

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Invoice</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applied Ecological Services</td>
<td>33861</td>
<td>Seg 1 7 CR 16 Management</td>
<td>493.00</td>
</tr>
<tr>
<td>Applied Ecological Services</td>
<td>33832</td>
<td>CR 12 Wetland Restoration</td>
<td>580.50</td>
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<tr>
<td>Blue Water Science</td>
<td>10040</td>
<td>Aquatic Plant Evaluation</td>
<td>1,100.00</td>
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<tr>
<td>BWSR Academy</td>
<td>00758-0016</td>
<td>Registration Fee</td>
<td>123.00</td>
</tr>
<tr>
<td>EOR</td>
<td>00758-0084</td>
<td>CR 12/17 Wetland Vegetation</td>
<td>588.75</td>
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<tr>
<td>EOR</td>
<td>00758-0096</td>
<td>Lower Prior Protection CWP Implementation</td>
<td>1,647.52</td>
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<tr>
<td>EOR</td>
<td>00758-0106</td>
<td>Upper Prior In Lake P Management</td>
<td>3,015.75</td>
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<tr>
<td>Gopher State One Call</td>
<td>6071253</td>
<td>July</td>
<td>2.70</td>
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<tr>
<td>Gopher State One Call</td>
<td>6051253</td>
<td>May</td>
<td>1.35</td>
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<tr>
<td>Gopher State One Call</td>
<td>6041247</td>
<td>April</td>
<td>1.45</td>
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<tr>
<td>Lake State Realty Services, Inc.</td>
<td>16045</td>
<td>Appraisal, Reed Beckler Property</td>
<td>2,800.00</td>
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<tr>
<td>Platypus</td>
<td>324475</td>
<td>Lab Analysis</td>
<td>765.00</td>
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<tr>
<td>RMB</td>
<td>326232</td>
<td>Lab Analysis</td>
<td>355.00</td>
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<td>RMB</td>
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<td>RMB</td>
<td>326970</td>
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<td>340.00</td>
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<td>RMB</td>
<td>323028</td>
<td>Lab Analysis</td>
<td>255.00</td>
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<tr>
<td>RMB</td>
<td>321536</td>
<td>Lab Analysis</td>
<td>355.00</td>
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<tr>
<td>RMB</td>
<td>323026</td>
<td>Lab Analysis</td>
<td>270.00</td>
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<tr>
<td>Smith Partners</td>
<td>38194</td>
<td>Permitting</td>
<td>682.72</td>
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<tr>
<td>Smith Partners</td>
<td>38193</td>
<td>Water Resources Plan</td>
<td>184.50</td>
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<tr>
<td>WSB</td>
<td>03032-010 12</td>
<td>Carp Project</td>
<td>928.25</td>
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<tr>
<td>Xcel</td>
<td>514192571</td>
<td>August Statement</td>
<td>14.17</td>
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<tr>
<td>Your Boat Club</td>
<td>33546</td>
<td>August Statement</td>
<td>51.89</td>
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**Total:** 21,063.99

### 2. Outlet Channel - JPA/MOA (excluding staff payroll)

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Invoice</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>EOR</td>
<td>00758-0111</td>
<td>PLOC FEMA Bank Repair Management</td>
<td>34.75</td>
</tr>
<tr>
<td>EOR</td>
<td>00758-0109</td>
<td>PLOC FEMA Culvert Repairs</td>
<td>2,426.50</td>
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<tr>
<td>EOR</td>
<td>00758-0108</td>
<td>PLOC EX SWMM</td>
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<tr>
<td>EOR</td>
<td>00758-0102</td>
<td>PLOC Seg 5 Sediment Removal</td>
<td>3,313.84</td>
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<tr>
<td>EOR</td>
<td>00758-0036</td>
<td>PLOC JPA Engineering Assistance</td>
<td>903.50</td>
</tr>
<tr>
<td>Messerli &amp; Schadow</td>
<td>38195</td>
<td>August Statement</td>
<td>1,328.75</td>
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**Total:** 7,431.61

### 3. Payroll, Office and Overhead

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<tr>
<th>Vendor</th>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>ADP Manager Per Diems</td>
<td>Already Paid</td>
<td>999.37</td>
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<tr>
<td>ADP Staff Payroll</td>
<td>Already Paid</td>
<td>17,036.46</td>
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<tr>
<td>ADP Taxes &amp; Benefits</td>
<td>Already Paid</td>
<td>10,927.17</td>
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<tr>
<td>BCBs</td>
<td>Health Insurance</td>
<td>2,311.45</td>
</tr>
<tr>
<td>Bufflehead Web</td>
<td>On Site Support/Video Card</td>
<td>161.00</td>
</tr>
<tr>
<td>Connexus Credit Union</td>
<td>Health Savings Account</td>
<td>115.38</td>
</tr>
<tr>
<td>HSA Bank</td>
<td>Health Savings Account</td>
<td>115.38</td>
</tr>
<tr>
<td>HealthPartners</td>
<td>Dental Insurance</td>
<td>278.70</td>
</tr>
<tr>
<td>Iceberg Web Design</td>
<td>Website Hosting</td>
<td>19.99</td>
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<tr>
<td>Messerli &amp; Schadow</td>
<td>August Statement</td>
<td>2,994.75</td>
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<tr>
<td>NCPERS</td>
<td>Life Insurance</td>
<td>80.00</td>
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<tr>
<td>Wells Fargo</td>
<td>Health Savings Account</td>
<td>346.14</td>
</tr>
</tbody>
</table>

**Total:** 35,385.79

### 4. Debt repayment and Interest

**Total:** 63,881.39
# Projects Update

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>LAST MONTH’S STAFF ACTIVITIES</th>
<th>NEXT STEPS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ferric Chloride Feed System Redesign</strong></td>
<td>• Ordered new manhole cover</td>
<td>• Install new manhole cover</td>
</tr>
<tr>
<td><em>Ferric Chloride System (Class 550)</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Project Lead: Jaime</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CR 12/17 Wetland Restoration</strong></td>
<td>• Identified and marked location to move larger sign.</td>
<td>• Move the large sign to a better viewpoint from CR 12 &amp; 17.</td>
</tr>
<tr>
<td><em>Upper Watershed Volume Reduction Grant (741)</em></td>
<td>• Discovered faulty outlet structures and alerted County.</td>
<td>• Continue to work with County &amp; City on resolving punchlist items.</td>
</tr>
<tr>
<td><em>Project Lead: EOR/Maggie</em></td>
<td>• Spot treated cattails and invasive species onsite.</td>
<td>• Spot herbicide this fall</td>
</tr>
<tr>
<td><strong>Lower Prior Lake Diagnostic Study Implementation</strong></td>
<td>• Move the large sign to a better viewpoint from CR 12 &amp; 17.</td>
<td>• Prescribed burn in spring</td>
</tr>
<tr>
<td><em>LPDS Grant (Class 743)</em></td>
<td>• Continue to work with County &amp; City on resolving punchlist items.</td>
<td></td>
</tr>
<tr>
<td><em>Project Lead: EOR/Maggie</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Carp Management</strong></td>
<td>• Identified additional management strategies for aggressive Upper Prior Lake treatment, including PIT tagging.</td>
<td>• Coordinate electrofishing events for Upper Prior Lake &amp; Spring Lake.</td>
</tr>
<tr>
<td><em>In Lake Management (Class 611)</em></td>
<td>• Connected with the Prior Lake High School Eco Club who would like to volunteer for events.</td>
<td>• Plan for open water seine on Upper Prior Lake.</td>
</tr>
<tr>
<td><em>Project Lead: Amy &amp; Maggie</em></td>
<td></td>
<td>WSB will continue to track the radio-tagged carp.</td>
</tr>
<tr>
<td><em>Carp Management Project (Class 747)</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td><em>Project Lead: Maggie</em></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Clean Water Fund Grants: Fish Point Park</strong></td>
<td>• Drafted two interpretive signs that will be located by the iron sand filter and the pond.</td>
<td>• Plant trees/shrubs this fall. May include a volunteer event.</td>
</tr>
<tr>
<td><em>Fish Point Park (Class 745)</em></td>
<td>• Continued to work with Didion on wrapping up punch list items and vegetation maintenance obligations.</td>
<td>• Order and install educational signs for site.</td>
</tr>
<tr>
<td><em>Project Lead: Diane &amp; Maggie</em></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Projects Update

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>LAST MONTH’S STAFF ACTIVITIES</th>
<th>NEXT STEPS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Site Specific Standard</strong></td>
<td>• EPA approved the Spring Lake Site Specific Standard</td>
<td></td>
</tr>
<tr>
<td>Project Lead: Jaime</td>
<td>• Article in SW Newspaper</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>H&amp;H Study</strong></td>
<td>• Revised draft from Barr</td>
<td>• Finish reviewing drafts</td>
</tr>
<tr>
<td>Project Lead: Diane &amp; Maggie</td>
<td>• Staff will review and recommend revisions 9/9</td>
<td>• Plan for the September 26 Policymakers meeting</td>
</tr>
<tr>
<td></td>
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</tr>
</tbody>
</table>
## Operations Update

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>LAST MONTH’S STAFF ACTIVITIES</th>
<th>NEXT STEPS</th>
</tr>
</thead>
</table>
| Monitoring  
Monitoring and Data Acquisition (Class 637)  
Project Lead: Jaime | • Collected 22 stream samples (11 sites, 2x/mo)  
• Took 10 flow measurements  
• Downloaded 15 level loggers  
• Collect CAMP samples from volunteers | • Collect stream samples  
• Take flow measurements  
• Download level loggers |
| Ferric Chloride System Operations  
Ferric Chloride System (Class 611)  
Project Lead: Jaime | • Collected 8 stream samples (2 sites, 4x/mo)  
• Inspected station 3x/week  
• Downloaded Ultrasonic Distance Sensor  
• Completed monthly DMR report | • Collect stream samples  
• Take flow measurements  
• Inspect station 3x/week  
• Download level loggers |
| Permitting  
Regulation (Class 648)  
Project Lead: Maggie | • Met with Wright Homes to determine next steps to close out 05.15 permit.  
• Developed Lawn Aeration Program to meet soil mitigation requirements for old permits in order to close them out. Sent flyers to 200+ landowners.  
• Completed permit inspections, including active 16.01 Manitou Road project. | • Continue to inspect, follow-up on and close remaining open permits. |
| BMP Inspections  
Regulation (Class 648)  
Project Lead: Maggie | • Sent pre-inspection letters out to 22 landowners.  
• Conducted 8 BMP easement inspections.  
• Met with three landowners to resolve easement violations and/or answer questions.  
• Sent draft easement amendment, agreement, and mortgage consent forms to landowners of A722055.  
• Reviewed amendment request for Nick Cauley for A722055.  
• Continued to monitor two encroachment violations from development projects in the City of Savage adjacent to two of the District’s easements. | • Review amendment requests as they are received.  
• Create baseline documentation for each conservation easement property.  
• Continue to contact and meet with easement landowners to communicate easement restrictions and address any violations. |
<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>LAST MONTH’S STAFF ACTIVITIES</th>
<th>NEXT STEPS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Citizen Advisory Committee</strong></td>
<td>– CAC met on August 25. Several landowners attended in Watzl’s beach area concerned about algae growth</td>
<td>– Next CAC meeting is scheduled for September 29</td>
</tr>
<tr>
<td><strong>Education and Outreach (Class 652)</strong></td>
<td>– 3 applications for the Water Quality Improvement Award have been received</td>
<td></td>
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<tr>
<td><strong>Project Lead: Diane</strong></td>
<td>– involvement with the Carp Tournament</td>
<td></td>
</tr>
<tr>
<td><strong>Website and Media</strong></td>
<td>– Website articles posted—Aquatic vegetation; low flow gate opened and Prior Lake vegetation survey results</td>
<td>– Continue writing posts and updates about projects</td>
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<tr>
<td><strong>Education and Outreach (Class 652)</strong></td>
<td>– Facebook: Invasive species of the week: Brazilian elodea; emerald ash borer; purple loosestrife and Eurasian water milfoil. Other AIS: Stop aquatic hitchhikers. State Fair: EcoExperience. General: don’t overwater lawn; keep lead out of water. Low flow gate opened and WQ Improvement Award Announcement</td>
<td>– Will tweet and/or update Facebook about projects and news. Design educational signs for Spring Lake Parcel location.</td>
</tr>
<tr>
<td><strong>Project Lead: Diane</strong></td>
<td>– Twitter: Learn about duckweed; lawn overwatering; low-flow gate; purple loosestrife; stop aquatic hitchhikers and Eurasian Watermilfoil</td>
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<td></td>
<td>– Article in Aug/Sept. SCENE: Aquatic plants</td>
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<td></td>
<td>– Articles in PLA: WQ Improvement Award and Spring Lake WQ Standards Change</td>
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<tr>
<td><strong>Cost Share Program</strong></td>
<td></td>
<td>– Ongoing outreach to urban and rural landowners thru the SWCD</td>
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<tr>
<td><strong>Land Mgmt (Class 611)</strong></td>
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<tr>
<td><strong>Project Lead: Diane</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Aquatic Vegetation Management and Surveys</strong> (Class 626 and 637)</td>
<td>– Finished summer BioBase mapping</td>
<td>– Reports to come</td>
</tr>
<tr>
<td><strong>Project Lead: Jaime</strong></td>
<td>– Summer vegetation surveys completed on 7 lakes and a few bays in Prior Lake.</td>
<td></td>
</tr>
</tbody>
</table>
# Operations Update

<table>
<thead>
<tr>
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</table>
| Planning (Class 626) and Admin (Class 405)  
Project Lead: Diane | • Weekly Staff Meetings  
• Met with new HAB (Alum Treatment Company) business development mngr.  
• Met w/SWCD to plan Outdoor Ed Days water monitoring station | • Finish 2017 budget revisions |
## Outlet Structure and Channel

<table>
<thead>
<tr>
<th>Activity</th>
<th>Last Month’s Staff Activities</th>
<th>Next Steps</th>
</tr>
</thead>
</table>
| **Prior Lake Outlet Channel**         | • Maintained and downloaded auto level logger  
• Conducted channel Inspections  
• Planning for outlet pipe maintenance  
• Opened low-flow gate                | • Smooth manhole benches and fix exposed rebar  
• Channel Inspections  
• Maintain and download auto level logger  
• Fill sand at outlet structure in pine trees |
| **Gonyea Culvert, Kes Field Crossing and Pike Lake Park (FEMA)**  
Project Lead: Maggie              | • Sent out Request for Quotes to contractors.  
• Contacted City of Prior Lake to start permit process. | • Quotes from contractors due September 16.  
• Review quotes and select contractor.  
• Obtain necessary permits. |
| **Channel Bank Erosion (FEMA)**      | • EOR updated the conditions model to appropriately plan for upcoming bank erosion work.  
• Met with Army Corps to discuss permit process. | • Apply for Army Corps permit.  
• EOR to bring conditions model back to TAC for discussion prior to bidding out engineering services.  
• Anticipate bidding out construction work this fall/winter. |
| **Downed Trees & Sediment Delta (FEMA)**  
Project Lead: Maggie              | • Met with City of Shakopee to discuss sediment delta project.  
• Updated bid documents to include City comments and new information. | • Re-bid sediment delta project in September/October. Project to be completed this winter to avoid damage to trails. |
| **JPA/MOA & TAC Meetings & Admin**  
Project Lead: Diane & Jaime         | • Carl is updating the XPSWMM model to generate design flows for the FEMA bank repair work. | • Cooperator meeting to review and approve budget in September. |
<table>
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</tr>
</thead>
<tbody>
<tr>
<td>Invasive Species Removal</td>
<td>• N/A</td>
<td>• Fall treatment in channel buffer</td>
</tr>
<tr>
<td>Project Lead: Jaime</td>
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<tr>
<td>MS4 Permit</td>
<td>•</td>
<td>• MS4 procedures will be finalized with assistance from WSB</td>
</tr>
<tr>
<td>Project Lead: Diane</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PLOC Easements</td>
<td>• Reviewed appraisal for Beckler property and met with landowner to discuss potential easement purchase.</td>
<td>• Meet with Reed Beckler again to negotiate purchase price.</td>
</tr>
<tr>
<td>Project Lead: Maggie &amp; Diane</td>
<td>• Sent out Request for Bids for Muhlenhardt survey.</td>
<td>• Engage a surveyor for Muhlenhardt property.</td>
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<td></td>
<td>• Continue negotiations with other landowners in Segements 4 and 7B.</td>
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<tr>
<td></td>
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<td>• Continue to identify necessary easement amendments with other PLOC landowners.</td>
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</tbody>
</table>
MEMORANDUM

TO:         PLSLWD BOARD OF MANAGERS
FROM:    MAGGIE KARSCHNIA, WATER RESOURCES PROJECT MANAGER
SUBJECT:    CONSERVATION EASEMENT #A722055 AMENDMENT REQUEST UPDATE
DATE:         SEPTEMBER 8, 2016

BACKGROUND

On May 10th, 2016, the Board of Managers approved the Easement Amendment Request submitted by the landowners of 7 out of the 11 parcels of Conservation Easement #A722055 to reduce their conservation easement width from 30 feet to 5 feet by installing an infiltration trench as an alternative best management practice. At that time, the landowners of the remaining 4 parcels were working together on a separate amendment request.

On August 9th, 2016, the Board of Managers voted to accept a request to add the 4 remaining parcels to the approved amendment request, subject to the same terms and restrictions as the original approval. This created one unified amendment request for the entire conservation easement to be processed together.

REQUEST TO MODIFY AMENDMENT REQUEST FOR LOT #2

As the representative for the homeowners who submitted the approved Easement Amendment Request, Craig Heitkamp has provided correspondence to the District to formally request that the landowners of Lot #2, Jessica & Nick Cauley, be permitted an alternative amendment option. Instead of installing the infiltration trench, Jessica & Nick would like to rearrange the configuration of their existing 30-foot wide easement area to another area on their property.

The landowners discussed this option with staff in March at a meeting on their property. The location where they would like to move the easement area is in an existing swale that receives stormwater from the property to the east. The District Engineer’s opinion was that the conservation benefits would increase by allowing the easement area to be moved to this location. Although the landowners did not express interest in moving forward with this option at the amendment request brought to the May and August board meetings, the landowners would like this option considered now.
REQUESTED ACTION

The Easement Amendment Request for Conservation Easement #A722055 was initially reviewed and approved by the Board at its meeting on May 10, 2016 and the additional four lots were added by approval of the Board at its meeting on August 9, 2016. The landowners are now formally requesting Lot #2 be allowed to forgo the infiltration trench option and instead move their existing easement area to a different area on their property. The Board may choose to do one of the following:

1. Approve the alternative easement amendment option for Lot #2 subject to the conditions listed below.
2. Move to delay the decision if more information is required.
3. Deny the request, stating reasons for the denial.

Staff recommends that the Board move to approve the request for the alternative easement amendment option for Lot #2 (option #1) subject to the following conditions:

1. The new area must be surveyed in the location generally depicted on the attached map. The surveyor must verify in writing that the same total acreage being removed from the original easement is the same amount being incorporated into the new easement area.
2. If the landowners of Lot #2 choose to restore the area on their own (as opposed to using a contractor), they must follow the University of Minnesota guidelines (http://www.extension.umn.edu/garden/yard-garden/landscaping/establishing-and-maintaining-a-prairie-garden/) with the following additional instructions:
   a. A good layer of weed-free straw or erosion control blanket must be used after ground disturbance to minimize erosion.
   b. Seed mixes and/or live plants must only include species native to Minnesota.
   c. The second procedure for Site Preparation under UMN guidelines will not be used, as erosion is a concern at this site.
3. Installation of the buffer in the new easement area must be substantially complete no later than June 1, 2017 and is subject to inspection by PLSLWD staff.
“Our 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.”

Prepared By:
Diane Lynch,
District Administrator
**Executive Summary**

The purpose of the Prior Lake-Spring Lake Watershed District’s (PLSLWD) education and outreach program is to meet the requirements of the MS4 permit for the Prior Lake Outlet Channel (PLOC) and improve understanding of local water resources and practices among all stakeholders in the District.

In 2015-16, the education and outreach program will include coordinated efforts with the City of Prior Lake, Scott County Clean Water Education Program (SCWEP—managed by the Scott County Soil and Water Conservation District) and the Scott County Soil and Water Conservation District (SWCD) to implement a community-wide approach to develop an understanding of local water resource issues and outcomes, with special emphasis on flooding, phosphorus reduction and illicit discharge.

**Background and Overview**

In 2014, the District’s Outreach Specialist resigned from her position and that position has not been filled. The District’s new District Administrator (May 2014) will coordinate all outreach and education activities, with the assistance of program staff. The District will partner with the Scott Soil and Water Conservation District, Scott Clean Water Education Program and the City of Prior Lake to help meet its education and outreach responsibilities as an MS4. The District’s Citizen Advisory Committee, a group of 11 dedicated volunteers who meet monthly, will provide assistance to help implement the District’s citizen engagement activities.

**PLOC Outreach and Education**

In June 2014, PLSLWD experienced nearly $1 million of damage to the Prior Lake Outlet Channel. Citizens in Prior Lake experienced flooding of their homes and lack of access to arterial streets and businesses. Leveraging funding from the State of Minnesota’s Disaster Relief Assistance Program, the Federal Emergency Management Administration (FEMA) and local sources, repair of the Channel will begin in 2015 and is expected to continue at least through 2016. As part of that repair program, PLSLWD will provide education and outreach to landowners living along the Channel. Outreach will include: letters advising them of the pending work; newsletters providing background on the channel, their responsibilities as landowners, including not discharging into the channel and repair updates and Fact Sheets.

**Stormwater Outreach and Education**

Due to the flood, the District and the City of Prior Lake funded a Stormwater Management and Flood Mitigation Study, which will begin in February 2015. Besides updating the District’s Hydraulic and Hydrologic model, the Study will review historical studies, create an outreach process that includes key decision makers and the public in recommending flood mitigation strategies, analyze those strategies using the new model and select preferred alternatives. The outreach process includes creating an Advisory Group to provide input from key stakeholders throughout the project. Advisors will include representatives from the District’s Citizen Advisory Committee (CAC), City of Prior Lake’s Lakes Advisory Committee (LAC), Lake Associations, District’s Board of Managers, Scott County WMO Board of Commissioners, and elected...
officials from the City of Prior Lake, Spring Lake Township, and Scott Soil and Water Conservation District. Three general meetings will be held with the public. In addition, a Technical Advisory Committee (TAC) will be created, which will include technical staff from the District, City of Prior Lake, Scott Soil and Water Conservation District, Scott WMO and Spring Lake Township.

**Clean Ups for Water Quality**

The City of Prior Lake and the District will partner on Spring and Fall Clean Ups for Water Quality, which are public organic clean-up events occurring on City parks. The City’s Lakes Advisory Committee and the District’s Citizen Advisory Committee will provide volunteers to help implement the events. The events will be publicized through the City’s and District’s websites and Facebook, Prior Lake American and Scott County SCENE.

**Scott Clean Water Education Program**

The District will also partner with Scott Clean Water Education Program (SCWEP) to extend its education and outreach efforts. This Program includes the following partners: Scott Watershed Management Organization, Vermillion River Watershed Joint Powers Board, Scott Soil and Water Conservation District (SWCD), Spring Lake Township, Credit River Township, Jackson Township, Vermillion River Watershed Joint Powers Board and Scott County. SCWEP’s vision is that clean water choice becomes “second nature” to people who live and work in Scott County. The key message SCWEP is promoting is, “Clean Water Starts With Me!” and will focus upon illicit discharge, natural borders and stormwater runoff. Audiences include: agriculture/rural landowners; urban and lakeshore residents and community groups, schools and government. SCWEP will conduct raingarden and shoreline restoration workshops; participate in events and develop targeted outreach activities. SCWEP will be represented at community events; will publish rack cards, fact sheets, brochures and newsletter; submit news articles and press releases; rotate the new Clean Water Display at Scott County libraries and Scott County Conservation Center and utilize social media to get its messages out. The District will ask SCWEP to revise its fact sheets/rack cards/banners to fit the District’s needs. The District will setup the Display in the hall by its office periodically.

**Residential and Agricultural Cost Share**

In addition to SCWEP, the District will contract with the SWCD to meet with landowners to promote rural and urban incentive and cost share programs and encourage their participation. For residential incentive programs, PLSLWD will promote citizen participation in raingarden and shoreline restoration workshops that are coordinated with the SWCD and the City of Prior Lake. The District will offer up to $250 for rain gardens, shoreline restoration and buffers. It will also offer up to 50% of the cost for water pump installation to use lake water to water shoreline properties. In rural areas, the District will provide construction incentive payments for filter strips, wetland restoration, well decommissioning, water and sediment control basins (WASCOB) and other stormwater management best management practices. The District will review and approve Conservation Practice Payment Dockets for each year, which define practices, payments and evaluation tools.
The District is also partnering with the SWCD to manage a re-energized Farmer-led Council (FLC), which was created in 2013, but lost momentum. Agricultural lands make up the majority of the landscape in the Spring Lake and Upper Prior Lake watersheds. The role of the FLC is to develop and guide the implementation of strategies that the District will use to accomplish agriculture’s share of nutrient reduction goals. It will:

- Inform decision makers and the general public about soil and water conservation opportunities
- Identify base level and site-tailored practices that are available and needed
- Define the best 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 needed to overcome them

In March 2013, the District acquired a strong of land along the north side of Spring Lake that was owned by Spring Lake Township. The property includes about 350 feet of shoreline and it approximately .25 acres in size. The District purchased to use it for a future shoreline demonstration site. The shoreline restoration project will restore an open oak–basswood understory with a robust groundlayer of native graminoids and wildflowers that stabilize soils, and install three different shoreland stabilization demonstrations including 1) cedar revetments, 2) native plantings, and 3) willow stakes/wattles. The project will create an aesthetically pleasing landscape with open understories and low growing vegetation along with examples of natural shoreline alternatives that will serve as a demonstration site to shoreland property owners. The District will coordinate the restoration of this site with Great River Greening and will invite the public to participate in seeding and planting. Once completed, it will serve as the demonstration site that was envisioned.

**Marketing**

The District’s education and outreach program anticipates a variety of passive and active marketing techniques to reach out to various stakeholders throughout the watershed. Some current and potential activities include:

- Participation at community events
- Publication of fact sheets/rack cards, banners, newsletters and articles
- Submittal of news articles and press releases to the Prior Lake American newspaper and Scott County SCENE
- Utilize communication tools, like social media and the District’s website
- Solicit input from the general public, PLOC Technical Advisory Committee (TAC) and PLOC Cooperators and CAC members
- Partnerships with other jurisdictions and interest groups that share the District’s goal
The District will also maintain communication and coordinate outreach efforts with interest groups that share the District’s goal. In addition to communication and outreach efforts with local interests, partnerships with outside organizations dedicated to education and outreach and water resources will be beneficial to District staff to encourage new ideas and resource sharing. The District will continue partnerships with the following organizations, but are not limited to:

- Prior Lake Association
- Spring Lake Association
- City of Prior Lakes Advisory Committee
- City of Prior Lake
- City of Savage
- City of Shakopee
- Minnesota Association of Watershed Districts
- Shakopee Mdewakanton Sioux Community
- Spring Lake Township
- Scott Soil and Water Conservation District
- Scott County
- Scott County Watershed Management Organization

**Budget**

The budget for MS4 activities in 2015 is $25,000 and for 2016 is $30,000. In addition, the District will budget $17,000 in 2015 and $25,000 in 2016 for the Farmer-led Council and $58,000 in 2015 and $73,000 in 2016 for residential and agricultural cost share incentives.

**Outcomes & Evaluation**

The desired outcome for 2015 and 2016 education and outreach is to improve understanding of local water resources and practices among all stakeholders in the District; this strategic goal will be evaluated mostly by compliance with the MS4 permit. A large part of the Storm Water Pollution Prevention Program (SWPPP), a component of the MS4 permit, requires identification and documentation of best management practices that will be undertaken to reduce the discharge of pollutants from the MS4 to the maximum extent practicable. A few of the metrics that will be used to measure the impact of marketing strategies include:

- Number of participants at a specific District hosted event or workshop
- Number of direct mailings, brochures, and newsletters distributed
- Number of submitted press releases and published articles

In order to maintain compliance with the MS4 permit, District staff will continue to record and quantify the above metrics which will determine the success or benefit of each best management practice.