



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

AGENDA

Tuesday, March 10, 2020

6:00 PM

Prior Lake City Hall

www.plslwd.org

BOARD OF MANAGERS:

Mike Myser, President; Curt Hennes, Vice President; Charlie Howley, Treasurer;

Bruce Loney, Secretary

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)

4:00-5:00 p.m. District Programs and Projects Priorities 2020 (Diane Lynch)

5:00-5:20 p.m. SWCD'S 2019 Draft Contract (Troy Kuphal)

5:20-5:40 p.m. District Administrator's Performance Review Finalization (Closed Meeting)

5:40-5:45 p.m. Emerging Issues

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)
6:15-7:00 PM	4.0	OTHER OLD/NEW BUSINESS
	4.1	Programs & Projects Update (Discussion Only) <ul style="list-style-type: none"> ○ Water Quality, Water Storage and AIS Inspections
	4.2	Aquatic Vegetation Survey Presentation: Steve McComas (Discussion Only)
	4.3	SWCD 2019 Progress Report: Troy Kuphal, SWCD (Discussion Only)
	4.4	SWCD 2020 Contract for Services (Vote)
	4.5	City of Savage Local Water Plan Approval: Brett Emmons, EOR (Vote)
	4.6	FeCl Weir Improvement Project: Joey Abramson, WSB (Vote)
7:00-7:10 PM	5.0	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.
	5.1	Meeting Minutes – February 11 Board Meeting and Workshop
	5.2	Meeting Minutes—February 27 CAC Meeting
	5.3	Claims List
	5.4	Resolution 20-340 PLOC Transfer Request

7:10-7:25 PM	6.0	TREASURER’S REPORT
	6.1	Cash & Investments (Discussion Only)
	6.2	Financial Report (Discussion Only)
	6.3	Year End Financial Report and Dashboard (Discussion Only)
7:25-7:35 PM	7.0	Manager Presentations on Watershed-related Items (Discussion Only)
7:35 – 7:40 PM	8.0	UPCOMING MEETING/EVENT SCHEDULE: <ul style="list-style-type: none"> • GROWING HEALTHY SOILS EVENT, RIDGES AT SAND CREEK IN JORDAN, THURSDAY, MARCH 19 9:00 A.M. – 3:30 P. M. • CAC MEETING, CITY HALL, THURSDAY, MARCH 26 6:30-8:00 P.M. • BOARD SPECIAL MEETING TO DISCUSS WRMP, TUESDAY, MARCH 31 4:00-6:00 P.M.



MARCH 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Storage & Infiltration Projects <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Revised the easements Met with landowner Landowner asked for easement revisions 	<ul style="list-style-type: none"> Revise the survey and easement documents and proceed with Scott County Abstract and Title
Carp Management <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 & 751)</i> <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Continued to track radio-tagged carp across the lakes. Using underwater speakers, the District pushed the carp out of the northwest corner near the steep area that is unsuitable for seining. WSB staff engaged commercial fishermen for winter seines on Upper Prior Lake on March 2nd and 5th using the underwater speakers to strategically herd the carp into place. Continued to coordinate with WSB engineer and contractors on the Northwood & FeCl carp barrier projects. Updated the website & social media with carp removal status updates. Coordinated a new Metro Carp Management Group to gather and share information with other agencies to ensure the District is using the best techniques possible. Presented to 150 students in Environmental Science classes at Prior Lake High School & did on-ice field trip to demonstrate carp tracking. 	<ul style="list-style-type: none"> WSB and PLSLWD staff will continue to track the tagged carp Install permanent Northwood carp barrier and FeCl barrier redesign Work with WSB to schedule and coordinate upcoming carp removals as opportunities arise Install wireless cameras at Arctic Lake outlet and one other location this spring Finish final designs and install specialized trap nets in Arctic Lake outlet and desilt pond during spawning season Coordinate citizen-assisted baited box traps this spring Implement Carp Training Program again this spring Stock bluegills in Northwood pond and Geis wetland this April/May Reinstall season PIT tag stations in April to track carp movements between waterbodies
Public Infrastructure Partnership Projects <i>Project Lead: Maggie & Diane</i>	<ul style="list-style-type: none"> No new activity. 	<ul style="list-style-type: none"> Present the Red Wing Ave project engineering plan to the Board and Sand Creek Township Inspect Fairlawn Shores project this spring to ensure sufficient vegetation establishment
Alum Treatments <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Planning for spring alum treatments on Spring and Upper Prior Work on permits 	<ul style="list-style-type: none"> Springtime cores on Spring Lake Send bids out

MARCH 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Ferric Chloride System Operations <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> DMR Report 	<ul style="list-style-type: none"> New walkway/fish barrier DMR Report Install monitoring equipment Get pump primed and ready for dosing
Farmer-Led Council <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Coordinated farmer outreach mailing and SCENE advertisement with Scott SWCD for Growing Healthy Soils Event on March 19th. Engaged sponsors for the event to recover some costs and conducted coordination meetings for event planning with SWCD Held Farmer-Led Council on February 27th at St. Patrick's Restaurant with Adam Simon as guest speaker 	<ul style="list-style-type: none"> Coordinate Growing Healthy Soils Event to promote conservation practices to be held on March 19th. Explore farmer mentorship program with FLC
Cost Share Incentives <i>Project Lead: Kathryn, Diane</i>	<ul style="list-style-type: none"> Board approved the revised Docket at the February board meeting 	<ul style="list-style-type: none"> Update the Cost Share Docket
Spring Lake Parcel Restoration Project <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none"> No new activity. 	<ul style="list-style-type: none"> Monitor restoration and control invasive species during growing season Install small plant identification signs
Raymond Park Restoration Project <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> No new activity. 	<ul style="list-style-type: none"> Install educational interpretative signs Host ribbon-cutting event this spring to highlight restoration
Fish Lake Shoreline & Prairie Restoration Project <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> No new activity. 	<ul style="list-style-type: none"> MN Native Landscapes will conduct restoration maintenance/establishment work
CR 12/17 Wetland Restoration <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> No new activity. 	<ul style="list-style-type: none"> AES will visit site to finish IESF maintenance Coordinate with the County & City to make sure that the issues have been resolved Officially hand over vegetation maintenance of project to City of Prior Lake this spring
Lower Prior Lake Retrofit Projects <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> No new activity. 	<ul style="list-style-type: none"> Continue to work with MNL on site maintenance until the projects are fully established and accepted by the City of Prior Lake Install interpretive signs for projects

MARCH 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
District Plan Update <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Received some comments from agencies for the 60-day review 	<ul style="list-style-type: none"> Summarize comments Review comments with the Board Respond to comments and set public hearing
Feasibility Reports <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> EOR continued to make progress on the two feasibility studies Staff corresponded with the City of Savage, the City of Prior Lake, and MnDOT for Lower Prior Lake subwatershed project Staff conducted initial outreach to farm renter for Spring Lake west subwatershed project 	<ul style="list-style-type: none"> Conduct in-person meeting with farmer and landowner for the Spring Lake West subwatershed project Meet with MnDOT and City of Savage to discuss options for Lower Prior Lake subwatershed project EOR will complete the two feasibility studies as part of the WBF grant
Website and Media <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> Website articles posted: District staff receive environ leadership award; Lawns to Legumes; Board soliciting for open positions; District Turned 50! Prior Lake Am: CAC looking for new members Facebook & Twitter- normal posting, carp seine posts received a lot of attention. Articles were submitted to the Spring Lake and Prior Lake Associations' newsletters Wrote article for next SCENE edition: CWCU 	<ul style="list-style-type: none"> Continue writing posts and updates about projects Will tweet and/or update Facebook about projects & news Write article for next SCENE edition
Citizen Advisory Committee <i>Project Lead: Diane & Kathryn</i>	<ul style="list-style-type: none"> Subcommittees began researching topics Coordinate subcommittee work 	<ul style="list-style-type: none"> Subcommittees complete Fact Sheets
MS4 Education Program <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> Presented to Club Prior on PLSLWD Planning events and activities for District anniversary and designing brochure to highlight District accomplishments over last fifty years 	<ul style="list-style-type: none"> Implement education activities Complete 2020 Education Plan Plan anniversary events and activities Complete BWSR Annual Report by 4/30
Monitoring Program <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Finished Hydro/Discharge Graphs Continue database maintenance/entry/QAQC Analyzing trends and grades for Lake Report Cards 	<ul style="list-style-type: none"> Data management Lake Report Cards Planning for 2020
Aquatic Vegetation Management and Surveys <i>(Class 626 and 637)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Planning for 2020 surveys Planning for CLP treatment Received and reviewed plant survey reports 	<ul style="list-style-type: none"> Get reports from Blue Water Science Steve McComas to present 2019 vegetation survey results at March board meeting

MARCH 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
BMPs & Easements <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none"> Continued to work with landowners to resolve existing violation issues on their properties Advertised for and promoted two internship positions. Reviewed applications received 	<ul style="list-style-type: none"> Review amendment requests as they are received and work with landowners towards closing out approved amendment requests Work with landowners to resolve easement violations Complete baseline documentation for each conservation easement property Send post-inspection letters for completed inspections Review applications, interview and hire summer interns
Permitting <i>Project Lead: Maggie & Jeff</i>	<ul style="list-style-type: none"> EOR reviewed development projects received from the City of Prior during the last month. 	<ul style="list-style-type: none"> Continue to inspect, follow-up on and close remaining open permits
Rules Revisions <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Conducted a meeting with partners on February 5 	<ul style="list-style-type: none"> Discuss additional rule revisions with the Board
Outlet Channel O&M <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Installed level loggers at 2 locations Changed battery at PL Ott Logger Weekly channel inspections Cleared obstructions in culverts Opened low-flow gate $\frac{1}{4}$ on Mar 2, $\frac{1}{2}$ on Mar 4, and fully on Mar 9 	<ul style="list-style-type: none"> Weekly channel inspections
Outlet Channel Bank Erosion (FEMA) <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Soil and Erosion control BMPs started 	<ul style="list-style-type: none"> Complete BMPs Manage invoices File payment requests
Outlet Channel Admin <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none"> Met w/AES and EOR to plan outlet veg maintenance Finished annual report 	<ul style="list-style-type: none"> Create 2020 contract and work plan for AES and EOR
Outlet Channel MS4 Permit <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none"> No activity 	<ul style="list-style-type: none"> Annual report due June 30

Aquatic Plants in the Prior Lake/Spring Lake Watershed District Lakes

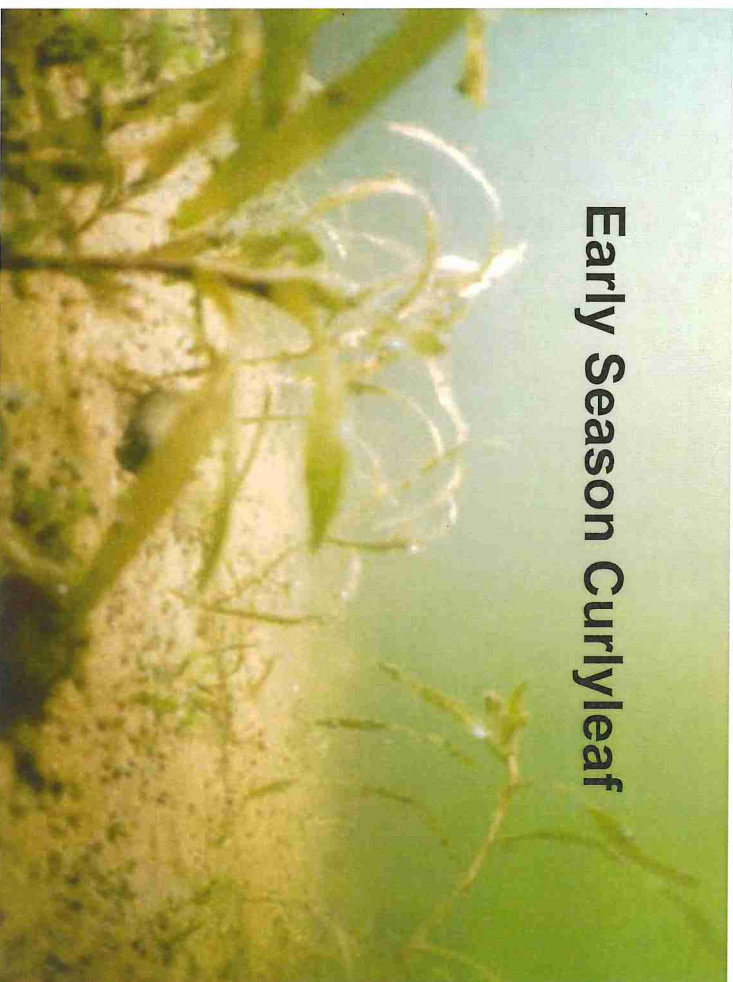
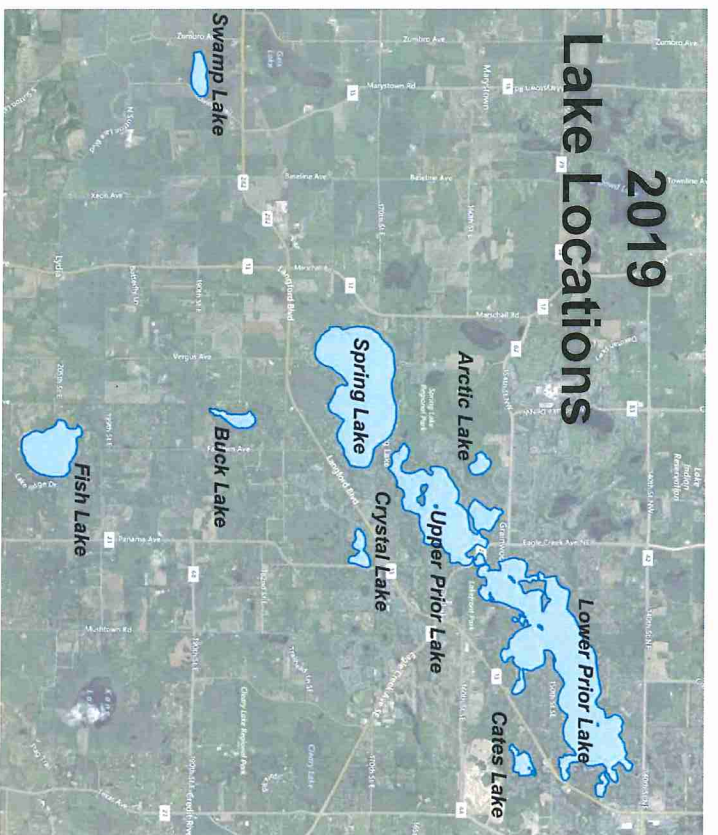
Steve McComas
Blue Water Science

March 2020

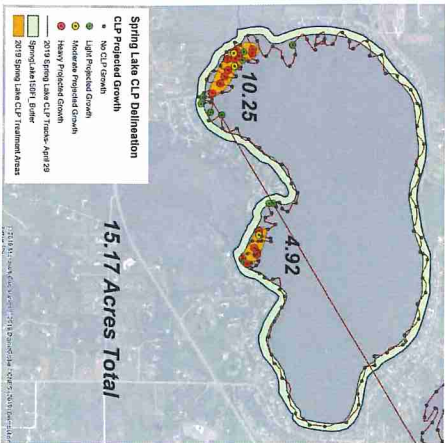
Curlyleaf Management in 2019

Spring and Prior

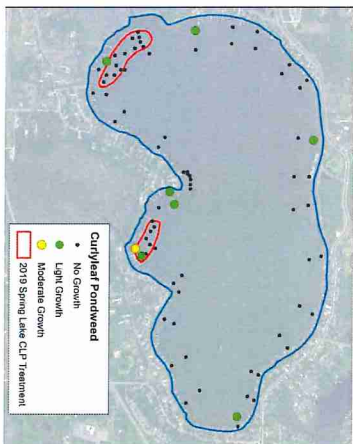
1. Delineate areas to treat
2. Treat or don't treat
3. Assess



Spring Lake CLP in 2019

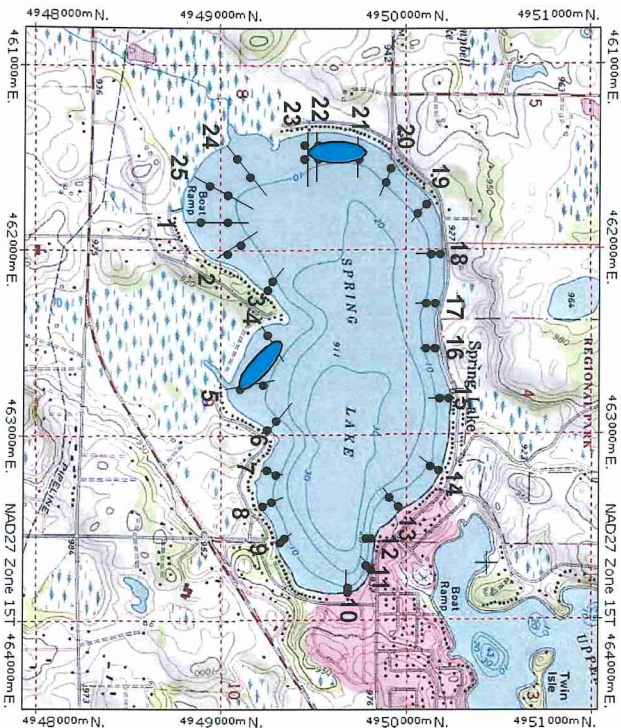


April 29, 2019



June 10, 2019

Spring Lake: Treatments from 2002-2006

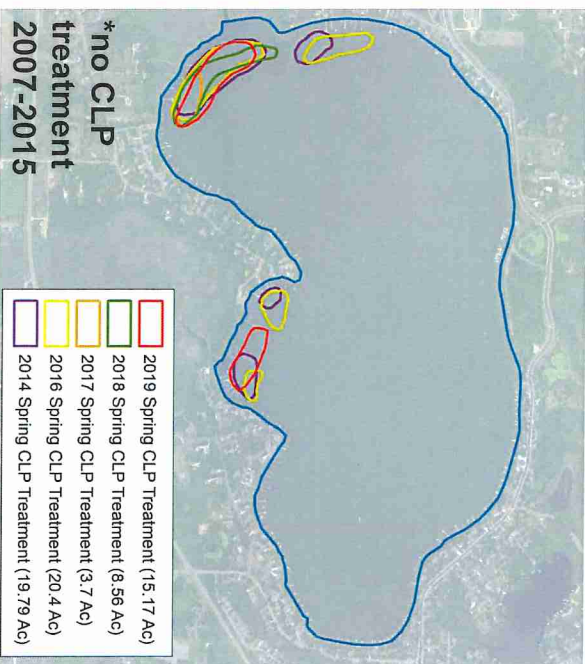


Spring Lake CLP in 2000



Spring Lake

2014 – 2019 CLP Hot Spot Map

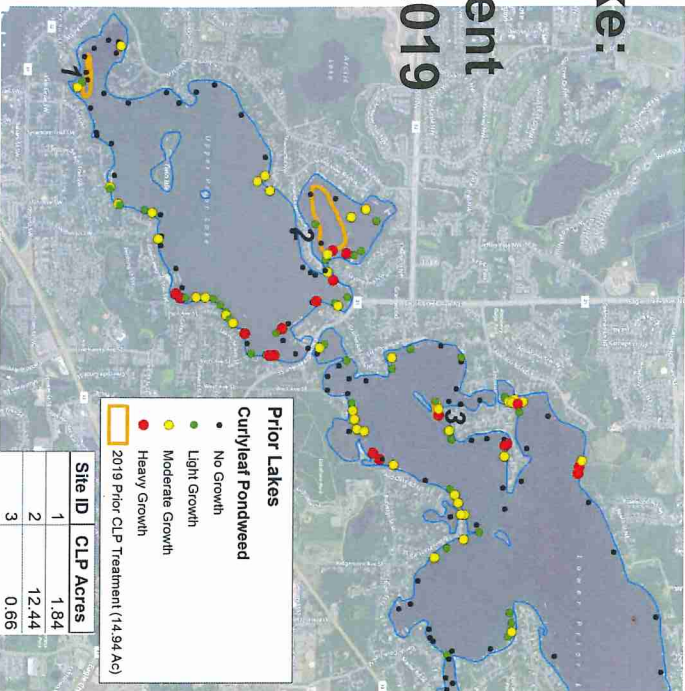


Spring Lake CLP

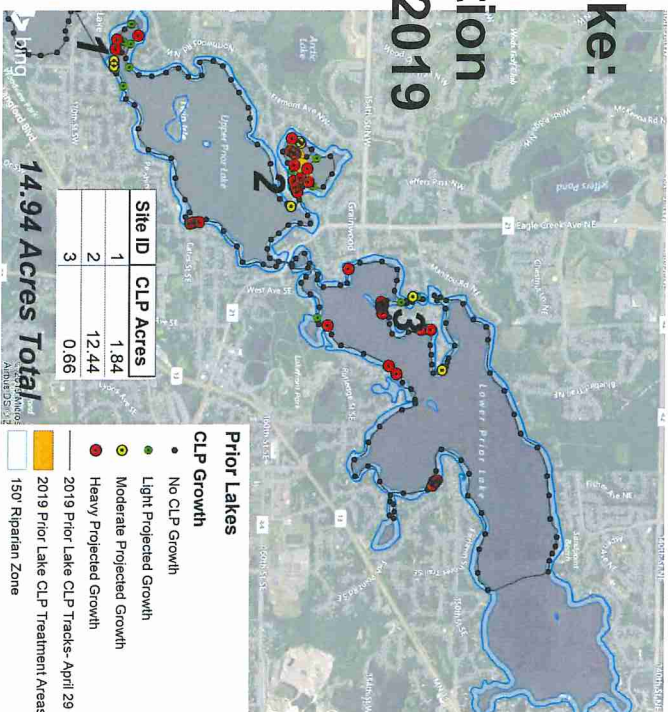
Curlyleaf
treated in 2016,
2017, and 2019
(treatment
years in yellow)

	Iron (kg)	CLP Occurrence (based on 50 sites)	Curlyleaf Treatment (acres)
2000		49	
2001			
2002		43	14 + 60 (H)
2003		35	14 + 7.4 (H)
2004		40	59
2005	2,629	29	59
2006	895	32	59
2007	920	22	
2008	726	4	
2009	109	5	
2010		25	
2011	1,491	10	
2012		6	
2013	1,248 (I - A)	3	
2014		10	
2015		10	
2016		11	20.4
2017		11	3.7
2018		4	
2019		29 (144 sites)	15.17

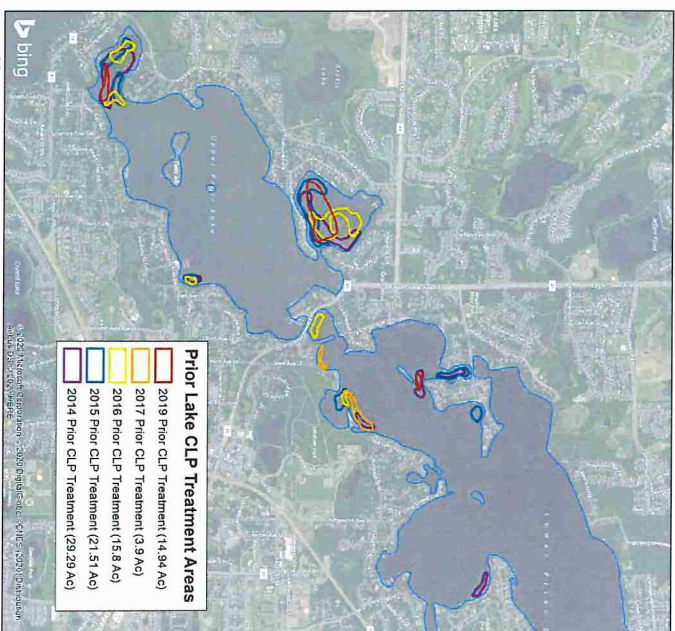
Prior Lake: CLP Assessment June 18, 2019



Prior Lake: CLP Delineation April 29, 2019



Prior Lake 2014 – 2019 CLP Hot Spot Map



Prior Lake - Curlyleaf Treatment

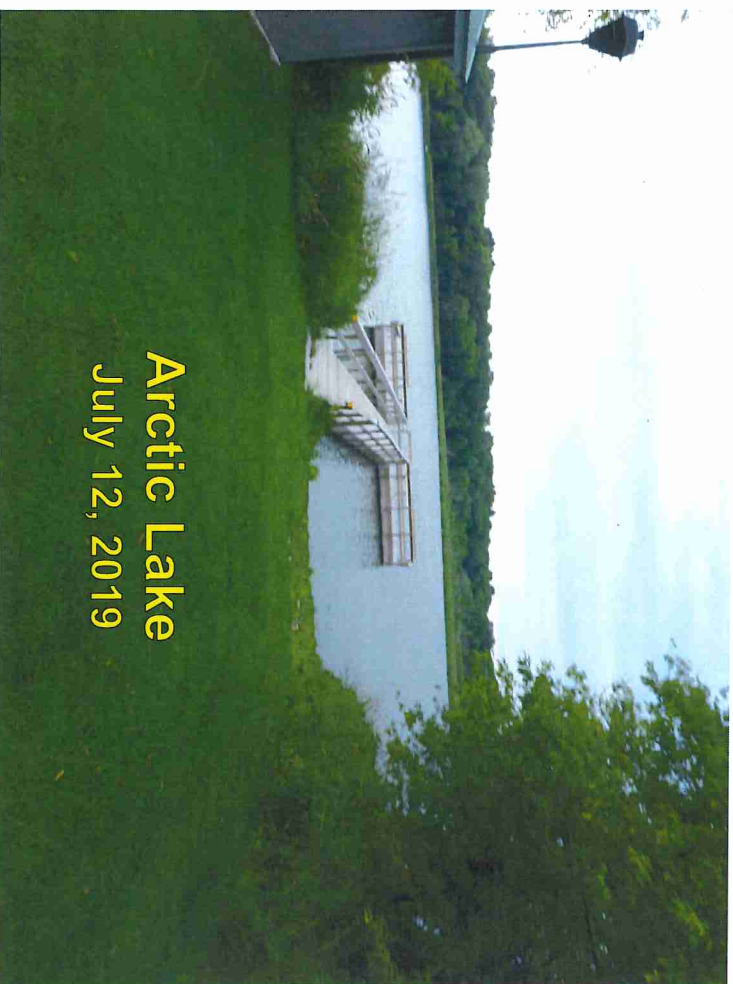
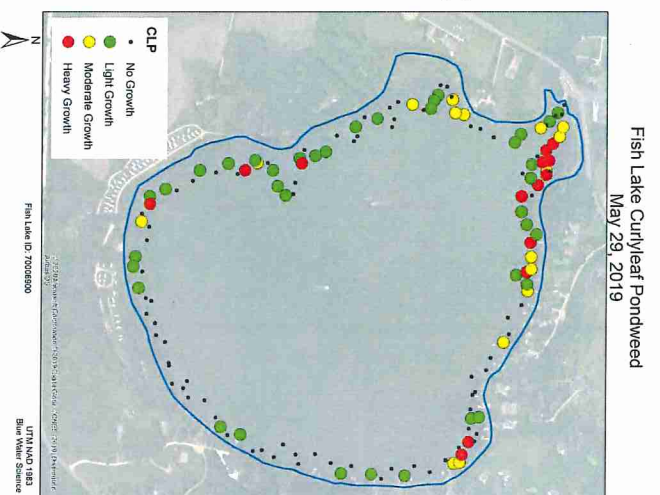
	Curlyleaf Treatment (acres)
2009	0
2010	0
2011	0
2012	0
2013	23 ac
2014	29 ac
2015	21.5 ac
2016	15.8 ac
2017	3.9 ac
2018	0
2019	14.3

2019 Point-Intercept Plant Surveys

- Arctic Lake
- Buck Lake (and CLP assessment)
- Cates Lake
- Crystal Lake
- Pike Lake (and CLP assessment)
- Swamp Lake

Fish Lake (173 ac)

Curlyleaf Assessment May 29, 2019



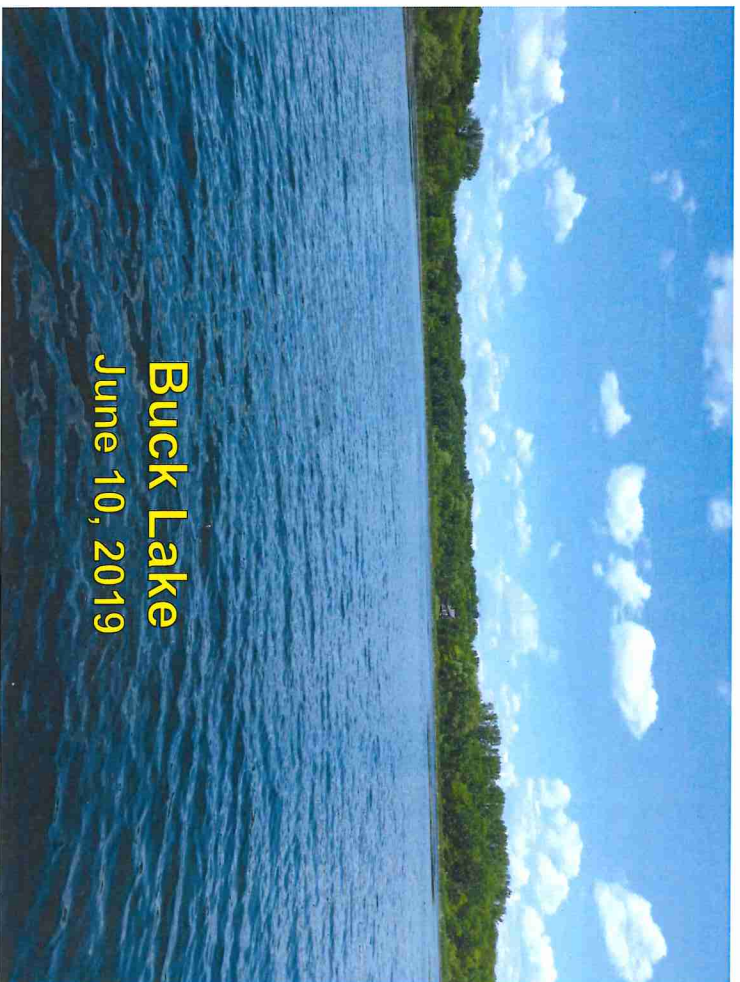
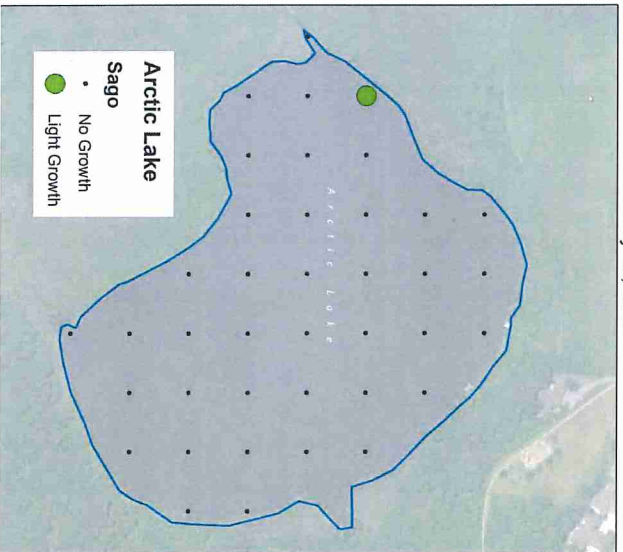
Arctic Lake
July 12, 2019

Arctic Lake (33 ac)

July 12, 2019

% Plant Coverage: 3%
(Dominant Plant:
Sago pondweed)

Arctic Lake Sago Pondweed
July 12, 2019

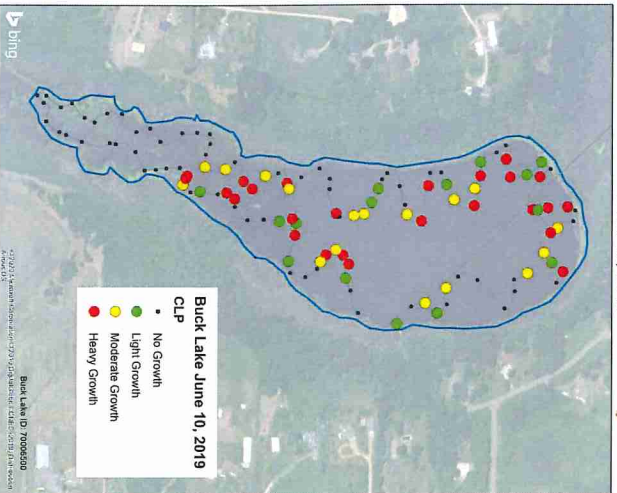


Buck Lake
June 10, 2019

Buck Lake (20 ac)

Curlyleaf Assessment
June 10, 2019

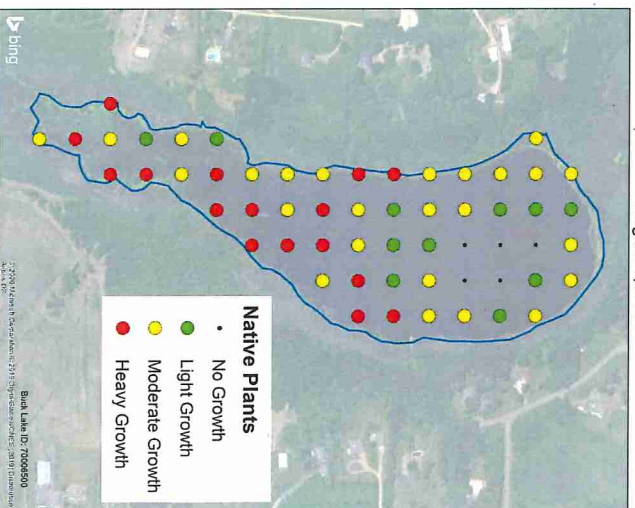
Buck Lake Curlyleaf Pondweed
June 10, 2019

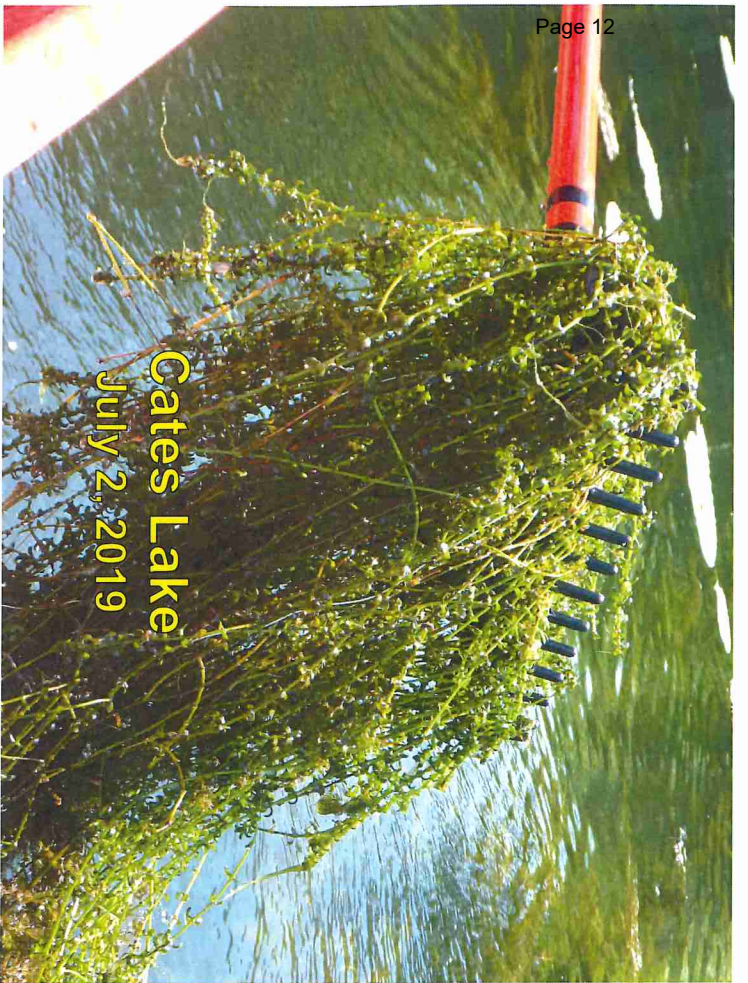


Buck Lake (20 ac)

Point Intercept
August 6, 2019
% Coverage: 91%
(Dominant Plant: Coontail)

Buck Lake Native Plant Coverage
August 6, 2019



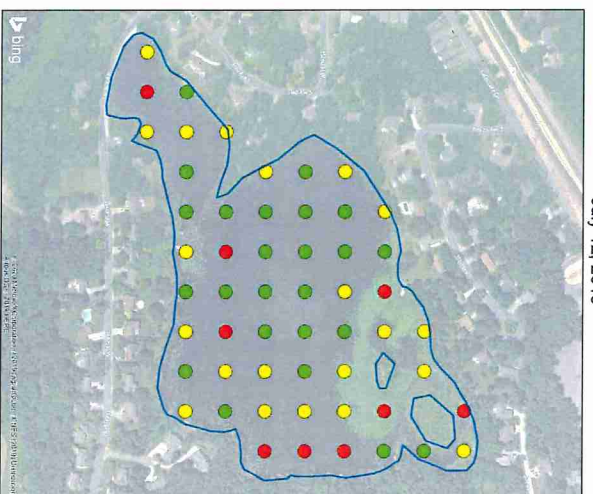


Cates Lake
July 2, 2019

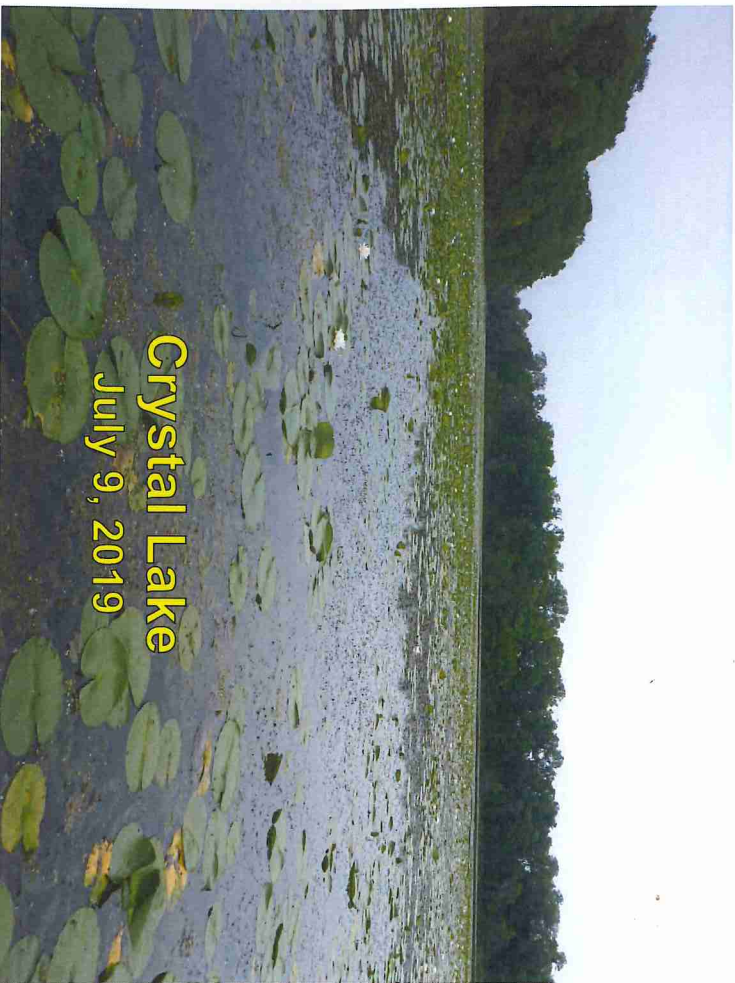
Cates Lake (31 ac)

July 2, 2019

% Coverage: 100%
(Dominant Plant: Coontail)



Cates Lake Native Plant Coverage
July 12, 2019

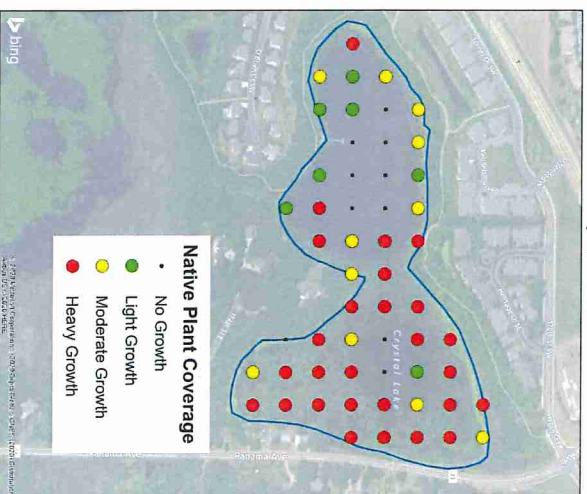


Crystal Lake
July 9, 2019

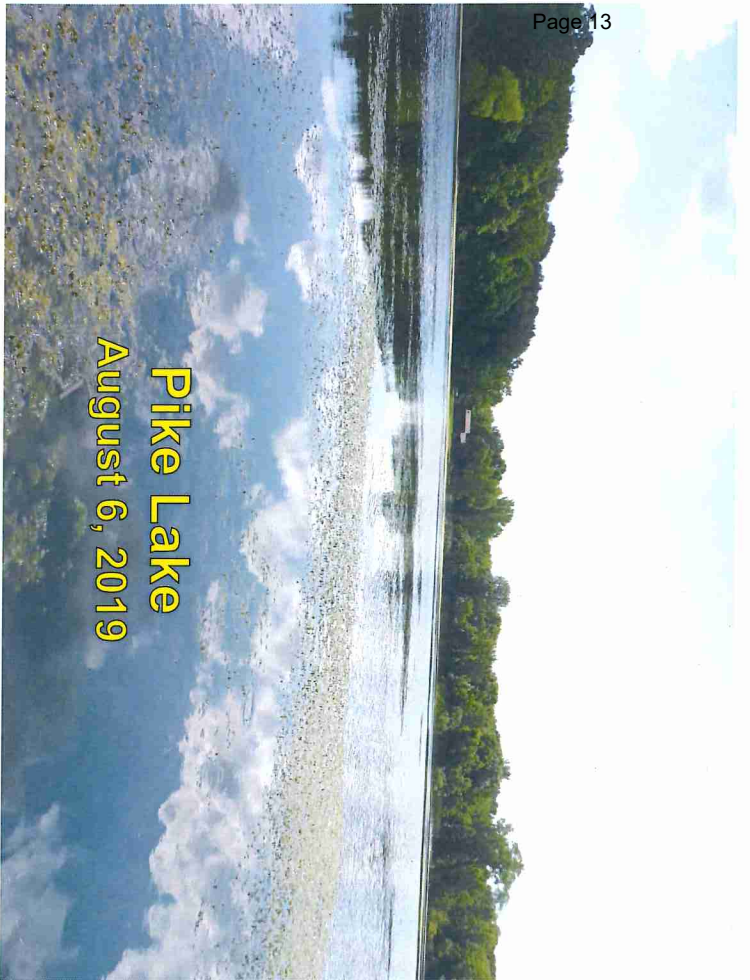
Crystal Lake (30 ac)

July 9, 2019

% Coverage: 98%
(Dominant Plant: Coontail)

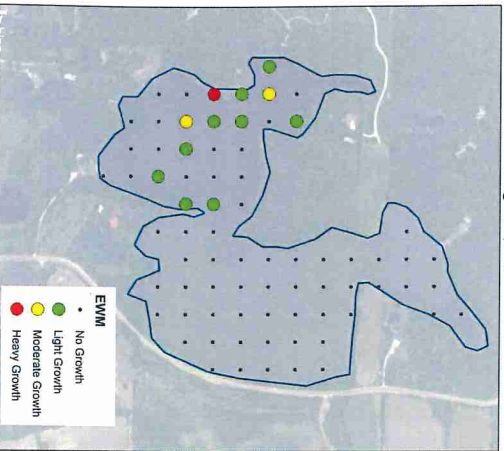


Crystal Lake Native Plant Coverage
July 9, 2019

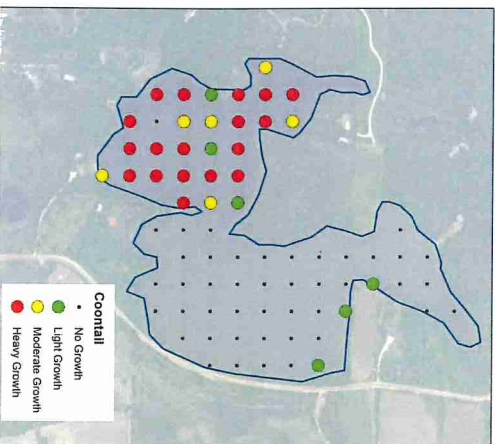


Pike Lake (August 6, 2019)

(49 ac) % Coverage: 41% (Dominant Plant: Coontail)



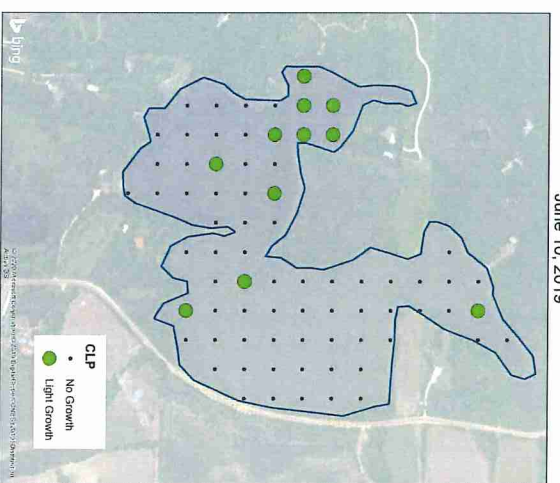
Pike Lake Eurasian Watermilfoil
August 6, 2019



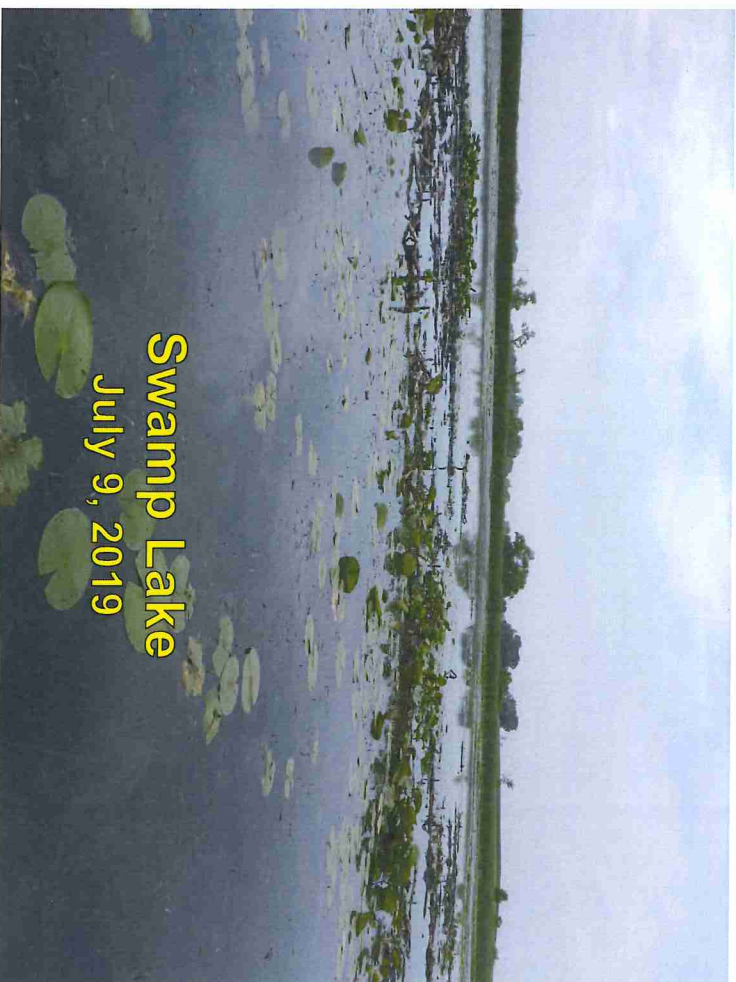
Pike Lake Coontail
August 6, 2019

Pike Lake (49 ac)

Curlyleaf Assessment June 10, 2019



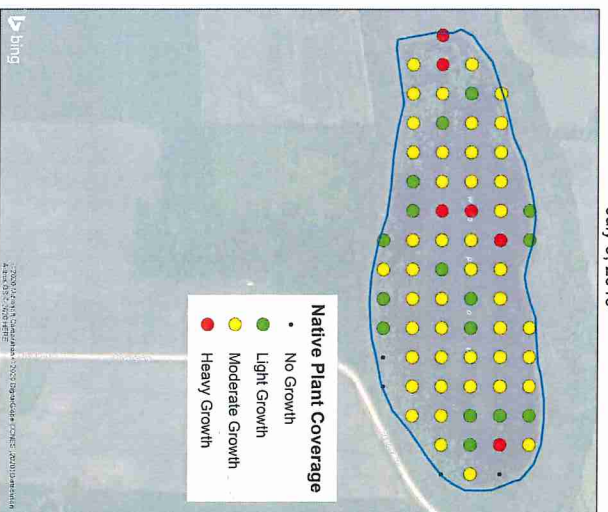
Pike Lake Curlyleaf Pondweed
June 10, 2019



Swamp Lake (35 ac)

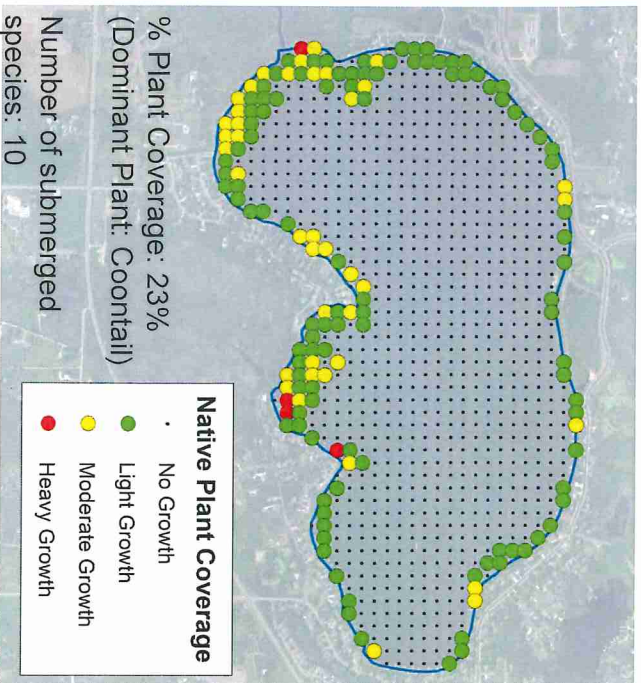
July 9, 2019

% Coverage: 97%
(Dominant Plant:
Flatstem pondweed)

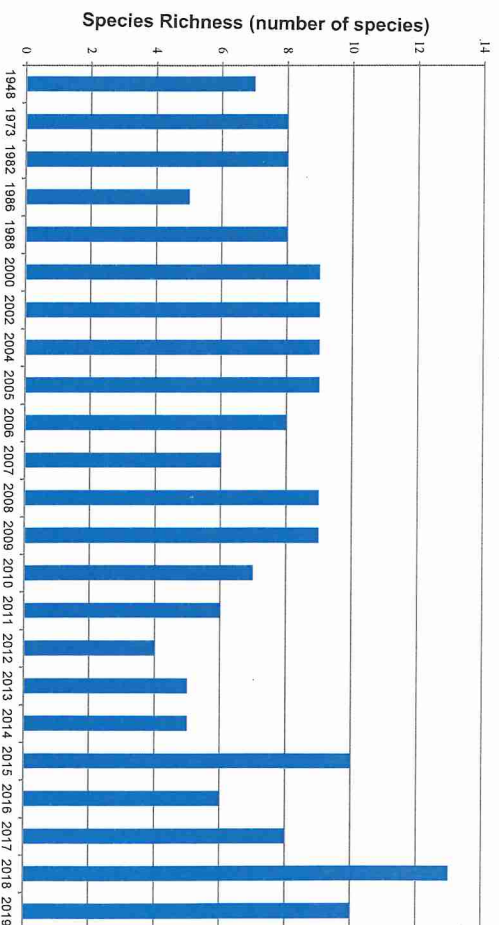


Spring Lake (592 ac)

Aug 30, 2019



Spring Lake Aquatic Plant Species Richness: 1948-2019

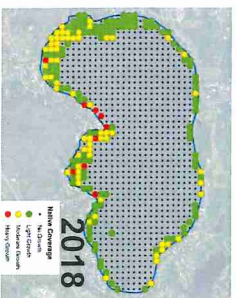


Spring Lake Point Intercept Surveys (592 ac)

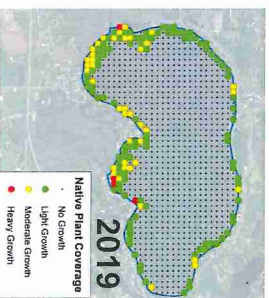
33% coverage



21% coverage



23% coverage



Summary

- Aquatic plants help sustain good water quality.
- Non-native along with native plants should be monitored.
- CLP growth is variable from year to year.
- Native plant species have decreased in Spring.

Point Intercept Summaries

Lake	% coverage	Number of Submerged Species
1. Arctic Lake (20 ac)	3	1
2. Buck Lake (20 ac)	91	9
3. Cates Lake (31 ac)	100	6
4. Crystal Lake (30 ac)	98	7
6. Pike Lake (49 ac)	41	3
8. Spring Lake (592 ac)	23	10
9. Swamp Lake (35 ac)	97	4

2019 ACCOMPLISHMENT REPORT

Prepared by:



Scott Soil and Water Conservation District

NUMBERS AT A GLANCE

Landowners assisted	71
Projects approved	9
Projects competed	15
Total P reduced (W Upper Watershed)	68 lbs/yr*
SWCD's 2015 CWF Grant	
✓ Projects completed	18
✓ Total investment	\$215,000
✓ Total Phos reduced	274 lbs/yr**
FLC cover crops seeded	545 acres
FLC lake-friendly farm certification	211 acres
Stream flow measurements	64
Water quality samples	36

*2.2% of TMDL goal (2,959 lbs/yr)

**9.3% of TMDL goal

Introduction

The SWCD performs a wide variety of conservation services in the PLSLWD to support implementation of its Water Resources Management Plan. Services include conservation technical and cost share assistance, project design engineering and construction, water quality and hydrology monitoring, farmer led council support, and education programming among others.

The majority of these services are supported by the District through an annual services agreement that includes a detailed work plan and budget. Individual line item costs may vary due to unpredicted needs and circumstances through the course of the year; however, the budget is capped with an overall not-to-exceed amount. For 2019 it was \$118,000, including \$68,000 for services; pass-through expenses including landowner cost share and other program expenses constitute the balance (\$50,000).

TASK I. Technical Assistance and Cost Share (TACS)

The goal of the TACS program is to increase adoption of conservation practices in the watershed by removing barriers to implementation, including lack of awareness (i.e. "what changes can or should I make?") or lack of ability ("how do I make and/or afford changes?").

Whenever possible, SWCD field staff target sites that have high water quality, runoff reduction, and water storage benefits. We will also, however, work with landowners who voluntarily seek our help with resource issues that concern them, which may or may not align with District priorities. A balance of targeted and responsive approaches is needed to ensure we are building positive and trusting relationships within the

watershed community. Water quality cannot improve unless private landowners in the watershed change day-to-day practices. Without trusting relationships, our water quality message is less likely to be accepted, and landowners will be more hesitant to invest time or capital into changing their social and personal norms.

A. Conservation Marketing and Outreach

One of the activities SWCD staff performs throughout Scott County is promotion of targeted conservation practices in priority watershed areas. Comprehensive marketing and outreach campaigns generally include the following:

- Identifying targeted parcels and gathering landowner and renter contact information
- Preparing mail lists, personalized letters and informational materials
- Sending letters and following up with phone calls and door-to-door visits
- Providing information about issues, solutions and available assistance
- Tracking progress

Results

West Upper Watershed - Spring Lake

- A subwatershed analysis was completed in 2015 that resulted in identification of 24 priority sites and over 50 potential practices on land controlled by 17 landowners
- The SWCD conducted outreach from 2015 - 2018 that resulted in the implementation of 11 projects.
- No additional outreach was done in 2019.
- Some identified sites may no longer be a concern or were the result of a single large storm event
- There were 5 additional practices that were not identified in the report, including 1 water and sediment control basin, 1 grassed waterway and 3 filter strips. The 3 filter strips were installed.
- Note regarding buffers: of the 8 filter strips identified in the report, 6 are required under the MN Buffer Law to have a 16.5' buffer. Five (5) are in compliance and the sixth is working cooperatively to get into compliance. The other 2 filters are installed, one landowner chose to receive funding and the other chose not to receive funding.

See **Exhibit A** for a complete listing of SWA sites and status.

B. Landowner Follow-up

The SWCD assisted landowners who requested help with resource interests or concerns ranging from cropland erosion and water quality to shoreline and habitat improvement. Follow up may include any one or all of these activities:

- Visit with landowner by phone and/or on-site visit
- Conduct preliminary off-site and/or on-site research
- Discuss potential issues, solutions and costs
- Provide information about available technical and/or financial assistance

Not all follow-up contacts result in a project or other quantifiable improvement to water quality. On average, 30 to 40% of landowners we follow up with result in an actual project. In the other 60 to 70% of cases, service concludes with providing information with recommendations.

Results

The SWCD provided assistance **71** landowners in the watershed, of which **61** were new requests for conservation assistance in 2019.

NOTE: Follow-up services not associated with a specific project were not charged to the District in 2019, saving the District over \$10,000.

C. Livestock/Commodity Producer Assistance

The SWCD provides technical support to livestock and commodity producers on conservation measures providing water quality benefits. This includes facility planning, manure and nutrient management planning, and state and local permit guidance. We also provide equipment rental that provides landowners with access to special seeding equipment for cover crops, small grains, native prairie, and other perennial vegetation.

Results

The SWCD assisted 7 landowners in 2019, as listed below:

i. Equipment Rental Program Services (delivery, set-up assistance, pick-up, etc.)

Landowners assisted	Purpose of use	Acres
Hentges, Joe	Cover crops	124.7
Krueger, Paul & Rose	Cover crops/forage seeding	267.3
Menden, Robert	Pasture renovation	17.7
Tweeten, Tom	Forage seeding	6.8
Vierling, Mike	Cover crop/no-till beans	146.6
Total		563.1

ii. Livestock facility/waste management planning

Producer assisted	Services provided
Krueger Dairy	Facility planning and design assistance

D. Project Design, Construction and Cost Share assistance

The SWCD administers a cost share program that follows cost share policies adopted by the District. Services are initiated when follow-up activities under B. above result in the landowner moving forward with a project. Activities generally include the following, but can vary significantly from project to project:

- Project scoping and feasibility (site investigation, survey, preliminary design, cost estimate, etc.)
- Prepare and process cost share applications and payments
- Complete project design and construction documents
- Construction oversight and certification

Results

In 2019, we assisted 28 landowners (**Exhibit B**) with conservation projects, approved 9 new contracts for cost share assistance and issued payment on 15 projects (**Exhibit C**).

E. Status Reviews

Many projects installed with local, state or federal cost share funds are inspected to ensure the cooperator is complying with their Operations and Maintenance (O&M) requirements. Inspections are typically completed the 1st, 5th, and 9th year following certification.

Result

The SWCD completed 10 status reviews for the projects listed below; 8 were found satisfactory and 2 needed attention.

Cooperator	Practice	Date Installed
Prior Lake, City of	Stormwater Runoff Control	1/1/2010
Sindelar, Scott	Shoreline Protection	11/13/2018
Surina, Jack	Well Decommissioning	6/9/2014
Mealman, Susan and Jerry	Shoreline Protection	11/14/2018
Robling, Anthony & Claire	Conservation Cover	11/1/2018
Butani, Amy	Conservation Cover	6/28/2018
Hartman, Robert	Filter Strip	5/17/2010
Kochlin, Connie	Native Grasses	12/20/2018
Short, Chris	Shoreline Protection	12/13/2017
Hentges, Steve	Filter Strip	7/24/2018

TASK II. Farmer-Led Council (FLC)

The SWCD provided ongoing coordination assistance and technical support to the FLC.

Results

- Helped prepare agenda for and participated in 3 FLC meetings including speaker coordination
- Helped prepare for and attended inaugural Lake Friendly Farm (LFF) Certification Program awards presentation
- Reported activities on a quarterly basis
- Began planning assistance including speaker coordination and venue for 2020 Growing Healthy Soils Event
- Provided input and guidance on program goals, policies and implementation
 - Completed LFF evaluations on 7 fields, 6 that were awarded certification in Jan 2019. Began LFF Evaluations on 13 new fields. This program continues to serve as means for assessing, documenting and measuring progress towards goals of the FLC and District
 - Helped plan and implement Cover Crop initiative. Eliminated priority area requirement from 2018 to encourage greater participation, also began handling logistics of aerial seedings and purchase of seed for drill seedings that included no cost SWCD no-till drill rental. Concluded this approach was more effective than reverse auction and priority targeting. Continued outreach effort to gain more participants, 1 new participant added. Compiled average environmental benefits to include field maps from FLC Cover Crop initiative implementation.
- Assisted producers participating in cost share program, including approval of 2 applications for cost share (see Exhibit A) and distribution of 2 water quality inlets to 1 producer

See **Exhibit D** for a complete listing of LFF and Cover Crop program participants and progress.

TASK III. Monitoring and Data Collection

The SWCD assisted the District with implementing its 2019 stream flow and water quality monitoring program.

Results

- 36 water quality grab samples
 - 18 samples at Dean Lake Outlet (DLO)
 - 18 samples at Pike Lake Park (26A)
- 64 flow measurements
 - 12 Ferric flow measurements
 - 12 Prior Lake outlet channel (PLOC) measurements
 - 40 Other district wide measurements

- Assisted District staff with a Sonde reading at the Geis Wetland (one-time measurement)
- Continually tracked and reported water quality results
- Tracked flow measurements results and updated rating curves for each of the 16 sites monitored

See **Exhibit E** for a more detailed report of monitoring assistance.

TASK IV. Other Services

The SWCD provides various technical and administrative services on an as-requested basis, including but not limited to:

- Data management and reporting
- Surveying
- Mapping/GIS analysis
- Resource concern investigations
- Erosion and sediment control inspections

Results

Prepared and submitted quarterly and annual activity and progress reports

Prepared and presented 2019 cost share program policy

Participated in Water Resources Plan update

TASK V. EDUCATION PROGRAMMING

Scope of Work

The SWCD provides various educational programming services. Activities include those identified in the annual Scott Clean Water Education Program (SCWEP) work plan, as well as special, local educational activities identified and requested by the District. The District is a SCWEP partner.

Results

- Planned and hosted four workshops:
 - Planting Native Prairie Workshop (3/13/19)
 - Spring Lake Town Hall; 59 attendees, 21 from PLSLWD
 - Cover Crop and Soil Health Workshop (3/14/19)
 - Le Center American Legion; 70 attendees, 19 from Scott County, 2 from PLSLWD
 - Create a raingarden Workshop (4/18/19)
 - Spring Lake Town Hall; 44 total attendees, 20 from PLSLWD
 - Restore Your Shoreline (6/11/19)
 - Spring Lake Town Hall; 44 total attendees, 23 from PLSLWD
- Other, countywide SCWEP activities
 - Outdoor Education Day – 9/23/19 to 9/27/19
 - Cedar Lake Farm Region Park; 1,130 3rd-5th grade students
 - Event participation
 - Celebrate Jordan: Expo – 4/7/19
 - U of M Extension's Garden Fever – 4/6/19
 - PLSLWD Clean Water Clean-Ups – 4/22/19 & 10/28/19
 - Prior Lake Lakefront Days – 8/9/19 & 8/10/19
 - Scott County Fair – 7/24/19 to 7/28/19

- Prior Lake Fall Community Fest – 9/16/19
- Coordinated media plan, leading publication of over seventy (70) conservation-related articles. Examples with direct local impact include:
 - Workshop and community event advertising and promotion
 - Environmentally-friendly lawn care and snow and ice removal
 - Local conservation success stories and awards
 - Planting and maintaining native grasses
 - Water quality awareness
 - Cover crops

YEAR-END BUDGET SUMMARY

Task	Description	Budget	Invoiced
I	Technical Assistance	\$30,000	\$20,169
	General Cost Share	\$23,000	\$13,006
II	Farmer-Led Council Support	\$22,000	\$18,164
	Farmer-Led Council Cost Share	\$27,000	\$18,463
III	Monitoring and Data Collection	\$9,000	\$15,814
IV	Other Technical/Field Services	\$3,500	\$4,123
V	Education Programming	\$3,500	\$565
Total		\$118,000	\$90,304

EXHIBIT A**Status of Marketing and Outreach for Spring Lake West Upper Watershed SWA**

Rank	Potential Project	Qty	Units	Est. P Reduction	Landowners	PID	Contact method	Status	Anticipated Follow up
1	Grassed Waterway	2850	Ln Ft	147.4	Connie Kochlin	99250040	Letter	Project completed	No - project installed
2	Grassed Waterway	800	Ln Ft	72.5	The Survivors LLC & Janet Corrigan	119310160	Letter	No interest, no concerns	No - no concerns
3	Grassed Waterway	450	Ln Ft	28.7	Killian Sisters Farm LLC	119170101	Letter, in person with renter	Planted to alfalfa; concern addressed at this time	No - unless the field returns to corn/beans
4	WASCOB	7	Each	294	(a) Connie Kochlin	99250040	Letter	Project completed using waterways and diversions	No - project installed
					(b) Robert Menden	99260041	Letter, phone	Project completed using waterways and diversions	No - project installed
5	Grassed Waterway	1350	Ln Ft	51.6	Raymond Ames	119180012	Letter, phone, in person	No interest, no concerns	No - no concerns
6	Filter Strip	6	Acres	65.1	(a) Linda Schuster	119300011	Letter, in person	16.5' buffer required	No - project installed
					(b) Helen Laabs Trust	119190230	Letter, phone, in person	16.5' buffer required	No - project installed
					(c) Roger Dubbe	119190140	Letter, phone, in person	16.5' buffer required	No - project installed
					(d) Willard Brandt	119190210	Letter, in person	16.5' buffer required	No - project installed
7	Grassed Waterway	1275	Ln Ft	32.1	(a) Rose Whipps	119170010	Letter, in person	No interest, didn't want to commit to a practice will be selling in a few years	No - not with the current owner; follow up with the new landowner in a few years
					(b) Robert Menden	99260041	Letter, phone	Project completed	No - project installed
8	Terrace	4200	Ln Ft	135.2	(a) Robert Menden	99260041	Letter, phone	Project completed using waterways and diversions	No - project installed
					(b) Laverne Geis	99260043	Letter	Converted to non-ag use; no concern	No - field converted to non ag
					(c) Steve Stemig	99240020	Letter, in person	No interest, farms on the contours	No - was not interested in the identified practice
					(d) Daniel Garnhardt	119310023	Letter, left messages and door hangers	Contacted for prairie	No - unable to reach landowner; tried many ways
9	Filter Strip	0.7	Acres	5	Vernon Dockendorf	119180040	Letter, phone	No interest, renter not interested, area is flat	No - no interest
10	WASCOB	3	Each	40.1	(a) Ron Kroyer	99240060	Letter, in person	Repaired by renters; no longer a concern	No - no concerns
					(b) Anthony Derhaag Rev. Trust	119170012	Letter, in person	No interest, no concerns	NO - no concerns; renter will contact if conditions change
11	Filter Strip	6.8	Acres	36.4	Raymond Ames	119170052	Letter, phone, in person	Project complete; Ray installed filters on his own	No - filters installed by landowner
12	Filter Strip	5.5	Acres	29.2	Steve Hentges	119180030	Letter, phone, in	Project complete; installed 30' filters,	No - project installed

Exhibit A, cont.

Status of Marketing and Outreach for Spring Lake West Upper Watershed SWA

							person	2.06 acres	
13	WASCOB	2	Each	22.9	O'loughlin Farms Koepp LLP	119320042	Letter, in person	No erosion concerns	No - no erosion concerns
14	WASCOB	1	Each	10.7	Raymond Ames	119180012	Letter, phone, in person	No interest, no erosion concerns	No - no erosion concerns
15	Grassed Waterways	4270	Ln Ft	57.6	(a) Roger Beuch	99130030	Letter, in person	No interest, no concerns in the identified area	N - no erosion concerns
					(b) Jim Dubbe	99240050	Letter, in person	No interest, no erosion concern	No - no erosion concerns
					(c) Paul Dubbe	99240080	Letter, in person	No interest, no erosion concern	No - landowner is not interested in the practice, no concerns
					(d) Mark Kreuser	99130070	Letter, in person	Landowner not interested in the practice, no erosion	No - landowner not interested
					(e) Roger Beuch	99130060	Letter, in person	No interest, no concerns in the identified area	No - Renter not interested
16	Filter Strip	3.7	Acres	16.5	(a) Doug Schieffer	110600070	Letter	16.5' Buffer required	No - practice is installed
					(b) Laverne & Walter Beuch Trust	119320070	Letter	16.5' Buffer required	No - practice is installed
17	Terrace	850	Ln Ft	15	RGA Holdings LLC	119170030	Letter, phone, in person	Landowner not interested in the identified practice (or others)	No - landowner not interested
18	Rock Tile Inlets	2	Each	1.9	(a) John O'loughlin Rev. Trust	110770011	Letter	Landowner not interested in the identified practice	No - landowner not interested
					(b) Eugene Hauer Trust	111330020	Letter, phone	Landowner not interested in the identified practice	No - landowner not interested
19	Grade Stabilization	1	Each	15.3	Doug Schieffer	110600070	Letter	No interest, landowner doesn't want the practice	No - landowner not interested
20	Rock Tile Inlet	1	Each	0.8	Laverne & Walter Beuch Trust	119320070	Letter, door hanger, phone	No interest, not interested in the identified practice	No - landowner not interested
21	Wetland Restoration	3.5	Acres	19.1	Eugene Hauer Trust	119190031	Letter, phone	No interest, may be selling the land soon	N0 - not with current owner; if land sells follow up with new owner
22	Rock Tile Inlet	3	Each	1.6	(a) Anthony Derhaag Rev. Trust	119170021	Letter, in person	No interest (2 inlets), selling land soon	No - selling land; if land sells follow up with new owner
					(b) Rose Whipps	119170010	Letter, in person	No interest (1 inlet) didn't want to commit to a practice will be selling in a few years	N0 - not with the current owner; follow up with the new landowner in a few years
23	Rock Tile Inlet	1	Each	0.5	Pauly Farm Limited Partnership	99240010	Letter	No interest, not interested in the identified practice	No - landowner not interested
24	Wetland Restoration	10	Acres	25.6	Anthony Derhaag Rev. Trust	119170020	Letter, in person	No interest (2 inlets), selling land soon	No - selling land

EXHIBIT B**Summary of landowners with projects assisted in 2019**

Landowner*	Interest/Concern	Status	Progress	PID	Address	City/Twp	Phone	Staff Assigned
Butani, Amy	Native Prairie Restoration	Closed	Post signage for native prairie project	110690060	3377 203rd Ct East	Spring Lake Twp	612-250-3100	Alness, Alyssa
Casey, Robert	LFF Certification	Closed	Certified	119230121	17826 Murphy Lake Blvd	Spring Lake Twp	612-221-1255	Korbel, Diann
Cook, John*	Shoreline erosion	Open	Complete site survey; begin prelim. design	250530060	14949 Manitou Rd	City of Prior Lake	952-239-4008	Kavitz, Todd
Dubbe, Jim	Buffers	Closed	Buffer plan complete	119190140	496 N Sutton Lake Blvd	Spring Lake Twp	952-212-3328	Korbel, Diann
Fink, Allen*	Streambank Erosion	Active	Site investigation	119080063	18056 Langford Blvd	Spring Lake Twp	952-200-4972	Kavitz, Todd
Fischer, Brenda	Well Decommission	Active	Final payment & closeout	110080150	17456 Vergus Ave, Jordan	Spring Lake Twp	612-306-7843	Roberts, Shelby
Gannaway, Cheryle	Raingarden	Closed	Final payment & closeout	254371360	14922 Jeffers Pass NW	City of Prior Lake	612-424-3593	Darley, Meghan
Haga, Ken*	Raingarden	Closed	Application through final closeout	260520220	8870 151st St W	City of Prior Lake	612-269-9259	Darley, Meghan
Hentges, Joe	LFF Certification	Closed	Certified	119290011	19990 Vergus Ave	Spring Lake Twp	612-518-2504	Korbel, Diann
Hentges, Joe	Cover Crops	Closed	Final payment & closeout	99250040	19990 Vergus Ave	Sand Creek Twp	612-518-2504	Schneider, Scott
Joesting, Angie*	Riparian buffer	Active	Design/cost estimate	253821360	3176 Wild Horse Pass NW	City of Prior Lake	952-451-5717	Darley, Meghan
Klein, Charlie*	Groundwater Protection	Active	Process application	250600060	5242 Frost Point Circle SE	City of Prior Lake	612-751-7532	Roberts, Shelby
Kochlin, Connie	Native Filter Strips	Active	Completed certification; issued payment	99250040	213 Sunset Drive, Jordan	Sand Creek Twp	952-492-2143	Schneider, Scott
Kochlin, Connie	Whole Farm Assessment	Closed	Completed assessment; issued payment	99250040	213 Sunset Drive, Jordan	Sand Creek Twp	952-492-2143	Schneider, Scott
Kochlin, Connie	Native Filter Strips	Active	Final certification, payment, & closeout	99250040	213 Sunset Drive, Jordan	Sand Creek Twp	952-492-2143	Schneider, Scott
Krueger, Paul & Rose	Feedlot	Active	Continue project design; prep CS application	119070090	17746 Fairlawn Prior Lake, MN 55372	Spring Lake Twp	612-328-4506	Schneider, Scott
Laura Telschow*	Raingarden	Active	Application through final closeout	262560390	8515 153rd Bay	City of Savage	612-384-5937	Darley, Meghan
Menden, Robert	Cropland erosion	Closed	Evaluate washout in diversion	099260041	1220 S Sutton Lake Blvd, Jordan	Sand Creek Twp	612-366-4205	Scott Schneider

Exhibit B, cont.**Summary of Landowners Assisted in 2019**

Landowner*	Interest/Concern	Status	Progress	PID	Address	City/Twp	Phone	Staff Assigned
Otsby, Gail*	Raingarden	Active	Service request logged	110080040	17334 Vergus Ave, Jordan	Spring Lake Twp		Darley, Meghan
Potter, Carolyn	Groundwater Protection	Active	Process payment	110120010	2050 Lakeview Dr.	Spring Lake Twp	270-703-5496	Roberts, Shelby
Robling, Tony & Claire	Native Prairie Restoration	Closed	Final payment & closeout	110770020	1169 Butterfly Ln.	Spring Lake Twp	952-492-2241	Schoenecker, Collin
Shaul, Darcie*	Raingarden	Active	Application through final closeout	253040040	4140 Hidden Pond Trl NE	City of Prior Lake	952-250-8393	Alness, Alyssa
Sindelar, Scott*	Raingarden	Closed	Application through final closeout	259350200	15115 Martinson Island Rd NE	City of Prior Lake	952-217-3440	Darley, Meghan
Tschida, Norma*	Shoreline Erosion	Active	Site survey	259300200	14837 Estate Avenue SE	City of Prior Lake	952-447-5913	Kavitz, Todd
Vonbank, Jaime	Native Prairie Restoration	Active	Cost estimate and environmental assess.	099360093	120 South Sutton Lake Blvd	Sand Creek Twp	612-919-3824	Korbel, Diann
Webb, Keith*	Gully erosion	Active	Complete site survey; begin prelim. design	251270060	6118 Marlen Cir SE	City of Prior Lake		Peters, Willie
Wendler, Trent	Raingarden	Closed	Application through final closeout	254620210	16463 Hawk Ridge Ct	City of Prior Lake	612-619-5136	Darley, Meghan
Wiecher, Linda*	Well Decommission	Active	Finalized CS application & paperwork	250400210	5455 Shore Trail NE	City of Prior Lake	952-445-3391	Roberts, Shelby

EXHIBIT C**Summary of Cost Share and Incentive Project Activity in 2019****PROJECTS APPROVED FOR FUNDING**

Landowner	Location	Project Practice & ID	Qty	Units	P*	Source	Amount**	SWCD Board Action
Fischer, Brenda	Spring Lake Twp	Well Decommission (SR-18-100)	1	Ea	-	PLSLWD 2019 LFG SWCD 2018 SCS	\$500 \$500	Approved application
Gannaway, Cheryle	City of Prior Lake	Raingarden (SR-19-003)	1	Ea	.1	PLSLWD 2019 LFG	\$500	Approved application
Haga, Ken	City of Prior Lake	Raingarden (SR-19-101)	1	Ea	.1	PLSLWD 2019 LFG	\$500	Approved application
Klein, Charlie	City of Prior Lake	Well Decommission/CP-19-230	1	Ea	NA	PLSLWD 2019 LGF SWCD 2018 SCS Landowner	\$500** \$500 \$1132	Approved Application
Menden, Robert	Sand Creek Twp	Grassed Waterway (SR-17-221)	320	LF	20.6	PLSLWD 2019 LFG SWCD 2018 SCS	\$3,498 \$11,133	Approved application
Potter, Carolyn	Spring Lake Twp	Well Decommission/CP-19-231	1	Ea	NA	PLSLWD 2019 LGF SWCD 2018 SCS Landowner	\$500** \$500 \$1360	Approved Application
Shaul, Darcie	City of Prior Lake	Raingarden (SR-19-067)	1	Ea	-	PLSLWD 2019 LGF	\$500	Approved application
Sindelar, Scott	City of Prior Lake	Raingarden (SR-19-095)	1	Ea	-	PLSLWD 2019 LGF	\$500	Approved application
Telschow, Laura	City of Savage	Raingarden (SR-19-071)	1	Ea	.2	PLSLWD 2019 LFG	\$500	Approved application

PROJECTS COMPLETED

Landowner	Location	Project Practice & ID	Qty	Units	P*	Source	Amount**	SWCD Board Action
Casey Acres	Spring Lake Twp	LFF Certification (SR-19-006)	19.5	Acres	-	PLSLWD 2019 FLC	\$98	Approved payment
Fisher, Brenda	Spring Lake Twp	Well Decommission/CP-18-100	1	Ea	-	PLSLWD 2019 LGF SWCD 2018 SCS Landowner	\$500 \$500 \$910	Approved payment
Gannaway, Cheryle	City of Prior Lake	Raingarden/CP-19-003	1	Ea	.2	PLSLWD 2019 LGF Landowner	\$500 \$673	Approved payment
Haga, Ken	City of Prior Lake	Raingarden /CP-19-101	1	Ea	.2	PLSLWD 2019 LGF Landowner	\$500 \$493	Approved payment
Hentges, Joe	Sand Creek Twp	LFF Certification (SR-19-005)	192.3	Acres	-	PLSLWD 2019 FLC	\$962	Approved payment
Kochlin, Connie	Spring Lake Twp	Whole Farm Planning/CP-16-219	94.4	Acres	-	PLSLWD 2019 LGF	\$472	Approved payment
Kochlin, Connie	Sand Creek Twp	Native Filter Strips (SR-14-186)	4.5	Acres	36.7	SWCD 2015 CWF Landowner	\$12,810 \$710	Approved payment

Exhibit C, cont.**Summary of Cost Share and Incentive Project Activity in 2019**

Menden, Robert	Sand Creek Twp	Grassed Waterway (SR-17-221)	320	LF	20.6	PLSLWD 2019 LFG SWCD 2018 SCS Landowner	\$8,255 \$11,133 \$2,582	Approved payment
Robling, Tony & Claire	Spring Lake Twp	Native Prairie Restoration (SR-15-039)	10.0	Acres	9.5	SWCD 2015 CWF Landowner	\$21,440 \$1,440	Approved payment
Shaul, Darcie	City of Prior Lake	Raingarden/CP-19-067	1	Ea	.1	PLSLWD 2019 LGF Landowner	\$250 \$370	Approved payment
Sindelar, Scott	City of Prior Lake	Raingarden (SR-19-095)	1	Ea	.2	PLSLWD 2019 LGF Landowner	\$500 \$507	Approved payment
Telschow, Laura	City of Prior Lake	Raingarden/CP-19-071	1	Ea	.2	PLSLWD 2019 LGF Landowner	\$500 \$245	Approved payment
Wendler, Trent	City of Prior Lake	Raingarden/CP-19-034	1	Ea	.2	PLSLWD 2019 LGF Landowner	\$500 \$248	Approved payment
Wiecher, Linda	City of Prior Lake	Well Decommission (SR-19-092)	1	Ea	-	PLSLWD 2019 LFG SWCD 2018 SCS Landowner	\$500 \$500 \$560	Approved payment
Wiecher, Linda	City of Prior Lake	Well Decommission/CP-19-092	1	Ea	-	PLSLWD 2019 LGF SWCD 2018 SCS Landowner	\$500 \$500 \$560	Approved payment

67.9

* Phosphorus loading reduction in total pounds per year, measured at point of discharge to nearest water resource.

2019 Funding Summary

<u>Source</u>	<u>Amount</u>	<u>%</u>
SWCD	\$46,883	74
PLSLWD - LGF	\$12,977	10
PLSLWD - FLC	\$1,060	2
Landowner	<u>\$9,298</u>	14
	\$70,218	

EXHIBIT D**Summary of FLC Program Participation**

Lake-Friendly Farm Certification Program				
Name	Evaluated		Certified	
	Fields	Acres	Fields	Acres
Casey, Rob	1	19.5	1	19.5
Hentges, Joe	5	192.3	5	192.3
Hentges, Joe	1	38.8		
Total 2019	7	224.6	6	211.8
Since Start (2018)	13	475.2	6*	211.8*

*Does not include 19 fields and 411 acres certified in Jan, '20.

Cover Crop Group Seeding

Name	Acres	Method
Joe Hentges	120.2	Drill
Mike Vierling	99.6	Drill
Rob Casey	80	Aerial
Rob Menden	17.7	Drill
Tim Krueger	183	Drill
Tim O'Loughlin	44	Aerial
Total 2019	544.5	
Since Start (2018)	1,036	

GOALS

Cover Type	Fields	Acres
Cropland	358	5745
Pasture	125	720
Total	483	6,465

Cover Crop Outreach (to current non-participants)

Producer	Outreach method	Interest	Reason
Jim Dubbe	1 on 1 meetings	Yes, if time	Time limitations (seeding/harvesting)
Michael Hartmann	Phone call (SWCD)	None	Not interested in learning more
Scott and Terry Hauer	Phone and 1 on 1 meeting (SWCD)	Some	Concerned about moisture issues
Ivan Kohout	Phone call (SWCD)	None	Not interested in learning more
Peter Marxen	Phone call (SWCD)	Some	Would seed rye if someone could harvest
Butch Ames	Discussion with other FLC members	None	Not interested in learning more
Rich Schultz	Phone call (SWCD)	None	Concerned about moisture issues
William Busacker	Discussion with other FLC members	None	Not interested in learning more
Robert Busacker	Discussion with other FLC members	None	Not interested in learning more

EXHIBIT E

Summary Report of Monitoring Activities in 2019

Water Quality sampling/measuring

Bi-weekly water quality samples were taken at Dean Lake Outlet (DLO) and Pike Lake Park (26A) from the end of March until the end of October. A total of eighteen samples were taken at each site, sixteen of which were routine (bi-weekly) and two were non-routine (event) samples. The event samples were taken after significant precipitation events on 4-18-19 and 7-1-19.

Flow measurements

Flow measurements in 2019 totaled 64

- 5 flows taken at Prior Lake Outlet Structure
- 7 flows taken at Dean Lake Outlet (DLO)
- 4 flows taken at ST_08
- 2 flows taken at ST_S3P
- 1 flow taken at ST_40
- 6 flows taken at ST_19
- 2 flows taken at ST_14
- 7 flows taken at 5D
- 3 flows taken at B3
- 5 flows taken at ST_24
- 5 flows taken at ST_26A
- 3 flows taken at ST_21
- 5 flows taken at FC_CD1
- 4 flows taken at FC_CD2
- 3 flows taken at FC_CD3
- 2 flows taken at USFWS

Other work

- Assisted District staff with collecting dissolved oxygen levels at the Geis Wetland through the ice. This was a one-time activity.
- Provided up-to-date corrections to rating curves for sites where flow samples were collected. Determined target water levels where flow measurements would help develop more robust rating curves.

EXHIBIT A

2020 SCOPE OF WORK AND BUDGET

The Scott Soil and Water Conservation District (SWCD) will provide the Prior Lake Spring Lake Watershed District (DISTRICT) with a variety of conservation services, in support of the goals and objectives in its Water Resources Management and Spring Lake-Upper Prior Lake TMDL Implementation Plans.

Services will be delivered on a time and materials basis. Individual line items may vary as the year progresses due to unpredicted needs and circumstances; however, this Scope is capped with an overall not-to-exceed amount of **\$122,500**. The SWCD may be requested to provide services outside of and in addition to this Scope. These services will be provided on an as-requested basis via separate work order or memoranda, the costs of which will not apply to the not-to-exceed amount.

Task I. Technical Assistance and Cost Share

Scope of Work

The SWCD will provide information, technical, and cost share assistance to landowners within the DISTRICT in support of implementation of conservation behaviors and best management practices that reduce soil erosion, decrease runoff volume, and improve water quality.

A. Conservation Marketing and Promotion

The SWCD will continue targeted marketing initiatives aimed at promoting adoption of priority conservation practices. The focus will be practices targeted in the SWCD's 2020 CWF grant, prioritizing the Spring and Fish Lake Watersheds. Activities will include:

- Identifying targeted parcels and gathering contacts information
- Developing letters, mail lists, and informational materials
- Making personal calls and home visits
- Tracking progress

B. Livestock/Commodity Producer Assistance

The SWCD will provide technical support to livestock and commodity producers on conversation measures providing water quality benefits in the DISTRICT.

- Provide Equipment Rental Program services for cover crops and other conservation seeding
- Assist with animal waste management planning
- Assist with livestock facility and pasture management planning
- Provide information and assistance related to state feedlot regulations, including planning, permitting, inspections, complaint response and pollution discharge

C. Project Design, Construction and Cost Share Assistance

The SWCD will administer a cost share program in accordance with the DISTRICT's approved Docket. These services will be provided to landowners who: a) respond with interest to marketing efforts under Task IA and b) call or walk-in with their own conservation issues or concerns. Services provided to producers participating in the FLC cost share program will also fall under this task.

- Follow up
 - Calls and/or visit with landowners
 - Conduct off-site or on-site research
 - Provide information about potential solutions and available assistance
 - Document landowner interest and project opportunities
- Project Scoping and Pre-Approval
 - Meet with landowners to clarify goals and interests
 - Conduct preliminary off- and/or on-site research
 - Determine project feasibility and eligibility
- Project Development
 - Complete technical assessment
 - Collect and submit soil samples for nutrient analysis, when applicable

- Conduct topographic surveys if necessary
- Meet with landowner to finalize decisions and secure commitments
- Prepare technical and environmental assessments
- Prepare concept plans and cost estimates
- Administrative Activities
 - Prepare and process contract applications, fact sheets, and payment vouchers
 - Prepare and send letters of decision (approval or denial)
 - Prepare and issue cost share checks, upon certified completion
 - Track and report budget activity
 - Project/file close out
 - Develop and present proposed Docket revisions
 - Prepare annual report of accomplishments
- Design Activities
 - Conduct surveys
 - Prepare and review designs, specifications, and final cost estimates (or coordinate same if engineering services are outsourced)
 - Apply for/secure applicable permits
 - Prepare Operation and Maintenance agreements
 - If requested submit design packet to the DISTRICT for review prior to construction
- Construction Activities
 - Coordinate and lead pre-construction meetings
 - Stake projects
 - Inspect/supervise construction
 - Prepare as-built drawings
 - Provide construction certification

D. Conservation Planning

The SWCD will provide conservation planning services for cost share program participants, in accordance the Conservation Practice Financial Assistance Program Policy Manual

- Gather data (soils, topography, water resources, management practices, compliance status, etc.)
- Evaluate current resource conditions; identify needs and opportunities
- Prepare preliminary conservation plan; review with land user
- Prepare and deliver final Conservation Plan and Agreement; secure signatures

E. Status Reviews

Projects installed using DISTRICT funds will be inspected to ensure they are complying with their Operations and Maintenance (O&M) plans, in accordance with cost share contract requirements. Inspections are completed the 1st, 5th, and 9th year following certification.

- Conduct site visit and inspection of project site
- Prepare inspection report
- Conduct follow up inspection and landowner technical assistance, if necessary

Task I Total Budget¹

Staff services	\$30,000
Cost share (pass through):	\$23,000
	<u>\$53,000</u>

¹ Budget amounts in these categories may vary depending on number and types of projects, as well as the availability of other sources of funding for cost share and incentives. For example, additional funds may be dedicated for TA in order to leverage grant funds that can be used for project cost share and incentives.

Task II. Farmer Led Council

Scope of Work

The SWCD will provide technical support to the Farmer Led Council (FC), including but not limited to:

- Meeting with DISTRICT staff for program planning, coordination and reporting;
- Providing input and support on policy and program implementation;
- Participating in FLC meetings;
- Conduct follow up with current and prospective participants to promote FLC goals and programs;
- Assist cooperators with FLC program participation, including but not limited to: delivering and placing water quality inlets; coordinating and implementing the cover crop initiative; conducting lake-friendly farm certification assessments; preparing conservation plans; and
- Assist DISTRICT staff with certification recognition activities

Budget

Staff services	\$24,000
Expenses (pass through)	<u>\$27,000</u>
Total	\$51,000

Task III. Monitoring and Data Collection

Scope of Work

The SWCD will assist the DISTRICT with planning and implementing its monitoring program, including but not limited to grab samples, flow measurements, deployments and related activities, as per approved monitoring plan or as otherwise requested by DISTRICT staff.

Budget

Staff services	\$11,000
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Task IV. Other Technical and Management Services

Scope of Work

The SWCD will provide various technical and field services on an as-requested basis, including but not limited to:

- Preparing quarterly and annual progress and activity report
- Participating in watershed planning and rule making meetings
- Surveying/Mapping/GIS analysis
- Resource concern investigations
- Erosion and sediment control inspections

Budget

Staff services	\$4,000
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Task V. EDUCATION PROGRAMMING

Scope of Work

The SWCD will provide various educational programming services. Activities will include those identified in the 2019 Scott Clean Water Education Program (SCWEP) work plan, as well as other DISTRICT educational activities for which SWCD services may be requested.

As part of the 2019 SCWEP, the SWCD will plan, coordinate and host two (2) lakeshore workshops. Activities will include:

- Plan and prepare workshop details in coordination with the WMO and Cities of Prior Lake
- Develop promotional and informational materials and resources
- Plan and implement media marketing/promotion plan
- Coordinate and manage registrations and venue set-up and take-down
- Prepare and present information
- Post-workshop review and follow up with landowners

Budget

Services: **\$3,500**
Supplies: Per request

TASK & BUDGET SUMMARY

Task	Description	Amount
I	TACS services	\$30,000
	TACS cost share (pass-through)	\$23,000
II	FLC services	\$24,000
	FLC cost share (pass-through)	\$27,000
III	Monitoring services	\$11,000
IV	Misc. Tech & mgmt services	\$4,000
V	Education services	\$3,500
	Education supplies*	N/A
Total		\$122,500

*On per-request basis

BILLING RATES

All services will be billed on a time and materials basis, according to the following hourly rates.

Position Title	Rate
District Director	\$85
Resource Conservationist II	\$77
Finance and Accounting Specialist	\$72
Engineering Technician	\$72
Resource Conservationist I	\$72
Water Resources Specialist	\$67
Natural Resources Specialist	\$67
Resource Conservation Technician	\$62
Agricultural Programs Specialist	\$62
Outreach and Education Specialist	\$62
Administrative Assistant	\$52
Conservation/Seasonal Intern	\$37

**AGREEMENT BETWEEN THE PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT
AND THE SCOTT SOIL AND WATER CONSERVATION DISTRICT FOR THE
PROVISION OF PROFESSIONAL CONSERVATION SERVICES**

This Agreement is made this ____ day of _____, 2020, by the **PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT**, a governmental subdivision of the State of Minnesota (the "DISTRICT") and the **SCOTT SOIL AND WATER CONSERVATION DISTRICT**, governmental subdivision of the State of Minnesota (the SWCD) for the period January 1, 2020 through December 31, 2020.

1. SCOPE OF SERVICE AND AUTHORIZATION. The DISTRICT retains the SWCD to provide services related to conservation promotion, landowner technical assistance, monitoring, education, and other miscellaneous technical and field services (Services), as set forth in the Scope of Work and Budget, attached hereto as Exhibit A.

2. FEES AND PAYMENT. The SWCD will invoice the DISTRICT on a quarterly basis for time and materials associated with delivery of Services set forth in Exhibit A, unless otherwise specified. Hourly fees for the Services are included in Exhibit A. Materials expenses shall be pre-approved or requested in advance by the DISTRICT Administrator or designee before they are incurred. The SWCD will not invoice for mileage reimbursement.

Payment shall be due within 30 days following receipt of an itemized invoice from the SWCD, using a format approved by the DISTRICT. The DISTRICT may withhold payment for any services not covered in Exhibit A or otherwise authorized in advance by the Administrator or designee.

3. PROFESSIONAL RESPONSIBILITY. The SWCD shall perform the Services consistent with that level of care and skill ordinarily exercised by members of its profession practicing under similar conditions at the time the Services are performed.

4. DISTRICT'S RESPONSIBILITY. At the SWCD's reasonable request, the DISTRICT shall provide to the SWCD all reports, data, studies, plans, specifications, documents, and other information in its possession that are relevant to the Services. The SWCD shall be responsible only for the accuracy of the data, interpretations, and recommendations it generates or makes. The SWCD will not be responsible for any interpretations or recommendations generated or made by others, which are based, in whole or in part, on the SWCD's data, interpretations or recommendations.

5. INDEMNIFICATION.

(a) The SWCD shall indemnify and hold harmless the DISTRICT and its managers, officers, employees, agents, and successors from and against any and all losses, damages, claims, liabilities, costs, and expenses, including legal fees and costs of investigation, resulting from or arising out of (i) a material breach by the SWCD of any term or provision of this Agreement, or (ii) any negligent act or omission or intentional misconduct of the SWCD in the performance of this Agreement or the Services.

(b) The DISTRICT agrees to indemnify and hold harmless the SWCD and its officers, employees, agents, and successors, from and against any and all losses, damages, claims, liabilities, costs, and expenses, including legal fees and costs of investigation, resulting from or arising out of any negligent or wrongful act or omission of the DISTRICT, its officers, directors, or employees.

6. INSURANCE.

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

(a) General and professional liability: \$1.5 million each occurrence and aggregate, covering completed operations and contractual liability.

(b) Automobile liability: combined single limit each occurrence coverage for bodily injury and property damage covering all vehicles, \$1.5 million.

(c) Workers' compensation: in accordance with legal requirements applicable to the SWCD.

The DISTRICT will be named as an additional insured with primary coverage under the general liability policy. The SWCD will provide certificates of insurance and other insurance documentation on reasonable request. The certificate will name the DISTRICT as a holder and will state that the DISTRICT will receive written notice before cancellation, nonrenewal or a material change in any described policy under the same terms as the SWCD.

7. OWNERSHIP AND MAINTENANCE OF DOCUMENTS.

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

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

If the SWCD receives a request under the Data Practices Act, Minnesota Statutes chapter 13 (DPA), that may encompass data (as that term is defined in the DPA) the SWCD possesses or has created as a result of this agreement, it will inform the DISTRICT immediately and transmit a copy of the request. If the request is addressed to the DISTRICT, the SWCD will not provide any information or documents, but will direct the inquiry to the DISTRICT. If the request is addressed to the SWCD, the SWCD will be responsible to determine and meet its legal obligations, but will notify and consult with the DISTRICT before replying. Nothing in the preceding sentence supersedes the SWCD's obligations under this Agreement with respect to protection of DISTRICT data, property rights in data or confidentiality.

8. RELATIONSHIP OF PARTIES. The SWCD shall be an independent contractor in performing the Services and shall not act as an agent or an employee of the DISTRICT. The SWCD shall be solely responsible for its employees, subcontractors, and agents and for their compensation, benefits, contributions, insurance and taxes, if any. The SWCD shall not have any right or authority to make any representation or to assume or create any obligation, expressed or implied, on behalf of the DISTRICT.

The SWCD will comply with the laws and requirements of all federal, state, local and other governmental units in connection with performing the Services and will procure all licenses, permits and other rights necessary to perform the Services. In performing the Services, the SWCD will ensure that no person is

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

9. ASSIGNMENT. Neither party shall assign, or otherwise transfer, its rights or obligations hereunder without the written consent of the other party.

10. AUDIT. All documents and records relating to this Agreement shall be available for inspection by the DISTRICT and the state auditor for six years. The DISTRICT may audit all records of the SWCD relating to the costs, expenses and Services performed. If the audit shows that the payment by the DISTRICT to the SWCD exceeds the amount due the SWCD, the excess amount shall be returned to the DISTRICT and the SWCD shall bear the expense of the audit.

11. DISPUTES. All disputes between the SWCD and the DISTRICT shall be subject to non-binding mediation before either party may commence suit. Either party may demand mediation by serving a written notice stating the essential nature of the dispute, the amount of time or money claimed, and requiring that the matter be mediated within 60 days of service of notice. The parties shall agree on a mediator.

12. TERMINATION. This Agreement shall be terminable at will by either party effective immediately upon written notice to the other party via certified mail. Termination of this Agreement does not relieve either party of its obligations with regard to services provided prior to the time of termination. Insurance obligations; warranties; obligations to indemnify and hold harmless; and document-retention requirements will survive the completion of the Services and the term of this agreement.

13. GOVERNING LAW. This Agreement is governed by and shall be construed according to the laws of Minnesota.

14. NOTICES. All notices and communications to the SWCD under this Agreement shall be to 7151 W. 190th Street, Suite 125, Jordan, MN, 55352. All notices and communications to the DISTRICT under this Agreement shall be to 4646 Dakota Street SE, Prior Lake, MN 55372.

15. ENTIRE AGREEMENT. This Agreement including any attachments incorporated constitutes the entire understanding between the DISTRICT and the SWCD. Any modifications to this Agreement shall be in writing and signed by authorized representatives of the parties.

For the PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT

Signed: _____
Title: _____
Date: _____

For the SCOTT SOIL and WATER CONSERVATION DISTRICT

Signed: _____
Title: Doug Schoenecker, Chair
Date: _____

memo



Project Name | Savage Water Resource Management Plan
To | Diane Lynch, District Administrator
 PLSLWD Board of Managers
Cc |
From | Carl K. Almer
Regarding | DRAFT Comment on January 2020 Agency Draft

Date | 2/17/2020

The purpose of this memorandum is to provide preliminary comments on the City of Savage's Draft Water Resource Management Plan (WRMP) in advance of providing formal comments to the City due on March 17, 2020. Comments below are organized by Plan section.

Overall

1. Throughout: "Prior Lake-Spring Lake Watershed District" is listed in multiple locations without the "-" or with a "/" instead.
2. Throughout: The Oxford comma is used inconsistently throughout the report.
3. Report does not outline a procedure for submitting annual reports to agencies (BWSR) which document WCA and monitoring program data (PLSLWD Local Plan requirement - see PLSLWD Water Resources Management Plan, Section 8.1.1, Item 7).
4. Please provide a copy of the most recent MS4 annual report and shapefiles of inspected stormwater structures, outfalls, and basins.

1.0 Executive Summary

1. Section 8.0 – This section should also mention that the WRMP will be amended, as necessary, in response to Watershed District or WMO Rule Revisions.

2.0 Introduction and Purpose

1. Section 2.0c – Reference to the expired June 2011 Memorandum of Agreement (MOA) with the PLSLWD is made, stating that a new agreement will be established in 2020 after approval of the WRMP. Add the June 2011 MOA to the Water Resource Related Agreements listed in Appendix A.

3.0 Land and Water Resource Inventory

1. Sections 3.2.2 / Figure 3.4 – There are minor differences in the subwatersheds depicted for the Prior Lake Watershed in Figure 3.4 of the WRMP as compared to the subwatershed boundaries established by the PLSLWD. These subwatershed boundaries should be reviewed and rectified during efforts to refine the political boundaries with local Watershed Districts and WMOs (see comment 4.3 below).
2. Section 3.6.2 – Several typos in this section make it difficult to read. Reference to Appendix D should be corrected to Appendix E.
3. Section 3.11, Page 12, 2nd to last Paragraph – Please clarify the following statement, "The designation indicates that the aquifer is covered by at least 50 feet of clay material."

4.0 Assessment of Problems and Corrective Actions

Three of the problems identified directly concern land within the political boundary of the PLSLWD including: flooding and stormwater rate control (Issues 4.2.1 and 4.2.2) and adequacy of existing regulations (Issue 4.7.2).

1. Issue 4.2.1 (Cate's Lake Outlet) – The corrective action for this issue references the 2017 Outlet Feasibility Study and 2004 Outlet Management Plan. The WRMP notes that the City will coordinate with the PLSLWD on the project. It has been over a year since the City last involved PLSLWD staff in Cate's Lake permanent outlet discussions. What is the status of the City's feasibility study?
2. Issue 4.2.2 (Site Specific Flooding) – Flooding at 7131 149th St W (due to pond sizing) is listed as a priority location for drainage improvements. This location is within PLSLWD boundaries and potential projects should be coordinated with PLSLWD staff.
3. Issue 4.7.2 (Hydrologic Boundaries) – This section mentions that the City will work with Watershed Districts and WMOs to redefine political boundaries to better match hydrologic boundaries within the City. Please note that the PLSLWD intends to initiate discussions with partners in 2020.
4. Issue 4.8.6 (Inspection and Maintenance of Stormwater Ponds) – The PLSLWD applauds the City for adoption of a Stormwater Asset Management Plan (SWAMP) which uses information such as as-builts, drainage areas, field inspections, and storm sewer maps to rank BMPs based on cost/benefit pollutant removal efficiency. Please provide a copy of the SWAMP and the 10-year Pond Maintenance Plan to the PLSLWD as available and note that the PLSLWD has a Public Infrastructure Partnership Program available for enhancement of stormwater management BMPs beyond MS4 maintenance requirements.
4. Issues 4.2.6 – 4.2.9 / Figure 3.7 – Figure 3.7 identifies issues not included in Section 4.0 of the WRMP. Issues 4.2.6 and 4.2.9 (located within the PLSLWD) do not appear as listed problems in Section 4.0. Please clarify and amend as necessary.

5.0 Establishment of Goals and Policies

1. Section 5.1.2 – This section notes that the PLSLWD defers its permitting authority for most projects to the LGUs, assuming LGUs have adopted standards equivalent to PLSLWD Rules. The current MOA between the City and the PLSLWD has expired. This section also notes PLSLWD is currently working to update their rules and the City plans to revise their official controls within 180 days of adoption to conform to updated rules. At that point a new agreement should be established such that the City can continue to assume PLSLWD permitting responsibility. Note that the MOA will continue to stipulate that City projects are permitted by the PLSLWD.
2. Section 5.3.17 – Reference to Appendix E should be corrected to Appendix F.

6.0 Implementation Priorities / Implementation Program

1. The WRMP must identify potential capital projects for which PLSLWD cost-share will be sought, and projects the City may petition the PLSLWD to complete (if any). No items are listed for PLSLWD cost-share. Will PLSLWD cost-share be sought for the Cate's Lake

Permanent Outlet project? Are there any other potential City water quality retrofit projects within the PLSLWD?

2. Project numbering is inconsistent for Water Quality, Flooding, and Rate Control projects. Numbering should continue to numbers 9-12 on Section 6.0 Page 4, instead of restarting at number 1.

7.0 Financial Considerations

No comment.

8.0 Amendment Procedures

No comment.

Appendices

1. Appendix A – Include the expired June 2011 Memorandum of Agreement with the PLSLWD, per above comment.
2. Appendix G – 10-Year Stormwater Pond Management Plan. Section 4 (Upland Vegetation Management) references City Code, Section 152.407 which outlines City Buffer requirements. City Buffer requirements for Manage 3 Wetlands (16.5' minimum) do not meet PLSLWD requirements of a 20' minimum, 30' average (existing PLSLWD Rule J-5b). Establishment of wetland buffers within the PLSLWD should be determined on a site-by-site basis to ensure PLSLWD requirements are being met. The PLSLWD's proposed rules will utilize a graduated system for wetland buffers, with higher quality wetlands requiring larger buffers. Revision of official controls to meet this requirement will be needed once proposed rules are adopted by the PLSLWD.



Water Resource **Management Plan**

January 2020 - Draft



**CITY OF
SAVAGE
MINNESOTA**

CITY HALL
6000 McColl Drive
Savage, MN 55378

952-882-2660
952-882-2656
comments@ci.savage.mn.us
cityofsavage.com

- BWSR adopted Rule 8410 regarding Local Plan content
- Local Plans must also comply with District WRMP requirements
- Collectively there are 13 primary requirements for Local Plan content
- Proposed comments on the Savage January 2020 Draft Local Plan are provided in the Board packet
- Requested Board action is to accept or amend proposed comments for submittal to the City of Savage
- Comments to the City are due March 17th

Savage Water Resource Management Plan

memo



Project Name | Savage Water Resource Management Plan
To | Diane Lynch, District Administrator
Cc | PLSLWD Board of Managers
From | Carl K. Almer
Regarding | DRAFT Comment on January 2020 Agency Draft

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memo
2 of 3

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memo
3 of 3

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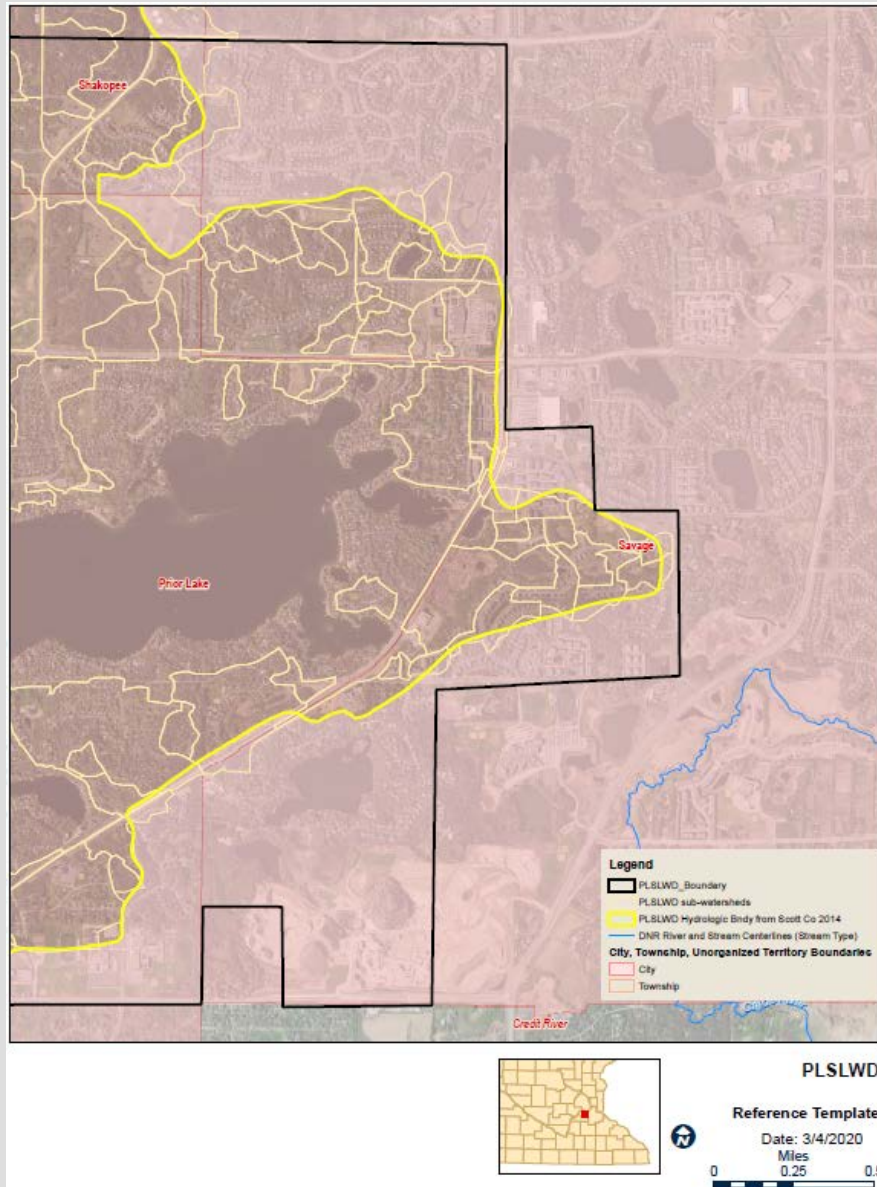
No comment.

8.0 Amendment Procedures

No comment.

Appendices

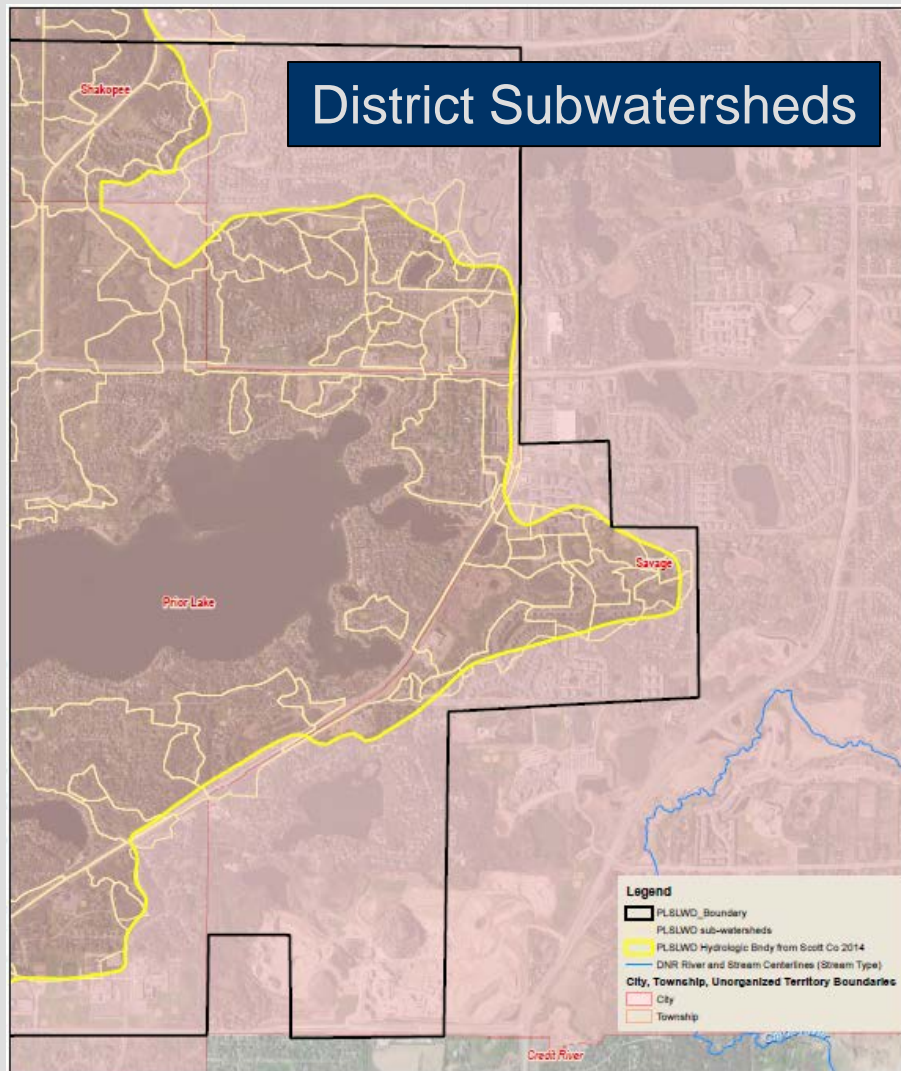
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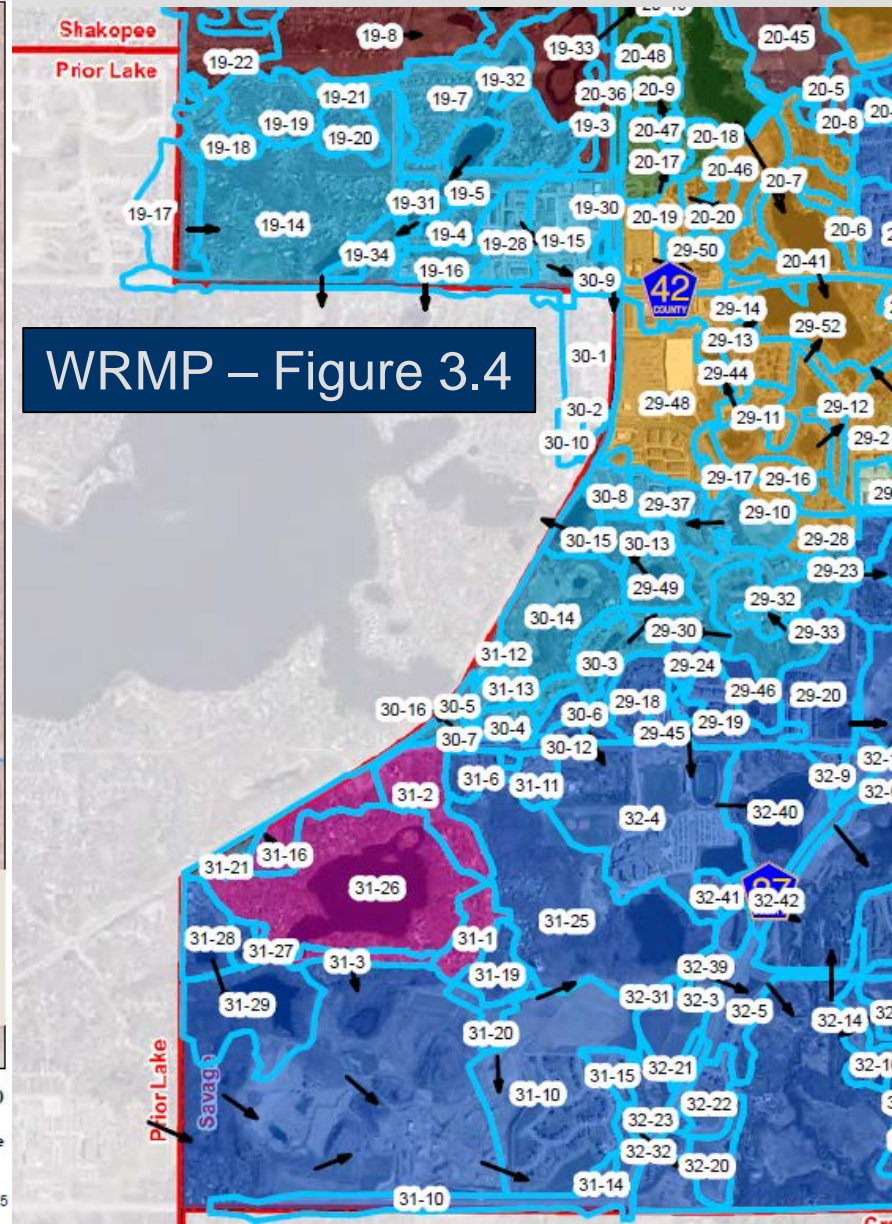
- **StormWater Asset Management Plan**
- Adopted by City to prioritize maintenance of stormwater basins
- **Comments**
 - (O.4) Provide copy of MS4 annual report and inspection shapefile to District
 - (4.4) Provide copy of SWAMP and 10-year Pond Maintenance Plan to District
 - (4.4) Note District's Public Infrastructure Partnership Program

Comments 3.1, 4.3 – District Boundaries

District Subwatersheds



WRMP – Figure 3.4

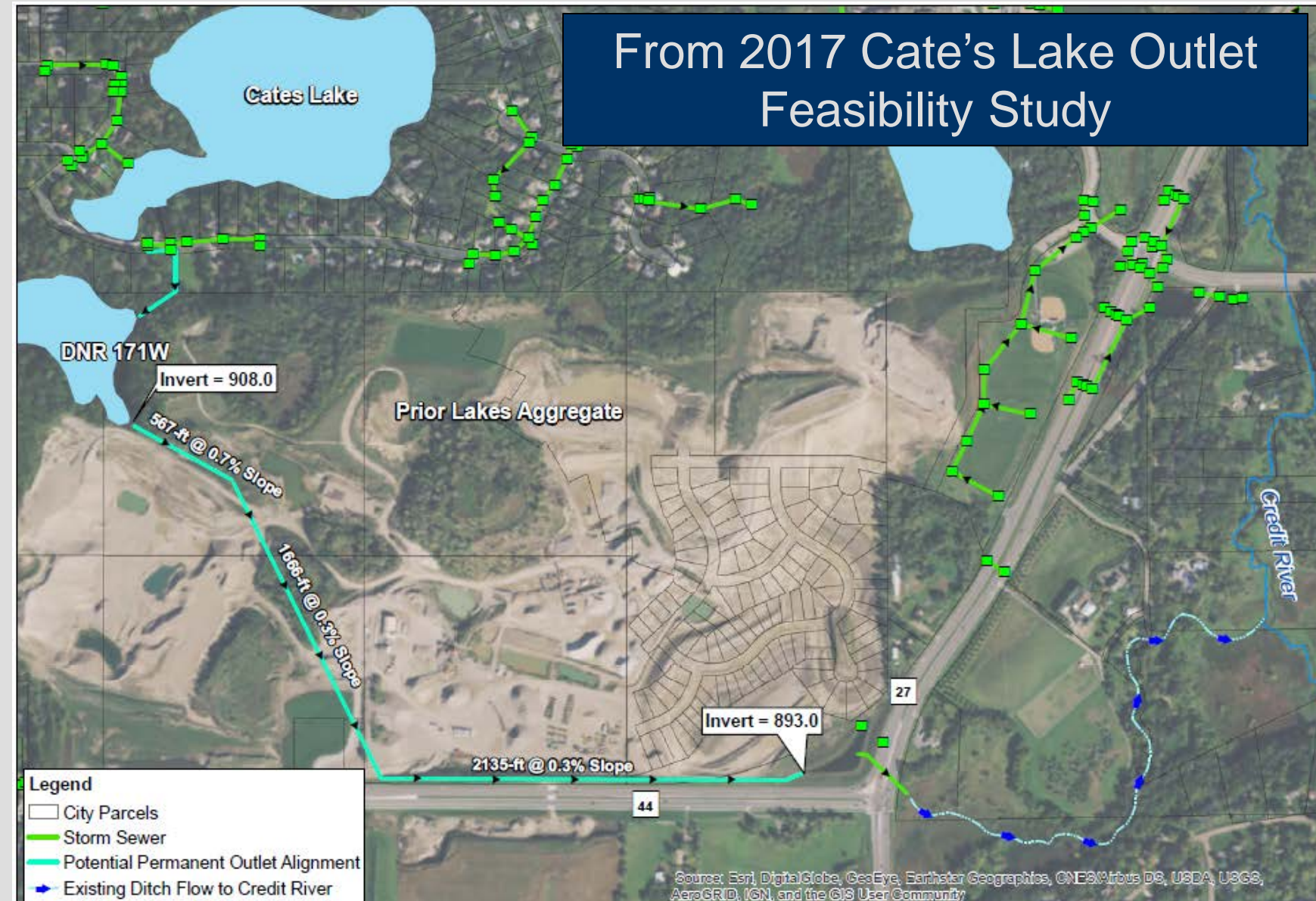


- City Issue 4.7.2 – variation between hydrologic and geographic boundaries of District
- Comments
 - (3.1) District subwatersheds have minor inconsistencies with City subwatersheds
 - (4.3) District plans to start discussion to redefine political boundaries in 2020

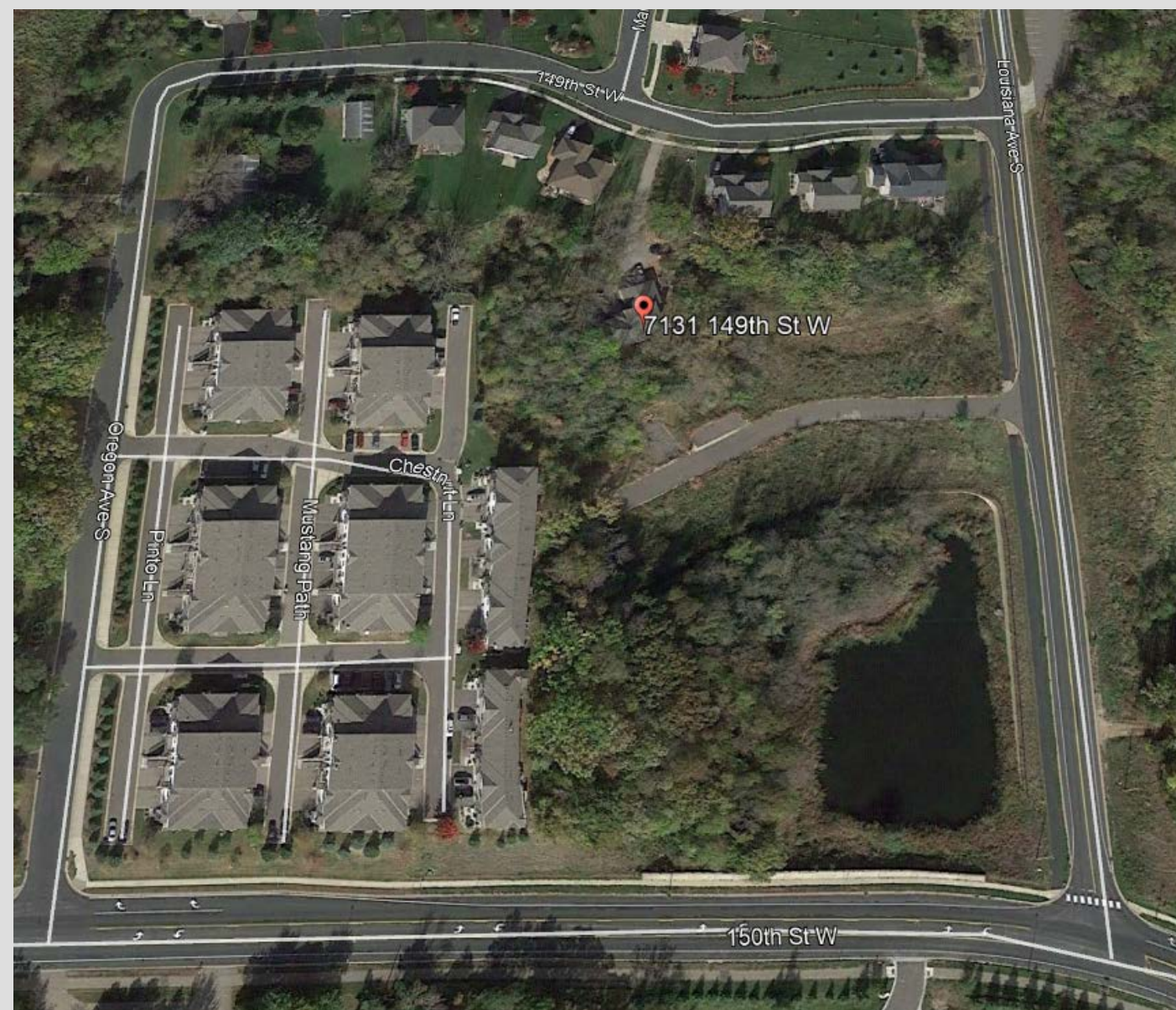
Comments 4.1, 6.1 – Cate's Lake Outlet

From 2017 Cate's Lake Outlet Feasibility Study

- City Issue 4.2.1 – Management of Cate's Lake with a temporary outlet
- Comments
 - (4.1) Requests update on City's feasibility study (project has not been discussed with District in over a year)
 - (6.1) Asks if District cost-share will be sought for this or other projects



Comment 4.2 – Site Specific Flooding



- City Issue 4.2.2 – Site specific flooding
- “Flooding due to outlet and pond sizing”
- Comment
 - (4.2) Notes location is within District boundaries and should be coordinated with District staff

Comment A.2 – Buffer Requirements

<i>Wetland Classification</i>	<i>Permanent Buffer Width</i>	<i>Permanent Structure Setback from Buffer Edge (feet)</i>	<i>Accessory Structure Setback from Buffer Edge (feet)</i>
Savage Fen/Preserve	50 feet average/30 feet minimum	25	15
Manage 1	40 feet average/25 feet minimum	25	15
Manage 2	30 feet average/25 feet minimum	25	15
Manage 3	16.5 minimum	25	15

For lots of record or development permits approved by the City Council from January 18, 2000 through May 20, 2013, the following wetland buffer strip requirements shall be provided and maintained around the perimeter of all wetlands and stormwater ponds:

<i>Wetland Classification</i>	<i>Permanent Buffer Width</i>
Savage Fen/Preserve	50 feet
Manage 1	40 feet
Manage 2	30 feet
Manage 3	16.5 feet

City Code 152.407

5. BUFFER STRIPS.

Current District Rule

(a) For any parcel created or redeveloped after the effective date of this Rule J, a buffer strip shall be maintained around the perimeter of all watercourses or wetlands. The buffer strip provisions of this Rule shall not apply to any parcel of record as of the date of this Rule until such parcel is subdivided or redeveloped. The District does, however, strongly encourage the use of buffer strips on all parcels in the District.

(b) Buffer strips shall be a minimum of 20 feet wide with an average width of 30 feet, measured from the ordinary high water level of the watercourse or wetland.

5. CRITERIA.

Proposed District Rule

(a) Buffer strips on watercourses shall be a minimum of 15 feet wide with an average width of 30 feet, measured from the ordinary high water level of the watercourse.

(b) Buffers on wetlands, as measured from the delineated edge of the wetland, shall comply with the following minimums and averages:

Management Class	Minimum Width [ft]	Average Width [ft]
Natural Areas Wetland	50	75
Hydrology Wetland	25	50
Restoration/Enhancement & Basic Wetland	15	30

- (A.2) Establishment of wetland buffers within District boundaries should be determined site-by-site to ensure District standards are met
- (A.2) Revision of official controls will be needed after adoption of new District rules

MEMORANDUM

TO: BOARD OF MANAGERS
FROM: MAGGIE KARSCHNIA, WATER RESOURCES PROJECT MANAGER
SUBJECT: FECL WEIR IMPROVEMENT PROJECT
DATE: MARCH 5, 2020

BACKGROUND

The fish barrier at the FeCl weir has been in disrepair for several years. The tines that were designed and installed on the weir have since broken as shown in the photograph below. In addition, there has been safety concerns along the catwalk on top of the weir. The weir structure will be updated in order to improve safety for staff and visitors to the FeCl weir site, and to block carp from entering the Geis wetland during spawning.

District staff have worked with WSB scientists and engineers to develop modification plans to repair and improve the design of the existing weir. The new design is similar to the existing structure, but includes longer fingers that form a ramp and require carp to swim longer distances upstream outside of the water column. These designs will make cleaning and removal of rebar fingers easier.



QUOTE REVIEW

WSB has prepared the attached Memo that provides information on the history of bidding out this project last year. This project is unique in that it will require both specialized fabrication of components, some of which will be completed on-site, and a contractor with experience in construction installation. As such, finding a contractor that can complete the project at the requirements of the District and in the timing which would allow installation before spring carp spawning has been challenging. However, staff believe that a qualified contractor has been identified that can do the work to the satisfaction of the District, in the preferred timing before spawning, and with reasonable quote amounts for line items in the bid.

DISCUSSION

Based on original quotes from Spooner Machine (which no longer engages in private contracts), the project was estimated to cost \$35,000, but did not include a complete plans which now include catwalk improvements and site restoration. The current acceptable bid from Evergreen Equipment, LLC is \$86,544. \$25,000 from the 2019 budget will be rolled over to complete the project, but will not be sufficient to cover the updated cost for the project.

FeCl Weir Improvement Project Costs:

WSB Engineering	\$	4,000
Construction	\$	86,544
TOTAL	\$	90,544

Proposed Budget Allocations for Project:

FeCl Barrier 2019 Rollover	\$	25,000
Carp Management 2019 Rollover	\$	14,130
BMP Easements 2019 Rollover	\$	12,607
2020 Public Infrastructure Partnership Projects	\$	12,807
2020 FeCl Barrier Project	\$	3,000
2020 Rough Fish Management	\$	23,000
TOTAL	\$	90,544

RECOMMENDATION

At this time, staff recommends the Board authorize the District Administrator to sign a contract with Evergreen Equipment, LLC for the FeCl Weir Fish Barrier Re-Design Project for the quoted amount of \$86,544.



Memorandum

To: Maggie Karschnia – PLSLWD

From: Joey Abramson, PE – WSB
Tony Havranek - WSB

Date: March 5, 2020

Re: FeCl Site Catwalk and Fish Barrier Improvement Project
WSB Project No. R-015516-000

This document summarizes the quote solicitation history of the Prior Lake – Spring Lake Watershed District's FeCl weir replacement project. The full project entails removal of the existing catwalk and railing system, removal of the existing carp barrier tine system, fabrication of new catwalk and barrier, and installation of all new components.

In March of 2019, WSB reached out to Spooner Machine to solicit a high-level construction cost estimate for completing the project. This was to aid in the budgeting and planning for this project. At that time, the plans were preliminary in nature and did not contain the fully-designed catwalk replacement. Additionally, these preliminary plans did not include restoration, erosion and sediment control, or access considerations. Spooner provided a quote of \$37,930 to complete the work per the preliminary plans.

In September 2019, WSB reached out to the following contractors with the same preliminary plans sent to Spooner in March 2019. The following contractors were contacted:

- Benson Metals
 - o Did not provide a full quote for fabrication and installation.
- Sierra Metals
 - o Provided a quote to complete the work per the preliminary plans for an amount of \$55,000
 - o Sierra later noted that this quote did not account for site conditions.

In fall of 2019, WSB prepared an updated plan set, including site access, protection, and more detailed structural design and specifications. In late October 2019, WSB sent a quote package containing a plan set, specifications, and quote proposal form was sent out to the prospective bidders listed below. The plans required the project to be completed by December 2, 2019.

Prospective bidders contacted October 2019:

- Sierra Metals
 - o Provided a quote for \$118,000
- Spooner Machine
 - o Did not provide a quote.
- G.F. Jedlicki
 - o Did not provide a full quote – noted that fabrication alone would exceed \$100,000
- Benson Metals
 - o Did not provide a quote.
- Atlas Foundation
 - o Did not provide a quote.

The lack of competitive quotes received were assumed to be a result of multiple factors. Primarily, the unique nature of the project requires a bidder capable of fabricating and installing the custom-designed barrier system and catwalk that can fit onto an irregular existing timber support system. Additionally, the compressed timeline and specific install windows may have contributed to lack of quotes.

In early November 2019, WSB sent out a modified quote package that moved the required completion date to March 1, 2020, with the goal of receiving more competitive quotes.

WSB sent this updated quote package to the following prospective bidders:

- TNC Fabricating
 - o Referred WSB to contact Dirt Merchant, Inc (DMI)
 - o Did not provide a quote
- DMI
 - o Identified challenges related to constructability and provided a quote to construct a modified design that was not acceptable to PLSLWD.

In December 2019, WSB contacted Evergreen Equipment, LLC with the quote proposal. WSB and Evergreen met on site in January 2020. WSB provided Evergreen with the plan set containing the March 1, 2020 completion deadline and arranged to meet on site. During and after the site meeting, it was discussed that the March 1, 2020 deadline could be ignored as long as the construction could be completed before the spring spawning, anticipated to be around mid-April.

Evergreen submitted a quote on February 28, 2020. The quote consisted of the following:

- Base bid quote total of \$78,544.00
- Special provision 1: for using mats to aid construction due to muddy, wet conditions would be an additional \$6,000
- Special provision 2: for cleaning mats if required to do so (it was discussed that pressure washing as directed and to the satisfaction of the PLSLWD or Engineer would be sufficient).

Based on the site conditions and timing of the project, we anticipate that Evergreen will need the mats to complete the work. The conditions of the mats that they will purchase is unclear, but in Evergreen's experience, clients have required the mats to be cleaned prior to use on the project. We recommend that the PLSLWD assumes that both special provisions will be required to be used and paid for on this project, yielding a total construction cost of **\$86,544**.

Based on the history of quote procurement and considering the unique nature of this project and the critical schedule, we consider Evergreen's total anticipated construction cost of \$86,544 to be a good value for the work. We recommend that the PLSLWD Board accepts the quote and enters into a contract with Evergreen Equipment, LLC to complete the project.

Attachments:

- Full quote package dated 11/06/2019
- Evergreen Equipment, LLC quote dated 02/28/2020
- Draft construction contract

GEIS WETLAND FECL WEIR FISH BARRIER
REPLACEMENT PROJECT
PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

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

PLAN SET INDEX

Sheet List Table	
Sheet Number	Sheet Title
1	TITLE SHEET
2	SITE PLAN
3	DETAILS
S-01	STRUCTURAL NOTES
S-02	ELEVATION VIEW
S-03	PLAN VIEWS
S-04	CATWALK DETAILS
S-05	CATWALK DETAILS
S-06	CARP BARRIER DETAILS
S-07	CARP BARRIER DETAILS



PROJECT LOCATION MAP

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT
THIS PLAN SET CONTAINS 10 SHEETS

THIS PLAN SET HAS BEEN PREPARED FOR:

PRIOR LAKE - SPRING LAKE WATERSHED DISTRICT
4646 DAKOTA STREET SE
PRIOR LAKE, MN 55372

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

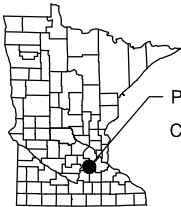


I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Joseph H. Abramson
JOSEPH H. ABRAMSON, P.E.

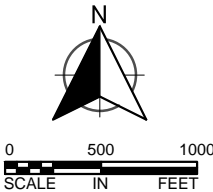
DATE: 11/6/2019 LICENSE NUMBER: 55389

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



PROJECT LOCATION
COUNTY: SCOTT

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



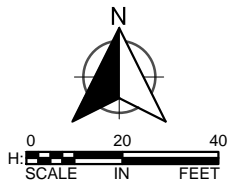
PLAN REVISIONS		
DATE	SHEET NO.	APPROVED BY

WSB PROJ. NO. 011235-000

SHEET
1
OF
10

K:\011235-000\Cad\Plan\011235-000-C-SITE PLAN.dwg 11/6/2019 9:44:03 AM

- CONSTRUCTION NOTES:
- 1. CONSTRUCTION MUST BE SUBSTANTIALLY COMPLETE BY MARCH 1, 2020. FAILURE TO MEET THIS DEADLINE MAY RESULT IN LIQUIDATED DAMAGES. SUBSTANTIAL COMPLETION IS WHEN ALL WALKWAY AND FISH BARRIER COMPONENTS ARE INSTALLED AND FUNCTIONAL.
 - 2. ALL SEDIMENT AND EROSION CONTROL MUST BE IN PLACE PRIOR TO WORK ON WALKWAY AND FISH BARRIER.
 - 3. RESTORE ALL DISTURBED AREAS WITHIN 7 DAYS OF WORK STOPPAGE.
 - 4. RESTORE DISTURBED AREAS WITH MNDOT SEED MIX 21-111 AT 100 LBS/ACRE, MNDOT SEED MIX 35-241 AT 36.5 LBS/ACRE, AND EROSION CONTROL BLANKET TYPE 3N.
 - 5. CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL UTILITY LOCATES AS NECESSARY. THIS IS INCIDENTAL TO THE MOBILIZATION BID ITEM.
 - 6. IF DEWATERING OR ICE REMOVAL ARE REQUIRED TO COMPLETE THE WORK, THESE WILL BE THE RESPONSIBILITY OF THE CONTRACTOR AND THIS WORK WILL BE INCIDENTAL TO THE MOBILIZATION BID ITEM.
 - 7. PROTECTION OF SITE AND ALL EXISTING INFRASTRUCTURE IS CONSIDERED INCIDENTAL TO THE PROJECT.
 - 8. CONTRACTOR TO PROTECT SITE USING TEMPORARY FENCE.



LEGEND

- PARCEL LINES
- ACCESS ROUTE
- FLOATING SILT CURTAIN
- DOUBLE ROW SEDIMENT CONTROL LOGS



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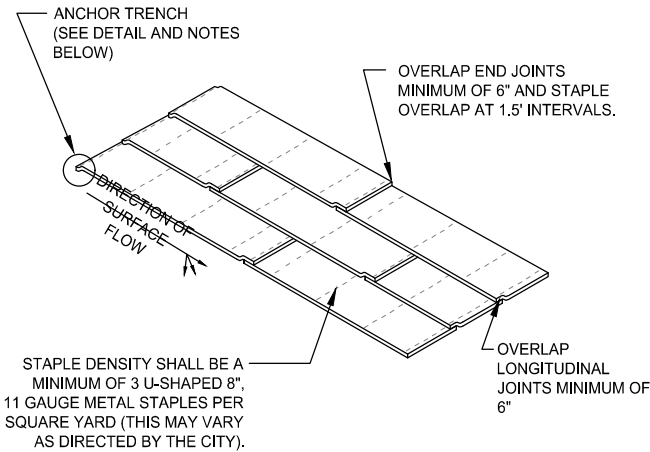
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

JOSEPH H. ABRAMSON, P.E.
DATE: 11/6/2019 LIC. NO: 55389

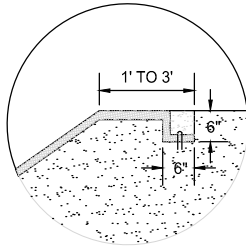
GEIS WETLAND FEEL WEIR
FISH BARRIER
REPLACEMENT PROJECT
PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

SITE ACCESS
OVERVIEW,
EROSION CONTROL,
CONSTRUCTION &
RESTORATION PLAN

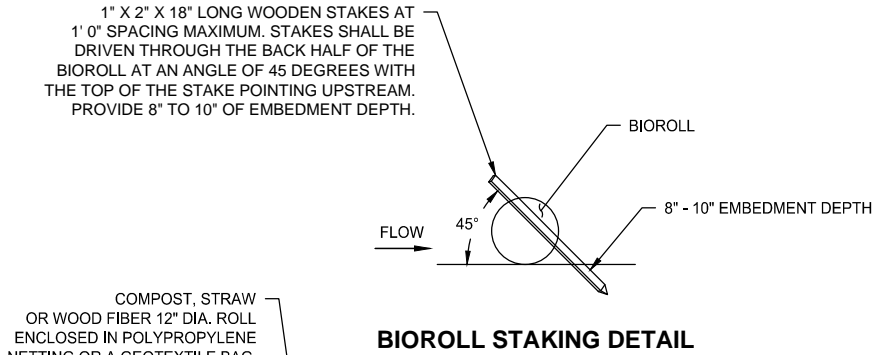
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- ANCHOR TRENCH
1. DIG 6" X 6" TRENCH
 2. LAY BLANKET IN TRENCH
 3. STAPLE AT 1.5' INTERVALS
 4. BACKFILL WITH NATURAL SOIL AND COMPACT
 5. BLANKET LENGTH SHALL NOT EXCEED 100' WITHOUT AN ANCHOR TRENCH



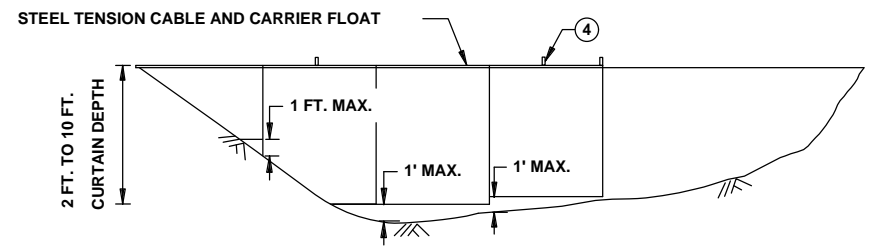
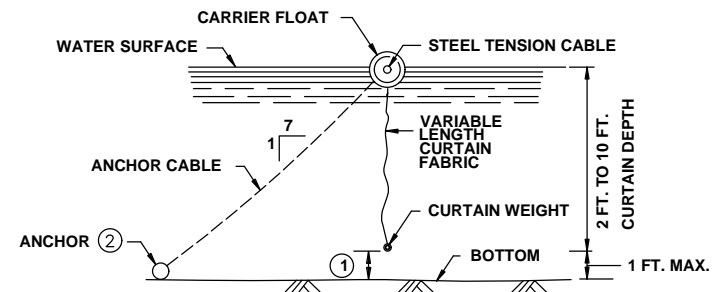
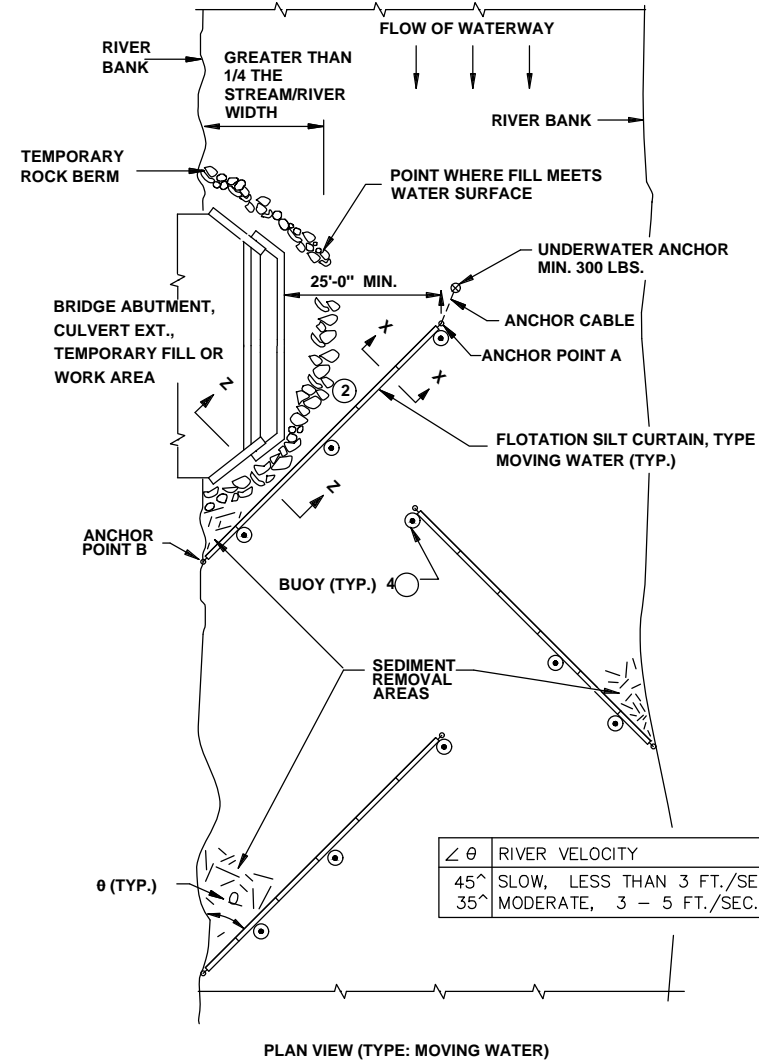
1 EROSION CONTROL BLANKET INSTALLATION
C-3 SCALE: NO SCALE



NOTE:
WHEN MORE THAN 1 BIOROLL/COMPOST LOG IS NEEDED, OVERLAP ENDS A MINIMUM OF 6" AND STAKE

2 SEDIMENT CONTROL LOGS
C-3 SCALE: NO SCALE

FLOATING SILT CURTAIN DETAIL



3 SILT CURTAIN DETAIL
C-3 SCALE: NO SCALE

REVISIONS

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JOSEPH H. ABRAMSON, P.E.
DATE: 11/6/2019 LIC. NO.: 55389

GEIS WETLAND FEEL WEIR
FISH BARRIER
REPLACEMENT PROJECT
PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

MISCELLANEOUS
DETAILS

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A. DESIGN DATA

1. DESIGN CODES

- (ALL LATEST EDITIONS UNLESS NOTED)

- AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC)

- AMERICAN WELDING SOCIETY (AWS)

- INTERNATIONAL BUILDING CODE (IBC) '12

- LOCAL BUILDING CODE AMENDMENTS
2. DESIGN STRESSES

- STRUCTURAL STEEL (ASTM A992)

- STRUCTURAL PLATES, CHANNELS AND ANGLES (ASTM A37)

- STRUCTURAL TUBING (ASTM A500, GRADE B)

- STRUCTURAL PIPE (ASTM A53, GRADE B)

Fy 50,000 PSI

Fy 36,000 PSI

Fy 46,000 PSI

Fy 35,000 PSI
3. DESIGN LIVE LOADS

- CATWALK

40 PSF

B. SPECIAL INSPECTIONS

1. SPECIAL INSPECTION IS REQUIRED IN ACCORDANCE WITH IBC SECTION 1704 FOR THE FOLLOWING PORTIONS OF CONSTRUCTION:

a. FABRICATORS, EXCEPT WHEN FABRICATOR MAINTAINS ONGOING INSPECTIONS BY AN APPROVED INDEPENDENT INSPECTION OR QUALITY CONTROL AGENCY.

b. STEEL CONSTRUCTION (AS DETAILED IN TABLE 1704.3)

C. GENERAL INFORMATION

1. STRUCTURAL WORK PERFORMED IN BID PACKAGE INCLUDES: DEMOLITION OF A PORTION OF EXISTING TIMBER CATWALK STRUCTURE, FISH/CARP BARRIER, CATWALK STRUCTURE.

2. FIELD VERIFY DIMENSIONS OF ALL EXISTING ELEMENTS.

D. DEMOLITION & ERECTION

1. COORDINATE ALL DEMOLITION WORK WITH CONTRACTOR(S) RESPONSIBLE FOR CONSTRUCTION WORK.

2. CONTRACTOR SHALL PROVIDE THE NECESSARY BRACING AND SHORING FOR STRUCTURE STABILITY DURING DEMOLITION AND ERECTION AND UNTIL ALL STRUCTURAL ELEMENTS ARE PLUMB AND SECURED.

3. IF EXISTING STRUCTURAL ELEMENTS - TIMBER PILING AND STEEL SHEET PILING HAVE CONDITION ISSUE, CONTACT THE STRUCTURAL ENGINEER IMMEDIATELY.

E. UNDERGROUND UTILITIES

1. CONTRACTOR SHALL IDENTIFY POTENTIAL UTILITY-TO-STRUCTURE CONFLICTS.

G. STEEL CATWALK STRUCTURE

1. STEEL ERECTOR SHALL PROVIDE THE NECESSARY BRACING FOR STRUCTURE STABILITY DURING ERECTION AND UNTIL ALL STEEL IS PLUMB AND SECURED.

2. HOT DIP GALVANIZE (HDG) ALL STEEL MEMBERS AND CONNECTIONS.

3. TOUCH UP WELDS AND OTHERWISE DAMAGED COATING WITH 3-COATS OF COLD GALVANIZED PAINT. GALVANIZE ALL BOLTS EXPOSED TO WEATHER.

4. ALL WELDS ARE FILLET WELDS UNLESS OTHERWISE NOTED.

5. MINIMUM FILLET WELD SIZE IS THE SMALLER THICKNESS OF THE TWO PIECES BEING JOINED LESS 1/16".

6. WELD A MINIMUM OF 50% OF THE LENGTH OF ALL CONTACT SURFACES, UNLESS OTHERWISE INDICATED ON THE DRAWINGS.

7. PROVIDE WELDER CERTIFICATION INFORMATION APPLICABLE TO THE WELDING TO BE PERFORMED FOR EACH WELDER (BOTH SHOP AND FIELD WELDS).

8. CATWALK GRATING TO CONSIST OF PREFABRICATED STEEL BAR GRATING PANELS, BEARING BARS ARE TO BE 1"x3/16" AT 1-3/16" C.C. SERRATED SURFACE. PROVIDE MANUFACTURER'S SUBMITTAL AND SAFE LIVE LOAD INFORMATION PRIOR TO ORDERING GRATING. MIN. SAFE LIVE LOAD IS 40 PSF UNIFORM LOAD WITH LESS THAN 1/4" DEFLECTION AT THE DESIGN SPANS.

9. GRIND SMOOTH ALL SHARP EDGES.

H. ABBREVIATIONS

B. = BACK

BOT = BOTTOM

CL = CENTER LINE

CJ = CONSTRUCTION JOINT

CJT = CONTROL JOINT

CONCR = CONCRETE

DBE = DECK BEARING ELEVATION

DWGS = DRAWINGS

DWLS = DOWELS

EA. = EACH

EF = EACH FACE

EW = EACH WAY

EXP = EXPANSION

FFE = FINISHED FLOOR ELEVATION

FS = FAR SIDE

FV = FIELD VERIFY

HDG = HOT DIPPED GALVANIZED

HDWR = HARDWARE

HK = HOOK

HSC = HEADED SHEAR CONNECTORS

IF = INSIDE FACE

JT = JOINT

MIN = MINIMUM

MAX = MAXIMUM

MK = MARK

NS = NEAR SIDE

OC = ON CENTER

OF = OUTSIDE FACE

PC = PILE CAP

P/T = POST TENSION

R = RADIUS

REINF = REINFORCEMENT

REQ'D = REQUIRED

SOG = SLAB-ON-GRADE

SS = STAINLESS STEEL

SXN = SECTION

SPA = SPACE, SPACES, SPACED

STL = STEEL

TBE = TOP OF BEAM ELEVATION

TFE = TOP OF FOOTING ELEVATION

TPCE = TOP OF PILE CAP ELEVATION

TPE = TOP OF PARAPET ELEVATION

T/O = TOP OF

TSE = TOP OF SLAB ELEVATION

TWE = TOP OF WALL ELEVATION

TYP = TYPICAL

UNO = UNLESS NOTED OTHERWISE

VIF = VERIFY IN FIELD

WL = WIND LOAD

WP = WORK POINT



WSB PROJECT NO.:
011235-000

SCALE:

AS SHOWN

DESIGN BY:

CBO

PLAN BY:

SWH

CHECK BY:

JB

REVISONS	NO.	DATE	DESCRIPTION						

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CARL B. OSBERG
LICENSED PROFESSIONAL ENGINEER

DATE: 10/25/2019

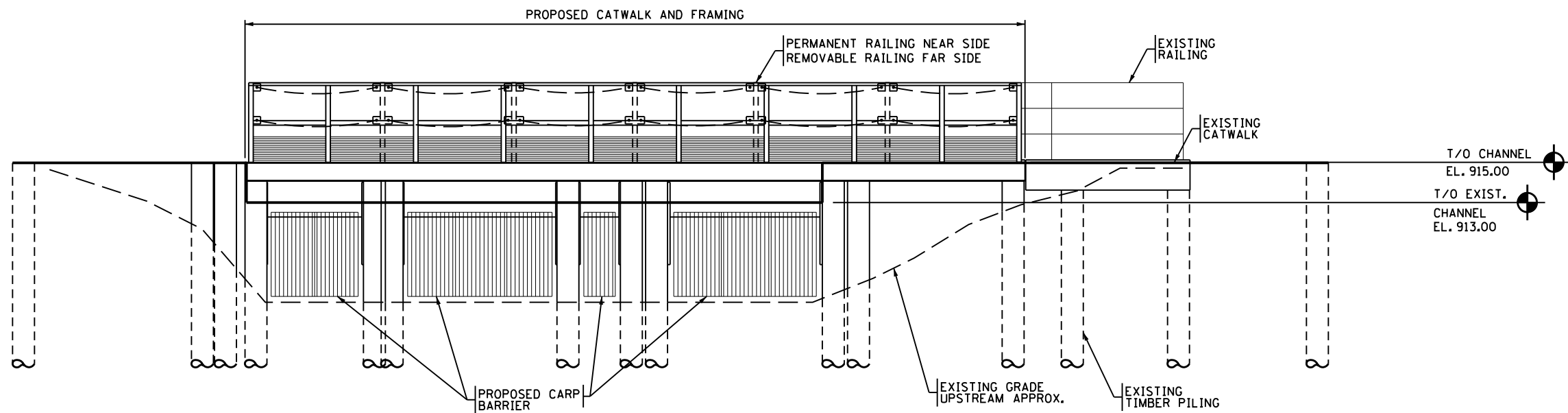
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GEIS WETLAND FEEL WEIR
FISH BARRIER
REPLACEMENT PROJECT
PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

STRUCTURAL
NOTES

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S-07

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ELEVATION VIEW - LOOKING UPSTREAM



WSB PROJECT NO.:
011235-000

SCALE: AS SHOWN
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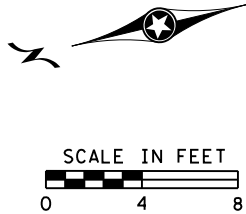
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Carl B. Osberg
CARL B. OSBERG
LICENSED PROFESSIONAL ENGINEER
DATE: 10/25/2019 LIC. NO: 42732

GEIS WETLAND FECL WEIR
FISH BARRIER
REPLACEMENT PROJECT
PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

**ELEVATION
VIEW**

SHEET
S-02
OF
S-07



WSB PROJECT NO.:
011235-000

SCALE: AS SHOWN
DESIGN BY: CBO
PLAN BY: SWH
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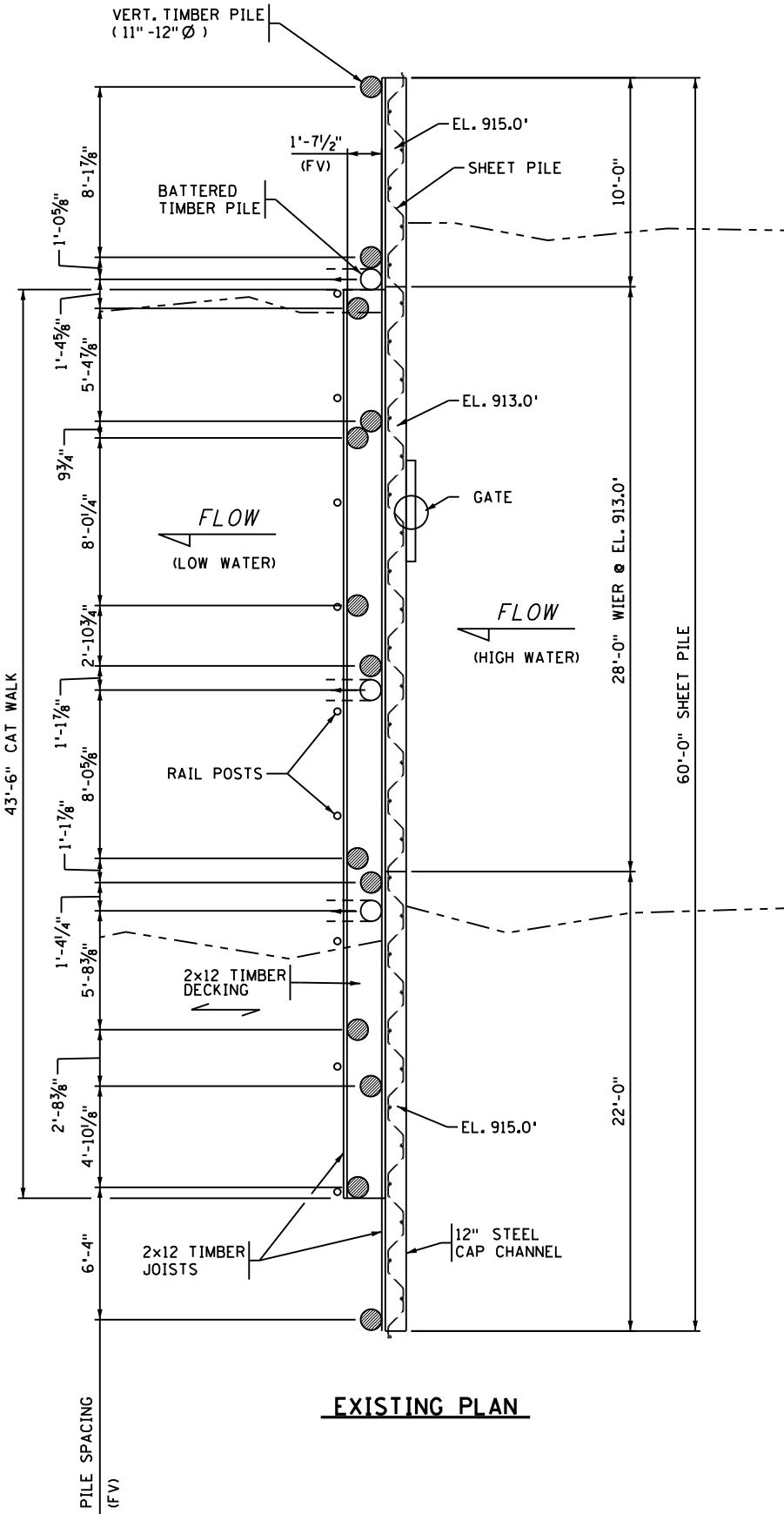
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C. B. Osberg
LICENSED PROFESSIONAL ENGINEER
DATE: 10/25/2019 LIC. NO.: 42732

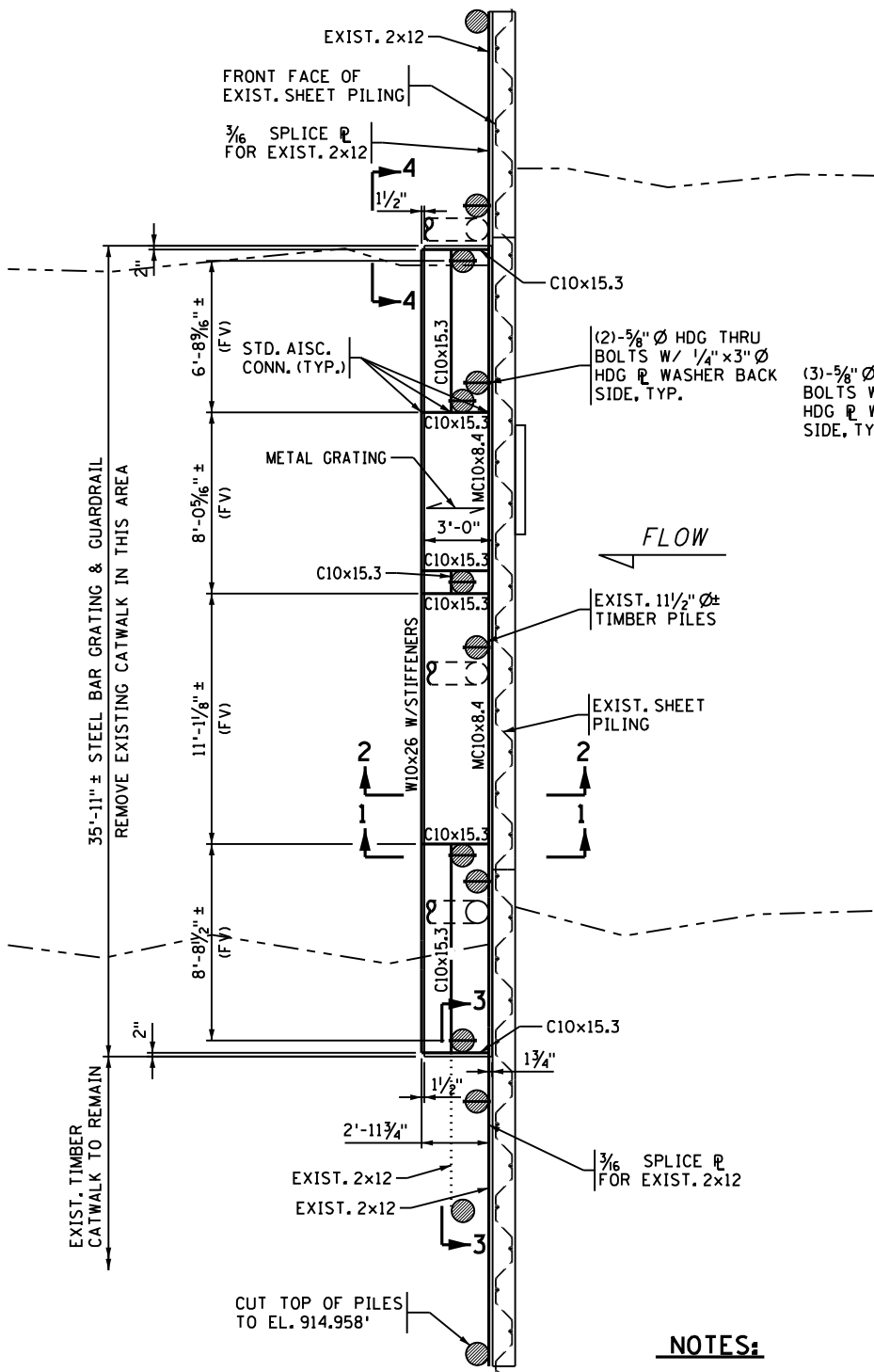
GEIS WETLAND FEEL WEIR
FISH BARRIER
REPLACEMENT PROJECT
PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

PLAN VIEWS

SHEET
S-03
OF
S-07



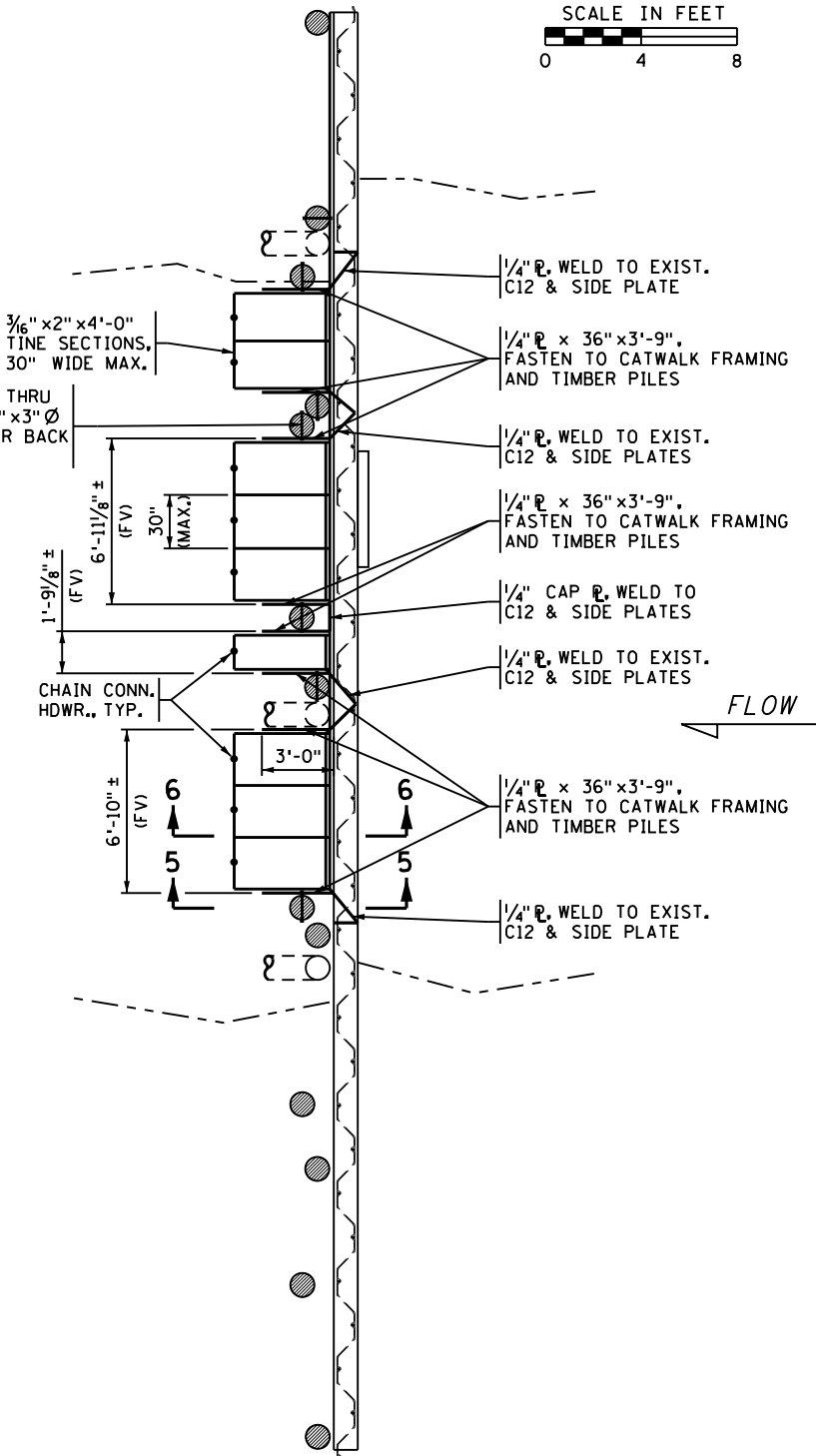
EXISTING PLAN



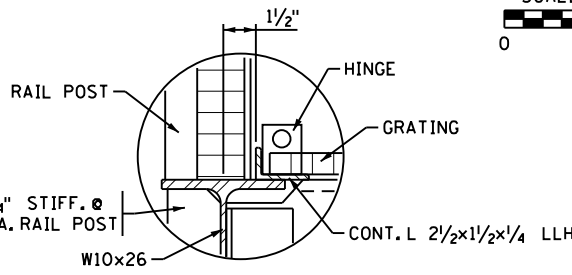
CATWALK FRAMING PLAN

NOTES:

1. CONTRACTOR FIELD VERIFY ALL TIMBER PILE LOCATIONS PRIOR TO FABRICATION.
2. DEMOLISH EXISTING TIMBER CATWALK AS SHOWN.
3. SECTIONS 1 & 2 SEE SHEET S-04
4. SECTIONS 3 & 4 SEE SHEET S-05
5. SECTIONS 5 & 6 SEE SHEET S-06



FISH BARRIER PLAN



SCALE IN FEET

0 .75 1.5

2 1/2"

3/16

WT 4x6.5x1'-2" LONG

2 1/2"

HSS VERT.

SHEET
S-04
OF
S-07



WSB PROJECT NO.:
011235-000

SCALE: AS SHOWN
DESIGN BY: CBO
PLAN BY: SWH
CHECK BY: JB

REVISIONS	
NO.	DESCRIPTION

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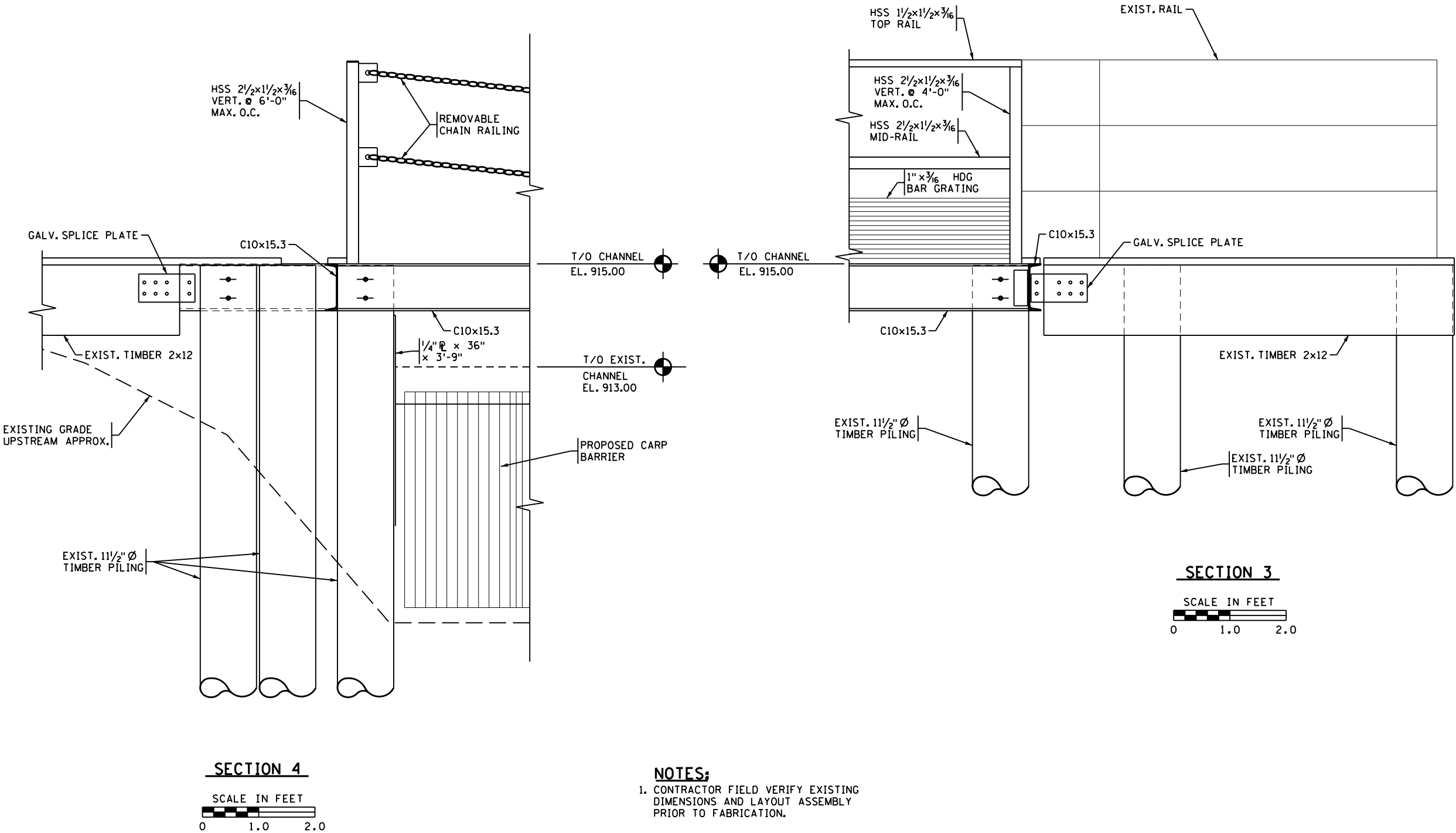
C. B. Osberg
LICENSED PROFESSIONAL ENGINEER

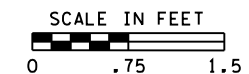
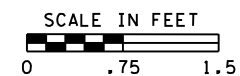
DATE: 10/25/2019 LIC. NO: 42732

GEIS WETLAND FEEL WEIR
FISH BARRIER
REPLACEMENT PROJECT
PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

CATWALK
DETAILS

SHEET
S-05
OF
S-07







- wsb

SCALE:	DESIGN BY:
AS SHOWN	CBO
PLAN BY:	CHECK BY:
SWH	JB

[illegible]

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

Carl B. Osberg

 LICENSED PROFESSIONAL ENGINEER CARL B. OSBERG

DATE: 10/25/2019 LIC. NO: 42732

GEIS WETLAND FEEL WEIR
FISH BARRIER
REPLACEMENT PROJECT
PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

CARP BARRIER DETAILS

SHEET
S-07
OF
S-07

GEIS WETLAND FECL WEIR FISH BARRIER REPLACEMENT PROJECT
PROJECT NO.
WSB PROJECT NUMBER. R-011235-000

No.	Mat. No.	Item	Units	Quantity	Unit Price	Total Price
BASE BID						
1	2021.501	MOBILIZATION	LS	1	\$ _____	\$ _____
2	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	5	\$ _____	\$ _____
3	2402.503	STRUCTURAL TUBE RAILING	L F	36	\$ _____	\$ _____
4	2402.503	REMOVABLE CHAINLINK RAILING	L F	36	\$ _____	\$ _____
5	2402.508	STRUCTURAL STEEL (3306)	LB	3320	\$ _____	\$ _____
6	2402.508	STRUCTURAL STEEL (3309)	LB	2120	\$ _____	\$ _____
7	2402.601	CARP BARRIER SYSTEM	LS	1	\$ _____	\$ _____
8	2433.501	REMOVE SUPERSTRUCTURE	LS	1	\$ _____	\$ _____
9	2564.518	STRUCTURAL STEEL WALKWAY GRATING	SF	150	\$ _____	\$ _____
10	2572.503	TEMPORARY FENCE	L F	50	\$ _____	\$ _____
11	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	45	\$ _____	\$ _____
12	2573.503	SEDIMENT CONTROL LOG	L F	160	\$ _____	\$ _____
13	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	150	\$ _____	\$ _____
14	2575.508	SEED MIXTURE 21-111	LB	10	\$ _____	\$ _____
15	2575.508	SEED MIXTURE 35-241	LB	4	\$ _____	\$ _____
16	2575.605	TURF ESTABLISHMENT	ACRE	0.1	\$ _____	\$ _____
Total BASE BID						\$ _____
GRAND TOTAL BID						\$ _____



DIVISION S

GEIS WETLAND FECL WEIR FISH BARRIER REPLACEMENT PROJECT

**FOR THE
PRIOR LAKE SPRING LAKE WATERSHED DISTRICT**

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

A handwritten signature in blue ink, which appears to read "Carl Osberg".

(Carl Osberg, PE)

Date: 10/28/2019

Lic. No. 42732

DIVISION S

S-1	(1706) EMPLOYEE HEALTH AND WELFARE.....	3
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S-3	(2104) REMOVAL OF ASBESTOS AND REGULATED WASTE.....	4
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S-1 (1706) EMPLOYEE HEALTH AND WELFARE

The provisions of 1706, "Employee Health and Welfare," are supplemented as follows:

The Contractor shall submit a safety plan at the preconstruction conference providing all OSHA required safety equipment (safety nets, static lines, false decks, etc.) for all work areas whose working surface is 6 feet or more above the ground, water, or other surface. Submittal of this plan will in no way relieve the Contractor of his/her responsibility for providing a safe working area.

All safety equipment, in accordance with the Contractor's plan, must be in place and operable in adequate time to allow Department personnel to perform their required inspection duties at the appropriate time. Don't place concrete in any areas affected by such required inspection until the inspection has been completed.

The installation of safety lines, safety nets, or other systems whose purpose is to reduce the hazards of bridge work may require the attachment of anchorage devices to beams, girders, diaphragms, bracing or other components of the structure. Clamp type anchorage systems which do not require modification of structural members may be used, provided they do not interfere with proper execution of the work; if using an anchorage system which requires modification of structural members, request approval, in writing, for plan modifications as provided in MnDOT specifications. Requests to install systems which require field welding or drilling of primary stress carrying members of a bridge will not be approved. The Contractor shall indicate any portions of anchorage devices which will remain permanently in the structure.

On both ends of each pier cap extending 6 feet or more above the ground, the Contractor shall install an insert or other suitable anchorage to which safety lines can be attached. Remove any portion of said device extending outside the finished lines of the pier cap unless otherwise approved by the Engineer. The Contractor shall repair or seal any void or cavity resulting from the installation or removal of this device to prevent the ponding or entry of water as directed by the Engineer.

The Contractor shall furnish, install and remove approved anchorage systems at no increased cost to the state for materials, fabrication, erection, or removal of the bridge component or anchorage system.

S-2 (1717) AIR, LAND, AND WATER POLLUTION

The provisions of 1717, "Air, Land, and Water Pollution," are supplemented as follows:

The Contractor's attention is hereby directed to MPCA Rule 7011.0150 (<http://www.pca.state.mn.us>) as it relates to sandblasting and/or concrete removal operations.

The Contractor shall contain waste materials on the project site and provide for their handling, storage, transportation and disposal in accordance with all pertinent environmental regulations and MnDOT criteria. The Contractor shall document the storage, transfer and disposal of waste materials in accordance with the MnDOT Environmental Stewardship publication titled "MnDOT Steel Structure Paint Removal Program for Contractors", a current copy of which is available at <http://www.dot.state.mn.us/environment/regulatedmaterials/contractors.html>. Waste materials are defined as paint overspray and drippings, used paint pails, rags, spent solvents, cleaning solutions, and other related debris from cleaning operations including spent abrasive materials or paint chips. Painting, and all work associated therewith, shall be so conducted as to preclude waste materials from falling upon the ground or water.

It is the responsibility of the Contractor to provide the following safeguards at all times during cleaning and painting operations. All safeguards shall be in place and operable before cleaning and painting operations begin.

1. Primary safeguards such as containment (curtains and floor coverings), together with adequate structural support such as scaffolding or rope nets, shall be utilized to contain waste materials in

the work area. Catchment systems shall be emptied as often as necessary to maintain their structural integrity.

2. Safeguards such as floating booms, mats of absorbent material, skimmers, or similar systems shall be placed in streams to avoid nuisance conditions in the stream caused by cleaning or painting operations.
3. Locked storage of cleaning and painting materials to prevent access by vandals.

2. Locked storage of cleaning and painting materials to prevent access by vandals.

Suspend cleaning and painting operations during periods when unfavorable weather conditions may reduce the effectiveness of the above noted safeguards. In situations where use of some of the safeguards listed are not feasible, other innovative safeguards shall be employed. Emphasis shall be placed on containment of waste materials rather than placing reliance on safeguards such as booms, straw dams, skimmers, or absorbent mats. These shall be considered backup systems to guard against water pollution which may result from the failure of primary safeguards.

Materials such as paint chips and abrasives which are readily recoverable from bridge decks or stream banks, empty paint pails, and rags and debris from cleaning operations shall be disposed of in a proper manner. Paint chips and spent abrasives shall be removed from the bridge deck on a daily basis and in an approved manner. Recoverable abrasives and paint chips from blasting operations may be recycled, but the ultimate disposal shall be to an appropriate waste facility. Spent aqueous cleaning solutions shall be discharged to a recognized sewage collection and treatment system. Spent solvents and cans or pails containing waste paint shall be taken to an incinerator approved by the MPCA for disposal, or to an MPCA approved hazardous waste storage area.

In the event of an accidental loss of painting or cleaning materials or debris into public waters, the Contractor shall take immediate action to recover the lost materials, and the incident shall be promptly reported by telephone to the State Duty Officer at 1 800 422 0798 followed by a written report addressed to MPCA, Water Quality Division, Compliance and Enforcement Section, 520 Lafayette Road, St. Paul, Minnesota, 5515

S-3 (2104) REMOVAL OF ASBESTOS AND REGULATED WASTE (BRIDGE)

Remove and dispose of any regulated waste found on existing bridges or from the utilities located on the bridge in accordance with the applicable MnDOT Standard Specifications and the following:

If, during the course of removal or renovation of utility or bridge, additional asbestos materials or regulated wastes are encountered, notify the Project Engineer to suspend work and furnish a documented inspection and evaluation by a MnDOT approved certified MDH contractor prior to resuming work. The work, as outlined in this paragraph, will be paid for as Extra Work.

Dispose of all asbestos and/or regulated waste in accordance with MnDOT's manual. Only those listed in this manual as pre-approved for asbestos and/or regulated waste will be allowed to work on this project. Use MnDOT approved companies for testing, waste transport and disposal as provided and described in MnDOT's manual "*Asbestos and Regulated Waste Manual For Structure Demolition Or Relocations for Construction Projects*" available on the following website: <http://www.dot.state.mn.us/environment/buildingbridge/index.html>. Contact Mark Vogel at 651.366.3630 or Jackie Klein at 651.366.3637, Office of Environmental Stewardship, 651.366.3630, with any questions regarding the manual.

A pre-activity meeting will be conducted to outline the action items to the satisfaction of the Engineer prior to removing any regulated materials.

All material shall be removed, identified, and disposed of in accordance with Section S-1701 (LAWS TO BE OBSERVED (BRIDGE)) of these Special Provisions. Permission to begin the regulated waste removals, with the exception of material needed for hazardous and regulated waste assessment or testing, will not be granted until the Engineer has copies of all required notices.

Permission to proceed with the demolition or renovation of bridges will not be granted until the Engineer has received copies of all required notifications as indicated in Section S-1701 (LAWS TO BE OBSERVED (BRIDGE)) of these Special Provisions.

Notify any utility owners at least three (3) days prior to the removal of any regulated waste which may affect the utility, allowing the utility owner time to have a representative on site.

S-4 (2402) STEEL BRIDGE CONSTRUCTION

The provisions of 2402, "Steel Bridge Construction," are supplemented with the following:

S-5 (2402) PRE-FABRICATED STEEL STRUCTURE

S-5.1 Description of Work

This work consists of the design, detailing, shop drawings, fabrication, delivery, and erection of the entire catwalk and carp barrier. The Contractor shall perform work in accordance with the applicable provisions of MnDOT 1502, 2402, 2433, 2451, 2471, 3394 the Plans, and the following special provisions:

S-5.2 Materials

The superstructure and fish barriers shall be constructed of structural steel as indicated on the plans. All Structural Steel shall be grade A992. All Structural Plates, Channels, and Angles shall be grade A37. All Structural Tubing shall be A500 Grade B. All Structural Pipe shall be A53 Grade B.

Minimum structural steel thickness is 1/4" for pipe or tube sections, 1/4" for all other sections, except that the web thickness of rolled beams or channels shall not be less than 1/4". Minimum thickness requirements do not apply to railings.

Structural tubing shall be either water tight or designed so that moisture is not trapped in the tubes.

The provisions of 2471 shall apply. Steel fabricators are required to be certified under the AISC Quality Certification Program Category, Simple Steel Bridge Structures (Sbr). Structural steel shapes, plates and bars shall conform to the provisions of 3309. Steel conforming to the provisions of 3306 may be used for minor components provided it is painted. Structural steel tubing shall conform to the provisions of 3361, Type C.

S-5.3 Catwalk Structure & Carp Barrier System

The catwalk and carp barrier structure shall consist of structural steel walkway grating, structural steel members and railings, and carp barriers attached to the existing piling as shown in the project plans. All steel members and connections are to be hot dipped galvanized. The Contractor is responsible for verifying the adequacy of the original substructure design with the proposed superstructure loads and dimensions to assure proper fit-up in the field. The Steel Erector shall provide the necessary bracing for structural stability during erection until all steel is plumb and secured. The Contractor is responsible for coordination with other suppliers, fabricators, and subcontractors who may be affected by changes in the substructure necessary to accommodate the catwalk and carp barrier. The Contractor shall submit shop drawings of the catwalk, carp barriers, and railings to the Engineer for approval prior to fabrication and installation. See section **S-5.8, S-5.9, S-5.10** for all submittal and fabrication requirements.

S-5.4 Structural Tube Railing

The permanent metal railing shall consist of prefabricated structural steel posts and rails as shown in the project plans. All railing members and connections are to be hot dipped galvanized. The Contractor shall submit railing shop drawings the Engineer for approval prior to fabrication and installation. See section **S-5.8, S-5.9, S-5.10** for all submittal and fabrication requirements.

S-5.5 Removable Chainlink Railing

The removable metal railing shall consist of permanent steel posts spaced 4' to 6' (maximum) on center with two rows of removable structural steel chains as shown in the project plans. The chains shall be installed "semi-taut" as shown in the drawings and shall meet all requirements of *OSHA 1926.500 Subpart M – Fall Protection*. All removable railing members and connections are to be hot dipped galvanized. The Contractor shall submit shop drawings of the removable railing to the Engineer for approval prior to fabrication and installation. See section **S-5.8, S-5.9, S-5.10** for all submittal and fabrication requirements.

S-5.6 General Design Requirements

Design steel structure in accordance with the American Institute of Steel Construction (AISC), American Welding Society (AWS), International Building Code (IBC) – 2012 Edition, Local Building Code Amendment. Provide manufacturers submittal and safe life load information prior to ordering grating. Minimum safe live load is 40 PSF uniform load with less than 1/4" deflection at the design spans.

Maximum Allowable Design Stresses:

- Structural Steel (ASTM A992)	$f_y = 50,000$ psi
- Structural Plates, Channels, and Angles (ASTM A37)	$f_y = 36,000$ psi
- Structural Tubing (ASTM A500, Grade B)	$f_y = 46,000$ psi
- Structural Pipe (ASTM A53, Grade B)	$f_y = 35,000$ psi

S-5.7 Specific Design Requirements

The catwalk and fish barriers shall meet the following criteria:

- A. Design, fabricate, and install steel superstructure as a simple span structure. General geometry shall closely match that shown on the Plan with respect to angle and orientation of members.
- B. The design shall meet the minimum design criteria as follows:
 1. Vertical: Minimum 40 psf pedestrian live load.

2. A maximum of $\frac{1}{4}$ deflection at the design spans.
2. Horizontal Wind Loading: Wind loads are as specified in *AASHTO Signs*, Articles 3.8 and 3.9. Unless otherwise directed by the Owner, the structure shall have a Wind Importance Factor I_r of 1.15. Apply wind loading over the exposed area in front elevation including enclosures.
3. Vertical Wind Loading: Apply, concurrently with the loading above, a vertical uplift line load equal to 20 psf for the Strength combination and 10 psf for the Service combination over the full deck area. This load is applied at the windward quarter point of the deck width.

C. All structural plan sheets and calculations shall contain the signature of an Engineer who is currently licensed by the State of Minnesota as a Professional Engineer.

S-5.8 Pre-fabricated Structural Plan Requirements and Submittals

Pre-fabricated structure plans are the certified design plans of the structure, provided by the contractor, based on the details and performance criteria found in the Design Plan and the following Special Provisions.

A. Plan Preparation

Contractor shall provide structural plans that are complete and comprehensive, fully detailing the structure. The plans shall reflect the requirements and intentions of the Final Design Plan and the Special Provisions. A Professional Engineer licensed in the State of Minnesota and experienced in bridge design shall certify all plan sheets, as well as the design calculations. All plan sheets shall also contain the initials of the designer, drafter, and checkers.

The plans shall include, but not be limited to the following;

1. General plan, elevation, and cross section views on the first sheet/s, providing span lengths between bearing points, elevations, and critical dimensions. The first sheet shall also include pertinent design data information.
2. Dimensioning of structural members, height and spacing of handrails, safety, et cetera.
3. Details of all steel structural connections, the required welds, sizes of members, bearing assembly details, materials data, and painting requirements.
4. Camber and deflection information, and complete details of all member field splices.
5. General list of weld inspection and testing requirements.

B. Plan Submittal and Review Process

Upon completion of the project letting and prior to the start of any fabrication or construction, the contractor shall submit, as described below, two sets of the Pre-fabricated structure plans, one set of design computations to the owner/owner's consultant for review and acceptance.

Submittals shall be made no later than 12 weeks after date of notice of Contract Approval. The Contractor shall allow the following time period in his construction schedule: Allow 21 calendar days after the first receipt of plans by the owner/owner's consultant for a complete initial review of the design and plans submittal, and an additional 21 calendar days for any necessary revisions and/or corrections suggested by the reviewers.

The Plan review process shall consist of the following:

1. Review of the Pre-Fabricated structure plans and design computations shall verify general compliance with the Design Plans and all other information contained in the Special Provisions. The review shall verify that all standard design specifications, manuals and guidelines have been followed.
2. Following the review of the Pre-Fabricated Superstructure Plan and design computations, comments and concerns are returned to the contractor. After comments are addressed and plan corrections are made, the contractor shall submit a revised Pre-Fabricated Superstructure Plan for review and acceptance. Upon acceptance, the reviewing engineer or his/her supervisor, who is a Professional Engineer licensed in the State of Minnesota, shall sign, date and certify each sheet of the reviewed and accepted plan. This review does not relieve the engineer of record from the responsibility of his/her design, nor relieve the contractor of his/her contractual responsibility for any errors or deviation from contract requirements.

Also, upon acceptance of the Pre-Fabricated Superstructure Plan, the superstructure fabricator shall commence shop drawing submittals as described below.

3. The final, accepted Pre-Fabricated Superstructure Plan will become the property of the owner. The owner/owner's consultant shall make copies of the plan for their permanent records and one copy for the contractor. The plans shall be made available to the public.

S-5.9 Shop Drawings

After final Post-Letting Plans have been accepted by the Engineer, the contractor shall submit shop drawings for all structural metals, as required by MNDOT 2471 and the guidelines specified below, to the Fabrication Methods Engineer of the MNDOT Bridge Office. Fabrication of the structure shall not commence until shop drawings have been reviewed and accepted by MNDOT.

- A. All MNDOT, MNDNR projects and Federally funded projects containing structural metals will require shop drawing review and fabrication inspection by MNDOT or MNDNR personnel or by a properly certified independent inspection consultant at MNDOT or MNDNR discretion.
- B. For projects involving only State and/or local funding, shop drawing review and fabrication inspection are the responsibility of the owner or his consultant. He may request the services of MNDOT by submitting a Laboratory Testing and Inspection

Services Request Form found at the following link or hire a properly certified independent inspection consultant.

<http://www.dot.state.mn.us/stateaid/forms/figa243.doc>

S-5.10 Fabrication

Fabrication shall not begin until the detailed plans, shop drawings, Welding Procedure Specifications (WPS's), and all welder qualifications have been approved by the Engineer. Any work performed prior to the Engineer's approval, is subject to the requirements of MnDOT 1512.

Bridge structural steel components shall only be fabricated by approved MnDOT Suppliers (fabricators, galvanizers, paint shops, sandblasters), who have an approved Quality Control Plan. Any work performed by an unapproved Supplier is subject to the requirements of MnDOT 1512.

Any questions concerning the approved list of Suppliers or the approval process can be addressed by Todd Niemann, Structural Metals and Bridge Inspection Engineer (651) 366-4567 or Barry Glassman, Metals Quality Engineer (651) 366-4568.

S-5.11 Structural Steel Inspection

All structural steel components will require fabrication inspection by MnDOT personnel or by a properly certified independent inspection consultant. Inspections are to be in conformance with the requirements of MnDOT 2471. A Laboratory Testing and Plant Inspection Services Request Form must be submitted by the owner to the District State Aid Engineer and a copy sent to the Metals Quality Engineer indicating all MnDOT inspection services required.

For questions, contact Barry Glassman, Metals Quality Engineer (651) 366-4568.

S-5.12 Method of Measurement

The entire catwalk and fish barrier structure will be measured as a single lump sum except as otherwise provided for specific items in the Contract.

The structural tube railing and the chainlink railing will be measured by the linear foot.

The structural steel walkway and grating will be measured by the square foot.

S-5.13 Basis of Payment

Payment for Item No. 2402.601 "Carp Barrier System" will be made at the Contract price per lump sum and shall be compensation in full for all costs of performing the work described above for furnishing and erecting the entire structure complete in-place except as otherwise specifically provided in the Plan or stated below.

Payment for Item No. 2402.503 "Structural Tube Railing" will be made at the Contract price per linear foot and shall be compensation in full for all costs of performing the work described above for furnishing and installing the steel tube railing as shown in the plans.

Payment for Item No. 2402.603 "Removeable Chainlink Railing" will be made at the Contract price per linear foot and shall be compensation in full for all costs of performing the work described above for furnishing and installing the removeable railing as shown in the plans.

Payment for Item No. 2402.618 "Structural Steel Walkway Grating" will be made at the Contract price by the square foot and shall be compensation in full for all costs of for furnishing and installing the walkway as shown in the plans.

S-6 (2433) REMOVE SUPERSTRUCTURE

The provisions of 2433, "Structure Renovation," are supplemented with the following:

This work consists of the removal of the existing catwalk superstructure including the timber decking and the joists and the existing metal carp barriers including all mounting assemblies for the barrier pieces as indicated on the plan and herein. The existing carp barrier consists of two sets of metal tines: one set attached to the bottom of the existing walkway and one set connected to the sheet piling located just upstream of the crossing. Both sets of tines must be removed as part of this bid item.

REMOVE SUPERSTRUCTURE will be measured and paid for as a single lump sum and will be compensation in full for all labor, materials, and other costs required to perform the work described for this bid item.

S-7 (2451) STRUCTURE EXCAVATIONS AND BACKFILLS

The provisions of 2451, "Structure Excavations and Backfills," are supplemented as follows:

S-7.1 Structure Excavation

Excavate, sheet, shore, dewater, and/or protect, prepare foundation, and place backfill necessary for construction of the catwalk and carp barrier, which are not specifically included in the grading portion of the Contract. Dispose of surplus material.

Do not measure the excavated or backfill material. All work performed as specified above will be incidental to installation of the catwalk and carp barrier.

S-8 (2471) STRUCTURAL METALS

The provisions of MnDOT 2471 are modified with the following:

The section of 2471.3.B.3, "Submittal for Engineer's Review and Approval," is modified with the following:

Submit shop drawings from the Fabricator directly to WSB.

The section MnDOT 2471.3.A.1.a is replaced with the following:

1. Bridges: Bearing Assemblies, sole plates, expansion devices, shear connectors, ballast plates, diaphragms for bridges (except curved steel bridges), pile and appurtenances, drainage systems, guardrail connections, conduit systems, and protection angles;

2. Metal fabricated railings and fencing (excluding standard chain link fencing);
3. Electric Lighting, traffic signs, and signal systems;
4. Pedestrian Bridges; and
5. Other systems or components designated by the Engineer.

The section MnDOT 2471.3C second paragraph is replaced with the following:

Before the start of work, the supplier will be qualified on MnDOT's Approved Suppliers for Fabricated Structural Metals Products list as maintained by the Structural Metals Engineer at <http://www.dot.state.mn.us/bridge/pdf/approvedsuppliers.pdf>, or become qualified. To become qualified, the supplier is to submit a Quality Manual (QM) to the Engineer for review and acceptance, at least 60 calendar days before beginning work. The QM is to meet the requirements of the MnDOT Supplier Qualification Standard which will be the basis for acceptance by the Engineer. Upon acceptance of the QM, a supplier is qualified and will be listed on the MnDOT Approved Suppliers for Fabricated Structural Metals Products. In addition to routine inspections, the Engineer will audit supplier with approved QM's on a biannual or annual basis or as otherwise directed by the Engineer to ensure the full implementation of the QM.

Delete the third paragraph of 2471.3.H.1, "Bolt Holes," and substitute the following:

All holes and slots produced will have hole quality that is free of sharp, torn, or jagged edges with walls square to the surface. Surface roughness of holes shall not exceed 1000 micro inches. As built holes shall have a size tolerance of $-0/+1/32$ " when compared to as detailed.

Joey Abramson

From: Delvin Weaver <delvin@evergreenequipmentllc.com>
Sent: Friday, February 28, 2020 16:41
To: Joey Abramson
Subject: Bid for Project # R-011235-000 - Evergreen Equipment, LLC
Attachments: Project # R-011235-00 Bid.pdf



Delvin Weaver
Evergreen Equipment, LLC

office: (715)634-1555
cell: (715)699-6271



Evergreen Equipment, LLC
15115 W Hospital Rd.
Hayward, WI 54843-4030

GEIS WETLAND FECL WEIR FISH BARRIER REPLACEMENT PROJECT
PROJECT NO.
WSB PROJECT NUMBER. R-011235-000

No.	Mat. No.	Item	Units	Quantity	Unit Price	Total Price
BASE BID						
1	2021.501	MOBILIZATION	LS	1	\$ <u>24,500</u>	\$ <u>24,500-</u>
2	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	5	\$ <u>275</u>	\$ <u>1,375-</u>
3	2402.503	STRUCTURAL TUBE RAILING	LF	36	\$ <u>100</u>	\$ <u>3,600-</u>
4	2402.503	REMOVABLE CHAINLINK RAILING	LF	36	\$ <u>80</u>	\$ <u>2,880-</u>
5	2402.508	STRUCTURAL STEEL (3306)	LB	3320	\$ <u>3.25</u>	\$ <u>10,790-</u>
6	2402.508	STRUCTURAL STEEL (3309)	LB	2120	\$ <u>4.00</u>	\$ <u>8,480-</u>
7	2402.601	CARP BARRIER SYSTEM	LS	1	\$ <u>11,895</u>	\$ <u>11,895-</u>
8	2433.501	REMOVE SUPERSTRUCTURE	LS	1	\$ <u>3,900-</u>	\$ <u>3,900-</u>
9	2564.518	STRUCTURAL STEEL WALKWAY GRATING	SF	150	\$ <u>38-</u>	\$ <u>5,700-</u>
10	2572.503	TEMPORARY FENCE	LF	50	\$ <u>7.50</u>	\$ <u>375-</u>
11	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	LF	45	\$ <u>18-</u>	\$ <u>810-</u>
12	2573.503	SEDIMENT CONTROL LOG	LF	160	\$ <u>3.75</u>	\$ <u>600-</u>
13	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	SY	150	\$ <u>19.50</u>	\$ <u>2,925-</u>
14	2575.508	SEED MIXTURE 21-111	LB	10	\$ <u>5-</u>	\$ <u>50-</u>
15	2575.508	SEED MIXTURE 35-241	LB	4	\$ <u>16-</u>	\$ <u>64-</u>
16	2575.605	TURF ESTABLISHMENT	ACRE	0.1	\$ <u>6,000-</u>	\$ <u>600-</u>
Total BASE BID						\$ <u>78,544⁰⁰</u>
GRAND TOTAL BID						\$ <u>78,544⁰⁰</u>

(1) Special provision in the case that mats are needed due to wet conditions we will need an additional \$6,000 for purchase and mobilization of mats.

(2) If mats will need to be washed, an additional \$2,000 will be required

DRAFT AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT

THIS AGREEMENT is by and between Prior Lake – Spring Lake Watershed District (“Owner”) and
Evergreen Equipment, LLC (“Contractor”).

Terms used in this Agreement have the meanings stated in the Contract Documents

Owner and Contractor hereby agree as follows:

ARTICLE - 1 WORK

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Contract Documents are defined as the Quote Package dated 11/6/2019, containing a plan set, bid item list, and special provisions. Deadlines and other provisions contained in this agreement supersede corresponding items in the Contract Documents. The Work is generally described as follows:

The furnishing of all labor, materials, tools, and equipment necessary to complete the catwalk and carp barrier removal, carp barrier installation, and catwalk replacement and appurtenant work.

ARTICLE - 2 THE PROJECT

- 2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows Geis Wetland FeCl Fish Barrier Replacement Project for the Prior Lake – Spring Lake Watershed District, Watershed District Project No. _____, , WSB Project No. 011235-000.

ARTICLE - 3 ENGINEER

- 3.01 The Owner has retained WSB & Associates, Inc. d/b/a WSB (“Engineer”) to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract.
- 3.02 The part of the Project that pertains to the Work has been designed by WSB & Associates, Inc. d/b/a WSB.

ARTICLE - 4 CONTRACT TIMES

4.01 *Time of the Essence*

- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Dates*

- A. The Work will be substantially completed on or before April 10, 2020, and completed and ready for final payment on or before October 1, 2020

4.03 *Milestones*

- A. Parts of the Work shall be substantially completed on or before the following Milestone(s):

1. Milestone 1: Substantial completion of carp barrier by April 10, 2020. Carp barrier must be installed and functional by this date.

2. Milestone 2: Substantial completion of catwalk installation by May 1, 2020.

3. Milestone 3: Final completion of project, fully restored site by October 1, 2020.

4.04 Liquidated Damages

At Substantial Completion, the Owner is able to use the Work for its intended purpose, by definition (EJCDC General Conditions, Paragraph 1.01.A). Achieving Substantial Completion is typically a critical deadline, and the associated damages for missing this deadline are typically significant. The subsequent failure to complete the punch list tasks and bring the Work to a complete close by the final completion date may also result in some degree of damages to Owner – though typically these damages are significantly less than the daily damages for not achieving Substantial Completion on time.

EJCDC recommends developing daily liquidated damages amounts that comprehensively account for the full range of Owner's damages, including cost of additional engineer, construction observation, inspection, and administrative services, and potential fines or penalties.

The Liquidated Damages here should match those discussed in Division 1 (1807) Failure to Complete the Work On Time.

Note that if MnDOT Table 1807-1 is referenced in Division 1, then the dollar amounts in 4.04.A.1 and 4.04.A.2 are to be replaced with "liquidated damages in accordance with MnDOT Table 1807-1."

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty);
 1. *Substantial Completion:* Contractor shall pay Owner \$ 500 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete.
 2. *Completion of Remaining Work:* After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$ 500 for each day that expires after such time until the Work is completed and ready for final payment.
 3. *Milestones:* Contractor shall pay Owner \$ 500 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for achievement of Milestone 1, until Milestone 1 is achieved, or until the time specified for Substantial Completion is reached, at which time the rate indicated in Paragraph 4.04.A.1 will apply, rather than the Milestone rate.
 4. Liquidated damages for failing to timely attain Milestones, Substantial Completion and final completion are not additive and will not be imposed concurrently.

ARTICLE - 5 CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. *Contract Price:* Eighty-six thousand, five-hundred and forty-four and 00/100 Dollars (\$_86,544_) for **Base Bid and Special Provisions(s) Nos. 1 & 2** subject to adjustment based on the provisions of the Contract.
- B. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item). The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.
- C. The Contractor's Bid, attached hereto as an exhibit, provides the basis for the extended prices for the Unit Price Work.

ARTICLE - 6 PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on the basis of Contractor's Applications for Payment on or about the day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 - 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
 - a. **95** percent of Work completed (with the balance being retainage).
 - 1) If 50 percent or more of the Work has been completed, as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
 - b. **95** percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Contractor shall submit to the Engineer an Application for Payment for the retainage amount less the following amounts:
 - 1. 250 percent of the anticipated cost to complete the punch list items; and
 - 2. the greater of \$500 or 1 percent of the Contract price to ensure delivery of final paperwork which includes, but is not limited to operation manuals, payroll documents for projects subject to prevailing wage requirements, and the IC134 form.

The Owner, upon certification from the Engineer, shall make payment of any undisputed amounts within 30 days of receipt of the Application for Payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions

6.04 *Consent of Surety*

- A. Owner will not make final payment, or return or release retainage at Substantial Completion or at any other time, unless Contractor submits written consent of the surety to such payment, return, or release.

6.05 *Interest*

- A. All amounts not paid when due shall bear interest at the rate of 1.5 percent per month.

ARTICLE - 7 CONTRACT DOCUMENTS

7.01 *Contents*

- A. The Contract Documents consist of all of the following:
 - 1. This Agreement.
 - 2. Bonds:
 - a. Performance bond (together with power of attorney).
 - b. Payment bond (together with power of attorney).
 - 3. General Conditions.
 - 4. Supplementary Conditions.
 - 5. Specifications as listed in the table of contents of the Project Manual.
 - 6. Drawings (not attached but incorporated by reference) consisting of [] sheets with each sheet bearing the following general title: [], dated [].
 - 7. Addenda (numbers [] to [], inclusive).
 - 8. Exhibits to this Agreement (enumerated as follows):
 - a. Completed Bid Form.
 - b. Non-Collusion Affidavit.
 - c. Responsible Contractor Verification and Certification of Compliance Form.
 - d. Notice to Bidders – Bidder's Acknowledgement.
 - 9. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
- B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 7.

- D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE - 8 REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 Contractor's Representations

- A. In order to induce the Owner to enter into this Contract, Contractor makes the following representations:
1. Contractor has examined and carefully studied the Contract Documents, including Addenda.
 2. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 4. Contractor has carefully studied all: (a) reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings; and (b) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
 5. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.
 6. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions the Contract.
 7. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents
 8. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents; and the written resolution thereof by Engineer is acceptable to Contractor.
 9. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
 10. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

8.02 *Contractor's Certifications*

- A. The provisions of MINN. STAT. 16C.285 Responsible Contractor are imposed as a requirement of this Contract. This Contract may be terminated by the Owner at any time upon discovery by the Owner that the prime contractor or subcontractor has submitted a false statement under oath verifying compliance with any of the minimum criteria set forth in the Statute.
- B. The provisions of MINN. STAT. 471.425, subdivision 4a. are imposed as a requirement of this Contract.
 - 1. Each contract of a municipality must require the prime contractor to pay any subcontractor within ten days of the prime contractor's receipt of payment from the municipality for undisputed services provided by the subcontractor. The contract must require the prime contractor to pay interest of 1.5 percent per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10. For an unpaid balance of less than \$100, the prime contractor shall pay the actual penalty due to the subcontractor. A Subcontractor who prevails in a civil action to collect interest penalties from a prime contractor must be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action.

8.03 *Standard General Conditions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by the Engineer's Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on (which is the Effective Date of the Contract).

<p>Owner:</p> <p>Prior Lake – Spring Lake Watershed District</p> <hr/> <p>By: _____</p> <p>Date: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Attest: _____</p> <p>Title: _____</p> <p>Address for giving notices:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Designated Representative:</p> <p>Name: _____</p> <p>Title: _____</p> <p>Address:</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Contractor:</p> <p>Evergreen Equipment, LLC</p> <hr/> <p>By: _____</p> <p>Date: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p><i>(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)</i></p> <p>Attest: _____</p> <p>Title: _____</p> <p>Address for giving notices:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Designated Representative:</p> <p>Name: _____</p> <p>Title: _____</p> <p>Address:</p> <p>_____</p> <p>_____</p> <p>_____</p>
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PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday, February 11, 2020

Prior Lake City Hall

Members Present: Curt Hennes, Charlie Howley, Fred Corrigan, Bruce Loney & Mike Myser

Staff Present: Diane Lynch, District Administrator and Maggie Karschnia, Project Manager

Others Present: Carl Almer, EOR (District Engineer) (Second agenda item only)

The meeting was called to order by President Mike Myser at 4:00 p.m.

District Administrator's Performance Review

This part of the meeting was closed.

Alum Treatment RFPs and Upper Watershed Storage RFP

The Board recommended that the sediment core samples for Spring be done after ice out to ensure accuracy for alum dosing. The RFP will go out for Spring and Upper Prior with "add alt" if we do a fall application for one or both lakes.

Carl Almer reiterated the timing to do an Upper Watershed Storage Plan in 2021, per the WRMP:

- The 2020 budget includes \$17,500 for the Comprehensive Wetland Plan update, which includes: update wetland inventory; prioritize wetland basins for flood storage and downstream water quality improvement; and consider adoption as a master plan (CWPMP) which would provide the technical foundation for development of rules to achieve a no-net loss of wetland and associated functions.
- The 2020 budget includes \$10,000 for beginning the development of an Upper Watershed Storage Strategy, which includes: performing a pollutant delivery assessment; assessing previously identified storage features and identifying other flood reduction opportunities. The 2021 WRMP budget includes an additional \$75,000 to complete the strategy. In addition, the 2020 budget includes \$32,000 to refine, calibrate and validate the PCSWMM model in order to ensure that benefits associated with flood storage and water quality improvement projects identified as part of the Upper Watershed Storage Strategy are accurate and targeted to maximize return on investment.

Emerging Issues

No additional issues were discussed.

The meeting adjourned at 5:50 p.m.



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, February 11, 2020

Prior Lake City Hall

6:00 PM

Members Present: Fred Corrigan, Curt Hennes, Mike Myser, Charlie Howley & Bruce Loney

Staff & Consultants Present: Diane Lynch, District Administrator
Maggie Karschnia, Water Resources Project Manager
Jaime Rockney, Water Resource Specialist
Carl Almer, EOR, District Engineer

Others Present: Kim Silvernagel, CAC
Marianne Breitbach, CAC
Scott Henderson, MAWA
Margaret Johnson, MAWA
Mark Doneux, MAWA

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Myser at 6:00 PM.
- **2.0 PUBLIC COMMENT:** None
- **3.0 APPROVAL OF AGENDA:**
Manager Hennes moved to approve the agenda. Second by Manager Corrigan. All ayes. Motion passed 5-0.

OTHER OLD/NEW BUSINESS

- **4.1 PROGRAMS & PROJECT UPDATES**
Staff gave updates on current and ongoing District projects and activities, focusing on Water Quality, Upper Subwatershed Storage and AIS.
- **4.2 DISTRICT ADMINISTRATOR OF THE YEAR AWARD PRESENTATION**
Diane Lynch, District Administrator was presented this award. Congratulations Diane!
- **4.3 SPRING LAKE WEST SUBWATERSHED BMP FEASIBILITY STUDY CONCEPT PLAN AND UPDATE**
Carl Almer, EOR provided updates and direction. Discussion only. No votes taken.

- **4.4 LOWER PRIOR LAKE SUBWATERSHEDS 6 & 36 RETROFIT FEASIBILITY STUDY CONCEPT PLAN AND UPDATE**
Carl Almer, EOR provided updates and direction. Discussion only. No votes taken.
- **4.5 SWCD COST SHARE DOCKET**
Manager Hennes moved to approve the Draft 2020 Conservation Practice Financial Assistance Program Policy Manual with changes as presented. Second by Manager Howley. All ayes. Motion passed 5-0.
- **4.6 SUTTON LAKE WETLAND REMEDIATION**
Carl Almer, EOR provided updates and direction. Manager Howley moved to include the Sandey Wetland Outlet into the Sutton Lake Outlet Project. Second by Manager Corrigan. All ayes. Motion passed 5-0.
- **4.7 BOARD RETREAT UPDATE**
President Myser gave updates from the recent Board retreat. Discussion only. No vote taken.
- **5.0 APPROVAL OF CONSENT AGENDA**
Manager Hennes moved to approve the consent agenda. Second by Manager Corrigan. All ayes. Motion passed 5-0.
- **6.0 TREASURER REPORT/FINANCIAL REPORT**
Manager Howley gave updates on current financial reporting.
- **7.0 MANAGER PRESENTATIONS ON WATERSHED RELATED ITEMS**
Board Managers have the opportunity to share any information from liaison meetings or other items relating to the District. Discussion only. No vote taken.
- **8.0 UPCOMING MEETINGS/EVENTS**
 - CAC Meeting, Thursday, February 27, 6:30 – 8:00 PM, City Hall
 - FLC's Growing Health Soils, February 26, 9:00 AM – 3:00 PM, Ridges at Sand Creek

ADJOURNMENT

Manager Hennes moved to adjourn meeting. Second by Manager Howley. All ayes. Motion passed 5-0. Meeting adjourned at 8:41 PM.

Bruce Loney, District Secretary



Citizen Advisory Committee

Meeting Minutes

Thursday February 27, 2020

6:30-8:00 p.m.

Prior Lake City Hall

Attendees:

- **CAC Members present:** Christian M., Marianne B., Jim W., Kim S., Jerry M.,
- **Others present:** Board Members: Bruce L.; Curt H. District Staff: Kathryn K-M, Diane L.
- **Guest speaker:** Scott Soil and Water District Director: Troy Kuphal and SWCD Member: Jim Fitzsimmons

- I. Call meeting to order 6:30 pm – Chair Christian Morkeberg
- II. Agenda-Additions-Approval of Agenda & January 2020 meeting minutes.
 - a. Approved January minutes.
 - b. Motion to amend the agenda. Amended agenda approved.
 - i. Additions to the agenda
 1. Spring Lake Ridge development
 - a. City handles land use; stormwater needs watershed permit
 - b. County handles the county road
 - c. All areas agreed to work together on this project to make sure all is compliant on the rules. The plan now is much better than the original plan. Traffic might still be an area of concern.
- III. February Board meeting update – Kim
 - a. Top highlights:
 - i. 2019 annual outlet channel reviewed, and the report is on the website
 - ii. 3/2/2020 low flow gate will be opened to anticipate spring water levels
 - iii. Spring Lake core sample will be taken, and data used for the next dosage treatment.
 - iv. Upper Prior Lake treatment will be determined
 - v. Watershed was awarded \$449k for a clean water grant from BWSR
 - vi. Carp seine will be done on Spring Lake if the carp can be schooled together. Watershed is using speakers to move the carp.
 - vii. Bluegill stocking in Geis wetland and possibly Northwood pond.
 - viii. Added notes from discussion:
 1. City of Prior Lake invited the Watershed to discuss spring high water response plans so that a coordinated outline or response to 'readiness' and steps that will be taken are in sync. Christian recommended an article go out in the Prior Lake American detailing efforts.
 - b. March Board Meeting Attendee – Jerry
- IV. Wetland Banking Presentation – Troy Kuphal - Scott SWCD
 - a. Great presentation, especially around wetlands and the bank of credits.
- V. Staff Project Updates
 - a. Next week looks to be a seine opportunity – watch for upcoming updates.

- b. Volunteers, if needed will be requested from the people on the carp email list.

VI. Subcommittee Reports

- a. **50th Anniversary** (Marianne, Kim)
 - i. Boathouse Brewery on board for a trivia/bingo event
 - ii. Walk the parks in the watershed summer event – self guided
 - iii. Brochure still in the works
 - iv. More updates in March meeting
- b. **Fish Stocking** (Christian, Jerry)
 - i. Christian provided a write up around fisheries.
 - ii. For March meeting – discuss do we leave the lakes do naturally what they do vs. stocking the fish in Spring Lake and Prior Lakes. And work with the local lake associations.
- c. **AIS/Signage** (Jodi, Jerry)
 - i. Solar powered, informational devices called I-LIDS.
 - ii. Used to prevent the invasive species before it enters a lake.
 - iii. DNR provides a limited number of signs free to lake associations- Watershed does have AIS signs posted.
 - iv. Suggestion is to capture both the I-LIDS & the signage.
 - v. There are grant programs for public awareness and are currently open – AIS Grants (Watershed applied for the curlyleaf pond weed, which is different).
 - vi. There are outreach programs that we can pull information and materials to help spread the word.
 - vii. Organization called LAW CON – used for states to obtain grants to use in local areas.
 - viii. There is a local Maple Grove company that focuses on environmental goals and might be beneficial for further research. They have the ‘talking’ signage that can help with educational signage at the boat launches.
 - ix. Signs have a camera for video recorded ‘inspections’- can be sent for citations
 - x. Can capture launch statistics around boats going on/off the water.
 - xi. Cost of this type of signage- upwards of \$9-10k (with permits, unit and setup) options to rent per month as well.
 - xii. Trial may be a first step.
 - xiii. March consensus to the CAC then an April report to the Board may be possible.

VII. Goals & Topics for March Meeting

- a. Send suggestions to Christian, Diane and Kathryn
- b. Primary focus on the 50th anniversary events for March

VIII. Staff announcements:

- a. Looking for a new water quality sampling volunteer for Lower Prior Lake
- b. Clean water clean-up on Sunday, April 19th. Location has changed and will be announced.
- c. Carp tracking continues almost every day and try to move to areas where they can be seined.
Potential for both Spring and Upper in the next week or two.

IX. Adjourn – 8:27 pm

Upcoming Meetings:

- Board Meeting: Tues, March 10, 2020, 6:00 pm
- CAC Meeting: Thurs, March 27, 2020, 6:30-8:00 pm
- Clean Water Clean-Up: Sunday, April 19, 9-11:30 am.

3/10/2020

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

Managers will consider approving this claims list - Staff payroll and 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

UPDATED 3/5/2020

Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
EOR	00758-0019	Sutton Lake Outlet Modification	1,045.25
EOR	00758-0123	Lower Prior Subshed 6 & 36 Retrofit Feasibility	1,963.50
EOR	00758-0124	Spring Lake West Subshed BMP Feasibility	1,327.00
EOR	00758-0130	Upper Prior Lake Alum Treatment	790.50
EOR	00758-0018	General Engineering	774.00
EOR	00758-0019	LGU Plan Review	2,139.50
EOR	00758-0019	District Monitoring Program	113.25
EOR	00758-0130	Boundry Change Exploration	86.00
EOR	00758-0019	Permitting	1,864.00
EOR	00758-0130	BMP Easement	129.00
EOR	00758-0018	District Plan Update	301.00
EOR	00758-0019	Rule Revisions	4,274.80
Scott SWCD	2019-123	2019 4th Quarter	32,534.92
Xcel Energy	674779216	February Statement	12.76
RMB	484931	Water Analysis	353.00
RMB	482838	Water Analysis	595.00
RMB	485756	Water Analysis	280.00
RMB	484943	Water Analysis	595.00
Subtotal			49,178.48
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
Barr Engineering	23701065.00 11	PLOC Stabilization	1,674.50
EOR	00758-0039	PLOC Engineering Assistance	2,204.75
EOR	00758-0126	PLOC Vegetation Maintenance	552.65
MN Pollution Control Agency	10000093691	Annual Permit	1,230.00
HG & K		February Accounting	3,575.00
Subtotal			9,236.90
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Already Paid	933.82
ADP Staff Payroll		Already Paid	21,362.67
ADP Taxes & Benefits		Already Paid	12,839.37
Connexus Credit Union		Health Savings Account	205.38
H SA Bank		Health Savings Account	115.38
HG & K		February Accounting	4,123.75
Metro Sales	1548054	Copy Machine Contract	110.60
Metro Sales		Color Copies	1,498.78
NCPERS		Life Insurance	80.00
SW Newsmedia	100426	Legal Notice	623.40
VISA		February Charges	3,371.98
Subtotal			45,265.13
4. Debt repayment and Interest			
Northland Trust Services		Principal	
Northland Trust Services		Interest	
Northland Trust Services		Agent Fee	
Subtotal			0.00

TOTAL**103,680.51**

X _____

X _____

Larry E. Messerli, CPA
Chris M. Schadow, CPA

Andrea R. Kulig, CPA



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akulig@hgkcpa.com

March 10, 2020

Prior Lake Spring Lake Watershed District
Board of Managers
Prior Lake, MN

Board of Managers:

I am writing at the request of District Administrator Diane Lynch to request certain actions by the board of managers. These actions support the current financial and programmatic activities of the District. The actions are documented below as well as a brief explanation of why the request is being made.

BOARD RESOLUTION:

Action

The board approves a total transfer of \$8,514 from the JPA/MOA Emergency fund to the JPA/MOA Operations fund funds as explained below. This transfer will be effective December 31, 2019.

The JPA/MOA agreement was revised during 2019. As part of that revision, interest income in excess of \$10,000 that accumulates in the Emergency fund is required to be transferred annually to the Operations fund and used to offset costs. The transfer amount of \$8,514 represents the amount of accumulated interest income in excess of 10,000 at the end of 2019.

Respectfully Submitted,

Chris Schadow
District Accountant

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT
Financial Report - Cash Basis
January 1, 2020 Through February 29, 2020

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	405 General	509 Projects	Debt Service	Held for Future Use		2020 Expenditure Budget	Budget Adj	Monthly Paid Expenses	YTD Paid Expenses	Percent Spent
Administrative Salaries and Benefits	150,799	-	-	-		150,799		9,871	13,157	
703 - Telephone & Internet	15,400	-	-	-		15,400		210	1,230	
706 - Office Supplies	8,690	-	-	-		8,690		1,140	1,215	
709 - Insurance and Bonds	8,500	-	-	-		8,500		-	(442)	
670 - Accounting	25,900	-	-	-		25,900		3,319	3,841	
671 - Audit	10,250	-	-	-		10,250		190	190	
903 - Fees	1,200	-	-	-		1,200		8,059	8,559	
660 - Legal (not for projects)	5,000	-	-	-		5,000		-	-	
Administration	225,739	-	-	-		225,739		22,790	27,750	12.29%
Program Salaries and Benefits (not JPA/MOA)	-	340,202	-	-		340,202		27,367	51,760	15.21%
Public Infrastructure Partnership Projects	-	100,000	-	-		100,000		474	474	
District-wide Hydraulic & Hydrologic model	-	32,000	-	-		32,000		-	-	
Storage & Infiltration Projects--Sutton Lake	-	311,641	-	-		311,641		6,324	6,324	
550 Capital Projects	-	443,641	-	-		443,641	-	6,797	6,797	1.53%
Farmer-led Council	-	61,000	-	-		61,000		1,331	1,331	
Identify and Mitigate Channel Erosion	-	5,000	-	-		5,000		-	-	
Cost-Share Incentives	-	58,000	-	-		58,000		-	-	
Highway 13 Wetland, FeCl system & Desilt, O&M	-	57,800	-	-		57,800		38	38	
Fish Point Park Retrofits	-	2,000	-	-		2,000		-	-	
Aquatic Vegetation Mgmt	-	6,000	-	-		6,000		-	-	
Fish Management, Rough Fish Removal	-	58,805	-	-		58,805		-	29,182	
Spring Lake Demonstration Project Maintenance	-	1,500	-	-		1,500		-	-	
Raymond Park Maintenance	-	2,000	-	-		2,000		-	-	
Alum Internal Loading Reserve	-	-	-	-		-		-	-	
Alum Internal Loading CWF Application	-	385,000	-	-		385,000		-	-	
County Rd 12/17 Maintenance	-	5,000	-	-		5,000		-	-	
FeCl carp barrier tine replacement project	-	38,000	-	-		38,000		-	-	
Fish Lake TMDL Implementation	-	3,000	-	-		3,000		-	-	
Pike Lake TMDL Implementation	-	3,000	-	-		3,000		-	-	
Indian Ridge Maintenance	-	1,500	-	-		1,500		-	-	
Fairlawn Shores Maintenance	-	1,500	-	-		1,500		-	-	
611 Operations & Maintenance	-	689,105	-	-		689,105	-	1,369	30,551	4.43%
Engineering not for programs	-	30,000	-	-		30,000		430	430	
Planning and Program Development	-	32,000	-	-		32,000		1,336	1,494	
Comprehensive Wetland Plan Update	-	17,500	-	-		17,500		-	-	
Boundary Change Exploration	-	2,000	-	-		2,000		-	-	
Develop an Upper WS Storage Projects Plan	-	10,000	-	-		10,000		-	-	
LGU Plan Review	-	3,000	-	-		3,000		86	86	
District Plan Update	-	50,000	-	-		50,000		6,138	6,138	
Feasibility Reports	-	-	-	-		-	-	18,356	18,356	
626 Planning	-	144,500	-	-		144,500	-	26,346	26,504	18.34%
District Monitoring Program	-	87,100	-	-		87,100		410	410	
Automated Vegetation Monitoring	-	4,700	-	-		4,700		2,700	2,700	
Aquatic Vegetation Surveys	-	20,000	-	-		20,000		-	-	
Boat inspections on Spring, Upper & Lower Prior	-	28,000	-	-		28,000		-	-	
637 Monitoring & Research	-	139,800	-	-		139,800	-	3,110	3,110	2.22%
Permitting and Compliance	-	13,000	-	-		13,000		1,248	1,248	
Permitting and Compliance income	-	-	-	-		-		-	-	
Update MOAs with cities & county	-	5,000	-	-		5,000		-	-	
BMP and easement inventory & inspections	-	11,000	-	-		11,000		129	129	
BMP and easement amendment fees income	-	-	-	-		-		-	-	
Non-project Reg. Reporting, Rules & Stand. Rev.	-	-	-	-		-	-	4,622	4,622	
648 Regulation	-	29,000	-	-		29,000	-	5,999	5,999	20.69%
MS4 Education program	-	10,000	-	-		10,000		-	-	
Prior Lake-Savage Schools partnerships	-	250	-	-		250		-	-	
CAC Training & Supplies	-	2,500	-	-		2,500		-	-	
50th Anniversary projects	-	5,000	-	-		5,000		-	-	
Educational signs	-	2,000	-	-		2,000		-	-	
652 Education & Outreach	-	19,750	-	-		19,750	-	-	-	0.00%
Carp Management/Removal	-	240,000	-	-		240,000		-	-	
Capital Projects--Grants	-	240,000	-	-		240,000	-	-	-	0.00%
PLOC Restoration, Maintenance & Monitoring	-	90,220	-	-		90,220		90,220	90,220	100.00%
Bond Payments	-	-	177,175	-		177,175		-	350,917	198.06%
Total excluding JPA/MOA expenses	225,739	2,136,218	177,175	-		2,539,132	-	183,999	593,609	23.38%
JPA/MOA Expenses						380,750		5,536	7,255	1.91%
Total organization budget						2,919,882	-	189,535	600,864	20.58%

No assurance is provided on this statement.
This statement omits required disclosures.
This statement is prepared on the cash basis of accounting.

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

Financial Report - Cash Basis

January 1, 2019 Through December 31, 2019

Final - includes YE Payables and allocations

Final - includes YE Payables and allocations

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	405 General	509 Projects	Debt Service	Held for Future Use		2019 Expenditure Budget	Budget Adj	Monthly Paid Expenses	YTD Paid Expenses	Percent Spent
Administrative Salaries and Benefits	132,000					132,000		(27,364)	47,335	
703 - Telephone & Internet	15,400					15,400		(534)	8,441	
706 - Office Supplies	8,690					8,690		2,545	9,598	
709 - Insurance and Bonds	7,700					7,700		-	7,945	
670 - Accounting	25,300					25,300		5,316	24,655	
671 - Audit	8,662					8,662		-	7,463	
903 - Fees	770					770		357	5,067	
660 - Legal (not for projects)	2,200					2,200		634	6,562	
Administration	200,722	-	-	-		200,722		(19,048)	117,065	58.32%
Program Salaries and Benefits (not JPA/MOA)	-	306,170	-	-		306,170		71,748	417,038	136.21%
Public Infrastructure Partnership Projects	-	100,000	-	-		100,000		-	22,352	
Storage & Infiltration Projects	-	200,000	-	-		200,000		8,161	67,212	
550 Capital Projects	-	300,000	-	-		300,000	-	8,161	89,564	29.85%
Farmer-led Council	-	61,000	-	-		61,000		22,620	39,259	
Identify and Mitigate Channel Erosion	-	5,000	-	-		5,000		-	-	
Cost-Share Incentives	-	58,000	-	-		58,000		7,077	33,817	
Highway 13 Wetland, FeCl system & Desilt, O&M	-	57,800	-	-		57,800		2,829	26,652	
Fish Point Park Retrofits	-	3,500	-	-		3,500		-	-	
Aquatic Vegetation Mgmt	-	6,000	-	-		6,000		(3,936)	13	
Fish Management, Rough Fish Removal	-	27,000	-	-		27,000		16,657	26,267	
Spring Lake Parcel Maintenance	-	2,000	-	-		2,000		1,412	1,412	
Raymond Park Maintenance	-	3,500	-	-		3,500		2,000	3,500	
Alum Internal Loading Reserve	-	-	-	110,000		110,000		-	110,000	
Alum Internal Loading CWF Application	-	603,583	-	-		603,583		-	-	
County Rd 12/17 Maintenance	-	7,000	-	-		7,000		-	3,323	
FeCl carp barrier tine replacement project	-	35,000	-	-		35,000		9,794	9,921	
Indian Ridge Maintenance	-	1,636	-	-		1,636		-	600	
Fairlawn Shores Maintenance	-	1,500	-	-		1,500		-	998	
611 Operations & Maintenance	-	872,519	-	110,000		982,519	-	58,454	255,761	26.03%
Engineering not for programs		30,000				30,000		1,526	14,070	
Planning and Program Development		25,000				25,000		4,981	25,443	
Fish Lake TMDL Implementation		10,000				10,000		-	-	
Pike Lake TMDL Implementation		10,000				10,000		-	-	
LGU Plan Review		9,000				9,000		38	1,348	
District Plan Update		106,873				106,873		18,980	67,691	
Feasibility Reports		39,500				39,500		5,916	6,367	
626 Planning	-	230,373	-	-		230,373	-	31,441	114,919	49.88%
District Monitoring Program		87,100				87,100		29,041	87,865	
Automated Vegetation Monitoring		4,700				4,700		-	2,734	
Aquatic Vegetation Surveys		18,000				18,000		16,400	16,410	
District-wide Hydraulic & Hydrologic model		9,500				9,500		-	10,881	
Wetland Restoration and Wetland Bank								-	-	
637 Monitoring & Research	-	119,300	-	-		119,300	-	45,441	117,890	98.82%
Permitting and Compliance		10,250				10,250		1,198	14,318	
Permitting and Compliance income		-				-		(3,066)	(3,066)	
Non-project Reg. Reporting, Rules & Stand. Rev.		5,000				5,000		1,102	11,610	
BMP and easement inventory & inspections		15,500				15,500		656	2,665	
BMP and easement amendment fees income		-				-		-	-	
648 Regulation	-	30,750	-	-		30,750	-	(110)	25,526	83.01%
MS4 Education program		15,000				15,000		384	689	
Prior Lake-Savage Schools partnerships		250				250		-	-	
CAC		4,000				4,000		300	306	
Signs for projects, software for location & contacts		11,500				11,500		4,863	4,863	
652 Education & Outreach	-	30,750	-	-		30,750	-	5,547	5,858	19.05%
Carp Management/Removal		107,000				107,000		28,723	92,870	
Capital Projects--Grants	-	107,000	-	-		107,000	-	28,723	92,870	86.79%
PLOC Restoration, Maintenance & Monitoring	-	46,796	-	-		46,796		-	26,453	56.53%
Bond Payments	-	-	170,375	-		170,375		-	170,375	100.00%
Subtotal	200,722	2,043,658	170,375	110,000		2,524,755	-	230,356	1,433,319	56.77%
Contingency	-	94,833	-	-		94,833		678	678	0.72%
Total excluding JPA/MOA expenses	200,722	2,138,491	170,375	110,000		2,619,588	-	231,034	1,433,997	54.74%
JPA/MOA Expenses						592,750		356,281	640,081	107.98%
Less budgeted FEMA grant						(275,000)			(514,056)	
Total organization budget						2,937,338	-	587,316	1,560,023	53.11%

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611 Ops & Maint W/O Alum Application

-	268,936	-	110,000		378,936	-	58,454	255,761	67.49%
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PLSLWD
Cost Analysis
12-31-2019 with comparative information

	2019		2018		2017	
	Amount	% of total	Amount	% of total	Amount	% of total
<u>Program staff costs</u>	417,038	30.7%	413,885	24.6%	225,626	18.3%
<u>Consultants (approximate \$30,000 threshold)</u>						
EOR	191,725		185,707		140,331	
BARR Engineering					95,998	
WSB & Associates	133,014		84,377		74,830	
Scott Soil and Water Cons.	89,145		81,506		95,448	
Kevin Casey, LLC	-		-		51,101	
RMB Environmental Labs	23,095		25,495		-	
Grant Revenue	(74,113)		(109,216)		(71,499)	
	362,865	26.7%	267,869	15.9%	386,209	31.4%
<u>Projects - (without staff cost or consultants \$12,000 threshold)</u>						
PLOC funding	26,453		46,796		123,098	
Alum Internal Loading Reserve	110,000		150,000		110,000	
City of Prior Lake	-		141,985		-	
HAB Aquatic Solutions	-		269,258		-	
Three Rivers Park District	15,471		-		-	
Minnesota Native Landscape	13,026		-		-	
BLUE WATER SCIENCE	16,400		-		-	
Hard costs, exclusive of prog staff & consultant costs	114,258		126,833		33,112	
Permitting Revenue	(3,066)		(2,370)		(12,262)	
	292,542	21.5%	732,502	43.5%	253,948	20.6%
<u>Overhead and Administration</u>						
Staff costs	47,335		39,529		123,380	
Audit/Accounting/Legal	32,117		29,845		32,953	
Other admin overhead	37,613		31,178		47,816	
	117,065	8.6%	100,552	6.0%	204,149	16.6%
<u>Bonds payments</u>	170,375	12.5%	168,475	10.0%	161,375	13.1%
Exp excluding PLOC expenses, adjusted for Grant revenue	1,359,884	100.0%	1,683,283	100.0%	1,231,307	100.0%

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