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)
   o 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:**
- 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.
<table>
<thead>
<tr>
<th>PROGRAM OR PROJECT</th>
<th>LAST MONTH’S STAFF ACTIVITIES</th>
<th>NEXT STEPS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Storage &amp; Infiltration Projects</strong></td>
<td>• Revised the easements&lt;br&gt;• Met with landowner&lt;br&gt;• Landowner asked for easement revisions</td>
<td>• Revise the survey and easement documents and proceed with Scott County Abstract and Title</td>
</tr>
<tr>
<td><strong>Carp Management</strong></td>
<td>• Continued to track radio-tagged carp across the lakes.&lt;br&gt;• Using underwater speakers, the District pushed the carp out of the northwest corner near the steep area that is unsuitable for seining.&lt;br&gt;• 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.&lt;br&gt;• Continued to coordinate with WSB engineer and contractors on the Northwood &amp; FeCl carp barrier projects.&lt;br&gt;• Updated the website &amp; social media with carp removal status updates.&lt;br&gt;• 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.&lt;br&gt;• Presented to 150 students in Environmental Science classes at Prior Lake High School &amp; did on-ice field trip to demonstrate carp tracking.</td>
<td>• WSB and PLSLWD staff will continue to track the tagged carp&lt;br&gt;• Install permanent Northwood carp barrier and FeCl barrier redesign&lt;br&gt;• Work with WSB to schedule and coordinate upcoming carp removals as opportunities arise&lt;br&gt;• Install wireless cameras at Arctic Lake outlet and one other location this spring&lt;br&gt;• Finish final designs and install specialized trap nets in Arctic Lake outlet and desilt pond during spawning season&lt;br&gt;• Coordinate citizen-assisted baited box traps this spring&lt;br&gt;• Implement Carp Training Program again this spring&lt;br&gt;• Stock bluegills in Northwood pond and Geis wetland this April/May&lt;br&gt;• Reinstall season PIT tag stations in April to track carp movements between waterbodies</td>
</tr>
<tr>
<td><strong>Public Infrastructure Partnership Projects</strong></td>
<td>• No new activity.</td>
<td>• Present the Red Wing Ave project engineering plan to the Board and Sand Creek Township&lt;br&gt;• Inspect Fairlawn Shores project this spring to ensure sufficient vegetation establishment</td>
</tr>
<tr>
<td><strong>Alum Treatments</strong></td>
<td>• Planning for spring alum treatments on Spring and Upper Prior&lt;br&gt;• Work on permits</td>
<td>• Springtime cores on Spring Lake&lt;br&gt;• Send bids out</td>
</tr>
<tr>
<td>PROGRAM OR PROJECT</td>
<td>LAST MONTH’S STAFF ACTIVITIES</td>
<td>NEXT STEPS</td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| **Ferric Chloride System Operations**                  | • DMR Report                                                                                                                                                                                                                | • New walkway/fish barrier  
• DMR Report  
• Install monitoring equipment  
• Get pump primed and ready for dosing                                                                                                                                                                  |
| Project Lead: Jaime                                   |                                                                                                                                                                                                                            |                                                                                                                                                                                                          |
| **Farmer-Led Council**                                | • 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 | • Coordinate Growing Healthy Soils Event to promote conservation practices to be held on March 19th.  
• Explore farmer mentorship program with FLC                                                                                                                                                       |
| Project Lead: Maggie                                  |                                                                                                                                                                                                                            |                                                                                                                                                                                                          |
| **Cost Share Incentives**                             | • Board approved the revised Docket at the February board meeting                                                                                                                                                           | • Update the Cost Share Docket                                                                                                                                                                           |
| Project Lead: Kathryn, Diane                           |                                                                                                                                                                                                                            |                                                                                                                                                                                                          |
| **Spring Lake Parcel Restoration Project**             | • No new activity.                                                                                                                                                                                                            | • Monitor restoration and control invasive species during growing season  
• Install small plant identification signs                                                                                                                                                               |
| Project Lead: Maggie & Kathryn                         |                                                                                                                                                                                                                            |                                                                                                                                                                                                          |
| **Raymond Park Restoration Project**                  | • No new activity.                                                                                                                                                                                                            | • Install educational interpretative signs  
• Host ribbon-cutting event this spring to highlight restoration                                                                                                                                              |
| Project Lead: Kathryn                                 |                                                                                                                                                                                                                            |                                                                                                                                                                                                          |
| **Fish Lake Shoreline & Prairie Restoration Project**  | • No new activity.                                                                                                                                                                                                            | • MN Native Landscapes will conduct restoration maintenance/establishment work                                                                                                                                                                  |
| Project Lead: Kathryn                                 |                                                                                                                                                                                                                            |                                                                                                                                                                                                          |
| **CR 12/17 Wetland Restoration**                      | • No new activity.                                                                                                                                                                                                            | • 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                                                                                                                                 |
| Project Lead: Maggie                                  |                                                                                                                                                                                                                            |                                                                                                                                                                                                          |
| **Lower Prior Lake Retrofit Projects**                | • No new activity.                                                                                                                                                                                                            | • 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                                                                                                                                                               |
<table>
<thead>
<tr>
<th>Program or Project</th>
<th>Last Month’s Staff Activities</th>
<th>Next Steps</th>
</tr>
</thead>
</table>
| **District Plan Update**  
Project Lead: Diane | • Received some comments from agencies for the 60-day review | • Summarize comments  
• Review comments with the Board  
• Respond to comments and set public hearing |
| **Feasibility Reports**  
Project Lead: Maggie | • 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 | • 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**  
Project Lead: Kathryn | • 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 | • 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**  
Project Lead: Diane & Kathryn | • Subcommittees began researching topics  
• Coordinate subcommittee work | • Subcommittees complete Fact Sheets |
| **MS4 Education Program**  
Project Lead: Kathryn | • Presented to Club Prior on PLSLWD  
• Planning events and activities for District anniversary and designing brochure to highlight District accomplishments over last fifty years | • Implement education activities  
• Complete 2020 Education Plan  
• Plan anniversary events and activities  
• Complete BWSR Annual Report by 4/30 |
| **Monitoring Program**  
Project Lead: Jaime | • Finished Hydro/Discharge Graphs  
• Continue database maintenance/entry/QAQC  
• Analyzing trends and grades for Lake Report Cards | • Data management  
• Lake Report Cards  
• Planning for 2020 |
| **Aquatic Vegetation Management and Surveys**  
(Class 626 and 637)  
Project Lead: Jaime | • Planning for 2020 surveys  
• Planning for CLP treatment  
• Received and reviewed plant survey reports | • Get reports from Blue Water Science  
• Steve McComas to present 2019 vegetation survey results at March board meeting |
<table>
<thead>
<tr>
<th>Program or Project</th>
<th>Last Month's Staff Activities</th>
<th>Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BMPs &amp; Easements</strong></td>
<td>• Continued to work with landowners to resolve existing violation issues on their properties</td>
<td>• Review amendment requests as they are received and work with landowners towards closing out approved amendment requests</td>
</tr>
<tr>
<td><strong>Project Lead: Maggie &amp; Kathryn</strong></td>
<td>• Advertised for and promoted two internship positions. Reviewed applications received</td>
<td>• Work with landowners to resolve easement violations</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Complete baseline documentation for each conservation easement property</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Send post-inspection letters for completed inspections</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Review applications, interview and hire summer interns</td>
</tr>
<tr>
<td><strong>Permitting</strong></td>
<td>• EOR reviewed development projects received from the City of Prior during the last month.</td>
<td>• Continue to inspect, follow-up on and close remaining open permits</td>
</tr>
<tr>
<td><strong>Project Lead: Maggie &amp; Jeff</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Rules Revisions</strong></td>
<td>• Conducted a meeting with partners on February 5</td>
<td>• Discuss additional rule revisions with the Board</td>
</tr>
<tr>
<td><strong>Project Lead: Diane</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Outlet Channel O&amp;M</strong></td>
<td>• Installed level loggers at 2 locations</td>
<td>• Weekly channel inspections</td>
</tr>
<tr>
<td><strong>Project Lead: Jaime</strong></td>
<td>• Changed battery at PL Ott Logger</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Weekly channel inspections</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Cleared obstructions in culverts</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Opened low-flow gate ¼ on Mar 2, ½ on Mar 4, and fully on Mar 9</td>
<td></td>
</tr>
<tr>
<td><strong>Outlet Channel Bank Erosion (FEMA)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Project Lead: Diane</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Outlet Channel Admin</strong></td>
<td>• Soil and Erosion control BMPs started</td>
<td>• Complete BMPs</td>
</tr>
<tr>
<td><strong>Project Lead: Diane &amp; Jaime</strong></td>
<td></td>
<td>• Manage invoices</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• File payment requests</td>
</tr>
<tr>
<td><strong>Outlet Channel MS4 Permit</strong></td>
<td>• No activity</td>
<td>• Create 2020 contract and work plan for AES and EOR</td>
</tr>
<tr>
<td><strong>Project Lead: Diane &amp; Jaime</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Annual report due June 30</td>
</tr>
</tbody>
</table>
Early Season Curlyleaf

Curlyleaf Management in 2019

March 2020
Blue Water Science
Steve McComas

Watershed District Lakes
Prior Lake/Spring Lake

Aquatic Plants in the
Lake Locations
2019
Pike Lake (August 6, 2019)
(49 ac) % Coverage: 41% (Dominant Plant: Coontail)

Pike Lake (August 6, 2019)

Curlyleaf Assessment
June 10, 2019

Swamp Lake
July 9, 2019
Swamp Lake

Spring Lake (592 ac)

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

Aquatic Plant Species Richness: 1948-2019

Species Richness (number of species)

August 30, 2019

July 9, 2019

(35 ac)
Native plant species have decreased in Spring.

CLP growth is variable from year to year.

Non-native algae with native plants should be monitored.

Aquatic plants help sustain good water quality.

Summary

<table>
<thead>
<tr>
<th>Lake</th>
<th>Number of Species</th>
<th>Submerged % Coverage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Arctic Lake (20 ac)</td>
<td>3</td>
<td>33%</td>
</tr>
<tr>
<td>2. Buck Lake (20 ac)</td>
<td>6</td>
<td>21%</td>
</tr>
<tr>
<td>3. Gates Lake (31 ac)</td>
<td>10</td>
<td>23%</td>
</tr>
<tr>
<td>4. Crystal Lake (30 ac)</td>
<td>7</td>
<td>48%</td>
</tr>
<tr>
<td>5. Pike Lake (49 ac)</td>
<td>3</td>
<td>41%</td>
</tr>
<tr>
<td>6. Spring Lake (592 ac)</td>
<td>1</td>
<td>97%</td>
</tr>
<tr>
<td>7. Swamp Lake (35 ac)</td>
<td>4</td>
<td>97%</td>
</tr>
</tbody>
</table>

Point Intercept Summaries

Spring Lake Point

2015

2018

2019

23% Coverage

21% Coverage

23% Coverage
2019
ACCOMPLISHMENT
REPORT

Prepared by:

Scott Soil and Water Conservation District
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

<table>
<thead>
<tr>
<th>NUMBERS AT A GLANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Landowners assisted</td>
</tr>
<tr>
<td>Projects approved</td>
</tr>
<tr>
<td>Projects competed</td>
</tr>
<tr>
<td>Total P reduced (W Upper Watershed)</td>
</tr>
<tr>
<td>SWCD’s 2015 CWF Grant</td>
</tr>
<tr>
<td>✓ Projects completed</td>
</tr>
<tr>
<td>✓ Total investment</td>
</tr>
<tr>
<td>✓ Total Phos reduced</td>
</tr>
<tr>
<td>FLC cover crops seeded</td>
</tr>
<tr>
<td>FLC lake-friendly farm certification</td>
</tr>
<tr>
<td>Stream flow measurements</td>
</tr>
<tr>
<td>Water quality samples</td>
</tr>
</tbody>
</table>

*2.2% of TMDL goal (2,959 lbs/yr)
**9.3% of TMDL goal
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.)**

<table>
<thead>
<tr>
<th>Landowners assisted</th>
<th>Purpose of use</th>
<th>Acres</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hentges, Joe</td>
<td>Cover crops</td>
<td>124.7</td>
</tr>
<tr>
<td>Krueger, Paul &amp; Rose</td>
<td>Cover crops/forage seeding</td>
<td>267.3</td>
</tr>
<tr>
<td>Menden, Robert</td>
<td>Pasture renovation</td>
<td>17.7</td>
</tr>
<tr>
<td>Tweeten, Tom</td>
<td>Forage seeding</td>
<td>6.8</td>
</tr>
<tr>
<td>Vierling, Mike</td>
<td>Cover crop/no-till beans</td>
<td>146.6</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>563.1</td>
</tr>
</tbody>
</table>

ii. **Livestock facility/waste management planning**

<table>
<thead>
<tr>
<th>Producer assisted</th>
<th>Services provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Krueger Dairy</td>
<td>Facility planning and design assistance</td>
</tr>
</tbody>
</table>

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

## 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:
  o Planting Native Prairie Workshop (3/13/19)
    ▪ Spring Lake Town Hall; 59 attendees, 21 from PLSLWD
  o Cover Crop and Soil Health Workshop (3/14/19)
    ▪ Le Center American Legion; 70 attendees, 19 from Scott County, 2 from PLSLWD
  o Create a raingarden Workshop (4/18/19)
    ▪ Spring Lake Town Hall; 44 total attendees, 20 from PLSLWD
  o Restore Your Shoreline (6/11/19)
    ▪ Spring Lake Town Hall; 44 total attendees, 23 from PLSLWD

• Other, countywide SCWEP activities
  o Outdoor Education Day – 9/23/19 to 9/27/19
    ▪ Cedar Lake Farm Region Park; 1,130 3rd-5th grade students
  o 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

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Budget</th>
<th>Invoiced</th>
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<tr>
<td>I</td>
<td>Technical Assistance</td>
<td>$30,000</td>
<td>$20,169</td>
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<td>General Cost Share</td>
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<td>II</td>
<td>Farmer-Led Council Support</td>
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<td>$18,164</td>
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<td>Farmer-Led Council Cost Share</td>
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<td>$18,463</td>
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<td>III</td>
<td>Monitoring and Data Collection</td>
<td>$9,000</td>
<td>$15,814</td>
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<td>IV</td>
<td>Other Technical/Field Services</td>
<td>$3,500</td>
<td>$4,123</td>
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<td>V</td>
<td>Education Programming</td>
<td>$3,500</td>
<td>$565</td>
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<td>Total</td>
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<td>$118,000</td>
<td>$90,304</td>
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## EXHIBIT A

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

<table>
<thead>
<tr>
<th>Rank</th>
<th>Potential Project</th>
<th>Qty</th>
<th>Units</th>
<th>Est. P Reduction</th>
<th>Landowners</th>
<th>PID</th>
<th>Contact method</th>
<th>Status</th>
<th>Anticipated Follow up</th>
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<tbody>
<tr>
<td>1</td>
<td>Grassed Waterway</td>
<td>2850</td>
<td>Ln Ft</td>
<td>147.4</td>
<td>Connie Kochlin</td>
<td>99250040</td>
<td>Letter</td>
<td>Project completed</td>
<td>No - project installed</td>
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<td>2</td>
<td>Grassed Waterway</td>
<td>800</td>
<td>Ln Ft</td>
<td>72.5</td>
<td>The Survivors LLC &amp; Janet Corrigan</td>
<td>119310160</td>
<td>Letter</td>
<td>No interest, no concerns</td>
<td>No - no concerns</td>
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<td>3</td>
<td>Grassed Waterway</td>
<td>450</td>
<td>Ln Ft</td>
<td>28.7</td>
<td>Killian Sisters Farm LLC</td>
<td>119170101</td>
<td>Letter, in person with renter</td>
<td>Planted to alfalfa; concern addressed at this time</td>
<td>No - unless the field returns to corn/beans</td>
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<tr>
<td>4</td>
<td>WASCOB</td>
<td>7</td>
<td>Each</td>
<td>294</td>
<td>(a) Connie Kochlin</td>
<td>99250040</td>
<td>Letter</td>
<td>Project completed using waterways and diversions</td>
<td>No - project installed</td>
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<td></td>
<td></td>
<td></td>
<td>(b) Robert Menden</td>
<td>99260041</td>
<td>Letter, phone</td>
<td>Project completed using waterways and diversions</td>
<td>No - project installed</td>
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<td>Grassed Waterway</td>
<td>1350</td>
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<td>51.6</td>
<td>Raymond Ames</td>
<td>119180012</td>
<td>Letter, phone, in person</td>
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<td>6</td>
<td>Filter Strip</td>
<td>6</td>
<td>Acres</td>
<td>65.1</td>
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<td>119300011</td>
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<td>(b) Helen Laabs Trust</td>
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<td>(c) Roger Dubbe</td>
<td>119190140</td>
<td>Letter, phone, in person</td>
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<td>No - project installed</td>
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<td></td>
<td>(d) Willard Brandt</td>
<td>119190210</td>
<td>Letter, in person</td>
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<td>Ln Ft</td>
<td>32.1</td>
<td>(a) Rose Whips</td>
<td>119170010</td>
<td>Letter, in person</td>
<td>No interest, didn’t want to commit to a practice will be selling in a few years</td>
<td>No - not with the current owner; follow up with the new landowner in a few years</td>
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<tr>
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<td>(b) Robert Menden</td>
<td>99260041</td>
<td>Letter, phone</td>
<td>Project completed</td>
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<td>8</td>
<td>Terrace</td>
<td>4200</td>
<td>Ln Ft</td>
<td>135.2</td>
<td>(a) Robert Menden</td>
<td>99260041</td>
<td>Letter, phone</td>
<td>Project completed using waterways and diversions</td>
<td>No - project installed</td>
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<td></td>
<td></td>
<td></td>
<td>(b) Laverne Geis</td>
<td>99260043</td>
<td>Letter</td>
<td>Converted to non-ag use; no concern</td>
<td>No - field converted to non ag</td>
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<td></td>
<td></td>
<td>(c) Steve Stemig</td>
<td>99240020</td>
<td>Letter, in person</td>
<td>No interest, farms on the contours</td>
<td>No - was not interested in the identified practice</td>
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<td></td>
<td>(d) Daniel Garnhardt</td>
<td>119310023</td>
<td>Letter, left messages and door hangers</td>
<td>Contacted for prairie</td>
<td>No - unable to reach landowner; tried many ways</td>
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<td>Acres</td>
<td>5</td>
<td>Vernon Dockendorf</td>
<td>119180040</td>
<td>Letter, phone</td>
<td>No interest, renter not interested, area is flat</td>
<td>No - no interest</td>
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<td>10</td>
<td>WASCOB</td>
<td>3</td>
<td>Each</td>
<td>40.1</td>
<td>(a) Ron Kroeyer</td>
<td>99240060</td>
<td>Letter, in person</td>
<td>Repaired by renters; no longer a concern</td>
<td>No - no concerns</td>
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<td></td>
<td>(b) Anthony Derhaag Rev. Trust</td>
<td>119170012</td>
<td>Letter, in person</td>
<td>No interest, no concerns</td>
<td>N0 - no concerns; renter will contact if conditions change</td>
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<td>6.8</td>
<td>Acres</td>
<td>36.4</td>
<td>Raymond Ames</td>
<td>119170052</td>
<td>Letter, phone, in person</td>
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<td>Acres</td>
<td>29.2</td>
<td>Steve Hentges</td>
<td>119180030</td>
<td>Letter, phone, in</td>
<td>Project complete; installed 30' filters,</td>
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<td>13</td>
<td>WASCOB</td>
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<td>O'Loughlin Farms</td>
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<td>(a) Roger Beuch</td>
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<td>(b) Jim Dubbe</td>
<td>99240050</td>
<td>16.5' Buffer</td>
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<td>(c) Paul Dubbe</td>
<td>99240080</td>
<td>16.5' Buffer</td>
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<td></td>
<td></td>
<td>(d) Mark Kreuser</td>
<td>99130070</td>
<td>16.5' Buffer</td>
<td>No - landowner not interested</td>
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<td></td>
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<td>(e) Roger Beuch</td>
<td>99130060</td>
<td>16.5' Buffer</td>
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<td>16.5</td>
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<td>No - practice is installed</td>
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<td></td>
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<td></td>
<td>(a) Doug Schieffer</td>
<td>110600070</td>
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<td>(b) Laverne &amp; Walter Beuch Trust</td>
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<td>17</td>
<td>Terrace</td>
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<td>18</td>
<td>Rock Tile Inlets</td>
<td>2 Each</td>
<td>1.9</td>
<td>No - landowner not interested</td>
<td>No - landowner not interested</td>
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<td></td>
<td></td>
<td>(a) John O'Loughlin Rev. Trust</td>
<td>110770011</td>
<td>Letter</td>
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<td></td>
<td></td>
<td>(b) Eugene Hauer Trust</td>
<td>111330020</td>
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<td>19</td>
<td>Grade Stabilization</td>
<td>1 Each</td>
<td>15.3</td>
<td>No interest, landowner doesn't want the practice</td>
<td>No - landowner not interested</td>
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<td>20</td>
<td>Rock Tile Inlet</td>
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<td>21</td>
<td>Wetland Restoration</td>
<td>3.5 Acers</td>
<td>19.1</td>
<td>No interest, may be selling the land soon</td>
<td>No - with current owner; if land sells follow up with new owner</td>
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<tr>
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<td></td>
<td></td>
<td>Eugene Hauer Trust</td>
<td>119190031</td>
<td>Letter, phone</td>
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<td>22</td>
<td>Rock Tile Inlet</td>
<td>3 Each</td>
<td>1.6</td>
<td>No interest (2 inlets), selling land soon</td>
<td>No - selling land; if land sells follow up with new owner</td>
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<td></td>
<td></td>
<td>(a) Anthony Derhaag Rev. Trust</td>
<td>119170021</td>
<td>Letter, in person</td>
<td>No interest (2 inlets), selling land soon</td>
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<td></td>
<td></td>
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<td>(b) Rose Whipps</td>
<td>119170010</td>
<td>Letter, in person</td>
<td>No interest (1 inlet) didn’t want to commit to a practice will be selling in a few years</td>
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<tr>
<td>23</td>
<td>Rock Tile Inlet</td>
<td>1 Each</td>
<td>0.5</td>
<td>No interest, not interested in the identified practice</td>
<td>No - landowner not interested</td>
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<td>Pauly Farm Limited Partnership</td>
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<td>Wetland Restoration</td>
<td>10 Acres</td>
<td>25.6</td>
<td>No interest (2 inlets), selling land soon</td>
<td>No - selling land</td>
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</table>
## EXHIBIT B

### Summary of landowners with projects assisted in 2019

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<thead>
<tr>
<th>Landowner*</th>
<th>Interest/Concern</th>
<th>Status</th>
<th>Progress</th>
<th>PID</th>
<th>Address</th>
<th>City/Twp</th>
<th>Phone</th>
<th>Staff Assigned</th>
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<tbody>
<tr>
<td>Butani, Amy</td>
<td>Native Prairie Restoration</td>
<td>Closed</td>
<td>Post signage for native prairie project</td>
<td>110690060</td>
<td>3377 203rd Ct East</td>
<td>Spring Lake Twp</td>
<td>612-250-3100</td>
<td>Alness, Alyssa</td>
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<td>Casey, Robert</td>
<td>LFF Certification</td>
<td>Closed</td>
<td>Certified</td>
<td>119230121</td>
<td>17826 Murphy Lake Blvd</td>
<td>Spring Lake Twp</td>
<td>612-221-1255</td>
<td>Korbel, Diann</td>
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<tr>
<td>Cook, John*</td>
<td>Shoreline erosion</td>
<td>Open</td>
<td>Complete site survey; begin prelim. design</td>
<td>250530060</td>
<td>14949 Manitou Rd</td>
<td>City of Prior Lake</td>
<td>952-239-4008</td>
<td>Kavitz, Todd</td>
</tr>
<tr>
<td>Dubbe, Jim</td>
<td>Buffers</td>
<td>Closed</td>
<td>Buffer plan complete</td>
<td>119190140</td>
<td>496 N Sutton Lake Blvd</td>
<td>Spring Lake Twp</td>
<td>952-212-3328</td>
<td>Korbel, Diann</td>
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<tr>
<td>Fink, Allen*</td>
<td>Streambank Erosion</td>
<td>Active</td>
<td>Site investigation</td>
<td>119080063</td>
<td>18056 Langford Blvd</td>
<td>Spring Lake Twp</td>
<td>952-200-4972</td>
<td>Kavitz, Todd</td>
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<tr>
<td>Fischer, Brenda</td>
<td>Well Decommission</td>
<td>Active</td>
<td>Final payment &amp; closeout</td>
<td>110080150</td>
<td>17456 Vergus Ave, Jordan</td>
<td>Spring Lake Twp</td>
<td>612-306-7843</td>
<td>Roberts, Shelby</td>
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<td>Gannaway, Cheryle</td>
<td>Raingarden</td>
<td>Closed</td>
<td>Final payment &amp; closeout</td>
<td>254371360</td>
<td>14922 Jeffers Pass NW</td>
<td>City of Prior Lake</td>
<td>612-424-3593</td>
<td>Darley, Meghan</td>
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<td>Haga, Ken*</td>
<td>Raingarden</td>
<td>Closed</td>
<td>Application through final closeout</td>
<td>260520220</td>
<td>8870 151st St W</td>
<td>City of Prior Lake</td>
<td>612-269-9259</td>
<td>Darley, Meghan</td>
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<td>Hentges, Joe</td>
<td>LFF Certification</td>
<td>Closed</td>
<td>Certified</td>
<td>119290011</td>
<td>19990 Vergus Ave</td>
<td>Spring Lake Twp</td>
<td>612-518-2504</td>
<td>Korbel, Diann</td>
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<tr>
<td>Hentges, Joe</td>
<td>Cover Crops</td>
<td>Closed</td>
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<td>253821360</td>
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<td>250600060</td>
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<td>Active</td>
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<td>213 Sunset Drive, Jordan</td>
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<td>Closed</td>
<td>Completed assessment; issued payment</td>
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<td>Schneider, Scott</td>
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<td>Kochlin, Connie</td>
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<td>Active</td>
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<td>213 Sunset Drive, Jordan</td>
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<td>Krueger, Paul &amp; Rose</td>
<td>Feedlot</td>
<td>Active</td>
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<td>17746 Fairlawn Prior Lake, MN 55372</td>
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<td>612-328-4506</td>
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<td>Raingarden</td>
<td>Active</td>
<td>Application through final closeout</td>
<td>262560390</td>
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<td>612-384-5937</td>
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<td>Closed</td>
<td>Evaluate washout in diversion</td>
<td>099260041</td>
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<td>612-366-4205</td>
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<td>Landowner*</td>
<td>Interest/Concern</td>
<td>Status</td>
<td>Progress</td>
<td>PID</td>
<td>Address</td>
<td>City/Twp</td>
<td>Phone</td>
<td>Staff Assigned</td>
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<td>Otsby, Gail*</td>
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<td>Service request logged</td>
<td>110080040</td>
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<td>Potter, Carolyn</td>
<td>Groundwater Protection</td>
<td>Active</td>
<td>Process payment</td>
<td>110120010</td>
<td>2050 Lakeview Dr.</td>
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<td>270-703-5496</td>
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<td>Final payment &amp; closeout</td>
<td>110770020</td>
<td>1169 Butterfly Ln.</td>
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<td>Active</td>
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<td>253040040</td>
<td>4140 Hidden Pond Trl NE</td>
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<td>952-250-8393</td>
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<td>Closed</td>
<td>Application through final closeout</td>
<td>259350200</td>
<td>15115 Martinoson Island Rd NE</td>
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<td>952-217-3440</td>
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<td>Tschida, Norma*</td>
<td>Shoreline Erosion</td>
<td>Active</td>
<td>Site survey</td>
<td>259300200</td>
<td>14837 Estate Avenue SE</td>
<td>City of Prior Lake</td>
<td>952-447-5913</td>
<td>Kavitz, Todd</td>
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<td>Vonbank, Jaime</td>
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<td>Active</td>
<td>Cost estimate and environmental assess.</td>
<td>099360093</td>
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<td>612-919-3824</td>
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<td>Webb, Keith*</td>
<td>Gully erosion</td>
<td>Active</td>
<td>Complete site survey; begin prelim. design</td>
<td>251270060</td>
<td>6118 Marlen Cir SE</td>
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<td>Peters, Willie</td>
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<td>Wendler, Trent</td>
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<td>254620210</td>
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<td>612-619-5136</td>
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<td>Wiecher, Linda*</td>
<td>Well Decommission</td>
<td>Active</td>
<td>Finalized CS application &amp; paperwork</td>
<td>250400210</td>
<td>5455 Shore Trail NE</td>
<td>City of Prior Lake</td>
<td>952-445-3391</td>
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# EXHIBIT C

Summary of Cost Share and Incentive Project Activity in 2019

## PROJECTS APPROVED FOR FUNDING

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

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<th>Qty</th>
<th>Units</th>
<th>P*</th>
<th>Source</th>
<th>Amount**</th>
<th>SWCD Board Action</th>
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<tbody>
<tr>
<td>Casey Acres</td>
<td>Spring Lake Twp</td>
<td>LFF Certification (SR-19-006)</td>
<td>19.5</td>
<td>Acres</td>
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<tr>
<td>Fisher, Brenda</td>
<td>Spring Lake Twp</td>
<td>Well Decommission/CP-18-100</td>
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<td>Ea</td>
<td></td>
<td>PLSLWD 2019 LGF SWCD 2018 SCS Landowner</td>
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<td>Gannaway, Cheryl</td>
<td>City of Prior Lake</td>
<td>Raingarden/CP-19-003</td>
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<td>Ea</td>
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<tr>
<td>Haga, Ken</td>
<td>City of Prior Lake</td>
<td>Raingarden /CP-19-101</td>
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<td>Ea</td>
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<tr>
<td>Hentges, Joe</td>
<td>Sand Creek Twp</td>
<td>LFF Certification (SR-19-005)</td>
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<td>Kochlin, Connie</td>
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<td>Whole Farm Planning/CP-16-219</td>
<td>94.4</td>
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<td>Native Filter Strips (SR-14-186)</td>
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<td>SWCD 2015 CWF SWCD 2018 SCS Landowner</td>
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### Exhibit C, cont.
Summary of Cost Share and Incentive Project Activity in 2019

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<th>Landowner</th>
<th>Description</th>
<th>Acres</th>
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<th>Source</th>
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<tbody>
<tr>
<td>Menden, Robert</td>
<td>Sand Creek Twp Grassed Waterway (SR-17-221)</td>
<td>320</td>
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* Phosphorus loading reduction in total pounds per year, measured at point of discharge to nearest water resource.

### 2019 Funding Summary

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<th>%</th>
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<td>PLSLWD - FLC</td>
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<td><strong>Total</strong></td>
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## Lake-Friendly Farm Certification Program

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<td></td>
<td>Fields</td>
<td>Acres</td>
<td>Fields</td>
<td>Acres</td>
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<tr>
<td>Casey, Rob</td>
<td>1</td>
<td>19.5</td>
<td>1</td>
<td>19.5</td>
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<tr>
<td>Hentges, Joe</td>
<td>5</td>
<td>192.3</td>
<td>5</td>
<td>192.3</td>
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<td>38.8</td>
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<td><strong>Total 2019</strong></td>
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<td><strong>224.6</strong></td>
<td><strong>6</strong></td>
<td><strong>211.8</strong></td>
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<tr>
<td><strong>Since Start (2018)</strong></td>
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<td><strong>475.2</strong></td>
<td><strong>6</strong></td>
<td><strong>211.8</strong></td>
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*Does not include 19 fields and 411 acres certified in Jan, ‘20.

## Cover Crop Group Seeding

<table>
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<th>Method</th>
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<tr>
<td>Joe Hentges</td>
<td>120.2</td>
<td>Drill</td>
</tr>
<tr>
<td>Mike Vierling</td>
<td>99.6</td>
<td>Drill</td>
</tr>
<tr>
<td>Rob Casey</td>
<td>80</td>
<td>Aerial</td>
</tr>
<tr>
<td>Rob Menden</td>
<td>17.7</td>
<td>Drill</td>
</tr>
<tr>
<td>Tim Krueger</td>
<td>183</td>
<td>Drill</td>
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<tr>
<td>Tim O’Loughlin</td>
<td>44</td>
<td>Aerial</td>
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<tr>
<td><strong>Total 2019</strong></td>
<td><strong>544.5</strong></td>
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<tr>
<td><strong>Since Start (2018)</strong></td>
<td><strong>1,036</strong></td>
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## Cover Crop Outreach (to current non-participants)

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

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<td>5745</td>
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<tr>
<td>Pasture</td>
<td>125</td>
<td>720</td>
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<tr>
<td>Total</td>
<td>483</td>
<td>6,465</td>
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</table>
**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 Budget**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff services</td>
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</tr>
<tr>
<td>Cost share (pass through)</td>
<td>$23,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$53,000</strong></td>
</tr>
</tbody>
</table>

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

<p>| | |</p>
<table>
<thead>
<tr>
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<th></th>
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</thead>
<tbody>
<tr>
<td>Staff services</td>
<td>$24,000</td>
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<tr>
<td>Expenses (pass through)</td>
<td>$27,000</td>
</tr>
<tr>
<td>Total</td>
<td>$51,000</td>
</tr>
</tbody>
</table>

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

<p>| | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Staff services</td>
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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

<p>| | |</p>
<table>
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<tr>
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<tbody>
<tr>
<td>Staff services</td>
<td>$4,000</td>
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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

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<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Amount</th>
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<td></td>
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*On per-request basis

### BILLING RATES

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

<table>
<thead>
<tr>
<th>Position Title</th>
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</thead>
<tbody>
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<td>District Director</td>
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<td>Resource Conservationist I</td>
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<td>Water Resources Specialist</td>
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<td>Natural Resources Specialist</td>
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<td>Resource Conservation Technician</td>
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<tr>
<td>Agricultural Programs Specialist</td>
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<tr>
<td>Outreach and Education Specialist</td>
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<td>Administrative Assistant</td>
<td>$52</td>
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<tr>
<td>Conservation/Seasonal Intern</td>
<td>$37</td>
</tr>
</tbody>
</table>
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: ________________________________
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.
• 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
4.0 Assessment of Problems and Corrective Actions

Three of the problems identified directly concern land use within the political boundary of the PLSWMD including flooding and stormwater rate control (Issues 4.2.1 and 4.2.3) and adequacy of existing regulations (Issue 4.7.2).

4.1 Issue 4.2.1 (Can’s Lake Outlet) – The corrective action for this issue referenced the 2013 Outlet Feasibility Study and 2006 Outlet Management Plan. The WRP notes that the City will coordinate with the PLSWMD for the project. It has been over a year since the City last contacted PLSWMD staff in Can’s Lake permanent outlet discussions. It is the status of the City’s feasibility study.

4.2 Issue 4.2.2 (Site Specific Flushing) – Flushing at 713:144 PM (due to ponding) is listed at a priority location for drainage improvements. This location is within PLSWMD boundaries and potential projects should be coordinated with PLSWMD staff.

4.3 Issue 4.7.2 (Hydrologic Boundaries) – This section mentions that the City will work with Watershed Districts and WMA to redefine political boundaries to better match hydrologic boundaries within the City. Please note that the PLSWMD intends to initiate discussions with partners in 2020.

4.4 Issue 4.8.2 (Cooperative Maintenance of Stormwater Ponds) – The PLSWMD appeals the City for adoption of a Stormwater Management Plan (SWMP) that includes information such as an annual drainage area, field inspection, and storm sewer maps to rank BMPs based on cost benefit analysis. Please provide a copy of the SWMP and the 10-year Pond Maintenance Plan to the PLSWMD as available and note that the PLSWMD has a Public Infrastructure Partnership Program available for enhancement of stormwater management BMPs beyond M4 maintenance requirements.

5. Issues 4.2.6 – 4.19 / Figure 3.7 – Figure 3.7 identifies issues not included in Section 4.0 of the WRP. Issues 4.2.6 and 4.19 (located within the WRP) do not appear as issues in previous or present discussions. Please clarify and address as necessary.

5.0 Establishment of Goals and Policies

Section 5.1.2 – This section notes that the PLSWMD delivers permitting authority for most projects in the LULS, ensuring LULS have adopted standards equivalent to PLSWMD Rules. The current MOA between the City and the PLSWMD has expired. This section notes that PLSWMD is currently working to update their rules and the City plan to revise their official controls within 180 days of adoption to conform to updated rules. At this point a new agreement should be established such that the City can continue to ensure PLSWMD permitting responsibility. Note that the MOA will continue to stipulate that City projects are permitted by the PLSWMD.

Section 5.3.17 - Refer to Appendix E Should be corrected to Appendix F.

6.0 Implementation Priorities / Implementation Program

The WRP and other implementation strategies for which PLSWMD cost-share will be sought, and projects that the City may petition the PLSWMD to complete (if any). No issues are listed for PLSWMD cost-share. Will PLSWMD cost-share be sought for the Lake’s Lake Water Quality? Are there any other potential City water quality retrofits projects within the PLSWMD?

1. Project number in consistent for Water Quality/ Flooding and Rate Control projects.

Section 5.8.0 Add Page 4 instead of referring at number 5.

7.0 Financial Considerations

No comments.

8.0 Amendment Procedures

No comment.

Appendices

Appendix A – Include the expired June 2011 Memorandum of Agreement with the PLSWMD, per above comment.

Appendix B – 10 Year Stormwater Past Management Plan. Section 4.1 (Planning/ Vegetation Management) references City Code. Section 152.807 which outlines City Buffer requirements. City Buffers requirements for Managed 3 Wetlands (365mil) do not meet PLSWMD requirements of a 20:1 minimum. 30’ averaging PLSWMD Rule 5-508. Establishment of wetland buffers within the PLSWMD should be determined on a site-specific basis to ensure PLSWMD requirements are being met. The PLSWMD’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 PLSWMD.
Comments O.4, 4.4 - SWAMP

- **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

- 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

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

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

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:

<table>
<thead>
<tr>
<th>Wetland Classification</th>
<th>Permanent Buffer Width (feet)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Savage Fen/Preserve</td>
<td>50 feet</td>
</tr>
<tr>
<td>Manage 1</td>
<td>40 feet</td>
</tr>
<tr>
<td>Manage 2</td>
<td>30 feet</td>
</tr>
<tr>
<td>Manage 3</td>
<td>16.5 feet</td>
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</table>

City Code 152.407

5. BUFFER STRIPS.

(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.

(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:

<table>
<thead>
<tr>
<th>Management Class</th>
<th>Minimum Width [ft]</th>
<th>Average Width [ft]</th>
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</thead>
<tbody>
<tr>
<td>Natural Areas Wetland</td>
<td>50</td>
<td>75</td>
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<tr>
<td>Hydrology Wetland</td>
<td>25</td>
<td>50</td>
</tr>
<tr>
<td>Restoration/Enhancement &amp; Basic Wetland</td>
<td>15</td>
<td>30</td>
</tr>
</tbody>
</table>
MEMORANDUM

TO: BOARD OF MANAGERS
FROM: MAGGIE KARSCNIA, 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.

<table>
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<tr>
<th>FeCl Weir Improvement Project Costs:</th>
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<tbody>
<tr>
<td>WSB Engineering $4,000</td>
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<tr>
<td>Construction $86,544</td>
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<tr>
<td><strong>TOTAL</strong> $90,544</td>
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</table>

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<tr>
<th>Proposed Budget Allocations for Project:</th>
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<tr>
<td>FeCl Barrier 2019 Rollover $25,000</td>
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<tr>
<td>Carp Management 2019 Rollover $14,130</td>
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<tr>
<td>BMP Easements 2019 Rollover $12,607</td>
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<tr>
<td>2020 Public Infrastructure Partnership Projects $12,807</td>
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<tr>
<td>2020 FeCl Barrier Project $3,000</td>
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<tr>
<td>2020 Rough Fish Management $23,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong> $90,544</td>
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</table>

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
  - Did not provide a full quote for fabrication and installation.
- Sierra Metals
  - Provided a quote to complete the work per the preliminary plans for an amount of $55,000
  - 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
  - Provided a quote for $118,000
- Spooner Machine
  - Did not provide a quote.
- G.F. Jedlicki
  - Did not provide a full quote – noted that fabrication alone would exceed $100,000
- Benson Metals
  - Did not provide a quote.
- Atlas Foundation
  - 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
  - Referred WSB to contact Dirt Merchant, Inc (DMI)
  - Did not provide a quote
- DMI
  - 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

PROJECT LOCATION MAP

SCALE        IN           FEET

0 500 1000

EXCAVATION NOTICE SYSTEM
A SCALE OF INCHES: ONE (1) INCH IS EQUAL TO ONE (1) FOOT. A SCALE OF FEET: ONE (1) FOOT IS EQUAL TO 20000 (20) INCHES. ALL EXCAVATION WORK MUST BE PERFORMED IN ACCORDANCE WITH THIS NOTICE SYSTEM.

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 CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

GOVERNING SPECIFICATIONS
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

<table>
<thead>
<tr>
<th>Sheet Number</th>
<th>Sheet Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TITLE SHEET</td>
</tr>
<tr>
<td>2</td>
<td>SITE PLAN</td>
</tr>
<tr>
<td>3</td>
<td>DETAILS</td>
</tr>
<tr>
<td>S-01</td>
<td>PLAN VIEWS</td>
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<tr>
<td>S-02</td>
<td>ELEVATION VIEW</td>
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<td>S-03</td>
<td>DETAIL VIEWS</td>
</tr>
<tr>
<td>S-04</td>
<td>CATHODE DETAIL</td>
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<tr>
<td>S-05</td>
<td>CARP BARRIER DETAILS</td>
</tr>
<tr>
<td>S-06</td>
<td>CARP BARRIER DETAILS</td>
</tr>
</tbody>
</table>

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.

LICENSE NUMBER:

DATE:

JOSEPH H. ABRAMSON, P.E.

THIS PLAN SET CONAINS 10 SHEETS

Page 52
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 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 BD 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 BD Item.

7. PROTECTION OF SITES AND ALL EXISTING INFRASTRUCTURE IS CONSIDERED INCIDENTAL TO THE PROJECT.

8. CONTRACTOR TO PROTECT SITE USING TEMPORARY FENCE.

LANGFORD BLVD (CSAH 13)

ACCESS ROUTE

PROTECT TRAIL

FLOATING SILT CURTAIN (SEE DETAIL SHEET 3)

DOUBLE ROW SEDIMENT CONTROL LOGS (SEE DETAIL SHEET 3)

REMOVAL EXISTING WALKWAY AND FISH BARRIER. CONSTRUCT NEW WALKWAY AND FISH BARRIER. SEE SHEETS S01 - S07

REVISIONS

NO.

DATE

DESCRIPTION

K:\011235-000\Cad\Plan\011235-000-C-SITE PLAN.dwg

11/6/2019 9:44:03 AM

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.

11/6/2019

55389
EROSION CONTROL BLANKET INSTALLATION

OVERLAP END JOINTS MINIMUM OF 1/2 INTERPOL.

1" X 2" X 10" LONG WOODEN STAKES AT 1' SPAcing MAXIMUM STAKES SHALL BE DRIVEN THROUGH THE BACK HALF OF THE BIOROLL AT AN ANGLE OF 45 DEGREES WITH THE SURFACE. PROVIDE 6" TO 10" OF EMBEDMENT DEPTH.

STAPLE DENSITY SHALL BE A MINIMUM OF 3 U-SHAPED 8" 11 GAUGE METAL STAPLES PER SQUARE YARD (THIS MAY VARY AS DIRECTED BY THE CITY).

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

SEDIMENT CONTROL LOGS

Bioroll Staking Detail

ENTRENCH A MINIMUM OF 2"

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

1" X 2" X 18" LONG WOODEN STAKES AT 1'0" SPACING MINIMUM 3 - 4 STAKES PER SQUARE YARD. STEAKS WILL BE DRIVEN THROUGH THE BACK END OF THE BIOROLL AT AN ANGLE OF 45 DEGREES WITH THE SURFACE. PROVIDE 6" TO 10" OF EMBEDMENT DEPTH.

1" X 2" X 10" LONG WOODEN STAKES AT 1' SPAcing MAXIMUM STAKES SHALL BE DRIVEN THROUGH THE BACK HALF OF THE BIOROLL AT AN ANGLE OF 45 DEGREES WITH THE SURFACE. PROVIDE 6" TO 10" OF EMBEDMENT DEPTH.

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1 FT. MAX. 1 FT. MAX.

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1 FT. MAX.

2 FT. TO SURT.

2 FT. TO SURT.

SILT CURTAIN DETAIL

FLOOR

FLOW OF WATERWAY

RIVER BANK

FLOW OF WATERWAY

RIVER BANK

GREATERTHAN

1/4 THE

STREAM/RIVER

WIDTH

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A. DESIGN DATA

1. DESIGN CODES
   - ALL LATEST EDITIONS UNLESS NOTED
     - AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC)
     - INTERNATIONAL BUILDING CODE (IBC)
     - LOCAL BUILDING CODE AMENDMENTS

2. DESIGN STRESSES
   - STRUCTURAL STEEL HÄSTIN ARMS
     - Fy 50,000 PSI
   - STRUCTURAL PLATES, CHANNELS AND ANGLES (A588 GR. B)
     - Fy 60,000 PSI
   - STRUCTURAL FLOORING (A500, GR. B)
     - Fy 46,000 PSI
   - STRUCTURAL PIPE (A500, GR. B)
     - Fy 40,000 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

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

3. STEEL CONSTRUCTION AS DETAILS IN TABLE 1704.3

C. GENERAL INFORMATION

1. STRUCTURAL WORK PERFORMED IN THIS 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 CONTRACTORS RESPONSIBLE FOR CONSTRUCTION WORK.

2. CONTRACTOR SHALL PROVIDE THE NECESSARY SUPPORTING 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 SHEET PILING HAVE CONDITION ISSUES, DEMOLITION AND ERECTION AND UNTIL ALL STRUCTURAL ELEMENTS ARE PLUMB AND SECURED.

4. CONTRACTOR SHALL PROVIDE THE NECESSARY BRACING AND SHORING FOR STRUCTURE STABILITY DURING ERECTION AND UNTIL ALL STEEL IS PLUMB AND SECURED.

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

   - CONTACT THE STRUCTURAL ENGINEER IMMEDIATELY.

   - IF EXISTING STRUCTURAL ELEMENTS - TIMBER PILING AND STEEL SHEET PILING HAVE CONDITION ISSUE, DEMOLITION AND ERECTION AND UNTIL ALL STRUCTURAL ELEMENTS ARE PLUMB AND SECURED.

   - CONTRACTOR SHALL PROVIDE THE NECESSARY BRACING AND SHORING FOR STRUCTURE STABILITY DURING ERECTION.

   - COORDINATE ALL DEMOLITION WORK WITH CONTRACTORS RESPONSIBLE FOR CONSTRUCTION WORK.

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

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   - IF EXISTING STRUCTURAL ELEMENTS - TIMBER PILING AND STEEL SHEET PILING HAVE CONDITION ISSUES, DEMOLITION AND ERECTION AND UNTIL ALL STRUCTURAL ELEMENTS ARE PLUMB AND SECURED.

   - CONTRACTOR SHALL PROVIDE THE NECESSARY BRACING AND SHORING FOR STRUCTURE STABILITY DURING ERECTION AND UNTIL ALL STEEL IS PLUMB AND SECURED.

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

   - CONTACT THE STRUCTURAL ENGINEER IMMEDIATELY.
ELEVATION VIEW - LOOKING UPSTREAM

PROPOSED CATWALK AND FRAMING

EXISTING RAILING NEAR SKL
REMOVABLE RAILING FAR SKL

EXISTING CATWALK

PROPOSED CATWALK AND FRAMING

EXISTING RAILING NEAR SKL
REMOVABLE RAILING FAR SKL

EXISTING CATWALK

ELEVATION VIEW - LOOKING UPSTREAM
NOTES:

1. CONTRACTOR FIELD VERIFY EXISTING DIMENSIONS AND ASSEMBLY PRIOR TO FABRICATION.
NOTES:
1. SCALE IN FEET

SECTION 4
T/O CHANNEL
EL. 915.00
T/O EXIST.
EL. 913.00
CHANNEL
TIMBER PILING
EXIST. 11"

SECTION 3
EXIST. RAIL
UPSTREAM APPROX.
EXISTING GRADE
BARRIER
PROPOSED CARP

TOP RAIL
HSS 1"x1"
BAR GRATING
1"x36" HDG

MID-RAIL
HSS 2"x1"
MAX. O.C.
VERT. @ 4'-0"
HSS 2"x1"

C10x15.3
C10x15.3
C10x15.3

GALV. SPLICE PLATE

MAX. O.C.
VERT. @ 6'-0"
HSS 2"x1"

CHAIN RAILING
REMOVABLE
TINE ASSEMBLY

NOTES:
1. CONTRACTOR FIELD VERIFY EXISTING DIMENSIONS AND LAYOUT ASSEMBLY PRIOR TO FABRICATION.
# BASE BID

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**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.

(Carl Osberg, PE)

Date: 10/28/2019 Lic. No. 42732
DIVISION S

S-1  (1706) EMPLOYEE HEALTH AND WELFARE.................................................................3
S-2  (1717) AIR, LAND, AND WATER POLLUTION.........................................................3
S-3  (2104) REMOVAL OF ASBESTOS AND REGULATED WASTE.....................................4
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S-6  (2433) REMOVE SUPERSTRUCTURE........................................................................10
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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](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**


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
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.
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
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**GRAND TOTAL BID**

$78,544

(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.
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.


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 or 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).

Owner:  Prior Lake – Spring Lake Watershed District
By: __________________________
Date: __________________________
Name: __________________________
Title: __________________________

Contractor:  Evergreen Equipment, LLC
By: __________________________
Date: __________________________
Name: __________________________
Title: __________________________
(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: __________________________
Title: __________________________

Address for giving notices:

_____________________________
_____________________________
_____________________________

Designated Representative:
Name: __________________________
Title: __________________________
Address: __________________________
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.
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.
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

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X_______________________________________________________________  X_______________________________________________________________
3/10/2020
Prior Lake Spring Lake Watershed District
Claims list for Invoice Payments due for the prior month

UPDATED 3/5/2020
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,

[Signature]

Chris Schadow
District Accountant
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<td>2,700</td>
<td>2,700</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Aquatic Vegetation Surveys</strong></td>
<td>- 20,000</td>
<td>-</td>
<td>-</td>
<td>20,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Boat inspections on Spring, Upper &amp; Lower Prior</strong></td>
<td>- 28,000</td>
<td>-</td>
<td>-</td>
<td>28,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>637 Monitoring &amp; Research</strong></td>
<td>- 139,800</td>
<td>-</td>
<td>-</td>
<td>139,800</td>
<td>3,110</td>
<td>3,110</td>
<td>2.22%</td>
<td></td>
</tr>
<tr>
<td><strong>Permitting and Compliance</strong></td>
<td>- 13,000</td>
<td>-</td>
<td>-</td>
<td>13,000</td>
<td>1,248</td>
<td>1,248</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Permitting and Compliance Income</strong></td>
<td>- -</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Update MOAs with cities &amp; county</strong></td>
<td>- 5,000</td>
<td>-</td>
<td>-</td>
<td>5,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>BMP and easement inventory &amp; Inspections</strong></td>
<td>- 11,000</td>
<td>-</td>
<td>-</td>
<td>11,000</td>
<td>129</td>
<td>129</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>BMP and easement amendment fees income</strong></td>
<td>- -</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Non-project Reg. Reporting, Rules &amp; Stand. Rev.</strong></td>
<td>- 4,622</td>
<td>-</td>
<td>-</td>
<td>4,622</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>648 Regulation</strong></td>
<td>- 29,000</td>
<td>-</td>
<td>-</td>
<td>29,000</td>
<td>5,999</td>
<td>5,999</td>
<td>20.69%</td>
<td></td>
</tr>
<tr>
<td><strong>MS4 Education program</strong></td>
<td>- 10,000</td>
<td>-</td>
<td>-</td>
<td>10,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Prior Lake-Savage Schools partnerships</strong></td>
<td>- 250</td>
<td>-</td>
<td>-</td>
<td>250</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CAC Training &amp; Supplies</strong></td>
<td>- 2,500</td>
<td>-</td>
<td>-</td>
<td>2,500</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>50th Anniversary projects</strong></td>
<td>- 5,000</td>
<td>-</td>
<td>-</td>
<td>5,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Educational signs</strong></td>
<td>- 2,000</td>
<td>-</td>
<td>-</td>
<td>2,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>652 Education &amp; Outreach</strong></td>
<td>- 19,750</td>
<td>-</td>
<td>-</td>
<td>19,750</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
<td></td>
</tr>
<tr>
<td><strong>Carp Management/Removal</strong></td>
<td>- 240,000</td>
<td>-</td>
<td>-</td>
<td>240,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Capital Projects--Grants</strong></td>
<td>- 240,000</td>
<td>-</td>
<td>-</td>
<td>240,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PLOC Restoration, Maintenance &amp; Monitoring</strong></td>
<td>- 90,220</td>
<td>-</td>
<td>-</td>
<td>90,220</td>
<td>90,220</td>
<td>90,220</td>
<td>100.00%</td>
<td></td>
</tr>
<tr>
<td><strong>Bond Payments</strong></td>
<td>- 177,175</td>
<td>-</td>
<td>-</td>
<td>177,175</td>
<td>350,917</td>
<td>198.06%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total excluding JPA/MOA expenses</strong></td>
<td>225,739</td>
<td>2,136,218</td>
<td>177,175</td>
<td>2,539,132</td>
<td>183,999</td>
<td>593,609</td>
<td>23.38%</td>
<td></td>
</tr>
<tr>
<td><strong>JPA/MOA Expenses</strong></td>
<td>380,750</td>
<td>5,536</td>
<td>7,255</td>
<td>1.91%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total organization budget</strong></td>
<td>2,919,882</td>
<td>189,535</td>
<td>600,864</td>
<td>20.58%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

No assurance is provided on this statement.
This statement omits required disclosures.
This statement is prepared on the cash basis of accounting.
### Financial Report - Cash Basis

January 1, 2019 Through December 31, 2019

<table>
<thead>
<tr>
<th>Account</th>
<th>Budget Adjustments</th>
<th>Monthly Paid</th>
<th>YTD Paid</th>
<th>Percent Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Administrative Salaries and Benefits</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>132,000</td>
<td>122,000</td>
<td>(10,000)</td>
<td></td>
</tr>
<tr>
<td>Projects</td>
<td>15,400</td>
<td>15,400</td>
<td>(0,000)</td>
<td></td>
</tr>
<tr>
<td>Debt Service</td>
<td>8,690</td>
<td>8,690</td>
<td>(0,000)</td>
<td></td>
</tr>
<tr>
<td>Held for Future Use</td>
<td>4,662</td>
<td>4,662</td>
<td>(0,000)</td>
<td></td>
</tr>
<tr>
<td><strong>Expense Budget</strong></td>
<td>200,722</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Salaries and Benefits (not JPA/MOA)</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total organization budget</td>
<td>306,170</td>
<td>306,170</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Public Infrastructure Partnership Projects</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total excluding JPA/MOA expenses</td>
<td>200,722</td>
<td>2,138,491</td>
<td>110,000</td>
<td>2,619,588</td>
</tr>
<tr>
<td>Total excluding JPA/MOA expenses</td>
<td>200,722</td>
<td>2,138,491</td>
<td>110,000</td>
<td>2,619,588</td>
</tr>
<tr>
<td>JPA/MOA Expenses</td>
<td>592,750</td>
<td>356,281</td>
<td>640,081</td>
<td>107,98%</td>
</tr>
<tr>
<td>Less budgeted FEMA grant</td>
<td>(275,000)</td>
<td></td>
<td>(514,056)</td>
<td></td>
</tr>
<tr>
<td>Total organization budget</td>
<td>2,937,338</td>
<td>1,560,023</td>
<td>117,065</td>
<td>58.32%</td>
</tr>
</tbody>
</table>

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### Program staff costs

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>% of total</th>
<th>2018</th>
<th>% of total</th>
<th>2017</th>
<th>% of total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Amount</td>
<td></td>
<td>Amount</td>
<td></td>
<td>Amount</td>
<td></td>
</tr>
<tr>
<td>Program staff costs</td>
<td>417,038</td>
<td>30.7%</td>
<td>413,885</td>
<td>24.6%</td>
<td>225,626</td>
<td>18.3%</td>
</tr>
</tbody>
</table>

### Consultants (approximate $30,000 threshold)

<table>
<thead>
<tr>
<th>Consultant</th>
<th>2019</th>
<th>% of total</th>
<th>2018</th>
<th>% of total</th>
<th>2017</th>
<th>% of total</th>
</tr>
</thead>
<tbody>
<tr>
<td>EOR</td>
<td>191,725</td>
<td></td>
<td>185,707</td>
<td></td>
<td>140,331</td>
<td></td>
</tr>
<tr>
<td>BARR Engineering</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WSB &amp; Associates</td>
<td>133,014</td>
<td>24.6%</td>
<td>84,377</td>
<td>18.3%</td>
<td>74,830</td>
<td>17.8%</td>
</tr>
<tr>
<td>Scott Soil and Water Cons.</td>
<td>89,145</td>
<td>18.3%</td>
<td>81,506</td>
<td>17.8%</td>
<td>95,448</td>
<td>22.1%</td>
</tr>
<tr>
<td>Kevin Casey, LLC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>51,101</td>
<td></td>
</tr>
<tr>
<td>RMB Environmental Labs</td>
<td>23,095</td>
<td>4.6%</td>
<td>25,495</td>
<td>5.6%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grant Revenue</td>
<td>(74,113)</td>
<td>-7.9%</td>
<td>(109,216)</td>
<td>-12.2%</td>
<td>(71,499)</td>
<td>-10.2%</td>
</tr>
</tbody>
</table>

**Total**                             | **362,865**| **26.7%**  | **267,869**| **15.9%**  | **386,209**| **31.4%**  |

### Projects - (without staff cost or consultants $12,000 threshold)

<table>
<thead>
<tr>
<th>Project</th>
<th>2019</th>
<th>% of total</th>
<th>2018</th>
<th>% of total</th>
<th>2017</th>
<th>% of total</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLOC funding</td>
<td>26,453</td>
<td>0.2%</td>
<td>46,796</td>
<td>0.3%</td>
<td>123,098</td>
<td>1.0%</td>
</tr>
<tr>
<td>Alum Internal Loading Reserve</td>
<td>110,000</td>
<td>0.8%</td>
<td>150,000</td>
<td>0.9%</td>
<td>110,000</td>
<td>0.9%</td>
</tr>
<tr>
<td>City of Prior Lake</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HAB Aquatic Solutions</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Three Rivers Park District</td>
<td>15,471</td>
<td>0.1%</td>
<td>-</td>
<td></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Minnesota Native Landscape</td>
<td>13,026</td>
<td>0.1%</td>
<td>-</td>
<td></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>BLUE WATER SCIENCE</td>
<td>16,400</td>
<td>0.1%</td>
<td>-</td>
<td></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Hard costs, exclusive of prog staff &amp; consultant costs</td>
<td>114,258</td>
<td>0.8%</td>
<td>126,833</td>
<td>0.8%</td>
<td>33,112</td>
<td>0.3%</td>
</tr>
<tr>
<td>Permitting Revenue</td>
<td>(3,066)</td>
<td>-0.0%</td>
<td>(2,370)</td>
<td>-0.0%</td>
<td>(12,262)</td>
<td>-0.1%</td>
</tr>
</tbody>
</table>

**Total**                             | **292,542**| **21.5%**  | **732,502**| **43.5%**  | **253,948**| **20.6%**  |

### Overhead and Administration

<table>
<thead>
<tr>
<th>Category</th>
<th>2019</th>
<th>% of total</th>
<th>2018</th>
<th>% of total</th>
<th>2017</th>
<th>% of total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff costs</td>
<td>47,335</td>
<td>3.5%</td>
<td>39,529</td>
<td>2.4%</td>
<td>123,380</td>
<td>10.0%</td>
</tr>
<tr>
<td>Audit/Accounting/Legal</td>
<td>32,117</td>
<td>2.4%</td>
<td>29,845</td>
<td>1.8%</td>
<td>32,953</td>
<td>2.6%</td>
</tr>
<tr>
<td>Other admin overhead</td>
<td>37,613</td>
<td>2.7%</td>
<td>31,178</td>
<td>1.9%</td>
<td>47,816</td>
<td>3.9%</td>
</tr>
</tbody>
</table>

**Total**                             | **117,065**| **8.6%**   | **100,552**| **6.0%**   | **204,149**| **16.6%**  |

### Bonds payments

<table>
<thead>
<tr>
<th>Category</th>
<th>2019</th>
<th>% of total</th>
<th>2018</th>
<th>% of total</th>
<th>2017</th>
<th>% of total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>170,375</td>
<td>12.5%</td>
<td>168,475</td>
<td>10.0%</td>
<td>161,375</td>
<td>13.1%</td>
</tr>
</tbody>
</table>

### Exp excluding PLOC expenses, adjusted for Grant revenue

<table>
<thead>
<tr>
<th>Category</th>
<th>2019</th>
<th>% of total</th>
<th>2018</th>
<th>% of total</th>
<th>2017</th>
<th>% of total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1,359,884</td>
<td>100.0%</td>
<td>1,683,283</td>
<td>100.0%</td>
<td>1,231,307</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

---

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