



# PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

## AGENDA

Tuesday, December 21, 2021

**6:00 PM**

Council Chambers  
Prior Lake City Hall

### BOARD OF MANAGERS:

**Mike Myser, President; Curt Hennes, Vice President; Bruce Loney, Treasurer;  
Steve Pany, Secretary; and Frank Boyles, Manager**

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

### Board Workshop 4:00 PM – Parkview Conference Room

- Draft Final Rule Revisions (Carl Almer)
- 2022 Budget Final Revisions (Joni Giese)
- PLSLWD Impaired and Infested Waters (Joni Giese)
- Pickup Maintenance Records (Steve Pany)
- PLSLWD Media Plan (Steve Pany)
- Watershed Study Update (Joni Giese)
- Staffing Update (Joni Giese)
- Liaison Updates

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

6:02 – 6:04 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. Go up to the podium, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

6:04 - 6:05 PM 3.0 **APPROVAL OF AGENDA** (Additions/Corrections/Deletions)

6:05 - 6:15 PM **PUBLIC HEARING – 2022 Budget and Levy**

- 2022 Budget — Resolution 21-349 (Vote)
- 2022 Levy — Resolution 21-350 (Vote)

6:15 - 7:15 PM 4.0 **OTHER OLD/NEW BUSINESS**

4.1 Programs & Projects Update (Discussion Only)

- Upper Watershed Projects Update

4.2 I-LIDS 2021 Annual Report: Environmental Sentry Protection, LLC (Discussion Only)

4.3 Watercraft Inspections 2021 Report: Waterfront Restoration, LLC (Discussion Only)

- 4.4 Year End Fund Commitments
  - Alum Internal Loading Fund Balance Commitment – Resolution 21-351 (Vote)
  - Upper Watershed Blueprint Fund Balance Commitment – Resolution 21-352 (Vote)
- 4.5 Permit #21.02 MnDOT TH 13 (SP 7001-123) (Vote)

- 7:15 – 7:20 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—November 9 Board Workshop
  - 5.2 Meeting Minutes— November 9 Board Meeting
  - 5.3 Meeting Minutes — October 28 CAC Meeting
  - 5.4 Claims List & Visa Expenditures Summary
  - 5.5 Mesenbrink Development Agreement
  - 5.6 Marxen Farm Development Agreement and Conservation Easement
  - 5.7 Springview Meadows Development Agreement and Conservation Easement
- 7:20 - 7:25 PM 6.0 **TREASURER'S REPORT**  
 6.1 Monthly Financial Reports (Discussion Only)
  - Fund Performance Analysis
  - Cash and Investments Summary
  - Cash Flow Projections
- 7:25 - 7:30 PM 7.0 **UPCOMING MEETING/EVENT SCHEDULE:**
  - Board of Managers Meeting, Tuesday, January 11, 2022, 6:00 pm (Prior Lake City Hall – Council Chambers)
  - CAC Meeting, Thursday, January 27, 2022, 6:30 – 8:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)

**PLSLWD Board Staff Report**  
December 16, 2021



**Subject |** 2022 Budget and Levy

**Board Meeting Date |** December 21, 2021

**Item: Public Hearing**

**Prepared By |** Joni Giese, District Administrator

**Attachment |** Resolution 21-349 Adopting the 2022 Budget  
Resolution 21-350 Certifying the Final 2022 Administrative and Metropolitan Water Management Tax Levy  
2022 Budget in Financial Statement Format  
2022 Budget Memorandum

**Action |** Adoption of Resolution 21-349 for the 2022 Budget  
Adoption of Resolution 21-350 Certifying the Final 2022 Administrative and Metropolitan Water Management Tax Levy

### **Background**

Draft versions of the 2022 budget were shared with the Board of Managers for review and comment on August 10 and September 14, 2021. A public hearing on the proposed budget and levy was held on September 14, 2021, where the public was invited to share comments on the proposed 2022 budget and levy. The Board adopted resolution 21-348 on September 14, 2021, certifying the Preliminary 2022 Administrative and Metropolitan Water Management Tax Levy, which was then submitted to Scott County on September 15, 2021.

### **Discussion**

An updated draft of the 2022 budget was shared with the Board of Manager for review and comment on October 12, 2021. Final adjustments were made to individual budget line items included in the 2022 budget that did not change the 2022 levy from the board adopted preliminary levy. Final revisions were shared with the Board of Managers at the December 21, 2021, workshop.

The budget memorandum provides a description of each budget line item and specific activities/projects covered by each budget item. It also includes information on the 2021 budget and an estimated 2021 year-end expenditures. One budget item is supported by a separate budget memorandum. The 2022 budget is also presented in a financial report format.

### **Recommended Action**

Adoption of Resolution 21-349 for the 2022 Budget.

Adoption of Resolution 21-350 Certifying the Final 2022 Administrative and Metropolitan Water Management Tax Levy.



## Resolution 21-349

### Adopting the 2022 Budget

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

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

WHEREAS the PLSLWD Board of Managers ("Board") prepared a proposed budget for 2022 and on September 12, 2021, and December 21, 2021, with due notice in accordance with Minnesota Statutes Section 103D.911, held public hearings on the budget at which time all interested parties had an opportunity to address the Board; and

WHEREAS the Board has considered the expressed views of all interested parties, the priorities for PLSLWD action in 2022, and the fiscal effects of PLSLWD expenditures on taxpayers;

THEREFORE, BE IT RESOLVED that the Board hereby adopts a budget of \$ 2,436,635 for 2022, as follows:

- General Fund: \$246,200
- 509 Implementation Fund: \$2,190,435

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

Yea   Nay   Absent

MYSER

BOYLES

HENNES

PANY

LONEY

Upon vote, the chair declared the resolution adopted.

\_\_\_\_\_  
Steve Pany, Secretary

Dated: \_\_\_\_\_, 2021





## Resolution 21-350

Certifying the Final 2022  
Administrative and Metropolitan Water Management Tax Levy

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

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

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

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

THEREFORE, BE IT RESOLVED that in accordance with Minnesota Statutes Section 103D.915, the Board hereby approves and certifies to the Scott County Auditor an *ad valorem* levy in the total amount of \$1,848,935 to be levied on all taxable property within the PLSLWD, composed of the following:

- \$ 246,200 for the General Fund under authority of Minnesota Statutes Section 103D.905, subdivision 3;
- \$ 1,602,735 to implement the watershed management plan under Minnesota Statutes Section 103B.241, subdivision 1, for the general projects and programs of the PLSLWD.

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

Yea   Nay   Absent

MYSER  
BOYLES  
HENNES  
PANY  
LONEY

Upon vote, the chair declared the resolution adopted.

\_\_\_\_\_  
Steve Pany, Secretary

Dated: \_\_\_\_\_, 2021

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT  
2022 Budget

Program Element		2022 Source of Funds			2022 Budget
		2022 Levy	Budget Reserve	Grant Funds/Fees	
	General Fund (Administration)				
	Revenues				
	Property Taxes	246,200			246,200
	Grants	-			-
	Interest	-			-
	Other	-			-
	Total Revenues	246,200	-	-	246,200
	Expenditures				
	Administrative Salaries and Benefits	133,800			133,800
	703 - Telephone, Internet & IT Support	20,000			20,000
	702 - Rent	27,400			27,400
	706 - Office Supplies	10,000			10,000
	709 - Insurance and Bonds	12,800			12,800
	670 - Accounting	27,000			27,000
	671 - Audit	7,700			7,700
	903 - Fees, Dues, and Subscriptions	1,500			1,500
	660 - Legal (not for projects)	6,000			6,000
	General Fund (Administratio) Expenditures	246,200			246,200
	Net Change in General Fund	-	-	-	-
	Implementation Fund				
	Revenues				
	Property Taxes	1,602,735			1,602,735
	Grants/Fees	-		105,000	105,000
	Interest	-			-
	Sales/Other				
	Budget Reserves		482,700		482,700
	Total Revenues	1,602,735	482,700	105,000	2,190,435
	Expenditures				
	Program Salaries and Benefits (not JPA/MOA)	461,700			461,700
Water Qual	550 Public Infrastructure Partnership Projects	19,985	-		19,985
Water Qual	611 Farmer-led Council	51,000	-	10,000	61,000
Water Qual	611 Cost-Share Incentives	58,000	-		58,000
Water Qual	611 Highway 13 Wetland, FeCl system & Desilt, O&M	65,000	-		65,000
	611 Fish Point Park Retrofits	-			-
Water Qual	611 Fish Management, Rough Fish Removal	88,000	-		88,000
Water Qual	611 Spring Lake Demonstration Project Maintenance	1,050			1,050
	611 Raymond Park Maintenance	-			-
Water Qual	611 Alum Internal Loading Reserve	250,000	230,000		480,000
Water Qual	611 County Rd 12/17 Maintenance	-			-
	611 FeCl carp barrier tine replacement project	-			-
	611 Indian Ridge Maintenance	-			-
	611 Fairlawn Shores Maintenance	-			-
Water Qual	611 Fish Lake TMDL Implementation	-	-		-
Water Qual	611 Pike Lake TMDL Implementation	-	-		-
	611 Feasibility Reports	-			-
Water Qual	637 District Monitoring Program	109,000	-		109,000
Water Qual	GRANT Carp Management/Removal	-		-	-
Water Qual	626 Planning and Program Development	20,000			20,000
Water Qual	626 LGU Plan Review	-	-		-
Water Qual	626 Engineering not for programs	15,000			15,000
	626 Debt Issuance Planning	10,000			10,000
Water Qual	648 Permitting and Compliance	22,000		5,000	27,000
Water Qual	648 Update MOAs with cities & county	10,000			10,000
Water Qual	648 BMP and easement inventory & inspections	11,500		500	12,000
	626 Comprehensive Wetland Plan Update	-			-
	626 Boundary Change Exploration	-			-
	611 Identify and Mitigate Channel Erosion	-			-
Water Qual	626 Upper Watershed Blueprint	220,000	190,000	19,800	429,800
Water Qual	626 District Plan Update	-			-
Water Qual	752 Fish Lake Shoreline Restoration Project Maintenance	-			-
Water Qual	626 Spring Lake West Subwatershed Project	-			-
Water Qual	648 Non-project Reg. Reporting, Rules & Stand. Rev.	-			-
Water Qual	611 Fish Stocking	3,000	-		3,000
	WQ TOTAL	953,535	420,000	35,300	1,408,835
Water Storage	550 District-wide Hydraulic & Hydrologic model	5,000			5,000
	550 S&I Sutton Lake Outlet Structure Project	-	62,700	62,700	125,400
	WS TOTAL	5,000	62,700	62,700	130,400
AIS	611 Aquatic Vegetation Mgmt	-		7,000	7,000
AIS	637 Automated Vegetation Monitoring (BioBase)	5,000			5,000
AIS	637 Aquatic Vegetation Surveys	18,000			18,000
AIS	637 Boat inspections on Spring, Upper & Lower Prior	30,000			30,000
AIS	637 AIS Management Plans	-			-
	AIS TOTAL	53,000	-	7,000	60,000
Ed & Out	652 Education and Outreach Program	10,000	-		10,000
	652 MS4 Education Program				
Ed & Out	652 Prior Lake-Savage Schools partnerships	-			-
Ed & Out	652 CAC Training & Supplies	-			-
Ed & Out	652 Educational signs	-			-
Ed & Out	652 50th Anniversary projects	-			-
	E&O TOTAL	10,000	-	-	10,000
	PLOC Expenses	19,500			19,500
	Debt Payment Reserve	100,000			100,000
	Total Implementation Fund	1,602,735	482,700	105,000	2,190,435
	Net Change in Fund Balance Implementation Fund	-	-	-	-
	Grant Funds/Fees Anticipated				
Water Qual	611 Farmer-led Council (BWSR Grant)			10,000	10,000
	648 New Easement Acquisition Fees			5,000	5,000
Water Qual	648 BMP and easement violations fees			500	500
	626 Upper Watershed Blueprint (BWSR WBIF Grant)			19,800	19,800
	550 S&I Sutton Lake Outlet (DNR Flood Hazard Grant)			62,700	62,700
AIS	611 Aquatic Vegetation Mgmt. (Scott County)			7,000	7,000
	Total Grant Funds/Fees Anticipated			105,000	105,000
Budget Summary		Budget			
	Fund Sources/Fund Expenditures	2022 Levy	Reserves	Grants	Budget Total
	General Fund	246,200		-	246,200
	Implementation Fund	1,602,735	482,700	105,000	2,190,435
	Total Fund Sources	1,848,935	482,700	105,000	2,436,635



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## MEMORANDUM

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**TO:** PLSLWD BOARD OF MANAGERS

**FROM:** JONI GIESE

**SUBJECT:** 2022 BUDGET

**DATE:** 12/15/2021

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The following provides background to the 2022 Budget. The activities are broken out between the General Fund and Implementation Fund, with the implementation fund budget line items organized under the Water Resource Management Plan's three priorities: Water Quality; Water Storage and AIS. Expenses relating to Prior Lake Outlet Channel (PLOC) operations are reflected in a separate 2022 PLOC budget.



When a budget item benefits more than one of the priorities, it is listed under the category of projected highest benefit. Budget totals are broken out by recommended revenue sources. Budget items that require more detailed support are referenced to appendix fact sheets.

### 405 - General Fund

#### 570 - 573 Administrative Salaries and Benefits

**Description:** This budget item includes staff salaries and associated benefits for administrative activities, which includes holidays and PTO.

**Why it is Important:** Salaries are allocated to show where staff's efforts are occurring.

**2021 Budget:** \$90,186

**2021 Year End Expense:** \$125,800 (estimate)

**2022 Budget:** \$133,800. There was a reduction in administrative salary and benefits charged to the general fund in 2020, which resulted in reducing the 2021 budget to \$90,186.

Administrative salary costs are above budget in 2021 due to staff recruitment costs (4

positions), new administrative staff (Patty and Joni) learning position activities, and computer support being performed in-house until IT consultants were retained. For 2022, administrative salaries are being increased to reflect 22% of estimated staff's salary and benefits, which is lower than the 2020 administrative salary budget of \$150,800.

Estimated salaries and benefits are based on the following assumptions:

- 3% average salary increase
- 7.55% increase in healthcare insurance premiums (received from North Risk Partners)
- 4% increase in dental insurance premiums (3 – 5% estimated increase received from North Risk Partners)

Specific salary/benefit estimates covered by this budget item include:

Salaries	\$99,435
Benefits (Health, Dental, Disability, Life Insurance)	27,105
PERA	7,260

**TOTAL: \$133,800**

**2022 Revenue Source(s):**

Levy: \$133,800

**703 – Telephone, Intranet & IT Support**

**Description:** This budget item includes staff cellular phone reimbursements and District website domain hosting and listing fees. It also includes IT consultant support services. Office telephone and intranet services are included in the Prior Lake City Hall lease.

**Why it is Important:** District staff use their cellular phones to perform District business. District needs to maintain a presence on the internet via a website. District business is primarily performed on computers. A well-maintained computer system protects the District from cyber-attacks, enhances staff productivity, and allows efficient use of/upgrades to software licenses and hardware.

**2021 Budget:** \$10,000

**2021 Year End Expense:** \$7,000 (estimate)

**2022 Budget:** \$20,000. Many previous charges associated with software subscription fees and equipment cellular services have been reclassified to associated implementation projects.

Specific activities/projects covered by this budget item include:

2022 staff cell phone reimbursements	\$3,600
Website hosting and listing fees	800
IT consultant standard support	11,000
IT consultant special projects	4,600

**TOTAL: \$20,000**

**2022 Revenue Source(s):**

- Levy: \$20,000

702 – Rent

**Description:** The District entered into a lease for office space with the City of Prior Lake, effective July 1, 2021. The new lease has an annual cost escalation of 3 percent per year. The prior lease agreement with the City was for \$1, with District office rent savings put towards City of Prior Lake projects.

**2021 Budget:** \$0

**2021 Year End Expense:** \$13,500

**2022 Budget:** \$27,400

Specific activities/projects covered by this budget item include:

City of Prior Lake lease payments	\$27,400
<b>TOTAL: \$27,400</b>	

**2022 Revenue Source(s):**

- Levy: \$27,400

706 – Office Supplies

**Description:** This budget item includes general office supplies, copier rental, copies/printing, postage, new computers/tablets, mileage and meals associated with performing District business.

**Why it is Important:** Office supplies are needed to perform District business.

**2021 Budget:** \$8,690.

**2021 Year End Expense:** \$12,000 (estimate) Costs will exceed budget in 2021, due to purchase of 2 new computers and a new field tablet.

**2022 Budget:** \$10,000

Specific activities/projects covered by this budget item include:

Ricoh copier (rent and copies)	\$4,500
Mileage & Gas	600
Postage	1,000
Other office supplies	3,900
<b>TOTAL: \$10,000</b>	

**2022 Revenue Source(s):**

- Levy: \$10,000

709 – Insurance and Bonds

**Description:** This budget item includes annual property, liability (including bonds), auto, and workers compensation insurance coverage premiums.

**Why it is Important:** District should have insurance coverage to protect District's property and cover potential liabilities.

**2021 Budget:** \$10,000

**2021 Year End Expense:** \$11,775. Budget was underestimated for 2021.

**2022 Budget:** \$12,800 (Includes estimated premium increases based on estimates provided by District's insurance advisor.)

Specific activities/projects covered by this budget item include:

Property (5 - 10% estimated increase. Used 10%)	\$500
Liability (3 – 7% estimated increase. Used 7%)	\$8,600
Auto (3 – 7% estimated increase – Used 4%)	400
Workers compensation (10-15% estimated increase – Used 15%)	\$3,300
<b>TOTAL: \$12,800</b>	

**2022 Revenue Source(s):**

- Levy: \$12,800

### 670 – Accounting

**Description:** This budget item covers accounting services provided the District's contracted certified public accountant (CPA) to maintain accounting software and records, help prepare monthly and year-end financial statements, assist with annual audit, process biweekly payroll and year-end forms, and prepare custom reports/analysis as requested. The District CPA also provides accounting services for the PLOC, costs for which are reflected in a separate PLOC budget.

**Why it is Important:** Per the PLSLWD Governance Manual, the District will contract with the certified public accountant to monthly review the District bank accounts, payroll and investment funds, and to assist with monthly bookkeeping to ensure the District's finances are managed in accordance with generally accepted accounting principles and best practices.

**2021 Budget:** \$30,000

**2021 Year End Expense:** \$35,000 (estimate). Includes transition between two accounting firms.

**2022 Budget:** \$27,000 (Per executed contract between PLSLWD and CLA, dated January 12, 2021.)

Specific activities/projects covered by this budget item include:

2022 Contracted accounting firm, CliftonLarsonAllen LLP (CLA)	\$27,000
<b>TOTAL: \$27,000</b>	

**2022 Revenue Source(s):**

- Levy: \$27,000

### 671 – Audit

**Description:** This budget item covers annual audit costs paid to contracted auditor. Other associated audit costs, such as District accountant's time to prepare for audit, work with

auditors, and to submit audit to the state, along with the District attorney's time to respond to audit questions (e.g., audit opinion) are expensed in 670 – Accounting and 660 – Legal, respectively.

**Why it is Important:** An annual audit is required per State Statute 103D.355.

**2021 Budget:** \$10,250

**2021 Year End Expense:** \$7,500 (\$10,500 audit cost allocated between PLSLWD and PLOC)

**2022 Budget:** \$7,700 (\$10,800 total audit cost - 3% estimated increase – allocated between PLSLWD and PLOC).

Specific activities/projects covered by this budget item include:

Contracted audit firm	\$7,700
<b>TOTAL:</b>	<b>\$7,700</b>

**2022 Revenue Source(s):**

- Levy: \$7,700

### 903 – Fees, Dues and Subscriptions

**Description:** This budget item includes organization memberships, service subscriptions not associated with projects, and fees associated with staff hiring.

**2021 Budget:** \$2,000.

**2021 Year End Expense:** \$13,000 (estimate). Includes cost of total compensation study performed in 2021 and fees associated with hiring three new staff members.

**2022 Budget:** \$1,500

Specific activities/projects covered by this budget item include:

Organization memberships	\$300
Staff hiring fees	500
Subscriptions	700
<b>TOTAL:</b>	<b>\$1,500</b>

**2022 Revenue Source(s):**

- Levy: \$1,500

### 660 – Legal (not project related)

**Description:** This budget item covers miscellaneous legal services not associated with a District project.

**Why it is Important:** Legal issues arise as a course of performing District duties. It is in the District's best interest to consult an attorney to ensure issues are addressed in the best interest of the District.

**2021 Budget:** \$5,000

**2021 Year End Expense:** \$10,00 (estimate)



**2022 Budget: \$6,000**

Expenditures exceeded budget in 2021, as the District needed to address some abnormal issues and new staff requested additional guidance from the District's attorney while learning District practices. Specific activities/projects covered by this budget item include:

2022 Contracted legal firm, Smith Partners	\$6,000
<b>TOTAL:</b>	<b>\$6,000</b>

**2022 Revenue Source(s):**

- Levy: \$6,000

**509 – Implementation Fund**570 – 573 Program Salaries and Benefits

**Description:** This budget item includes staff salaries and associated benefits for Implementation Fund activities. It also includes all Board of Managers per diems.

**Why it is Important:** Salaries are allocated to show where staff's efforts are occurring.

**2021 Budget:** \$440,323

**2021 Year End Expense:** \$392,000 (estimate)

**2022 Budget:** \$461,700. Implementation Fund salary costs are low in 2021 due to staff turnover and staff spending more time on administrative activities. It is expected that staff activities associated with implementation Fund tasks will return to normal in 2022.

Estimated salaries and benefits are based on the following assumptions:

- 3% average salary increase
- 7.55% increase in healthcare insurance premiums (received from North Risk Partners)
- 4% increase in dental insurance premiums (3 – 5% estimated increase received from North Risk Partners)

Specific salary/benefit estimates covered by this budget item include:

Salaries	\$346,398
Benefits (Health, Dental, Disability, Life Insurance)	91,210
PERA	24,092
<b>TOTAL:</b>	<b>\$461,700</b>

**2022 Revenue Source(s):**

- Levy: \$461,700





## Water Quality Projects

### 550 Public Infrastructure Partnership Projects (PIPP)

**Description:** This program was developed to help reduce runoff to the lakes by working with LGU partners to retrofit streets, highways, public properties and other public infrastructure with volume management, rate controls and phosphorus load reduction BMPs as LGUs complete public site or public infrastructure construction, repair, or maintenance projects.

**Why it is Important:** Phosphorus and other pollutants in stormwater runoff is a significant water quality problem. Water quality BMPs, runoff volume reductions, and rate control reduces waterbody impairments and flooding.

**How Long in Existence:** 2015

**2021 Budget:** \$20,000.

**2021 Year End Expense:** \$0. Funds were set aside, but no specific project requests were funded in 2021.

**2022 Budget:** \$19,985

Specific activities/projects covered by this budget item include:

Goldfish have been found in Cate's Lake in Savage and recent water quality samples are showing reduced water quality. It is currently not known if goldfish can impact water quality. Budget is available to cover the performance of either a goldfish population estimate or removal should water quality continue to decline and managers decide to move forward with the project. Estimated cost is a 50/50 split with the City of Savage.	\$6,750
Other PIPP brought forward by partners during 2022	\$13,235
<b>TOTAL:</b>	<b>\$19,985</b>

### **2022 Revenue Source(s):**

- Levy: \$19,985

### 611 - Farmer-led Council

**Description:** The purpose of the Farmer-led Council (FLC) is to: improve public understanding of farming operations; proactively address water quality concerns; help develop win-win programming and provide networking and education opportunities for District farmers. Initiatives and projects within the Farmer-Led Council Program in 2022 include the Cover Crop Initiative, the Lake-Friendly Farm Program, and no-cost inlet protections (alum-treated biologs

and water quality inlets). The incentives and cost-shares provided by the FLC program change each year as new information is learned and as new conservation ideas are spearheaded by the FLC members.

**Why It is Important:** There are 50-60 farmers in the District and approximately four manage roughly half of the farmland acreage. There is a lot of opportunity to make a big difference with the key players, most of which are at the table through FLC.

**How Long in Existence:** March 2013

**2021 Budget:** \$51,000

**2021 Year End Expense:** \$51,000 (estimate)

**2022 Budget:** \$61,000

Specific activities/projects covered by this budget item include:

SWCD Staff time (project coordination, assessing farms, etc.)	\$18,000
Program pass through costs, including, but not limited to, cover crops, water quality inlets, preparing conservation plans, and lake friendly farm program certification assessments.	\$31,000
Growing Healthy Soils Event	\$10,000
Meetings (food, space rental, materials, etc.)	\$1,000
Guest Speaker fees for FLC meetings	\$1,000
<b>TOTAL:</b>	<b>\$61,000</b>

*\*NOTE: The FLC may change some programming budgets at the beginning of the year based on new information and research. This is intended as a rough draft only, as it is important that FLC funds remain flexible so that the farmers can explore new ideas to find additional innovative win-win opportunities.*

**2022 Revenue Source(s):**

- Levy: \$51,000
- Grant(s): \$10,000 (BWSR Grant: Growing Healthy Soils Event)

**611 - Cost-share Incentives**

**Description:** Cash incentives paid for by the District, the Scott SWCD and other partners encourage residential and agricultural best management practices. The District has cooperated in the creation of a Cost Share Docket with the Scott SWCD, Scott WMO, Lower Minnesota River Watershed District, and the Vermillion River Watershed. Programs and practices included in the cost share docket include, but are not limited to, residue management (no-till & strip till), conservation cover, cover crops, filter strips, streambank and shoreline protection, nutrient management, well decommissioning, and wetland restoration. Some of the District dollars for this program are amplified by grant funding that has been acquired through the SWCD, making projects even more cost-effective.

**Why it is important:** Watershed resources throughout the watershed benefit through adoption of conservation practices on the land. Since the sources of non-point source pollution are largely unregulated, it is essential that landowners are provided incentives that include

technical assistance as well as cost share funds to mitigate pollution. Cost share dollars are based upon a “pay for performance” principle.

**How Long in Existence:** It was in the 2010 Water Resource Master Plan’s CIP and was funded in the 2011-2021 budgets.

**2021 Budget:** \$58,000

**2021 Year End Expense:** \$58,000 (estimate)

**2022 Budget:** \$58,000

Specific activities/projects covered by this budget item include:

Cost Share Technical Services (SWCD staff time)	\$32,000
Cost Share Projects (pass-through)	\$24,000
Cost Share Management (SWCD staff time)	\$2,000
<b>TOTAL: \$58,000</b>	

**2022 Revenue Source(s):**

- Levy: \$58,000
- Grant(s): \$0 *(Note: SWCD grants used for cost share projects are not accounted for in the overall budget as they do not pass through the District)*

### 611 - Highway 13 Wetland, FeCl System and Desilt Pond

**Description:** The Desilt Pond was built in 1978. A ferric chloride system was constructed in 1998 upstream at the outlet of the wetland treatment system. It was designed for water quality treatment but also stores water. It was redesigned in 2013. The ferric chloride tank has surpassed its 20-year life expectancy and needs to be replaced, which will likely require the building to be partially taken down and rebuilt. The driveway also needs to be upgraded to better accommodate the ferric delivery trucks, as they currently have a difficult time accessing the ferric chloride building due to tight driveway turning radius and backing-in operations that currently occurs on a highway, posing a dangerous situation. It is proposed that a study be performed to determine the estimated life of the tank; the estimated cost to replace it; and estimated cost to upgrade the driveway.

**Why it is Important:** It treats stormwater coming from County Ditch 13, which is responsible for carrying the majority of pollutants into the system.

**How Long in Existence:** 1998

**2021 Budget:** \$35,000

**2021 Year End Expense:** \$16,500 (estimate). Stream level is very low due to drought conditions, resulting in a reduction of ferric chloride being used.

**2022 Budget:** \$65,000

Specific activities/projects covered by this budget item include:

Ferric Chloride tank/building/drive assessment and remaining life estimate. Replacement concept design and estimated costs. (requires a refined price quote)	\$30,000
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Ferric Chloride deliveries (~3 fills/year)	\$20,000
Lab Analysis	\$12,000
SWCD Flow Monitoring and Sampling Assistance	\$3,000
<b>TOTAL:</b>	<b>\$65,000</b>

**2022 Revenue Source(s):**

- Levy: \$65,000

**611 - Fish Management, Rough Fish Removal**

**Description:** Rough fish management includes funding for carp removal efforts. Grant funds received by the District to assist with this task expire in 2021.

**Why it is Important:** To continue efforts on Accelerated Carp Management Strategies that are found to be effective, the PLSLWD is planning to maintain or improve existing projects associated with this program. This budget is also intended to meet the grant assurances for the BWSR 2019-2021 grant. In addition, there are typically opportunities that arise to enhance carp management that were unanticipated once a field year has started, such as the Gill Netting Pilot Project.

**How Long in Existence:** Since 2010

**2021 Budget:** \$60,000 (+\$30,000 levy in budget item, *GRANT Carp Management/ Removal*)

**2021 Year End Expense:** \$40,000 (estimate). BWSR and 319 Grant funds are expected to be fully expended under budget item, *GRANT Carp Management/Removal* in 2021.

**2022 Budget:** \$88,000

Specific activities/projects covered by this budget item include:

Installation of specialized traps, baited box traps & novel removal techniques (e.g. electrofishing, beach seines, etc.)	\$22,000
Seine removal & gill netting efforts (2-3)	\$20,000
Installation of 3 PIT tag stations and implanting of 10 radio-tags	\$20,000
Backpack Electrofishing Unit	\$12,000
Project coordination work; WSB presentations to Board; CAC assistance; unanticipated carp management opportunities, etc.	\$6,500
Side-scanning sonar device	\$5,000
Storage shed for seine net, and specialized traps.	\$2,500
<b>TOTAL:</b>	<b>\$88,000</b>

**2022 Revenue Source(s):**

- Levy: \$88,000

**611 - Alum Internal Loading Reserve**

**Description:** This line item was created in 2017 to fund alum treatments for waterbodies in the District. Upper Prior Lake's 2020 Alum Treatment was approximately \$500,000 and another treatment of the same estimated cost is anticipated for 2023. Sediment cores will need to be taken before the next treatment as well, costing approximately \$20,000. Spring Lake will also

likely need maintenance treatments in the future. Fish and Pike Lake may need treatments in the future as well.

**Why it is Important:** Upper Prior Lake will need a second treatment and the managers are considering treating other lakes, including the likely need to continue dosing Spring Lake to maintain good water clarity until phosphorus reduction improvements are made in the upper watershed.

**2021 Budget:** \$230,000

**2021 Year End Transfer to Budget Reserve:** \$230,000

**2022 Budget:** \$250,000

Specific activities/projects covered by this budget item include:

Upper Prior Phase II Sediment Monitoring	\$20,000
2023 Upper Prior Phase II Alum Treatment Reserve Funding	230,000
<b>TOTAL: \$250,000</b>	

**2022 Revenue Source(s):**

- Levy: \$250,000
  - Budget Reserve: \$230,000
- (Note: another \$40,000 will need to be levied in 2023 to meet estimated treatment cost of \$500,000)

**637 - District Monitoring Program**

**Description:** This program includes District monitoring activities including planning and coordination of the CAMP and Three Rivers Park District Lake Sampling lake level and chemistry monitoring; precipitation monitoring; weather station; stream chemistry, level, flow and synoptic monitoring; GIS data acquisition; equipment purchase and maintenance; TMDL's; data management; and reporting. In 2022, the budget has been increased due to adding a WISKI database and for stream macroinvertebrate monitoring (per the District's new Long-term Monitoring Plan that is part of the Water Resources Management Plan).

**Why is it Important:** Characterize current conditions; track changes over time; protect human health; target potential water quality problems; design pollution prevention programs; assess program goals and respond to emergencies.

**How Long in Existence:**

Lake Chemistry: 3 Rivers Park District, 2004; CAMP, 1997

Stream Monitoring: ≤1991

Lake Level Monitoring: 1906

Precipitation Monitoring: ≤1989

Zoo/Phytoplankton: 2020

Wetland Monitoring: 2021

Stream Macroinvertebrate Monitoring: 2022

**2021 Budget:** \$128,000

**2021 Year End Expense:** \$40,000 (estimate). WISKI database was originally included in the 2021 budget, but not acquired. Streams were dry in 2021 due to drought conditions reducing sampling.

**2022 Budget:** \$109,000

Specific activities/projects covered by this budget item include:

Lake Chemistry Monitoring	\$21,800
Lake Level Monitoring	\$2,000
Stream Monitoring	\$32,000
Precipitation Monitoring	\$1,000
Effectiveness Monitoring	\$7,000
Zoo/Phytoplankton Monitoring	\$5,000
Equipment and Truck Maintenance	\$5,000
Wetland Monitoring	\$3,000
Macroinvertebrate Monitoring	\$2,200
Data Management	\$30,000

**TOTAL: \$109,000**

For specific activities/projects covered by this budget item: See District Monitoring Fact Sheet.

**2022 Revenue Source(s):**

- Levy: \$109,000

### 611 - Fish Stocking

**Description:** Annual stocking of bluegills in the upstream wetlands of Spring Lake and Prior Lake to reduce carp populations in these lakes and possibly bi-annual walleye stocking.

**Why it is important:** Bluegills are an important predator of carp eggs, but the DNR does not stock bluegills in Spring or Prior Lake watersheds. The District has monitored some connected wetlands and found carp spawning to occur. In order to keep recruitment to the lakes down, the District needs to stock these upstream wetlands with bluegills. Note: The DNR only allows stocking to occur in connected wetlands where carp spawning typically occurs.

The DNR stocks walleyes in Spring and Prior Lakes every two years, which is Minnesota's most popular game fish. Walleyes do not naturally reproduce in Spring and Prior Lake, so they need to be stocked. Having a healthy native fish population promotes lake recreation. Walleyes were stocked in 2021. Note: walleye stocking may be transferred to be a lake association initiative. Next opportunity for walleye stocking is 2023.

Fish stocking generates a lot of community enthusiasm, volunteerism, and goodwill towards the District.

**How Long in Existence:** 2019

**2021 Budget:** \$6,000 (plus \$5,000 from lake associations, Rotary, and a private donation)

**2021 Year End Expense:** \$6,000 (estimate).

**2022 Budget:** \$3,000 (plus any additional donations the District might receive)

Specific activities/projects covered by this budget item include:

Geis Wetland bluegill stocking	\$2,000
Desilt Pond bluegill stocking	\$1,000
<b>TOTAL:</b>	<b>\$3,000</b>

**2022 Revenue Source(s):**

- Levy: \$3,000

### 626 - Planning and Program Development

**Description:** This category includes general activities that support the District's planning and program development activities. Costs associated with these activities include professional training courses and webinars, software and other subscriptions, cellular service for equipment, equipment replacement, all Board activity costs, professional organization membership dues, volunteer and advisory committee appreciation costs, and activities designed to support staff appreciation and moral. Many costs originally in administration are now in this category.

**2021 Budget:** \$32,000

**2021 Year End Expense:** \$12,000 (estimate).

**2022 Budget:** \$20,000

Specific activities/projects covered by this budget item include:

Software/other subscriptions	\$7,000
Equipment replacement	2,000
Training	4,000
Equipment cellular service	2,000
Professional organization membership dues	1,000
Board activity	1,500
Advisory committee/volunteers appreciation	1,500
Staff Appreciation Activities	1,000
<b>TOTAL:</b>	<b>\$20,000</b>

**2022 Revenue Source(s):**

- Levy: \$20,000

### 626 - Engineering not for Programs (general engineering)

**Description:** Throughout the year, staff requests the District Engineer assistance with tasks associated with partners or PLSLWD that were unanticipated. This budget item also include time for the District Engineer to attend board and staff meetings.

**Why it is Important:** Staff needs to consult with engineering experts on unanticipated, time-sensitive concerns. Staff also need to coordinate with the District Engineer on on-going basis to coordinate work deliverables and schedules.

**2021 Budget:** \$30,000

**2021 Year End Expense:** \$12,000 (estimate).

**2022 Budget:** \$15,000

Specific activities/projects covered by this budget item include:

Engineer bi-monthly attendance at staff coordination meetings	\$3,000
Engineer attendance at board meetings	\$5,000
Misc. assistance to staff and partners	\$7,000
<b>TOTAL:</b>	<b>\$15,000</b>

**2022 Revenue Source(s):**

- Levy: \$15,000

### 626 - Upper Watershed Blueprint Projects

Description: In March 2021, the District adopted the Upper Watershed Blueprint report that focused on improving water quality and flood reduction. In July 2021, the Board of Managers selected six projects from the report for near term implementation. Initial phasing analysis indicates that approximately \$305,000 is needed in 2022 to start advancing these projects. Work expected to be complete in 2021 includes feasibility studies for all six near term projects (Sutton Lake, Swamp Lake, and Spring West Iron Enhanced Sand Filters; Buck Lake East Wetland Enhancements; and Buck Lake and County Ditch 13 Chemical Treatment Systems).

Also incorporated into this budget item is the preparation of the Sutton Lake Management Plan that is needed in order to obtain DNR authorization to manage water levels in Sutton Lake.

**Why it is important:** The plan:

- Recommends and prioritizes programs, projects and policies to reduce phosphorus and runoff volume
- Identifies partners and potential funding sources, and
- Details a 5-year schedule for prioritized program and project implementation including short-and long-term maintenance considerations.

**How Long in Existence:** 2020

**2021 Budget:** \$235,543

**2021 Year End Expense:** \$45,543 (estimate)

**2021 Year End Transfer to Budget Reserve:** \$190,000 (estimate)

**2022 Budget:** \$347,000



Specific activities/projects covered by this budget item include:

Sutton Lake Management Plan	\$20,000
Feasibility Study Wrap-up: Sutton Lake IESF	\$3,000
Final Design, Easements & Permits (Sutton Lake IESF)	\$205,000
Feasibility Study: Swamp Lake IESF	\$20,000
Feasibility Study: Buck Lake Chemical Treatment System	\$40,000
Feasibility Study: Ditch 13 Chemical Treatment System	\$40,000
Feasibility Study Wrap-up: Buck Lake East Wetland Enhancements	\$12,000
Feasibility Study Wrap-up: Spring Lake West IESF & Wetland	\$4,000
<b>TOTAL:</b>	<b>\$344,000</b>

**2022 Revenue Source(s):**

- Levy: \$220,000
- Grant: \$19,800 (BWSR Metro WBIF)
- Budget Reserve: \$104,200 (\$85,800 of 2021 year-end transfer available for 2023)

**626 – Debt Issuance Planning**

**Description:** In July 2021, the Board of Managers selected six projects from the Upper Watershed Blueprint for near term implementation. Initial analysis indicates that debt issuance may be a feasible approach to finance these planned capital improvements.

**Why it is Important:** The approach and timing of debt issuance is best performed with guidance provided by public finance advisors. This budget will be used for “Proof of Concept” planning that will result in a multi-year plan that identifies funding needs, gaps, and approaches that best address the District’s needs.

**2022 Budget (NEW): \$10,000**

Specific activities/projects covered by this budget item include:

Proof of Concept Plan development	\$10,000
<b>TOTAL:</b>	<b>\$10,000</b>

**2022 Revenue Source(s):**

- Levy: \$10,000

**626 - District Plan Update**

**Description:** The District just completed its 2020-2030 Water Resources Management Plan Update. The update is required by state statute and Rule 8410.

**Why it is Important:** As the District refines implementation projects for District initiatives, such as the Upper Watershed Blueprint, it is beneficial to incorporate the refined projects in the Water Resource Management Plan in order to bolster the District’s changes of obtaining grant funds. In addition, the Board of Managers may decide to revise the Water Resources Management Plan to include a project not identified in the original plan. In both of these cases, a minor plan amendment will have to be completed.

**2021 Budget: \$2,500**

**2021 Year End Expense:** \$0 (estimate). Assumes all work will be performed by staff and reflected in Implementation Salaries and Benefits budget item.

**2022 Budget:** \$0. Assumes any future updates will be performed by staff and reflected in Implementation Salaries and Benefits budget item.

#### 648 - Permitting and Compliance

**Description:** The District has established rules and standards for land disturbing activities. This budget item includes engineering review of potential public and private projects that trigger District Rules.

**Why it is Important:** These rules address water quality, rate control, and volume control requirements for new and redevelopment projects, and are implemented through a permitting program. The permitting program also helps fulfill the District's obligations under its MS4 Permit.

**How Long in Existence:** The District's Board of Managers first adopted Rules regarding the protection and management of land and water resources in 1975.

**2021 Budget:** \$17,000

**2021 Year End Expense:** \$27,000 (estimate).

**2022 Budget:** \$27,000. Development activity within the watershed continues to grow and is expected to continue increasing in the future.

Specific activities/projects covered by this budget item include:

EOR Engineering Assistance	\$17,000
New easements (title work, recording fees, etc.)	\$5,000
Regulatory services provided by SWCD (surveys, GIS, and erosion and sediment control inspections)	\$3,000
Materials & equipment (vests, field tablet, etc.)	\$2,000

**TOTAL: \$27,000**

#### **2022 Revenue Source(s):**

- Levy: \$22,000
- New Easement Acquisition Fees: \$ 5,000

#### 648 - Update MOAs with Cities and County

**Description:** The District has MOAs for permitting with Savage, Prior Lake and Scott County that allow the LGUs to enforce the District Rules on behalf of PLSLWD and simplify the permit process for residents.

**Why it is important:** These MOAs are contingent upon the entities having equivalencies with our rules and enforcing them. All of the MOA's have expired and need to be renewed to reflect the Districts new rules that expected to be adopted in 2021.

**How Long in Existence:** Varies; All have expired.

**2021 Budget:** \$10,000 (MOA updates were originally planned for 2021, but have been postponed for one year until new rules are adopted).

**2021 Year End Expense:** \$0 (estimate).

**2022 Budget:** \$10,000

Specific activities/projects covered by this budget item include:

Legal services associated with preparing MOA's with Prior Lake, Savage and Scott County	\$10,000
<b>TOTAL: \$10,000</b>	

**2022 Revenue Source(s):**

- Levy: \$10,000

#### 648 - BMP and Easement Inventory & Inspections

**Description:** The District's conservation easements primarily provide buffers surrounding its wetlands and ponds. The majority of the easements were acquired during the development process of properties, but some were acquired during water quality improvement projects with private landowners. This budget item includes engineering time to review potential easement violations and amendment requests, surveys of easement boundaries as needed, and equipment and materials to mark boundaries and complete inspections.

**Why it is Important:** Vegetative buffers reduce the impact of surrounding development and land use on watercourse and wetland functions by stabilizing soil to prevent erosion, filtering sediment from runoff, and moderating water level fluctuations during storms. Buffers also provide essential habitat for wildlife. Requiring buffers recognizes that watercourse and wetland quality and function are related to the surrounding upland. The easement program monitors and enforces existing conservation easements. Easements are monitored yearly to ensure compliance and to establish good relationships between landowners and the PLSLWD. The main objective is to achieve voluntary compliance, but to follow through with clear and consistent enforcement procedures when necessary.

**How Long in Existence:** Mainly since the 2003 Rule revisions, but several were acquired earlier.

**2021 Budget:** \$14,000

**2021 Year End Expense:** \$10,000 (estimate).

**2022 Budget:** \$12,000

Specific activities/projects covered by this budget item include:

Contract work: surveys, engineering and legal assistance, etc.	\$10,000
Materials & equipment: signs, posts, seed mixes, etc.	\$2,000
<b>TOTAL: \$12,000</b>	

**2022 Revenue Source(s):**

- Levy: \$11,500
- Easement Violation Fees (estimated): \$500

### 652 - Spring Lake Demonstration Parcel Maintenance

**Description:** Partially funded by a CPL grant and Great River Greening, beach, oak savanna and shoreline restoration and low-maintenance grass as completed in 2017. PLSLWD has a contract with RES (previously known as Applied Ecological Services) for vegetation management through 2022. An annual buckthorn treatment and an invasive herbaceous species treatment are contracted for 2022.

**How Long in Existence:** Since 2017.

**2021 Budget:** \$1,500

**2021 Year End Expense:** \$1,046 (estimate).

**2022 Budget:** \$1,050

Specific activities/projects covered by this budget item include:

AES buckthorn treatment	\$550
AES herbaceous treatment (\$496, round to \$500)	\$500

**TOTAL: \$1,050**

**2022 Revenue Source(s):**

- Levy: \$1,050

### 652 - Education and Outreach

**Description:** The District's Education & Outreach program involves programs and project which educate the public and various stakeholders as well as encourage public involvement. Several primary mechanisms for education and outreach are conducted by the District including:

- Required MS4 education components, such as Clean Water Clean-up with the City of Prior Lake and lake associations; outreach booth at Chamber Fest and Prior Lake Fall Fest; and participation and collaboration with SCWEP.
- Direct outreach efforts including:
  - Website updates
  - Social media (Facebook and Twitter)
  - Writing news articles and press releases
  - Responding to direct citizen inquiries
- Prior Lake-Savage Schools Partnership
- Citizen Advisory Committee (CAC)

**Why it is important:** A watershed district is required to have an education and outreach program, which includes a CAC. Education and outreach is also called for in the District's Water Resource Management plan. The District's education and outreach program provides a crucial means for the District to gain support for projects, improve the public's general understanding of water resources, water quality benefits provided by the District, and how each citizen impacts it and inspire citizens to change their behaviors and habitats.

**How Long in Existence:** Since the District was created in 1970.

**2021 Budget:** \$7,440 (plus \$11,910 budget reserve)

**2021 Year End Expense:** \$6,000 (estimate).

**2022 Budget:** \$10,000

Project	2021 Budget	2022 Budget
MS4 Education	\$ 5,500	\$2,500
SCWEP (SWCD)	3,500	3,500
Schools Partnership	750	500
CAC	4,100	3,500
Educational Signs	1,500	0
50 <sup>th</sup> Anniversary	4,000	0
Total	\$19,350	\$10,000

**2022 Revenue Source(s):**

- Levy: \$10,000



### Reduce Flooding Projects

#### 550 - District-wide Hydraulic & Hydrologic Model

**Description:** The H&H model was updated as part of the Flood Study in 2016.

**Why it is important:** In order to develop feasible and realistic implementation projects. Hydraulic and hydrologic conditions must reflect existing conditions to the extent possible.

**2021 Budget:** \$7,500

**2021 Year End Expense:** \$0 (estimate).

**2022 Budget:** \$5,000

Specific activities/projects covered by this budget item include:

Modeling update as needed to update to current hydraulic and hydrologic conditions associated with Upper Watershed Blueprint projects	\$5,000
<b>TOTAL:</b>	<b>\$5,000</b>

**2022 Revenue Source(s):**

- Levy: \$5,000

#### 550 - Sutton Lake Outlet Structure Project

**Description:** In January 2021, the District entered into a construction contract with Veit & Company to construct the Sutton Lake Outlet. Most construction activity occurred in 2021, but select items remain to be completed in 2022. The agreement includes a three-year extended warranty for native plant establishment on the site that will extend until 2024.

**Why it is Important:** Ensure contractor completes full contracted obligations to ensure property owner is satisfied with final conditions.

**How Long in Existence:** The project began in 2018 with initial landowner meetings

**2021 Budget:** \$25,000 (plus \$182,000 reserve and \$207,000 DNR grant)

**2021 Year End Expense:** \$266,000 (estimate).

**2022 Budget:** \$125,400

Specific activities/projects covered by this budget item include:

EOR – Construction administration services to wrap up project	\$3,500
Remaining Veit Construction Costs	\$121,900
<b>TOTAL:</b>	<b>\$125,400</b>

**2022 Revenue Source(s):**

Remaining Grant: \$62,700 (DNR Flood Hazard Mitigation)

2021 Reserve Carryforward: \$62,700



### Aquatic Invasive Species (AIS)

#### 611 - Aquatic Vegetation Management

**Description:** If aquatic vegetation surveys indicate treatment of Curlyleaf Pondweed is necessary in Prior and Spring Lakes, the District will request grants funds or funding from Scott County, which has a state AIS grant.

**Why it is important:** Curlyleaf Pondweed affects water quality, lake recreation and pushes out native vegetation, which is vital to fish and other wildlife.

**2021 Budget:** \$0, but \$6,500 was expended in 2021 and reimbursed through a grant from Scott County and \$5,400 was expended in 2020.

**2021 Year End Expense:** \$6,506 (estimate).

**2022 Budget:** \$7,000

Specific activities/projects covered by this budget item include:

CLP Treatment (usually reimbursed through grant funds)	\$7,000
<b>TOTAL:</b>	<b>\$7,000</b>

**2022 Revenue Source(s):**

- Grant(s): \$7,000

### 637 - Automated Vegetation Monitoring (BioBase)

**Description:** This program maps vegetation density, bathymetry, and bottom hardness in lakes using a Doppler sonar depth finder. This program creates a “heat map” of the location and density (% of water column) of the vegetation. This creates a very accurate and repeatable for ease with analyzing changes from year to year. Data is recorded and collected on an SD card while on the water and is uploaded to an online account where it is processed by servers automatically.

**Why is it Important:** Characterize current vegetation locations; track changes over time; assess program goals and assess how water quality supports aquatic vegetation growth and aquatic vegetation treatment.

**How Long in Existence:** 2013

**2021 Budget:** \$4,700

**2021 Year End Expense:** \$4,200 (estimate).

**2022 Budget:** \$5,000

Specific activities/projects covered by this budget item include:

BioBase Subscription	\$3,000
YBC Rental	\$1,000
Equipment	\$1,000
<b>TOTAL:</b>	<b>\$5,000</b>

**2022 Revenue Source(s):**

- Levy: \$5,000

### 637 - Aquatic Vegetation Surveys

**Description:** Rake samples are designed to determine the density of curlyleaf pondweed and whether treatment is needed, but also provide estimates of the density of other invasive and native aquatic plants. This activity resulted in the finding of Eurasian Watermilfoil in Spring Lake in 2021. Surveys are conducted in the summer to determine plant species at peak of the season. Money allotted in this budget item is for surveys only. Funds in the Operations and Maintenance budget (aquatic vegetation management) are used if Blue Water Science recommends treatment of curlyleaf pondweed or another invasive.

**Why is it Important:**

- Characterize current vegetation
- Track changes over time
- Target invasive species
- Assess program goals
- Determine if treatment is necessary
- Map areas for treatment

**How Long in Existence:**

- ≤1992 Milfoil Treatment
- ≤1996 McComas Surveys

**2021 Budget:** \$18,000**2021 Year End Expense:** \$9,500 (estimate).**2022 Budget:** \$18,000

Specific activities/projects covered by this budget item include:

Aquatic point intercept vegetation surveys: Crystal, Little Prior, Pike, Spring, Sutton, Swamp, Upper Prior	\$11,000
Curlyleaf pondweed assessments: Upper Prior, Lower Prior, Spring, Fish	\$7,000
<b>TOTAL:</b>	<b>\$18,000</b>

**2022 Revenue Source(s):**

- Levy: \$18,000

**637 - Boat Inspections on Spring, Upper and Lower Prior**

**Description:** This budget program funds AIS inspections. Boat inspections include a contractor to provide in-person boat inspections at boat launches at Tier 1 and potentially other lakes within the District during high boat activity periods during the year. I-LIDS is an automated video inspection that records boats launching and exiting a lake. The videos are monitored by Lake Sentry and if a violation is recorded, they will report the findings to PLSLWD ASAP.

**Why is it Important:** At this time, Spring Lake does not have zebra mussels. Boat inspections are an important preventative measure that provide in person and up-close inspections of boats entering and exiting the lakes. In 2021, an I-LIDS device (audio messages and video recordings) and signage was installed at the Spring Lake boat launch to educate the public on AIS and study the value this device provides for boater self-inspection compliance.

**How Long in Existence:** 2019 boat inspections; 2020 I-LIDS**2021 Budget:** \$38,000 (includes \$9,000 initial installation costs for I-LIDS)**2021 Year End Expense:** \$30,000 (estimate).**2022 Budget:** \$30,000

Specific activities/projects covered by this budget item include:

Boat Inspections on Spring, Fish, Upper Prior, and Lower Prior	\$25,000
I-LIDS unit at Spring Lake	\$5,000
<b>TOTAL:</b>	<b>\$30,000</b>

**2022 Revenue Source(s):**

- Levy: \$30,000



### PLOC Restoration, Maintenance & Monitoring

**Description:** The District is a partner in the management of the Prior Lake Structure and Outlet Channel and shares in the maintenance expenses.

**How long in existence:** 2006

**2021 Budget:** \$75,000

**2021 Year End Expense:** \$27,624 (After adjustments for uncompleted 2020 projects, PLSLWD PLOC expenses for 2021 were \$27,624).

**2022 Budget:** \$19,500

Specific activities/projects covered by this budget item include:

PLSLWD estimated proportional share of PLOC expenses for 2022	\$19,500
<b>TOTAL:</b>	<b>\$19,500</b>

**2022 Revenue Source(s):**

- Levy: \$19,500

### Debt Payment Reserve

**Description:** In July 2021, the Board of Managers selected six projects from the Upper Watershed Blueprint for near term implementation. Initial analysis indicates that debt issuance may be a feasible approach to finance these planned capital improvements. In order to avoid a significant spike in the watershed levy in 2023, a reserve is being established to gradually build up the levy dollar value needed to pay down the new projected debt. Funds placed in the reserve will ultimately be used to pay down the debt issuance.

**2022 Budget (NEW):** \$100,000

Specific activities/projects covered by this budget item include:

Establish Debt Payment Reserve	\$100,000
<b>TOTAL:</b>	<b>\$100,000</b>

**2022 Revenue Source(s):**

- Levy: \$100,000

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## 2022 BUDGET MEMORANDUM

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**TO:** PLSLWD BOARD OF MANAGERS  
**SUBCLASS:** DISTRICT MONITORING PROGRAM FACT SHEET  
**DATE:** SEPTEMBER 08, 2021

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**District Monitoring Program includes:**

**A. Lake Chemistry Monitoring**

- **Lake Profile Monitoring (Three Rivers Park District)** – Lake Profile monitoring consists of lake samples being taken at the top, middle, and bottom of the lake profile. Approximately 12 samples are taken at each site. Sample Lower (site 1), Upper, Spring, Pike East, Pike West, Fish.
- **Volunteer Lake Monitoring (CAMP)** - Through Metropolitan Council and Environmental Services (MCES), we coordinate the Citizen Assisted Lake Monitoring Program (CAMP). Sample Haas, Lower (site 2), Buck, Cates, Little Prior, Sutton, Crystal and drone sampling study

**B. Lake Level Monitoring-**

- **Staff Gage** - DNR lake level monitoring consists of reading staff gages that are surveyed in by the DNR each spring. The data is uploaded onto the PLSLWD database, sent to DNR, and then updated on the LakeFinder website. Monitor Pike, Lower Prior, Spring
- **Lake Level Monitoring – Automated** – Automated loggers collect lake level data every 15 minutes and send the data onto the website for the public to see. Monitor Lower, Spring, Pike, Fish.

**C. Stream Monitoring –**

- **Chemistry Sampling** - PLSLWD will take chemistry samples every other week from ice out to Oct 31. Ferric Chloride sites are sampled every week (permit requirement).
- **Flow measurements and level loggers**- Level Loggers will need to be installed, removed, downloaded, calibrated, and maintained. SWCD will assist with flow measurements. Create rating curves, hydrographs, discharge graphs.
- **Synoptic Monitoring** – PLSLWD will take field readings at approximately 40 sites per day (pH, conductivity, turbidity, temperature, and dissolved oxygen) on at least 2 separate days – one after rain event, one during base flow.
- **Deployment Monitoring** – If needed, Scott SWCD will conduct deployment monitoring. Continually monitor pH, Conductivity, DO, Turbidity, and temperature at 3 locations at a time – on three separate occasions

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- **Stream Monitoring Lab Costs** - Lab costs to analyze parameters.
- D. **Precipitation Monitoring** –
  - **Volunteer Program** - Coordinate volunteer program, assist volunteers, enter data into database, send data to climatologist.
  - **Weather Station** - Maintain weather station at Spring Lake Townhall and data management
- E. **Effectiveness Monitoring** – Monitor projects to gauge effectiveness. Before, during, and after. I.E., Sutton Lake, Spring Lake West project, and/or Buck Lake east wetland restoration
- F. **Zoo/Phytoplankton Monitoring** – Monitor 2 lakes per year for zooplankton and phytoplankton. This activity started in 2020.
  - Monitoring Zooplankton and Phytoplanktons will be another key tool to help the District with a comprehensive AIS program as well as to meet anticipated regulatory requirements now that biota are included as TMDLs.
  - **Zooplankton and Phytoplankton** are microscopic plants and animals that play an important role in lake food chains.
  - A sudden appearance of new kinds or changes in the relative numbers of different kinds can be caused by changes in nutrient inputs, types of fish that are dominant, new aquatic invasive species like zebra mussels or spiny waterflea, or toxic substances.
- G. **Equipment:**
  - **Monitoring Equipment** - Maintenance and replacement of equipment, calibration standards, etc. Replace a few solinst level loggers that have died or are having issues.
- H. **Wetland Monitoring**
  - Train volunteers and/or staff collect data on the macroinvertebrates (insects and other small animals without backbones) that live in the wetlands as well as the vegetation in the wetlands. The invertebrates and vegetation identified by the volunteers will then be used to calculate an Index of Biotic Integrity (IBI). This IBI can be used to estimate the health of each wetland. This monitoring task started in 2021.
- I. **Stream Macroinvertebrate Monitoring**
  - With interns and volunteers (if available), the SHEP (Stream Health Evaluation Program) and/or Minnesota Pollution Control Agency (MPCA) Invertebrate Sampling Procedures will be used to collect macroinvertebrate samples. The MPCA multihabitat method will be used to collect a composite sample from up to five different habitat types to get a sample representative of the invertebrate community at each sample location. Physical habitat will be assessed using the MPCA method (i.e., physical habitat and water chemistry assessment protocol for wade-able stream monitoring sites). This is a new activity for 2022.

<b>ACTIVITY</b>	<b>COST ESTIMATE</b>
Lake Chemistry Monitoring	\$21,800
Lake Level Monitoring	\$2,000
Stream Chemistry and Flow Monitoring	\$32,000
Precipitation Monitoring and Weather Station	\$1,000
Effectiveness/BMP Monitoring	\$7,000
Zoo/Phytoplankton Monitoring	\$5,000
Equipment & Truck Maintenance/gas (\$1,000 truck maintenance, \$4,000 for level loggers, sonde maintenance, tools, etc)	\$5,000
Wetland Monitoring	\$3,000
Stream Macroinvertebrate Monitoring	\$2,200
Data Management (Separate Fact Sheet on data management)	\$30,000
<b>TOTAL ESTIMATED PROJECT COST:</b>	
	<b>\$109,000</b>



### DECEMBER 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>Storage &amp; Infiltration Projects (Sutton Lake)</b> <i>Project Lead: Joni/Jaime</i>	<ul style="list-style-type: none"> <li>Access road approach completed. Vegetation establishment to be completed next year.</li> <li>DNR extended grant in order to ensure vegetation establishment next year</li> <li>Begin Sutton Lake Management Plan</li> </ul>	<ul style="list-style-type: none"> <li>Meet with landowners to discuss lake management options</li> </ul>
<b>Carp Management</b> <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 &amp; 751)</i> <i>Project Lead: Jeff</i>	<ul style="list-style-type: none"> <li><b>Tracking:</b> Continued to track radio-tagged carp across Spring and Prior Lakes. Upper Prior Radio tags have been hard to find since it iced over. Spring Lake tags have been grouped up but move.</li> <li><b>Removals:</b> Attempted seine and gill netting on East end of Spring Lake. Effort conducted with staff and WSB.</li> <li><b>Other:</b> Began pulling together data and information for 319 Final report. Updating the interactive tracking website. Boat winterized. Discuss 2022 Carp Management Services Contract.</li> </ul>	<ul style="list-style-type: none"> <li>PLSLWD and WSB staff will continue to track the tagged carp and keep up on ice conditions.</li> <li>Prepare documents and reports for 319 and BSWR closeout.</li> <li>Prepare 2021 Fisheries Research Permit detailing collection activities.</li> <li>Acquire necessary 2022 carp management permits.</li> <li>Remove fish under ice as permit allows.</li> <li>Finalize 2022 WSB Carp Management contract.</li> </ul>
<b>Ferric Chloride System Operations</b> <i>Project Lead: Jeff</i>	<ul style="list-style-type: none"> <li>Submit Tier II Report</li> </ul>	<ul style="list-style-type: none"> <li>Prepare Annual Report</li> </ul>
<b>Farmer-Led Council</b> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>Continued planning efforts for the Growing Healthy Soils Event with SWCD.</li> <li>Grant extension approved for Healthy Soils event because of COVID</li> <li>December FLC meeting</li> </ul>	<ul style="list-style-type: none"> <li>Healthy Soils event planning (Jan 13 and March 8)</li> </ul>
<b>Cost Share Incentives</b> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>Met SWCD in field to review potential stream bank restoration project in the Upper Watershed</li> </ul>	<ul style="list-style-type: none"> <li>SWCD will present suggested changes to cost-share docket at future board meeting</li> </ul>
<b>Spring Lake Parcel Restoration Project</b> <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> <li>Monitored the invasive species and restoration progress on the parcel.</li> </ul>	<ul style="list-style-type: none"> <li>Monitor restoration and control invasive species, particularly buckthorn, in the fall.</li> <li>Work on plant identification signs.</li> </ul>

## DECEMBER 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b><i>Fish Lake Shoreline &amp; Prairie Restoration Project</i></b> <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> <li>Reviewed overall progress of the project in 2021</li> <li>Fill out CPL Grant Report</li> <li>Monitored the invasive species and restoration progress at project site.</li> </ul>	<ul style="list-style-type: none"> <li>Reach out to MNL for final restoration maintenance &amp; buckthorn treatment/removal plans</li> <li>Work on interpretive panel design, order &amp; install interpretative signs for project.</li> <li>Continue to review progress for potential project handoff to Spring Lake Township.</li> </ul>
<b><i>Lower Prior Lake Retrofit Projects</i></b> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>No activity</li> </ul>	<ul style="list-style-type: none"> <li>Finalize maintenance acceptance materials with the City of Prior Lake.</li> <li>Install interpretive signs for projects.</li> </ul>
<b><i>Feasibility Reports</i></b> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>Keep trying to get a hold of landowners for Spring Lake West feasibility study</li> <li>Grant extension approved for Spring Lake West feasibility due to lack of response from landowners</li> </ul>	<ul style="list-style-type: none"> <li>Finalize Sutton IESF by February board meeting</li> <li>Finalize Spring Lake West feasibility study by January board meeting</li> <li>Schedule meeting with landowners to gauge interest and explore mutual goals for a future Buck East project</li> </ul>
<b><i>Website and Media</i></b> <i>Project Lead: Elizabeth</i>	<ul style="list-style-type: none"> <li><b>Website articles posted:</b> New Staff Member article posted on website</li> <li><b>Prior Lake Am and SCENE:</b> Goldfish in Cates Lake- to be published in Spring edition</li> <li><b>Social Media</b> – made Instagram account, posted on all social channels about: good water quality in UPL and Spring, historic ice over dates, walleye stocking, new employee, and trap netting on Jeffers</li> </ul>	<ul style="list-style-type: none"> <li>Continue writing posts and updates about projects.</li> <li>Continue updating Twitter, Facebook, and Instagram about projects &amp; news.</li> <li>Continue growing Instagram page</li> </ul>
<b><i>Citizen Advisory Committee</i></b> <i>Project Lead: Joni</i>	<ul style="list-style-type: none"> <li>December 9 CAC Meeting planning, presentation development (Sutton Lake projects, Upper Watershed Blueprint, staffing, fish stocking), and attendance.</li> <li>Coordination with CAC subcommittee regarding I-LIDS 2021 assessment.</li> </ul>	<ul style="list-style-type: none"> <li>Plan &amp; coordinate January 27th CAC meeting.</li> </ul>
<b><i>MS4 Education Program</i></b> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>No activity.</li> </ul>	<ul style="list-style-type: none"> <li>Presentation at Spring Lake Association annual meeting</li> </ul>

## DECEMBER 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>Monitoring Program</b> <i>Project Lead: Jeff</i>	<ul style="list-style-type: none"> <li>• Data management</li> <li>• Updating Tier 1 lake report cards</li> <li>• Removed last of field equipment</li> <li>• Downloaded, entered, QAQC lake level, lake chemistry, and precipitation data.</li> <li>• Water quality database update/maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• Data management.</li> <li>• Analyze stream logger data, Stream chemistry data, create hydrographs.</li> <li>• Updating Tier 2 &amp; 3 lake report cards.</li> <li>• Update website with 2021 monitoring results.</li> </ul>
<b>Aquatic Vegetation Management and Surveys</b> <i>(Class 626 and 637)</i> <i>Project Lead: Jaime/ Jeff</i>	<ul style="list-style-type: none"> <li>• Reviewed Aquatic Plant Management Plans.</li> </ul>	<ul style="list-style-type: none"> <li>• Create vegetation management policy</li> <li>• Finalize and Submit Aquatic Plant Management Plans to DNR</li> </ul>
<b>AIS</b> <i>Project Lead: Shauna</i>	<ul style="list-style-type: none"> <li>• Reviewed I-LIDS annual report</li> <li>• Reviewed Waterfront Restoration end-of-season report</li> <li>• Worked on AIS Rapid Response Plan draft</li> </ul>	<ul style="list-style-type: none"> <li>• Complete AIS Rapid Response Plan.</li> </ul>
<b>Rules Revisions</b> <i>Project Lead: Joni</i>	<ul style="list-style-type: none"> <li>• Submitted draft final rule revisions and responses to 45-day comments to LGU partners</li> </ul>	<ul style="list-style-type: none"> <li>• Share final LGU partner comments with Managers at December workshop.</li> <li>• Board review of proposed rules (December workshop) and approval of revised rule (Tentatively scheduled for January board meeting).</li> </ul>
<b>BMPs &amp; Easements</b> <i>Project Lead: Joni/Shana</i>	<ul style="list-style-type: none"> <li>• Continued to work with landowners to resolve existing violation issues on their properties.</li> <li>• Assembled new easement signs for new easements.</li> </ul>	<ul style="list-style-type: none"> <li>• Work with landowners to resolve easement violations.</li> </ul>

## DECEMBER 2021 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>Permitting</b>  <i>Project Lead: Joni/ Shauna</i>	<ul style="list-style-type: none"> <li>Followed up with permittees to prepare sites for winter.</li> <li>Worked with developers/landowners on new development and conservation easements, including: Marxen Farm, Springview Meadows, Mesenbrink, South Vergus Estates, Ebenhoh Acres, Eagleview, 4B Estates, Vergus Estates.</li> <li>Development review for a Scott County variance request.</li> <li>Review permit application (#21.02) and hold discussions with MnDOT on permit security issues.</li> <li>Meeting with Scott County to better coordinate with County's development review process.</li> </ul>	<ul style="list-style-type: none"> <li>Share PLSLWD permitting information with Scott County to improve collaboration efforts.</li> <li>Continue to follow up with Permittees to winterize and/or close remaining open permits.</li> <li>Review upcoming development projects as received.</li> <li>Work with developers/landowners on Development Agreements and Conservation Easements.</li> </ul>
<b>Outlet Channel O&amp;M</b>  <i>Project Lead: Jaime/Jeff</i>	<ul style="list-style-type: none"> <li>Routine channel/culvert inspections</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Outlet Channel Admin</b>  <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>Finished workplan and 2022 budget</li> <li>Cooperators Meeting Dec 16</li> <li>Obtain right of access for construction projects</li> <li>Potential easement acquisition</li> </ul>	<ul style="list-style-type: none"> <li>Dean Lake sediment delta removal project to begin this winter</li> <li>Finalize plans for bank repair work in 2022</li> </ul>
<b>General Administration</b>  <i>Project Lead: Joni</i>	<ul style="list-style-type: none"> <li>Watershed Management Study: Presented existing conditions materials to Steering Committee and prepared existing conditions findings</li> <li>MAWD conference</li> <li>Issued biennial request for letters of interest for professional services (audit, legal and district engineer) and engineering consulting pool. Reviewed and ranked letters received. Coordinated interviews.</li> <li>Research banking options</li> </ul>	<ul style="list-style-type: none"> <li>Watershed Management Study               <ul style="list-style-type: none"> <li>Prepare watershed management improvement options.</li> </ul> </li> </ul>

### Regulations Review Summary

#### *New Easements*

- Parkhaven (City of Prior Lake)
- Vergus Estates 1 (Scott County) Garant
- Vergus Estates 2 (Scott County) Anderson
- 4B Estates (Scott County)
- Schieffer Property 195<sup>th</sup> St (Scott County)
- Schieffer Property Hwy 13 parcel (Scott County)
- Yorkshire Ave (Scott County)
- Villas at Crest Woods (City of Prior Lake)
- Vierling Property (City of Prior Lake)
- Eagleview 1st Addition (Savage)
- County Public Works Building (City of Prior Lake)
- Marxen Farm (Scott County)
- Springview Meadows (Prior Lake)
- South Vergus Estates (Scott County)
- Big Sky 2<sup>nd</sup>/3<sup>rd</sup> Additions (Savage)
- Gullikson (Scott County)



*Easement Amendments*

- Living Hope Church (Shakopee)
- Timber Crest (City of Prior Lake)
- Tyler Chambers (City of Prior Lake)
- Didi & Kit Tran, and Vladimir Dudin (Savage)

*Open Permits*

- Living Hope Church (Shakopee)
- TH-13 (City of Prior Lake)
- TH-13 CSAH 12 (City of Prior Lake)
- County Public Works Building (City of Prior Lake)
- Pickleball Facility (City of Prior Lake)
- Pike Lake Culvert (City of Prior Lake)
- Hwy 282 (City of Prior Lake)
- Strauss Driveway (City of Prior Lake)
- Fish Point Road (City of Prior Lake)

*Equivalency Agreements: Development Reviews*

- Applewood Pointe PUD (Prior Lake)
- Walker Variance (Prior Lake)
- Jeffers Pond (Prior Lake)

*PLOC Development Reviews*

- Highway 169 pedestrian bridge review coordination

*District Permit Application*

- 21.02 MnDOT Hwy 13 (City of Prior Lake)

**PLSLWD Board Staff Report**  
December 15, 2021



**Subject |** I-LIDS Annual Report: Environmental Sentry Protection, LLC.

**Board Meeting Date |** December 21, 2021

**Item No: 4.2**

**Prepared By |** Shauna Capron, Water Resources Specialist

**Attachment |** I-LIDS 2021 Summary Report: Monitoring and Review Activity

**Action |** No motion required. Discussion only.

**Background**

In 2020, the Board approved the purchase and installation of an Internet Landing Installed Device Sensor (I-LIDS) unit at the Spring Lake boat launch as recommended by the CAC. This automated boat inspecting device was designed to help improve water quality by slowing the spread of aquatic invasive species using video capture and audio messaging. PLSLWD purchased and installed a unit at the Spring Lake boat launch in May of 2021. At the end of the inspection season, ESP will present an annual report.

**Discussion**

Eric Lindberg, Environmental Sentry Protection (ESP), will give a brief presentation regarding the I-LIDS unit and inspections in 2021.

**Video Review Worksheet      Lake:    [Spring Lake, MN \(1000/month\)](#)      Launch:****Summary Report**

This report summarizes I-LIDS monitoring and review activity at the boat launch for 2021.

**I-LIDS Summary Data**

Date Installed	5/13/21
Date De-installed	11/15/21
Videos Captured	10,726
Videos Reviewed by ESP	5558
Total Videos Reviewed	5734
Launches counted	1086
% of boat launch videos <sup>1</sup>	20%
Suspect AIS Violations	1
Hours of operation	5am - midnight
Total hours of inspection time	3591

**Observations:** Many people are curious about and aware of the camera, stopping to look, listen, and read the accompanying sign. Most times, vehicles do not stop in front of the camera to check/clean boats, but people are occasionally seen pulling weeds off. Inspectors are active, talking to owners and checking boats prior to launch and after retrieval. Quite a few out-of-state boats are seen launching at this lake.

As this was the first year the I-LIDS was installed at this launch, there was a lot of reaction from people to the audio message after it was enabled for the season. This was noticeable starting on 6/19. We did encourage a period to evaluate boater behavior prior to audio and signage, however the inspectors were onsite in the spring and so we were not able to document meaningful information.

**Recommendations:** There are several areas where the system may be adjusted based on what we learned this year.

- 1) The DNR only provided a permit to ‘auger’ in the foundation base. The soil is loose in this area and over time the wind will catch the sign. Recommend replace screw in housing with concrete pad to reduce false positives.
- 2) Some of the videos captured showed the boat pulling around the oval and did not show the subsequent launch. While we could see that boats pulling around did not arrive with plants it would be helpful to show the following launch, especially for a violation. To do this ESP can reduce the time interval between video captures to 1 second and extend the time after a mag sensor trip is identified during which the motion sensor is active.
- 3) Setup a meeting with Sheriff and Rec Officer, ESP, and a leader from the district so that we can show them violations that have resulted in citations in other areas and ask for support in investigating Spring Lake suspect AIS violations we may identify.
- 4) Have ESP or the district personnel review more of the videos to identify whether there is more behavior or violations that could be identified.
- 5) There was some discussion about establishing a clean-off zone so we could see clean-off behaviors on camera, however the camera won’t be able to see both the launch and the clean-off that would occur further up the ramp to reduce congestion. The inspector could have the boater stop right in front of the camera to direct cleanoff prior to launch or after pulling out traffic allowing.

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<sup>1</sup> The number of videos is always greater than the number of launches. If there is a magnetic sensor, it will trigger the camera to look for motion for 120 seconds. During this time, any activity (inspection, tie-downs, people moving, cloud movement, etc.) in front of the camera will trigger another video. Infrequently, the magnetic sensor may trigger randomly, or vehicle movement behind the sensor may set up the camera for additional video capture. If there’s no magnetic sensor, the camera simply looks for sufficient motion and will capture a video.

**Video Review Worksheet**

**Lake:** Spring Lake, MN (1000/month)

**Launch:**

**Suspect AIS Violation 6/24/21 - Reported**



**Confirming inspectors activity**

Spring Lake 2021-07-17 09:08:44



**Boat sample image**

Spring Lake 2021-09-27 16:27:34





**Video Review Worksheet**      **Lake:**    **Spring Lake, MN (1000/month)**

**Launch:**

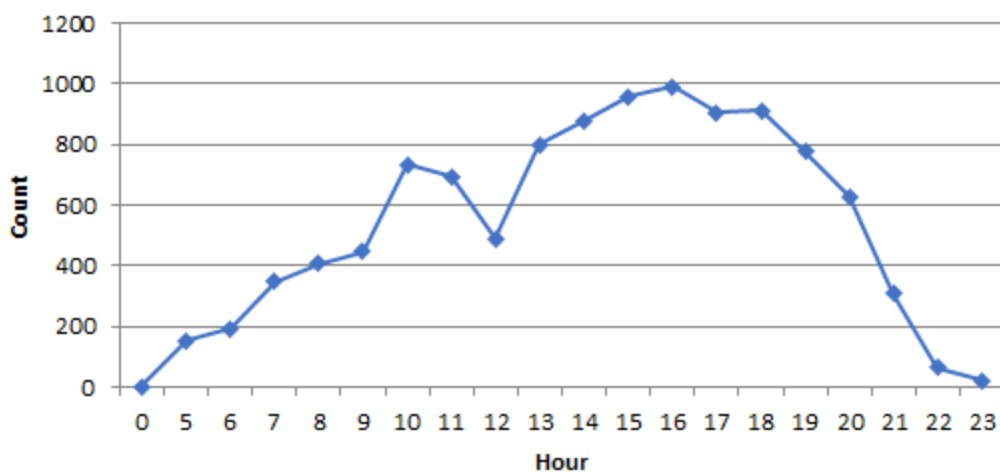
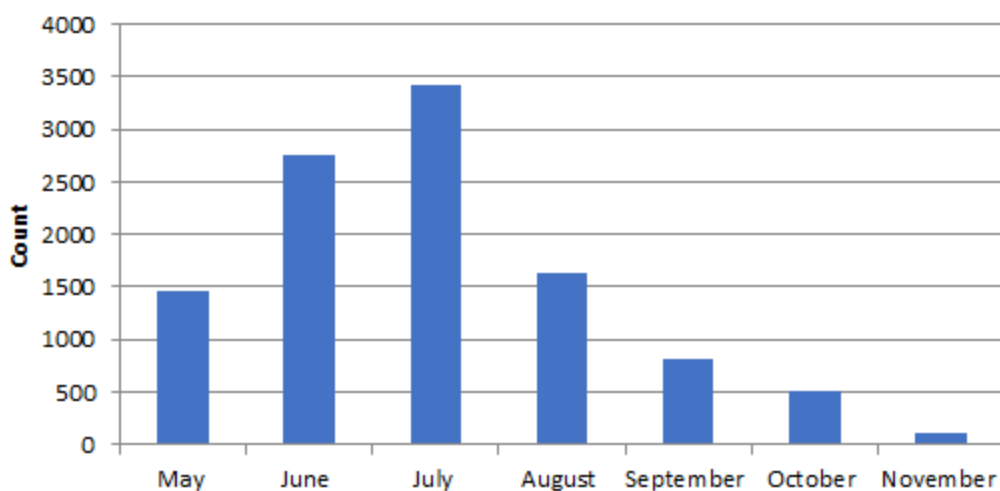
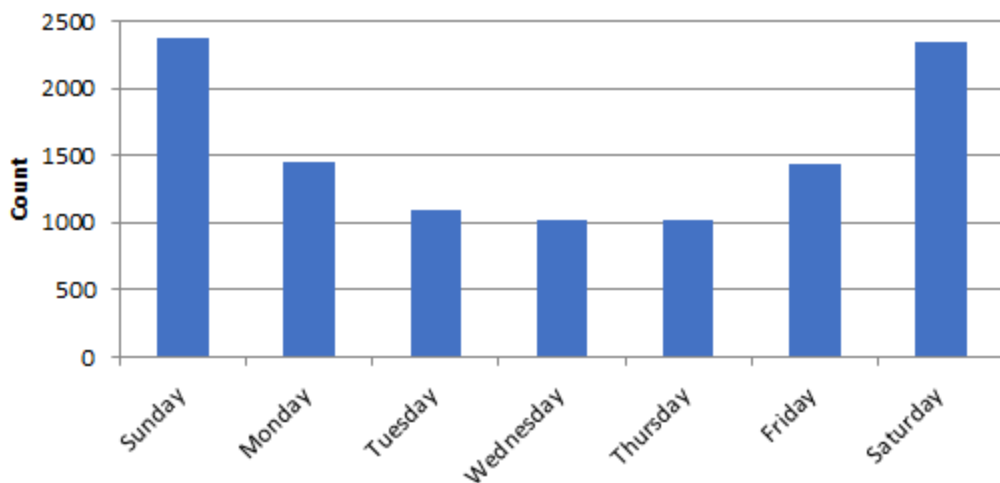
**Boaters aware of camera**



## Video Review Worksheet

Lake: [Spring Lake, MN \(1000/month\)](#)

Launch:

**2021 Spring Lake Launch Activity****2021 Spring Lake Launch Activity****2021 Spring Lake Launch Activity**

**Video Review Worksheet      Lake:    [Spring Lake, MN \(1000/month\)](#)      Launch:**

## 2021 Spring Lake Launch Activity

Sum Count	of Day							
Hour	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Grand Total
0			1	2				3
5	23	24	15	23	25	10	34	154
6	59	22	21	16	6	16	55	195
7	89	48	30	23	23	42	95	350
8	69	61	38	29	80	56	76	409
9	79	47	46	50	47	46	132	447
10	212	112	39	58	52	107	153	733
11	189	109	58	51	60	71	156	694
12	121	68	41	35	42	76	108	491
13	221	111	55	59	67	113	174	800
14	247	119	80	75	58	107	191	877
15	236	147	109	84	58	110	215	959
16	232	125	120	99	66	135	215	992
17	190	115	115	101	103	118	163	905
18	160	99	115	112	121	127	178	912
19	116	108	93	89	91	112	167	776
20	81	93	74	57	67	117	139	628
21	37	32	38	38	41	54	69	309
22	14	1	4	11	5	16	14	65
23	4	2	2		5	4	5	22
Grand Total	2379	1443	1094	1012	1017	1437	2339	10721

**Video Review Worksheet Lake: Spring Lake, MN (1000/month) Launch:****May 2021**

<b>Date Range for Videos</b>	<b>Date(s) of Review</b>	<b>Reviewer</b>	<b>Videos Captured</b>	<b>Videos Reviewed</b>	<b>Launches Counted</b>	<b>Notes (outages, excessive videos)</b>
5/3 - 5/9						No videos
5/10 - 5/16	5/15 - 5/16	Andrea	446	402	108	Boat traffic not stopping in front of the camera to clean or inspect
5/17 - 5/23	5/17 5/21 - 5/22	Andrea	509	283	89	Weeds seen on boats after retrieval, but none stop in front of camera
5/24 - 5/30	5/24 - 5/30	Andrea	334	334	82	
<b>TOTAL</b>			1289	1019	279	

**Potential Violations**

<b>Date</b>	<b>Time</b>	<b>Boat Desc.</b>	<b>Reg/Lic.</b>	<b>What was seen</b>	<b>2nd review</b>

**Notable Videos (Date/Time/What was seen)**

<b>Date</b>	<b>Time</b>	<b>What was seen? Why do we care?</b>
5/13		Camera installed
5/15	7:17	OH boat launches
5/15	13:57	PA boat launches
5/15	16:26	Weeds hanging from jet ski after retrieval, but it passes by the camera. Inspector walks towards vehicle off camera
5/15	17:05	MC boat launches
5/16	10:21	Expired registration on pontoon - MN 8381 LS
5/16	10:36	Inspector talks to boat owner after pontoon retrieval
5/16	14:26	Teen girl squats down to look and wave into the camera
5/16	17:02	Expired registration on pontoon - MN 6860 LS
5/17	8:58	Large, enclosed trailer backs down to water, but cannot see what is unloaded
5/17	10:15	Good view of boat, trailer, and registration while launching
5/21	11:11	Expired registration on CL boat launching - CL 8940 GF
5/21	15:15	IA boat launches
5/21	15:22	Man stands in front of camera, looking at it and then looking up at sign and solar panel
5/21	20:33	Man and woman stop to look at camera
5/22	12:41	Inspector approaches boat after retrieval
5/22	17:16	Many weeds on trailer after launching pontoon
5/25	19:36	Expired registration on boat - MN 6696 JS
5/25	23:13	DNR boat pulled from the water
5/28	14:53	Many weeds on trailer after boat launch (and on many others this afternoon)
5/28	20:54	At end of video, woman begins to clean trailer after boat launch
5/29	13:51	Inspector on site



**Video Review Worksheet Lake: Spring Lake, MN (1000/month) Launch:****June 2021**

<b>Date Range for Videos</b>	<b>Date(s) of Review</b>	<b>Reviewer</b>	<b>Videos Captured</b>	<b>Videos Reviewed</b>	<b>Launches Counted</b>	<b>Notes (outages, excessive videos)</b>
5/31 - 6/6	6/3, 6/5	Andrea	830	257	56	
6/7 - 6/13	6/11 - 6/13	Andrea	615	262	85	
6/14 - 6/20	6/19 - 6/20	Andrea	556	239	49	
6/21 - 6/27	6/24-6/26	Natalie	713	269	36	
<b>TOTAL</b>			<b>2,714</b>	<b>1,027</b>	<b>226</b>	

**Potential Violations**

<b>Date</b>	<b>Time</b>	<b>Boat Desc.</b>	<b>Reg/Lic.</b>	<b>What was seen</b>	<b>2nd review</b>
6/24	8:08	tan fishing boat	WS5365DK	weeds hanging off back of trailer before launch	Violation

**Notable Videos (Date/Time/What was seen)**

<b>Date</b>	<b>Time</b>	<b>What was seen? Why do we care?</b>
6/3	18:14	OK boat launches
6/5	9:02	Inspector on site talks to boater prior to launch
6/5	9:57	Good view of boat, trailer, and registration while launching
6/5	17:52	Man walking by the camera, stops to check it out
6/12	16:23	Brief view of inspector checking boat motor
6/12	19:30	MC boat pulled from the water
6/12	19:47	Sheriff vehicle on site
6/13	8:03	Inspector talks to boat owner prior to launch
6/13	15:21	Man and woman look at camera as they walk past
6/19	6:59	Man hears audio and stops to look at camera
6/19	13:11	Man hears audio and points out camera to a woman with him
6/19	13:37	Little dog rides on bow of boat
6/19	15:28	Man hears audio and stops to look at camera and sign
6/19	17:05	Inspector checks boat after retrieval
6/19	18:38	Weed on trailer after boat launches
6/24	11:15	Man stands and listens to recording/looks at camera
6/24	13:24	Boat launching, no registration numbers on side
6/24	15:45	Boat owner hears audio recording
6/26	9:01	Good view of boat, trailer and registration while launching
6/26	9:57	Boat launches with expired registration

**Video Review Worksheet****Lake:** Spring Lake, MN (1000/month)**Launch:****July 2021**

<b>Date Range for Videos</b>	<b>Date(s) of Review</b>	<b>Reviewer</b>	<b>Videos Captured</b>	<b>Videos Reviewed</b>	<b>Launches Counted</b>	<b>Notes (outages, excessive videos)</b>
6/28 - 7/4	7/4	Natalie	774	199	31	
7/5 - 7/11	7/9-7/10	Kaitlyn	734	157	39	
7/12 - 7/18	7/17	Kaitlyn	794	150	32	
7/19 - 7/25	7/25	Kaitlyn	776	220	42	
7/26 - 8/1	7/30-7/31	Kaitlyn	727	268	26	
<b>TOTAL</b>			<b>3805</b>	<b>994</b>	<b>170</b>	

**Potential Violations**

<b>Date</b>	<b>Time</b>	<b>Boat Desc.</b>	<b>Reg/Lic.</b>	<b>What was seen</b>	<b>2nd review</b>
7/10	17:39	aluminum fishing boat	MN4450GL	Weeds hanging off boat trailer prior to launch	Eric thought these were rags

**Notable Videos (Date/Time/What was seen)**

<b>Date</b>	<b>Time</b>	<b>What was seen? Why do we care?</b>
7/4	8:15	Woman stands facing the front of camera
7/4	13:54	Good view of boat, trailer, and registration
7/4	21:06	Jeep w/out trailer pulls through and triggers camera
7/9	10:16	No visible boat registration
7/9	11:15	Boat inspector walks in front of camera
7/9	14:01	Possible weeds hanging from trailer after boat is taken out of water
7/10	20:04	Weeds hang off trailer after boat retrieval
7/17	9:08	Boat inspector looks at boat
7/17	19:10	Men come up and look into camera
7/17	19:27	Good view of boat registration and trailer during launch
7/25	10:35	Clear view of boat registration and trailer
7/25	11:48	IA boat launches
7/25	15:48	Guy looks at camera as he walks by
7/30	9:07	Woman stops to look at camera
7/30	16:16	Good view of boat trailer and registration before launch
7/31	8:34	Inspector on site
7/31	9:17	Search and rescue boat launches
7/31	13:29	Sheriff boat launches

**Video Review Worksheet Lake: Spring Lake, MN (1000/month) Launch:****August 2021**

<b>Date Range for Videos</b>	<b>Date(s) of Review</b>	<b>Reviewer</b>	<b>Videos Captured</b>	<b>Videos Reviewed</b>	<b>Launches Counted</b>	<b>Notes (outages, excessive videos)</b>
8/2 - 8/8	8/4-8/8	Kaitlyn	333	233	44	
8/9 - 8/15	8/13-8/15	Kaitlyn	391	242	53	
8/16 - 8/22	8/18-8/22	Kaitlyn	373	261	37	
8/23 - 8/29	8/24-8/29	Kaitlyn	314	275	26	
<b>TOTAL</b>			1411	1011	160	

**Potential Violations**

<b>Date</b>	<b>Time</b>	<b>Boat Desc.</b>	<b>Reg/Lic.</b>	<b>What was seen</b>	<b>2nd review</b>

**Notable Videos (Date/Time/What was seen)**

<b>Date</b>	<b>Time</b>	<b>What was seen? Why do we care?</b>
8/4	10:19	Woman uses tools to work on camera
8/4	16:24	Family stops to read sign
8/6	10:52	Inspector on site
8/6	20:21	AZ boat launches
8/7	14:03	CL boat launches
8/7	17:23	MC boat launches
8/13	8:11	Inspector on site
8/15	13:49	CL boat launches
8/15	18:34	Boy reads sign and looks into camera
8/15	22:25	Police car drives thru
8/20	7:42	Good view of boat registration and trailer
8/20	12:15	Boat inspector on site
8/21	11:54	Sheriff drives by
8/21	16:50	Person comes over to check out camera and read sign
8/25	13:25	Guy looks at camera
8/28	11:02	Person notices camera while walking by
8/28	14:07	Person walks by camera and reads sign

**Video Review Worksheet Lake: Spring Lake, MN (1000/month) Launch:****September 2021**

<b>Date Range for Videos</b>	<b>Date(s) of Review</b>	<b>Reviewer</b>	<b>Videos Captured</b>	<b>Videos Reviewed</b>	<b>Launches Counted</b>	<b>Notes (outages, excessive videos)</b>
8/30 - 9/5	8/30-9/5	Kaitlyn	226	226	40	
9/6 - 9/12	9/6-9/12	Kaitlyn	266	266	46	
9/13 - 9/19	9/13-9/19	Kaitlyn	169	169	25	
9/20 - 9/26	9/20-9/26	Kaitlyn	132	132	19	
9/27 - 10/3	9/27 - 10/3	Andrea	144	144	34	
<b>TOTAL</b>			<b>937</b>	<b>937</b>	<b>164</b>	

**Potential Violations**

<b>Date</b>	<b>Time</b>	<b>Boat Desc.</b>	<b>Reg/Lic.</b>	<b>What was seen</b>	<b>2nd review</b>

**Notable Videos (Date/Time/What was seen)**

<b>Date</b>	<b>Time</b>	<b>What was seen? Why do we care?</b>
8/30	14:52	Guy reads sign while walking by
8/31	17:16	Clear view of boat registration and trailer
9/4	10:13	Inspector on site
9/6	10:02	Boat inspector on site
9/9	15:48	Sheriff drives through
9/9	17:23	Clear view of boat trailer and registration
9/12	15:19	Boat inspector checks boat
9/15	20:52	Sheriff drives through
9/18	7:03	Little girl comes up and points at camera
9/18	9:49	Guy digs up grass in front of camera with shovel
9/21	17:50	Clear view of boat registration and trailer during launch
9/22	12:09	Guy drives by and stops to read sign
9/25	9:43	Inspector on site
9/27	16:27	Good view of boat, trailer, and registration prior to launch
9/29	8:21	Inspector stops to take a look at the camera
9/30	10:48	Woman hears audio and turns to look at camera/sign
9/30	14:28	Sheriff on site

**Launch:**

October 2021

Date Range for Videos	Date(s) of Review	Reviewer	Videos Captured	Videos Reviewed	Launches Counted	Notes (outages, excessive videos)
10/4 - 10/10	10/4 - 10/10	Andrea	135	135	36	
10/11 - 10/17	10/11 - 10/17	Andrea	103	103	25	
10/18 - 10/24	10/18 - 10/24	Andrea	150	150	14	
10/25 - 10/31	10/25 - 10/31	Andrea	68	68	8	
11/1 - 11/7	11/1 - 11/7	Andrea	56	56	4	
11/8 - 11/15	11/8 - 11/15	Andrea	58	58	0	Almost all false positives due to wind/loose housing
<b>TOTAL</b>			<b>570</b>	<b>570</b>	<b>87</b>	

Date	Time	Boat Desc.	Reg/Lic.	What was seen	2nd review

[illegible]

**PLSLWD Board Staff Report**  
December 15, 2021



**Subject |** Watercraft Inspections 2021 Season Report: Waterfront Restoration, LLC

**Board Meeting Date |** December 21, 2021

**Item No: 4.3**

**Prepared By |** Shauna Capron, Water Resources Specialist

**Attachment |** 2021 Season Report: PLSLWD Watercraft Inspections

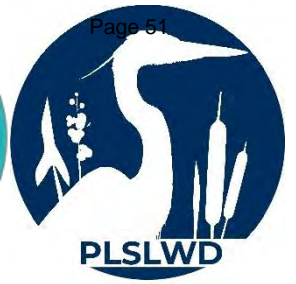
**Action |** No motion required. Discussion only.

**Background**

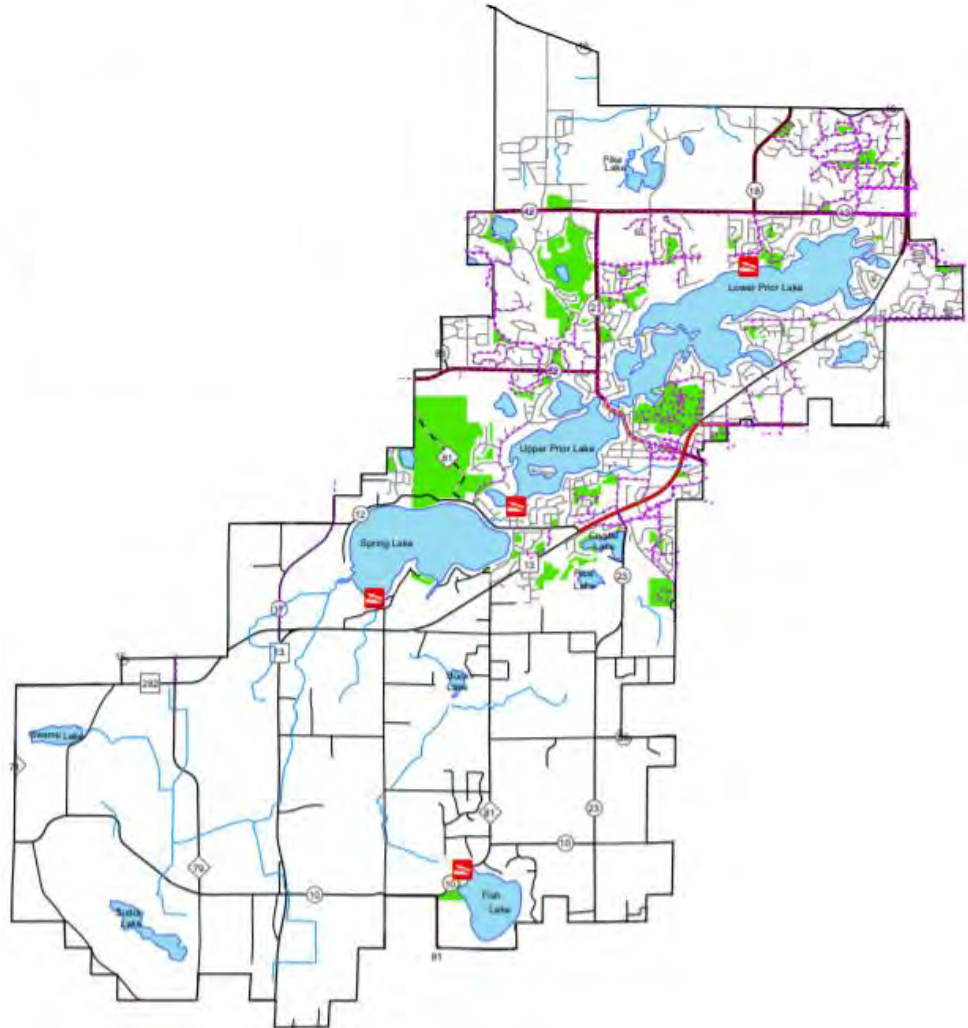
PLSLWD contracted Waterfront Restoration to perform watercraft inspections on Spring Lake, Upper and Lower Prior Lake, and Fish Lake from May to September of 2021. At the end of the inspection season, Waterfront Restoration is contracted to make a presentation to the Board of Managers summarizing work performed, inspection survey data, general observations, and any recommendations regarding future inspections.

**Discussion**

Derek Lee with Ben Brandt (Waterfront Restoration) will give a brief presentation regarding 2021 watercraft inspections.



# 2021 Season Report



## Prior Lake Spring Lake Watershed District Watercraft Inspections

Waterfront Restoration, LLC  
December 8, 2021

## **Prior Lake Spring Lake Watershed District Watercraft Inspection Survey Data Table of Contents**

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<b>Lower Prior Lake.....</b>	<b>16</b>
<b>Upper Prior Lake.....</b>	<b>20</b>
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## 2021 Prior Lake Spring Lake Watershed District Watercraft Inspection Program

### Watercraft Inspection Summary

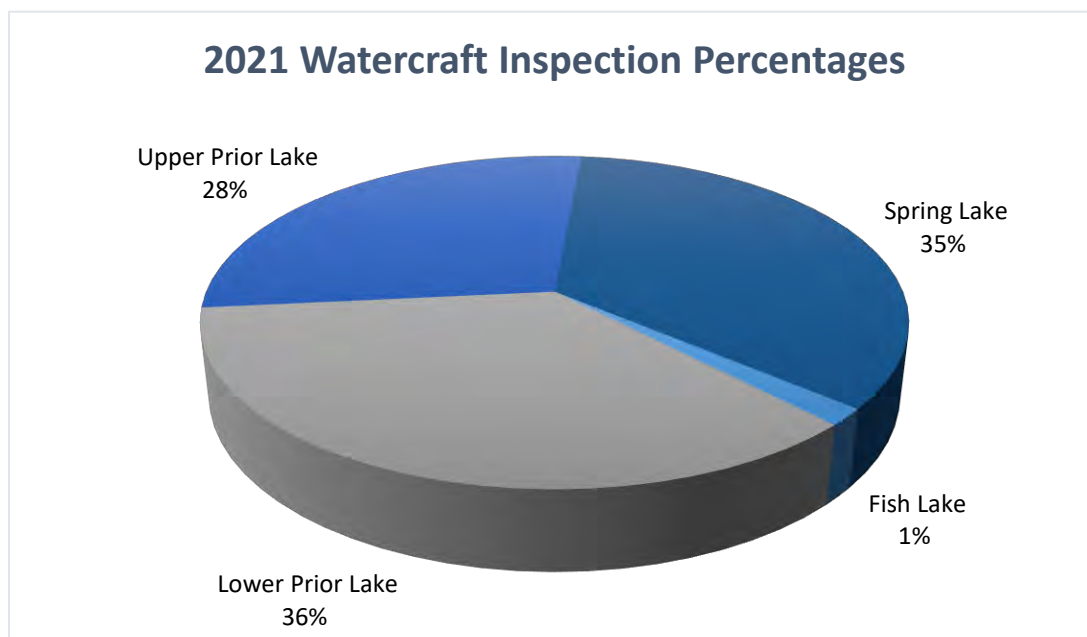
Waterfront Restoration was contracted to administer the Prior Lake Spring Lake Watershed District's 2021 Aquatic Invasive Species (AIS) watercraft inspection program. The city provided a list of the three lake launches on which they desired watercraft inspector coverage, as well as the days and hours during which the inspector coverage was to take place. The staffed launches were located at Fish Lake, Lower Prior Lake, Upper Prior Lake and Spring Lake. For the majority of the season

(5/14/21 through 9/18/21) it was requested that Fish Lake have full Friday, Saturday and Sunday and occasional Monday (Memorial Day and Labor Day) coverage, from 8 A.M. – 4.30 P.M. Fish Lake was requested to have a total of 16 inspector hours each month.

**Table 1:** 2021 Watercraft Inspection Totals

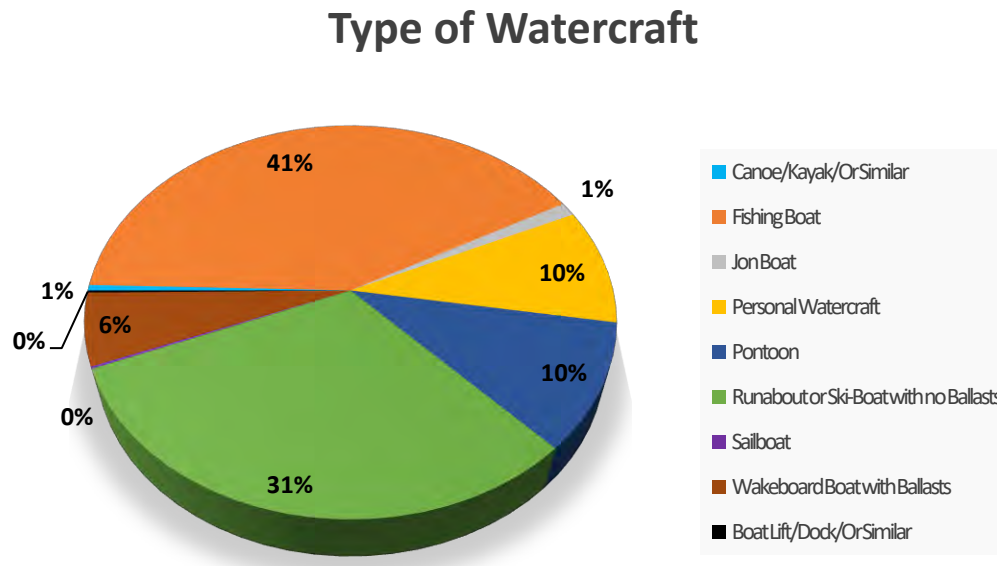
Lake Name	Inspections	Inspection Hours
Fish Lake	79	49
Lower Prior Lake	1,720	225
Upper Prior Lake	1,348	302
Spring Lake	1,670	424
<b>Total</b>	<b>4,817</b>	<b>1,000</b>

The 2021 AIS inspection program kicked-off on MN Fishing Opener, Saturday May 14<sup>th</sup> and concluded on Saturday September 25<sup>th</sup>. According to official MN DNR inspector survey data, 4,817 watercraft inspections were completed during the 2021 program season (Table 1). Of that total, 3,136 were entering inspections, 1,670 were exiting inspections. There were also 9 lift and 2 courtesy inspections. Lower Prior Lake accounted for the largest portion of inspections at 36%, (Figure 1). Spring Lake and Upper Prior Lake accounted for 35% and 28% respectively.



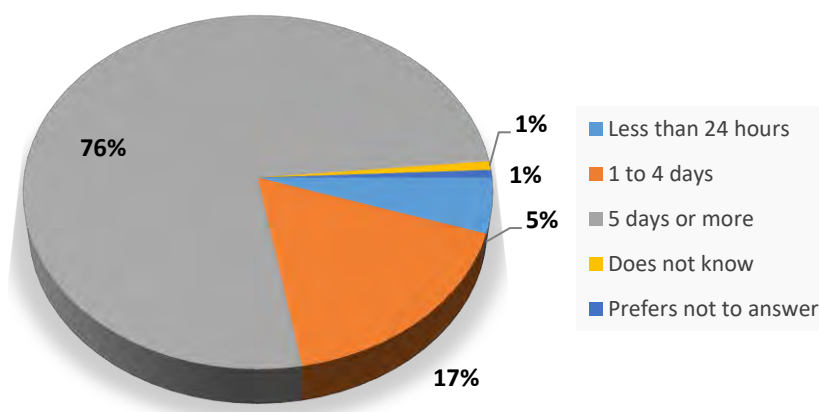
**Figure 1:** Chart (above) reflects the percentage of total inspections completed at each lake during the 2021 inspection season.

The inspection survey data reveals that 41% of all inspections were conducted on fishing boats, while runabouts were the second most inspected watercraft at 31% (Figure 2). Personal watercrafts, pontoons and wakeboards accounted for 10%, 10%, and 6% of the total inspections, respectively. Canoe/kayaks, Jon boats, Sailboats and Boat Lifts/Docks accounted for 1%, 1%, 0% and 0% respectively.



**Figure 2:** Chart (above) reflects the percentage of total inspections conducted on watercraft types during the 2021 inspection season.

### Time out of Water Before Entering

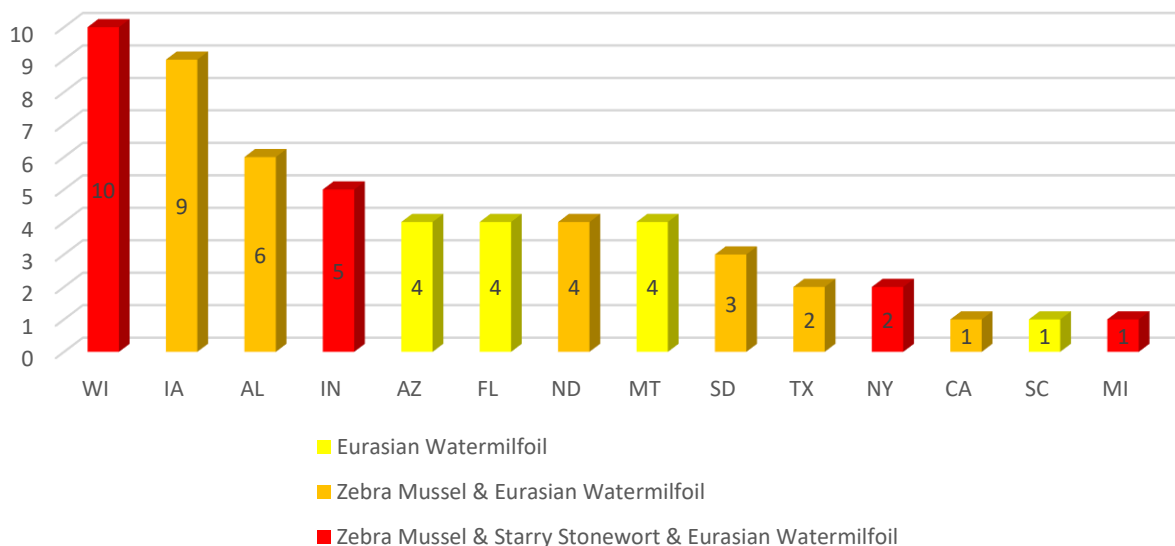


The data also shows that throughout the 2021 inspection season 76% of watercrafts entering had been kept out water for the recommended 5 days or more, while 17% were reported as only being out for 1-4 days (Figure 3). However, 5% of entering watercrafts were reported as being out of the water for less than 24 hours. The remaining 2% of boaters reported that they either did not know how long the watercraft had been out of the water for, or they preferred not to answer.

**Figure 3:** Chart (above) reflects the percent of responses from entering boaters regarding the amount of time their watercraft had been out of the water prior to entering a staffed lake.

While the majority of inspected watercrafts were recorded as being trailered by vehicles from Minnesota, the remaining watercrafts were recorded as being brought in by out-of-state vehicles. The most common out-of-state vehicles trailering a watercraft were from Wisconsin at 10, followed by Iowa at 9 (Figure 4). Note that when determining what state, a watercraft is from, only the license number of the vehicle pulling the watercraft is recorded.

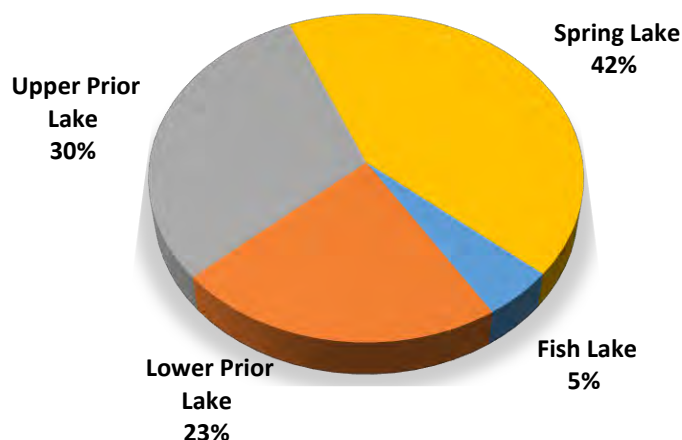
### Number of Out-of-state Watercraft inspected



**Figure 4:** Graph (above) reflects the number of watercrafts recorded as being from out-of-state. Each state is color coded to indicate certain AIS that have been reported in each state. **Note, “No infestation” only suggests that neither zebra mussels, Eurasian Watermilfoil nor Starry Stonewort have been recorded in the given state.**

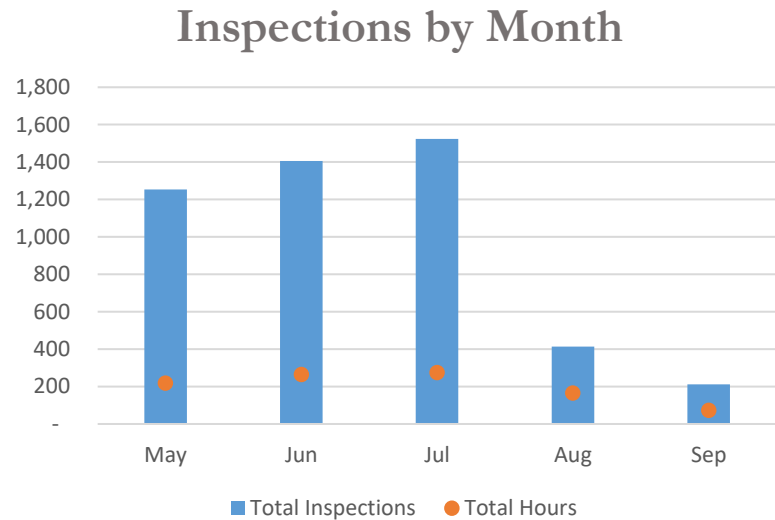
The four Prior Lake Spring Lake Watershed District launches were staffed for a total of 1,000 hours in 2021. Spring Lake received the highest percent of inspection hours at 42% (424 hours). (Figure 5). Upper Prior Lake received around 30% (302 hours) and Lower Prior Lake received around 23% (225 hours) of the inspection hours. Fish Lake received 5% (49 hours) of the inspection hours.

### 2021 Watercraft Inspection Staffing Allocation Percentages

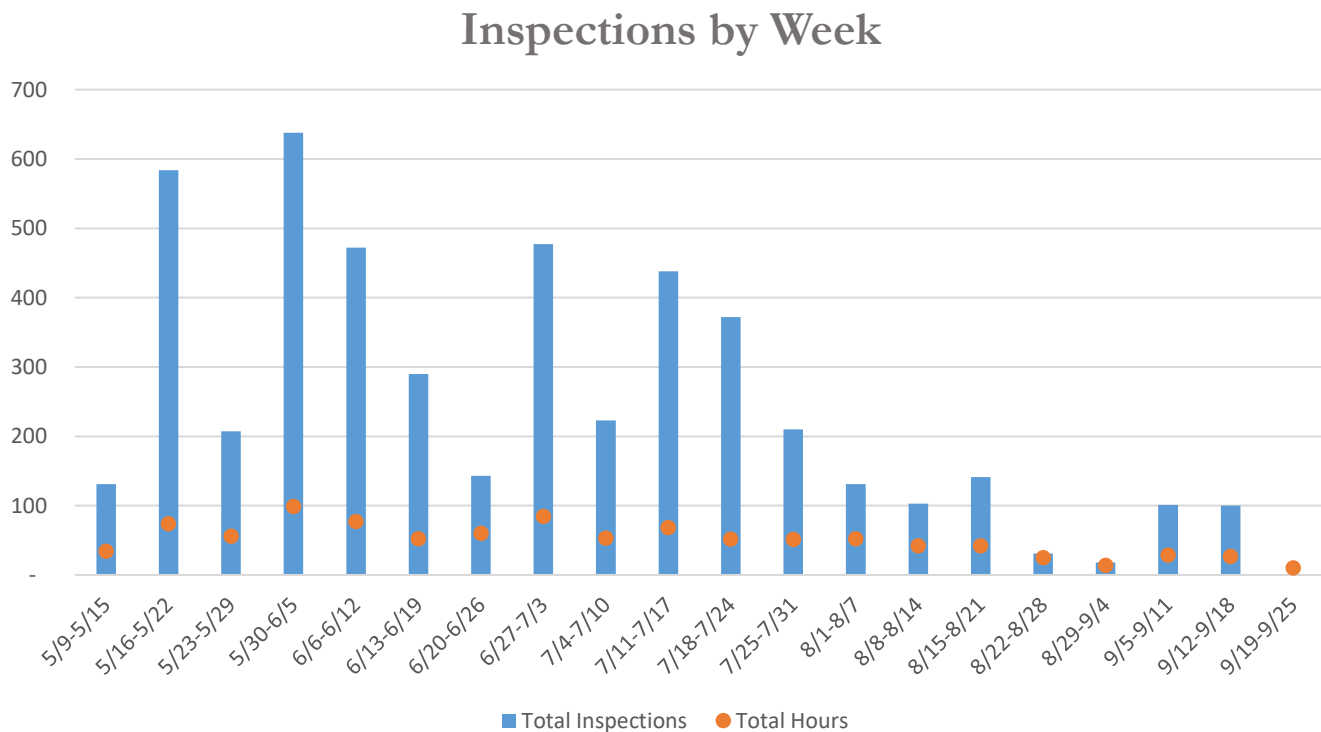


**Figure 5:** Chart (above) reflects the percent of total hours received by each lake during the 2021 inspection season.

From the survey data we determined that the busiest month for watercraft inspections was July, with 1,524 completed surveys. June and May followed close by at 1,405 and 1,254 surveys logged (Figure 6). August and September have understandably lower inspection counts since coverage hours significantly decreased and it is at the end of the season. Further detail by week can be found in Figure 7, where it shows that the last week of May has the highest count of inspection surveys at 638.

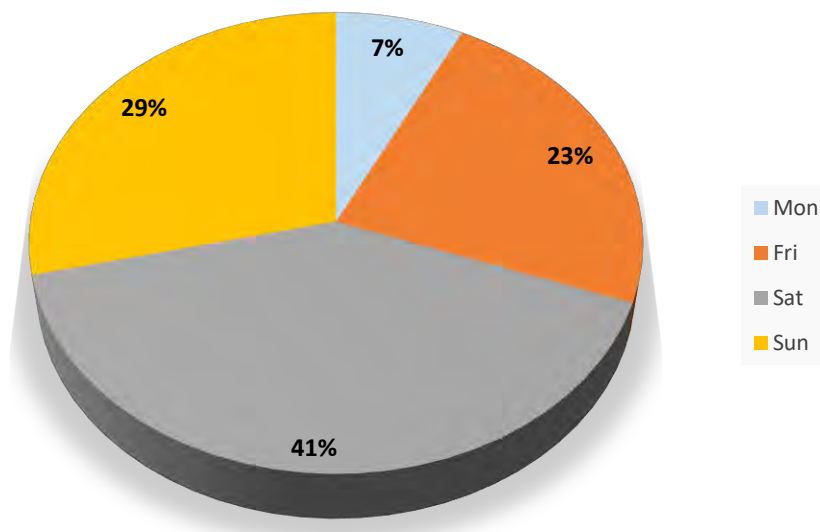


**Figure 6:** Graph (above) reflects the number of inspection surveys, and the hours of inspector coverage logged each month during the 2021 inspection season.



**Figure 7:** Graph (above) reflects the number of inspection surveys, and the hours of inspector coverage logged each week during the 2021 inspection season.

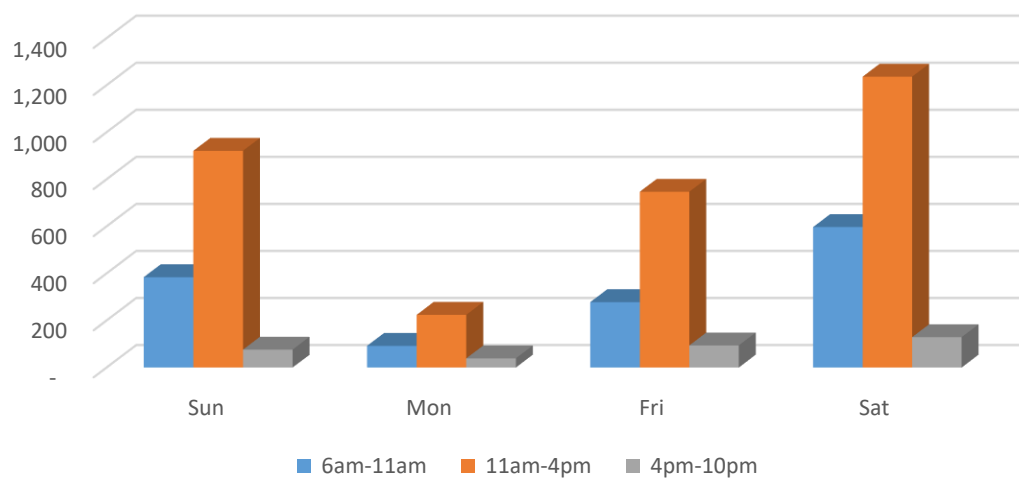
## Inspections by Week Day



The data shows that the busiest days for inspections were Saturday, which accounted for 41% of inspections (Figure 8). Sunday and Friday followed with 29% and 23% of the total inspections being complete, respectively. On Fridays, Saturdays, and Sundays alike, the data shows that the busiest time of day for inspections is between 11 A.M. to 4 P.M. (Figure 9).

**Figure 8:** Chart (above) reflects the distribution of completed inspection surveys by day of week during the 2021 inspection season.

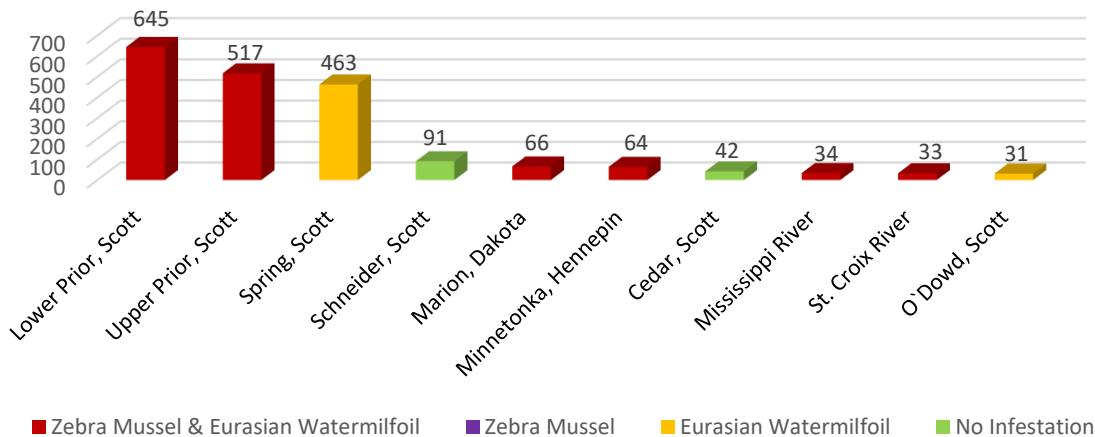
## Inspections by Time of Day



**Figure 9:** Graph (above) reflects the number of inspection surveys completed at specific times of day, and by day of week during the 2021 inspection season.

Of the entering inspections, the waterbody most visited by boaters prior to entering an inspector staffed launch within the Prior Lake Spring Lake Watershed District was Lower Prior Lake, with 645 boaters reporting last being there (Figure 10). The other most common responses were Upper Prior (517), Spring (463), Schneider (91), and Marion (66). This information can help us understand where new AIS infestations arise from since AIS are often unintentionally transported between bodies of water via watercrafts, trailers, and other water-related equipment.

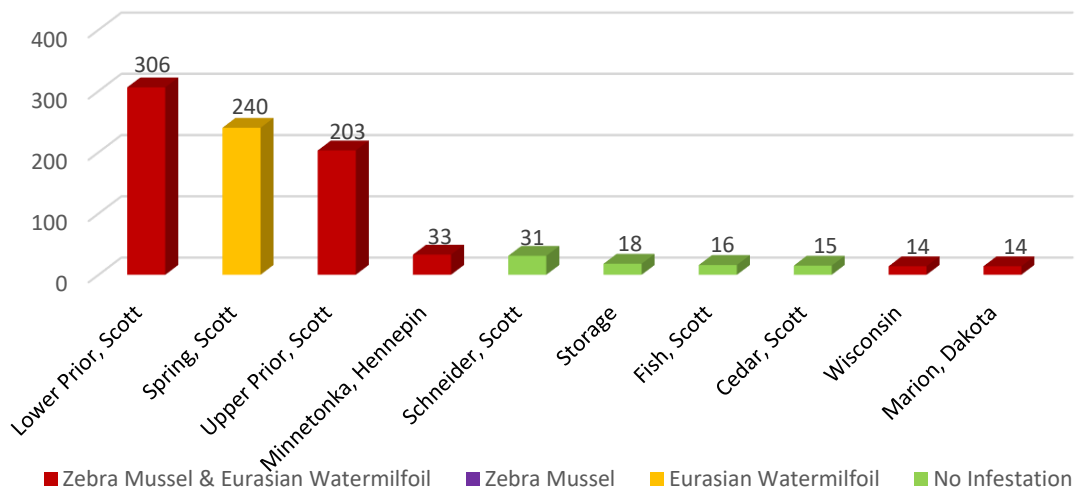
## LAST Body of Water Visited



**Figure 10:** Graph (above) reflects the number of boaters that reported the last lake visited prior to entering another waterbody via one of the Prior Lake Spring Lake Watershed District staffed launches during the 2021 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.

Likewise, of the same entering inspections, the boater responses pertaining to which waterbody they would be visiting next, showed that the majority of boaters leaving an inspector staffed launch within the Prior Lake Spring Lake Watershed District would head to Lower Prior (306), Spring (240), Upper Prior (203), Minnetonka (33) and Schneider (31) (Figure 11).

## NEXT Body of Water Planning to Visit



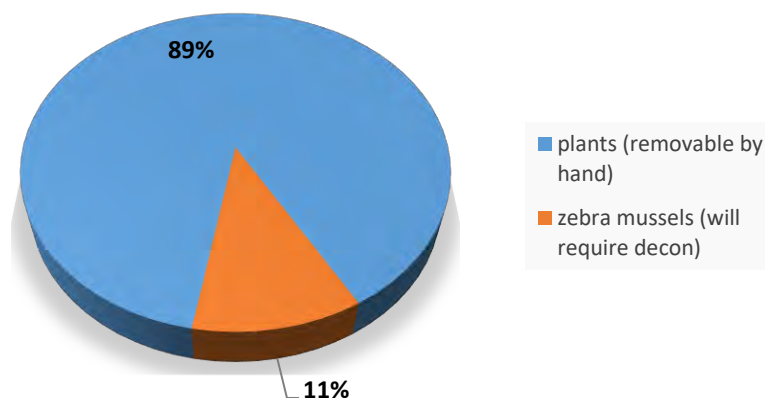
**Figure 11:** Graph (above) reflects the number of boaters that reported the next lake they expected to visit after exiting a Prior Lake Spring Lake Watershed District inspector staffed launch during the 2021 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten

## Inspection Findings, Violations, and Decontaminations

There were 39 entering inspections that were in violation of Minnesota AIS laws (nearly 1% of all inspections), of which 30 were drain plug violations. On 104 exiting watercrafts there were at least one finding on and/or in the watercraft, trailer, or equipment. However, exiting inspection findings are not considered AIS violations since they were caught prior to the boater leaving the launch. Regardless, these findings during exiting inspections provide useful information when determining what could be leaving an infested lake and entering a new lake.

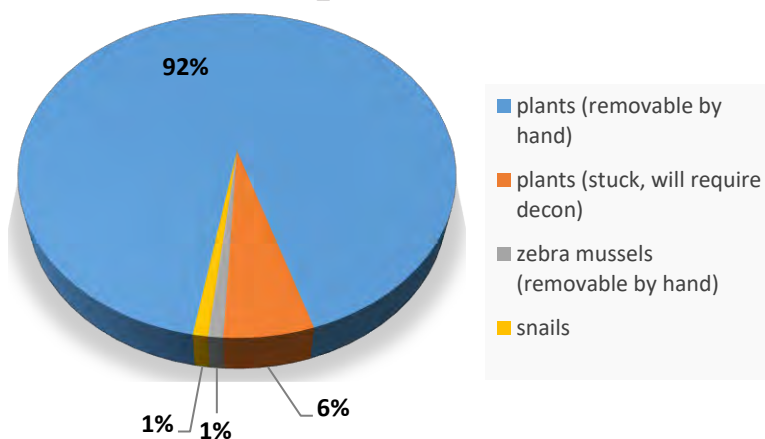
89% of the 9 entering inspections were plants (removeable by hand) (Figure 12). The rest were zebra mussels (will require decon).

### Findings During Entering Inspections



**Figure 12:** Chart (above) reflects the distribution of findings during entering inspections during the 2021 inspector season.

### Findings During Exiting Inspections

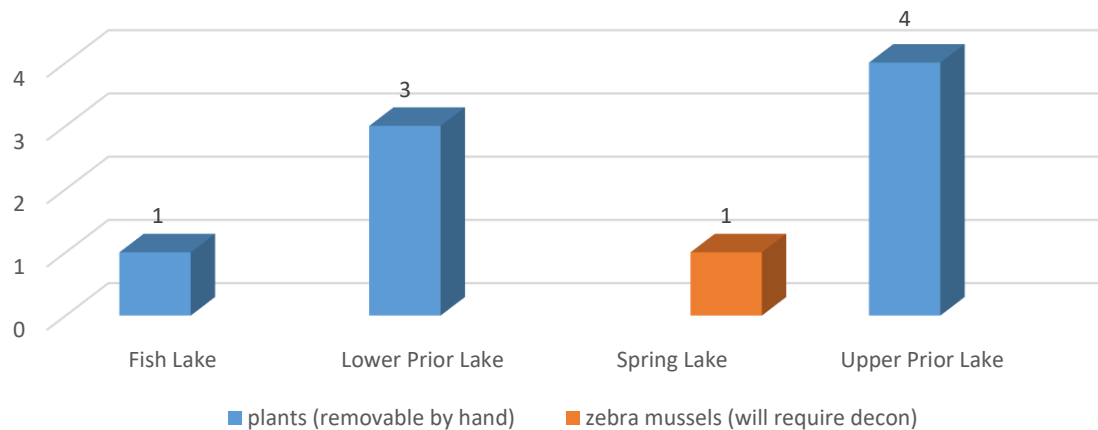


**Figure 13:** Chart (above) reflects the distribution of findings during exiting inspections during the 2021 inspection season. Watercraft requiring decontamination were encouraged to go to a nearby decon station (i.e., DNR staffed decon or Christmas Lake), or to a professional watercraft dealer service for cleaning before entering the next body of water.

The most common finding during exiting inspections were plants (removable by hand) at 96 (Figure 13). However, there were 6 instances (6%) with zebra mussels and 1 instance of snail and zebra mussels each. None of the 104 exiting inspections that contained findings were deemed as AIS violations since they were caught and resolved prior to the watercraft leaving the launch.

The data shows that all 4 entering findings were reported from Upper Prior Lake and 3 entering findings were reported from Lower Prior Lake. (Figure 14).

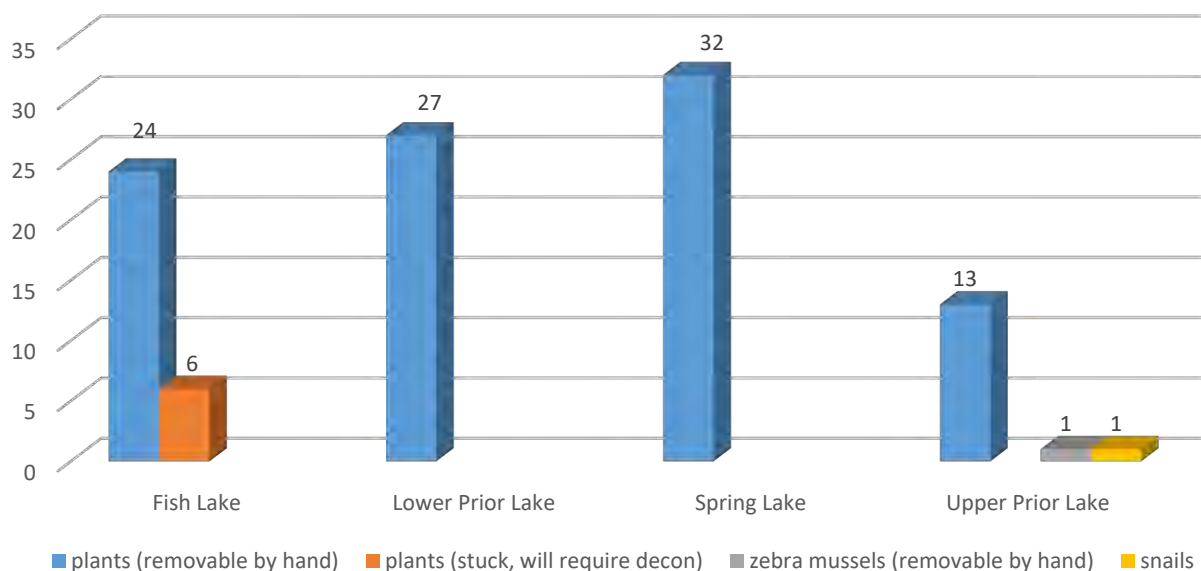
### Entering Violations by Lake



**Figure 14:** Graph (above) reflects the number of findings by lake during entering inspections during the 2021 inspection season.

Looking at potential exiting violations, Spring Lake comes in with the highest number of “plants (removable by hand)” at 32 (Figure 15). The second most common lake reporting findings of “plants (removable by hand)” was Lower Prior at 27, followed by Fish at 24.

### Exiting Violations by Lake



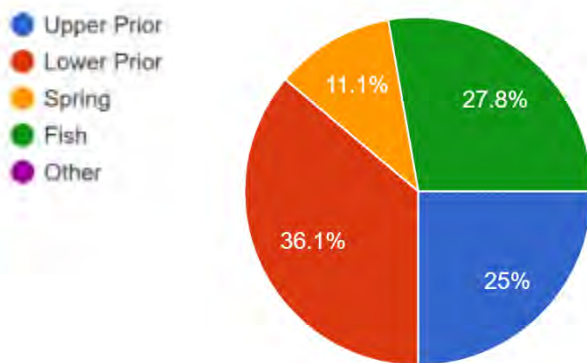
**Figure 15:** Graph (above) reflects the distribution of findings during exiting inspections during the 2021 inspection season. Watercraft requiring decontamination were encouraged to go to a decontamination site (i.e., the DNR staffed location or the Christmas Lake launch), or to a professional watercraft dealer service for cleaning before entering the next body of water.



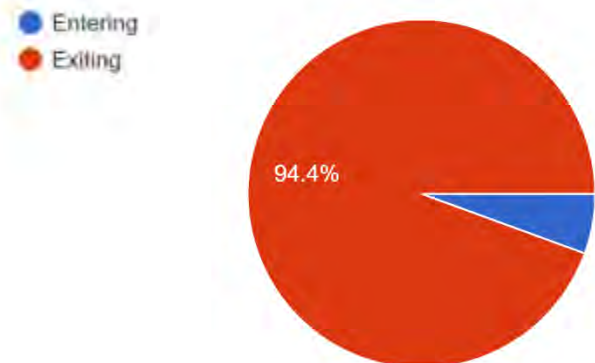
As a method to gather more information on the common finding of plants during watercraft inspections a separate survey was created that inspectors were asked to complete throughout the season. This additional survey included which launch the inspector was working at, if it was an entering or exiting inspection, what their assessment was of species identification, and a photo(s) of the finding. Inspectors completed these additional surveys as possible given the traffic and line-up at the launch. For example, if an inspector found plants removable by hand such as filamentous algae on an exiting inspection, but there were four watercrafts waiting for entering inspections before launching. They would not complete the additional survey, and instead, once completed with the standard inspection survey, go right away to inspect the other watercraft to better serve the public quickly and thoroughly with their inspections.

The charts below are the responses gathered from the additional species identification survey. The survey responses and pictures were also shared with PLSLWD staff throughout the season.

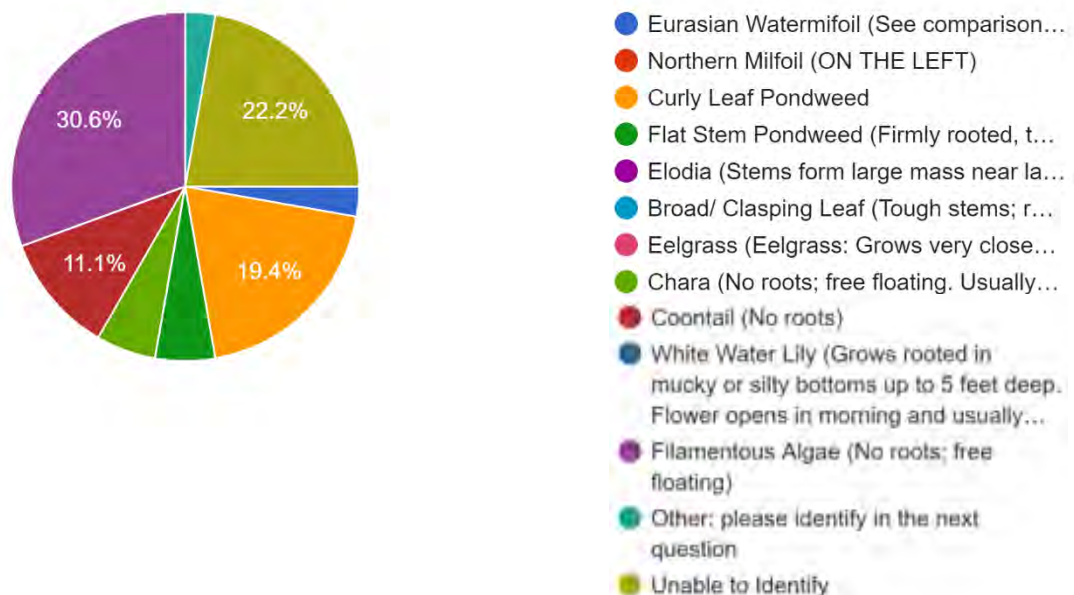
What lake launch are you working at?



Is this an entering or exiting inspection?



What is the identity of the plant?



## Fish Lake

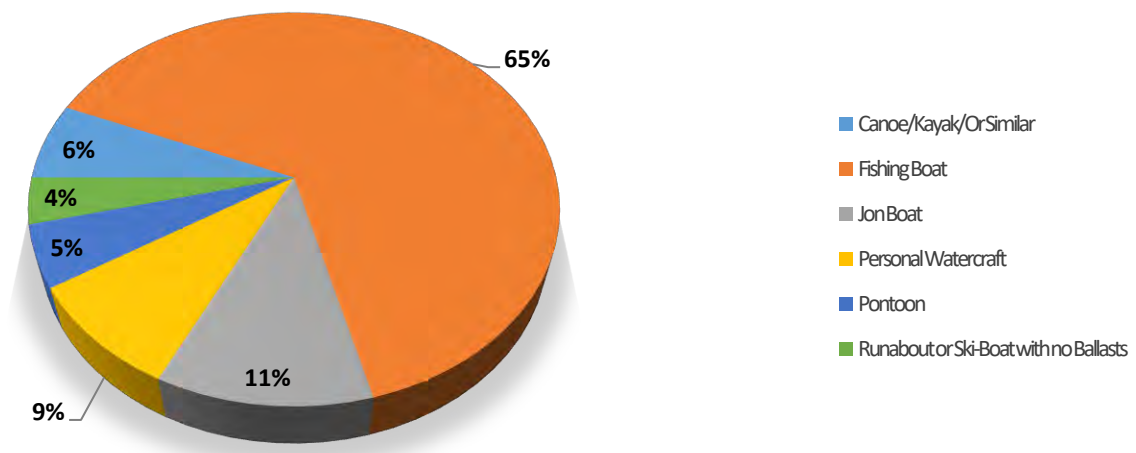
Fish Lake had the lowest count of inspection surveys compared to the other three staffed lakes in the Prior Lake Spring Lake Watershed District. In total, Fish Lake was staffed for 49 hours from June 12<sup>th</sup> through August 27<sup>th</sup> and had 79 inspections completed over this period (Table 2).

**Table 2:** Fish Lake 2021 Inspection Types

Month	Enter	Exit	Inspection Hours
Jun	12	21	17
Jul	22	20	16
Aug	2	2	16
<b>Total</b>	<b>36</b>	<b>43</b>	<b>49</b>

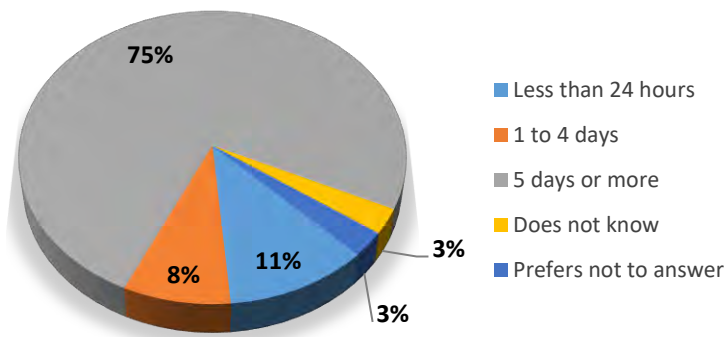
The survey data reveals that 65% of all inspections were conducted on fishing boats, while john boats were the second most inspected watercraft at 11% (Figure 19). Personal watercrafts and canoe/kayaks accounted for 9% and 6% of the total inspections, respectively. Pontoons and Runabouts accounted for 5% and 4% of the total inspections, respectively.

### Type of Watercraft



**Figure 19:** Chart (above) reflects the percentage of total inspections conducted on watercraft types at Fish Lake during the 2021 inspection season.

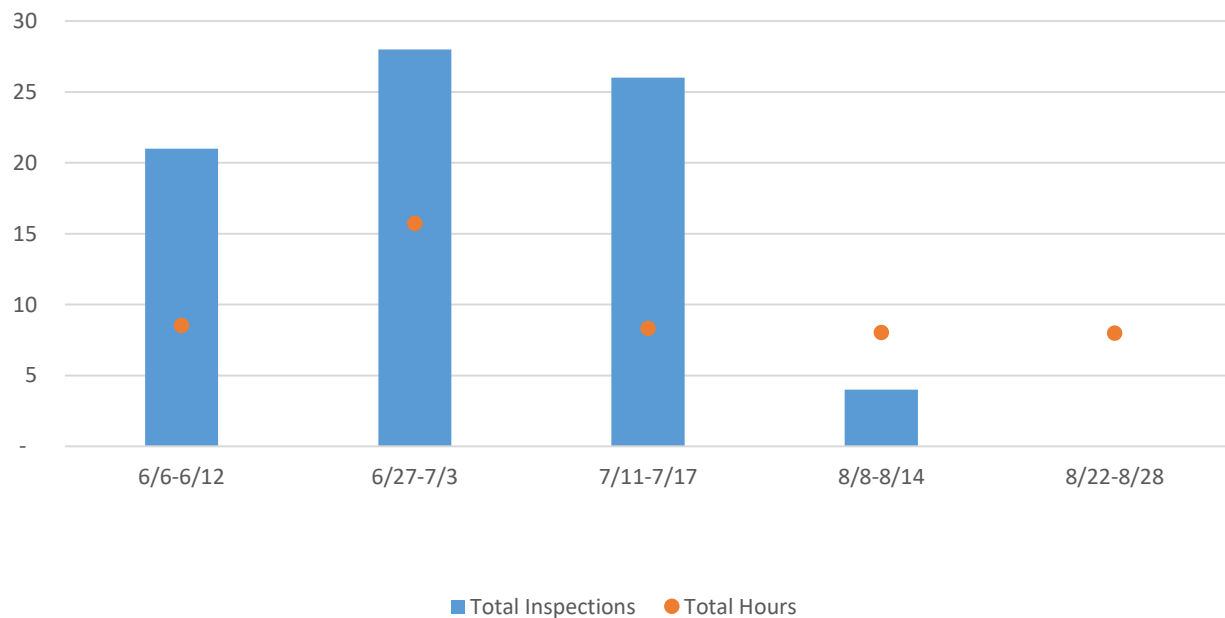
## Time out of Water



The data also shows that throughout the 2021 inspection season 75% of watercrafts entering had been kept out of water for the recommended 5 days or more, while 11% were reported as only being out for 1-4 days (Figure 20). However, another 8% of entering watercrafts were recorded as being out the water for less than 24 hours. The remaining 6% of boaters reported that they either did not know how long the watercraft had been out of the water for or they preferred not to answer.

**Figure 20:** Chart (above) reflects the percent of responses from entering boaters at Fish Lake regarding the amount of time their watercraft had been out of the water prior to entering.

## Inspections by Week

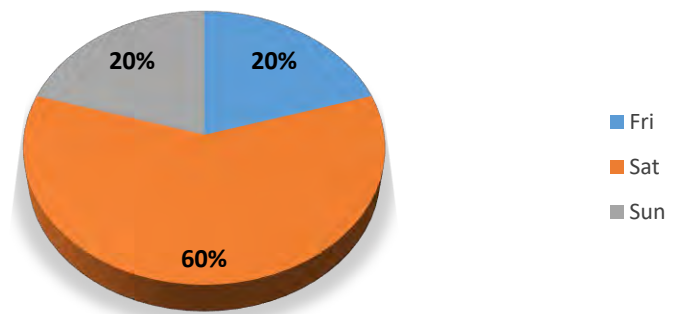


**Figure 21:** Graph (above) reflects the number of inspection surveys and the hours of inspector coverage logged at Fish Lake each week during the 2021 inspection season.

From the survey data we determined that the busiest month for watercraft inspections at Fish Lake was June. Further detail by week can be found in Figure 21, where it shows that the last week of June has the highest count of inspection surveys of 28.

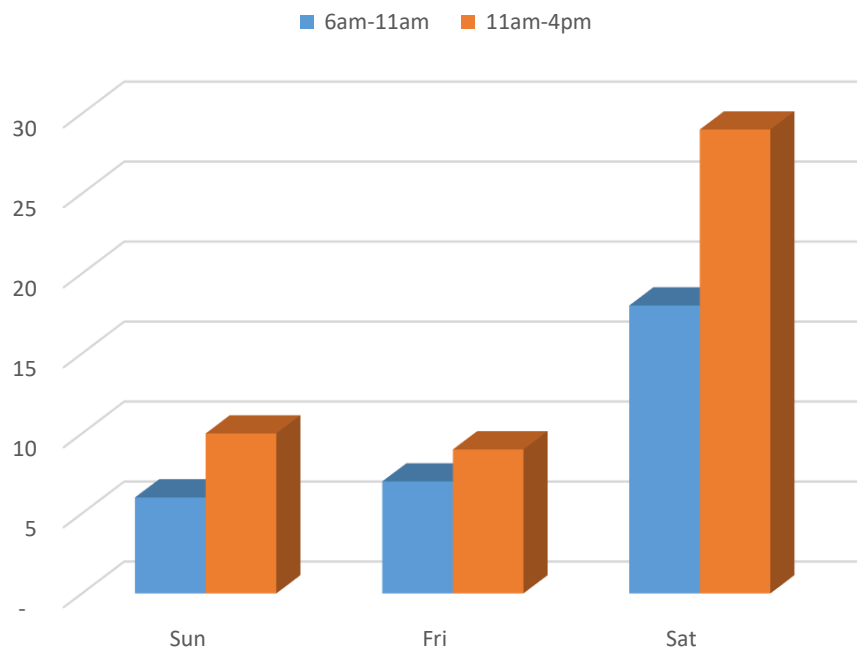
The data also allowed us to determine the busiest days and busiest times of day over the course of the inspection season. It is shown that the busiest days for inspections were Saturday. (Figure 22).

## Inspections by Weekday



**Figure 22:** Chart (above) reflects the distribution of completed inspection surveys on Fish Lake by day of week during the 2021 inspection season.

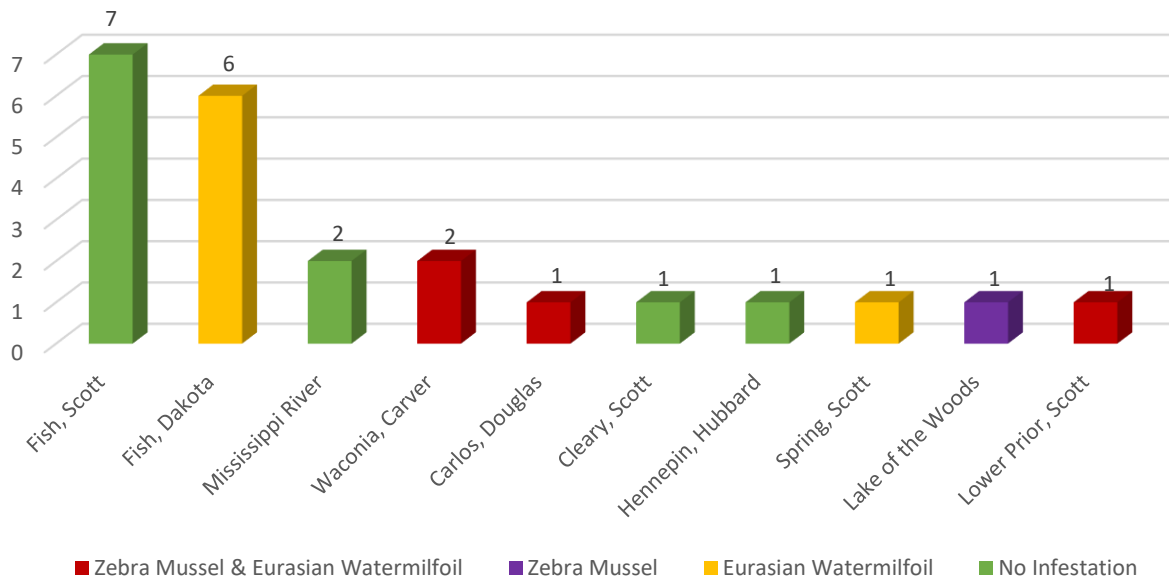
## Inspections by Time of Day



On Fridays, Saturdays, and Sundays alike the busiest time of day for inspections was between 11 A.M. to 4 P.M. (Figure 23). The second busiest time of day was shown to be from 6 A.M. to 11 A.M.

**Figure 23:** Graph (above) reflects the number of inspection surveys reported by the time of day, and day of week at Fish Lake during the 2021 inspection season.

## LAST Body of Water Visited



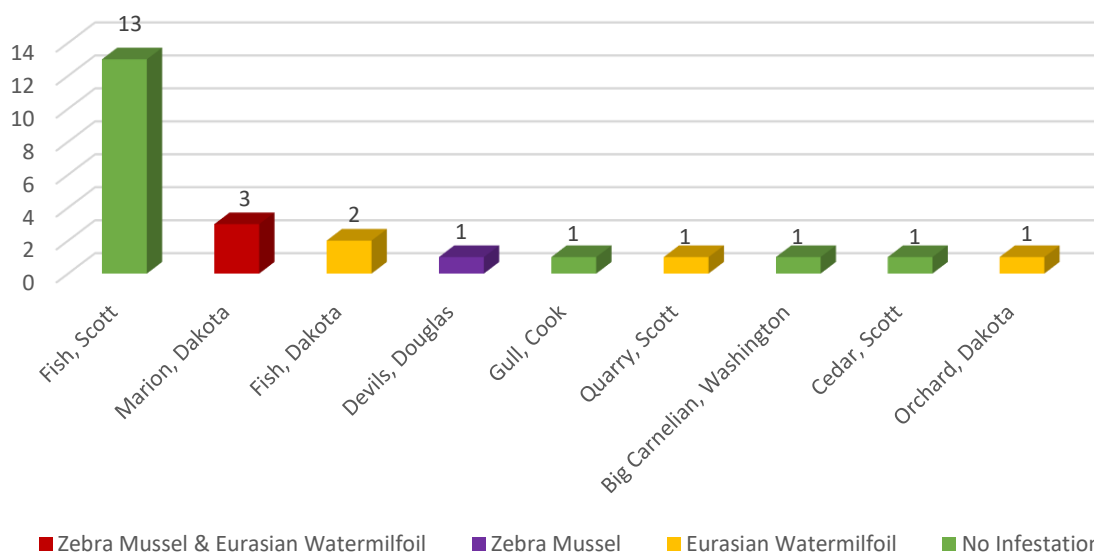
**Figure 24:** Graph (above) reflects the number of boaters that reported the last lake visited prior to entering Fish Lake during the 2021 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.

Of the entering inspections, the waterbody most visited by boaters prior to entering Fish Lake was Fish Lake itself, with 7 boaters reporting last being there (Figure 24).

The boater responses pertaining to which waterbody they would be visiting next, showed that most boaters leaving Fish Lake would head back to Fish Lake (13), or go to Lake Marion (3) (Figure 25).

**Figure 25:** Graph (above) reflects the number of boaters that reported the next lake they expected to visit after Fish Lake

## NEXT Body of Water Planning to Visit



during the 2021 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.

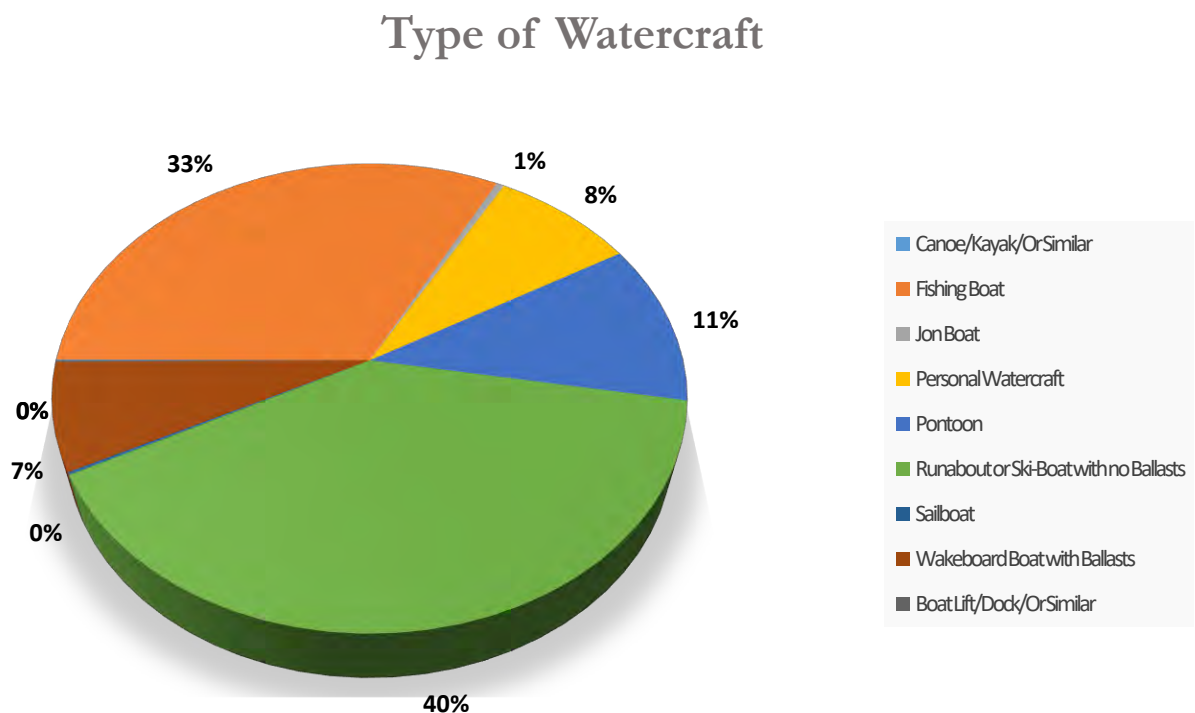
## Lower Prior Lake

Lower Prior Lake received 225 hours of inspector coverage from May 14<sup>th</sup> through September 18<sup>th</sup> and had 1,938 inspections completed (Table 3). Prior Lake Spring Lake Watershed District required inspector staffing eight and a half hours a day, Friday to Sunday.

**Table 3:** Lower Prior Lake 2021 Watercraft Inspection Totals

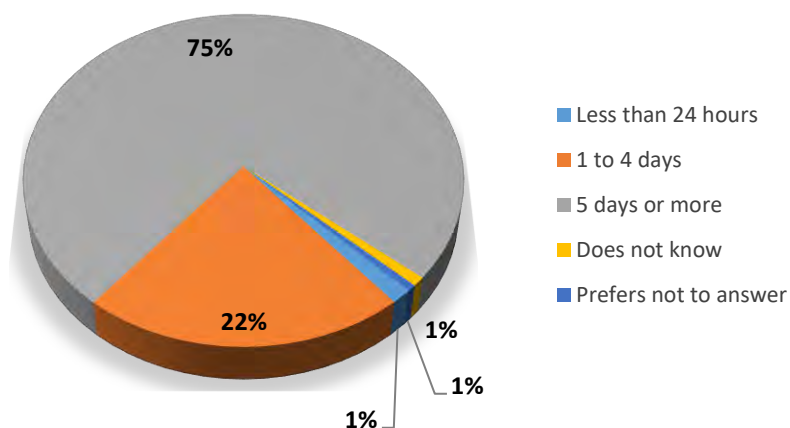
Month	Enter	Exit	Inspection Hours
May	329	180	70
Jun	315	171	60
Jul	374	184	60
Aug	61	9	26
Sep	52	43	10
<b>Total</b>	<b>1,131</b>	<b>587</b>	<b>225</b>

The inspection survey data reveals that more than 40% of all inspections were conducted on Runabouts, while Fishing boats were the second most inspected watercraft at 33% (Figure 26). Pontoons, Personal Watercrafts and Wakeboards accounted for 11%, 8% and 7% of the total inspections, respectively.



**Figure 26:** Chart (above) reflects the percentage of total inspections conducted on watercraft types during the 2021 inspection season.

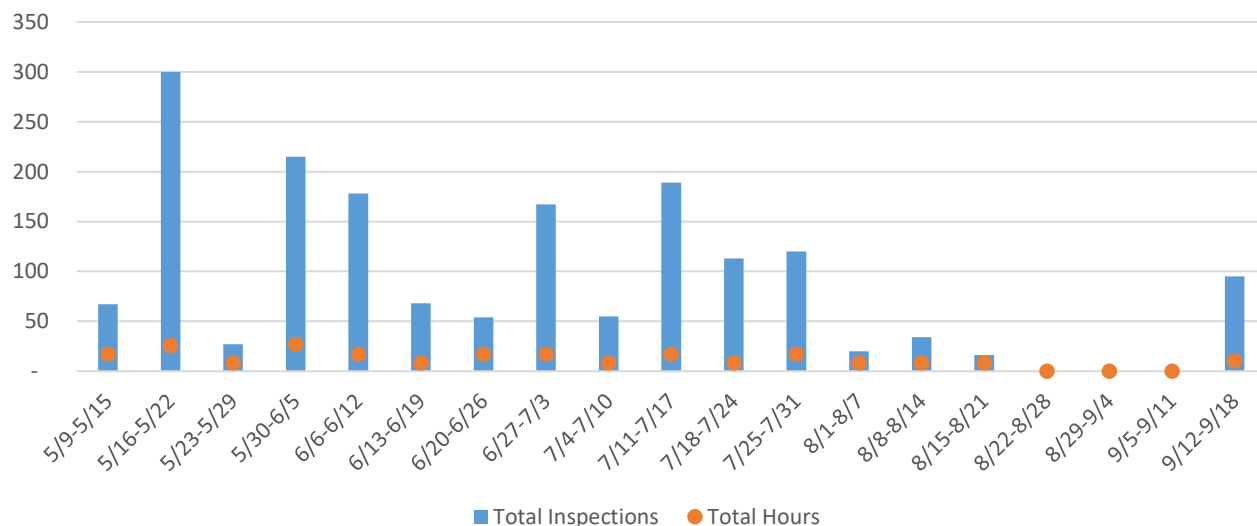
## Time out of Water



The data also shows that throughout the 2021 inspection season 75% of watercrafts entering had been left out of any body of water for the recommended 5 days or more, while 22% were reported as only being out for 1-4 days (Figure 27). However, 1% of entering watercrafts were recorded as being out the water for less than 24 hours. 1% of boaters reported that they did not know how long the watercraft had been out of the water for and 1% reported that they preferred not to answer.

**Figure 27:** Chart (above) reflects the percent of responses from entering boaters at Lower Prior Lake regarding the amount of time their watercraft had been out of the water prior to entering.

## Inspections by Week

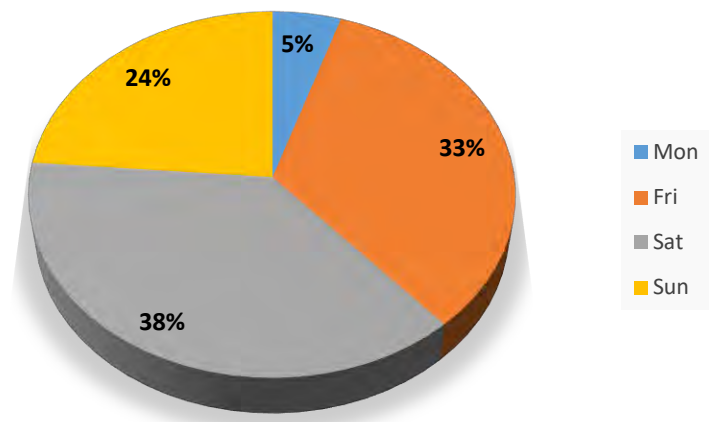


**Figure 28:** Graph (above) reflects the number of inspection surveys and the hours of inspector coverage logged at Lower Prior Lake each week during the 2021 inspection season.

From the survey data we determined that the busiest month for watercraft inspections was July, with 559 completed surveys. May and June followed close by at 510 and 486 surveys logged. August and September have understandably lower inspection counts since coverage hours significantly decreased and it is at the end of the season. Further detail by week can be found in Figure 28, where it shows that the third week of May had the highest count of inspection surveys.

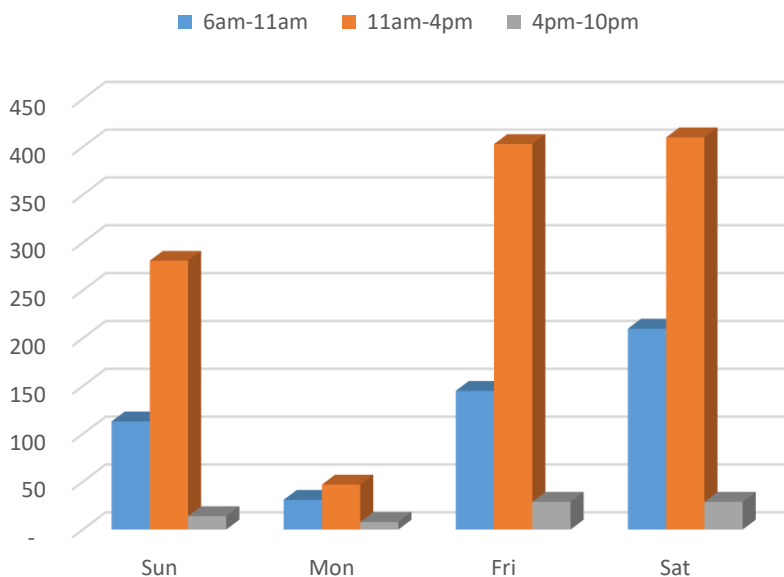
The data also allowed us to determine the busiest days and busiest times of day over the course of the inspection season. It is shown that the busiest days for inspections were Saturday, followed by Friday and Sunday (Figure 31).

## Inspections by Week Day



**Figure 29:** Chart (above) reflects the distribution of completed inspection surveys on Lower Prior Lake by day of week during the 2021 inspection season.

## Inspections by Time of Day



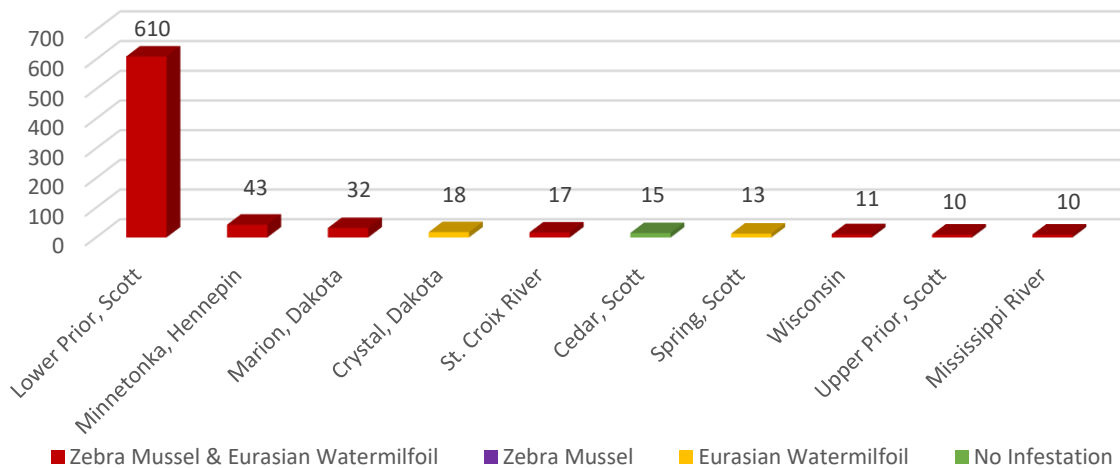
On Sunday, Monday, Thursday, and Friday alike, the data shows that the busiest time of day for inspections is between 11AM to 4PM (Figure 30). The second busiest time of day is shown to be from 6AM to 11AM.

**Figure 30:** Graph (above) reflects the number of inspection surveys reported by day of week at Lower Prior Lake during the 2021 inspection season.



Of the entering inspections, the waterbody most visited by boaters prior to entering Lower Prior Lake was Lower Prior Lake itself, with 610 boaters reporting last being there (Figure 31). The other most common responses were lakes Minnetonka (43) and Marion (32). This information can help us understand where new AIS infestations arise from since AIS are often unintentionally transported between bodies of water via watercrafts, trailers, and other water-related equipment.

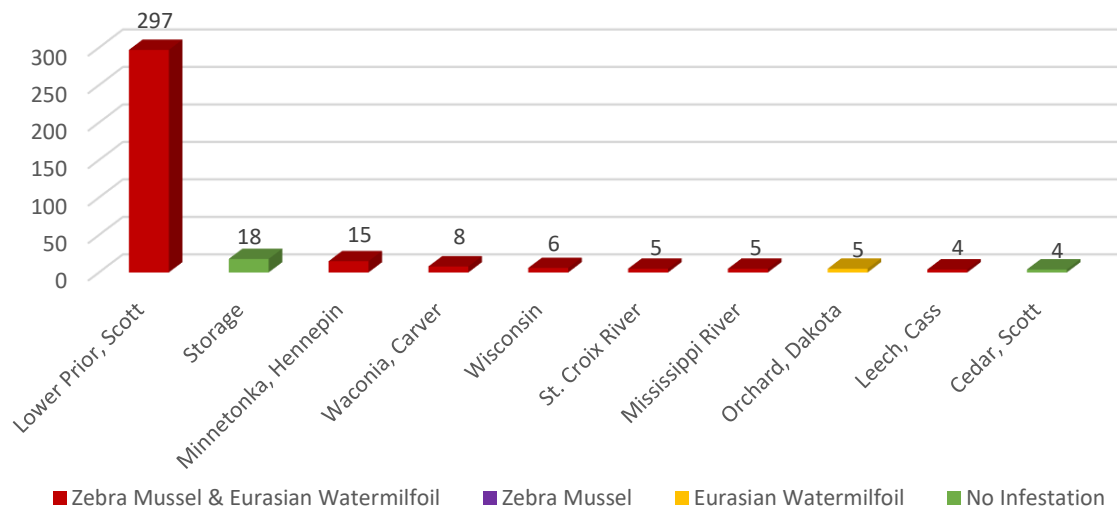
### LAST Body of Water Visited



**Figure 31:** Graph (above) reflects the number of boaters that reported the last lake visited prior to entering Lower Prior Lake during the 2021 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.

Likewise, of the same entering inspections, the boater responses pertaining to which waterbody they would be visiting next, showed that the majority of boaters leaving Lower Prior Lake would be heading right back to Lower Prior Lake (297). (Figure 32).

### NEXT Body of Water Planning to Visit



**Figure 32:** Graph (above) reflects the number of boaters that reported the next lake they expected to visit after Lower Prior Lake during the 2021 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS.

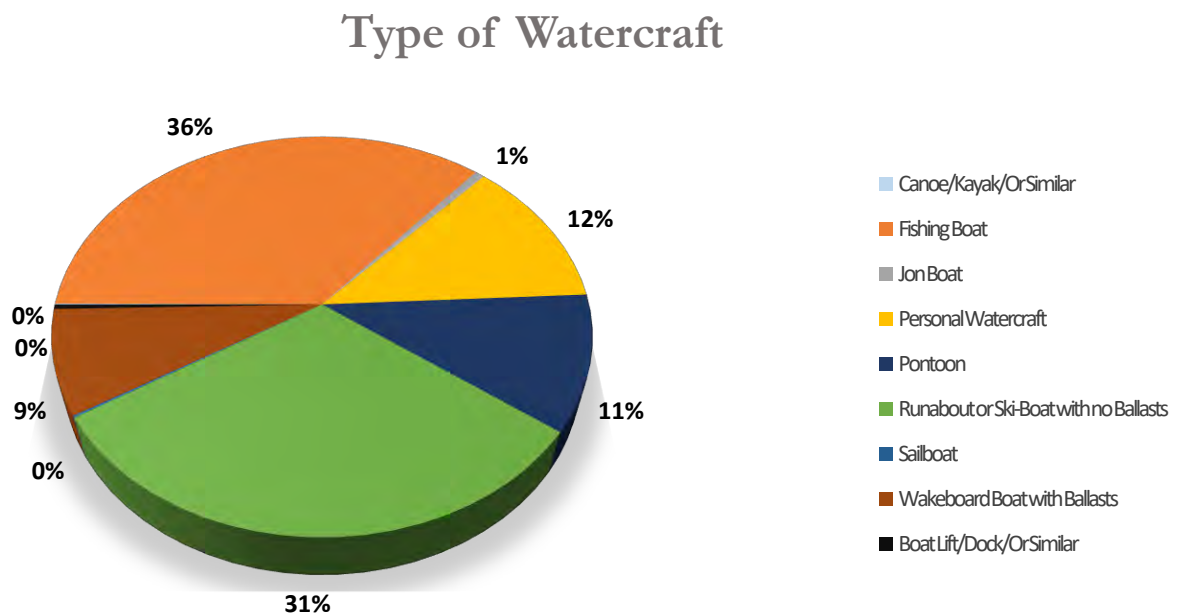
## Upper Prior Lake

In total, Upper Prior Lake was staffed for 302 hours from May 16<sup>th</sup> through September 6<sup>th</sup> and had 1,343 inspections completed (Table 4). Prior Lake Spring Lake Watershed District required inspector staffing eight and a half hours a day. This schedule was accomplished and weekend launch coverage was maximized.

**Table 4:** Upper Prior Lake 2021 Watercraft Inspection Totals

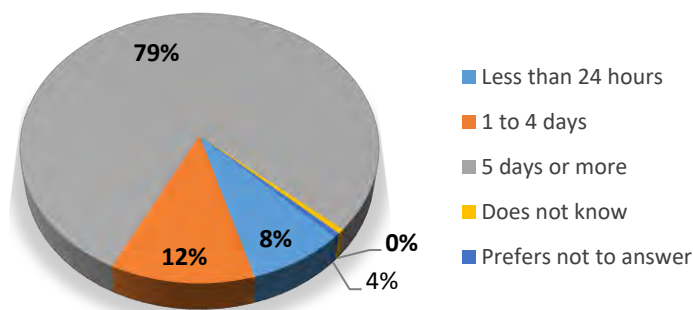
Month	Enter	Exit	Inspection Hours
May	248	124	62
Jun	270	143	85
Jul	269	105	87
Aug	111	38	59
Sep	31	4	10
<b>Total</b>	<b>929</b>	<b>414</b>	<b>302</b>

The inspection survey data reveals that one third (36%) of all inspections were conducted on fishing boats, while runabouts were the second most inspected watercraft at 31% (Figure 33). Personal watercrafts, pontoons and wakeboards accounted for 12%, 11% and 9% of the total inspections, respectively.



**Figure 33:** Chart (above) reflects the percentage of total inspections conducted on watercraft types during the 2021 inspection season.

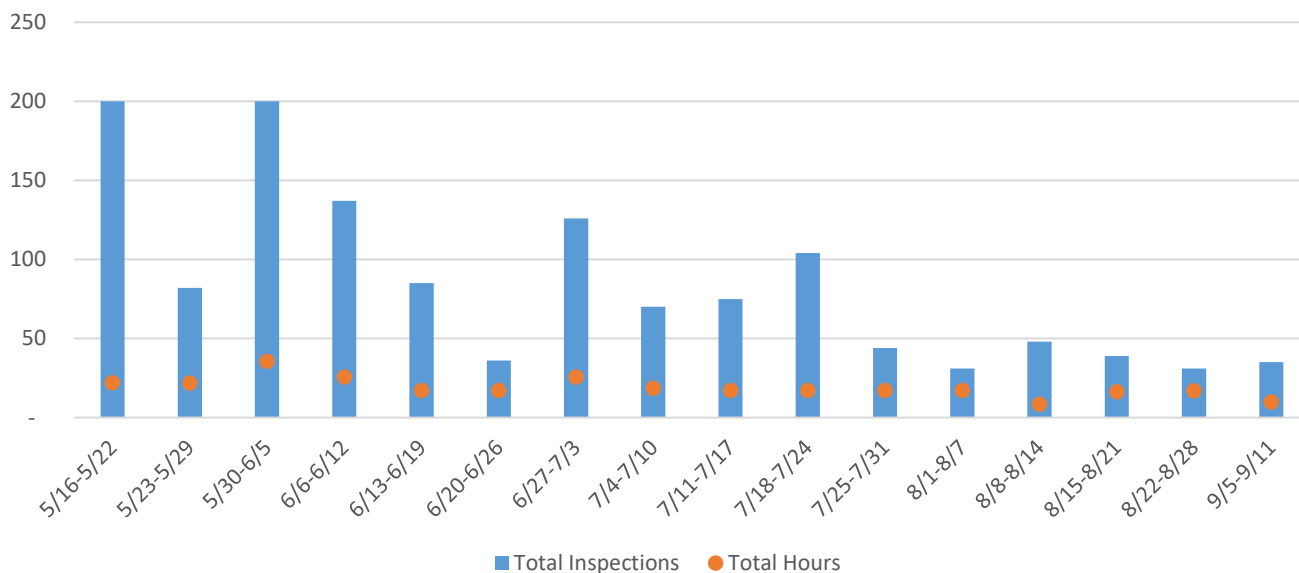
## Time out of Water



The data also shows that throughout the 2021 inspection season 79% of watercrafts entering had been kept out of any body of water for the recommended 5 days or more, while 12% were reported as only being out for 1-4 days. However, another 8% of entering watercrafts were recorded as being out the water for less than 24 hours. The remaining 4% of boaters reported that they preferred not to answer. (Figure 34).

**Figure 34:** Chart (above) reflects the percent of responses from entering boaters at Upper Prior Lake regarding the amount of time their watercraft had been out of the water prior to entering.

## Inspections by Week

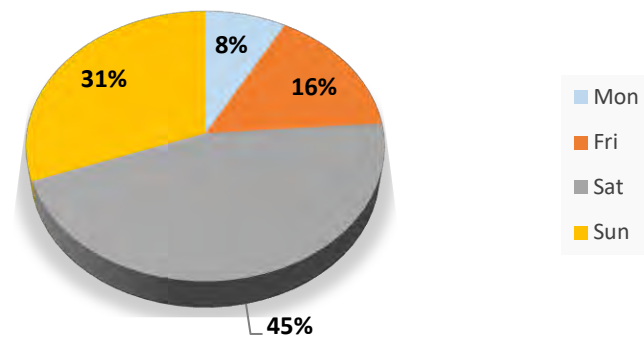


**Figure 35:** Graph (above) reflects the number of inspection surveys and the hours of inspector coverage logged at Upper Prior Lake each week during the 2021 inspection season

From the survey data we determined that the busiest month for watercraft inspections was June, with 414 completed surveys. May and July followed close by at 375 surveys each. August and September have understandably lower inspection counts since coverage hours significantly decreased and it is at the end of the season. Further detail by week can be found in Figure 35, where it shows that the third and last week of May had the highest count of inspection surveys.

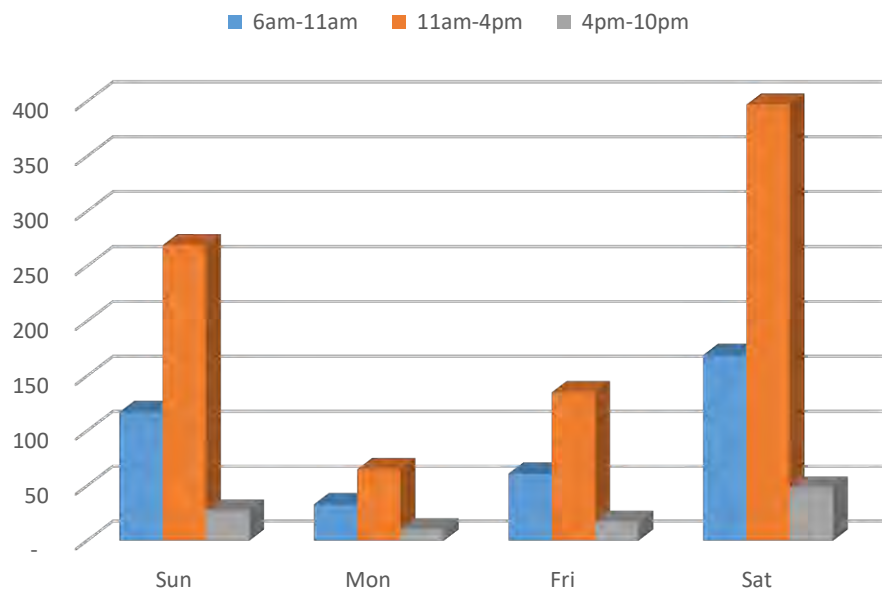
The data also allowed us to determine the busiest days and busiest times of day over the course of the inspection season. It is shown that the busiest days for inspections were Saturdays, followed by Sundays. (Figure 36).

### Inspections by Week Day



**Figure 36:** Chart (above) reflects the distribution of completed inspection surveys at Upper Prior Lake by day of week during the 2021 inspection season.

### Inspections by Time of Day

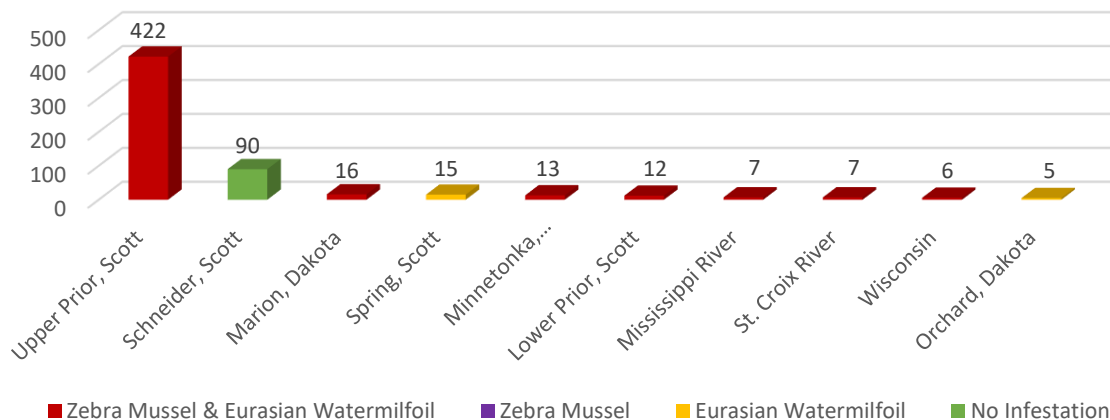


On Mondays, Fridays, Saturdays, and Sundays alike, the data shows that the busiest time of day for inspections is between 11 A.M. to 4 P.M. (Figure 37). The second busiest time of day is shown to be from 6 A.M. to 11 A.M.

**Figure 37:** Graph (above) reflects the number of inspection surveys reported by day of week at Upper Prior Lake during the 2021 inspection season.

Of the entering inspections, the waterbody most visited by boaters prior to entering Upper Prior Lake was Upper Prior Lake itself, with 422 boaters reporting last being there (Figure 38). The other most common responses were lakes Schneider (90) and Marion (16). This boater traffic and lake specific AIS knowledge can help us understand where new AIS infestations arise from since AIS are often unintentionally transported between bodies of water via watercrafts, trailers, and other water-related equipment.

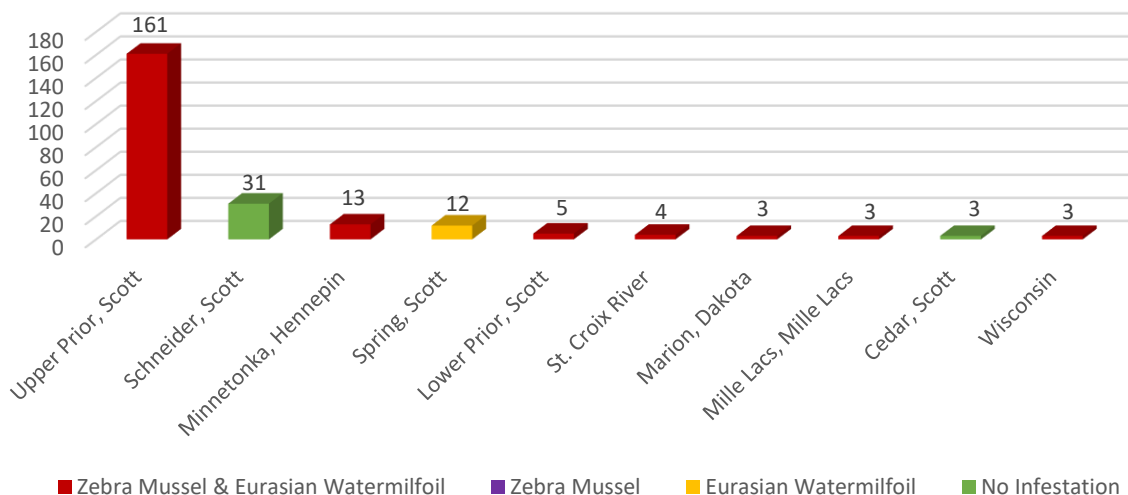
### LAST Body of Water Visited



**Figure 38:** Graph (above) reflects the number of boaters that reported the last lake visited prior to entering Upper Prior Lake during the 2021 inspection season.

Likewise, of the same entering inspections, the boater responses pertaining to which waterbody they would be visiting next, showed that the majority of boaters leaving Upper Prior Lake would be going back to Upper Prior Lake (161) (Figure 39).

### NEXT Body of Water Planning to Visit



**Figure 39:** Graph (above) reflects the number of boaters that reported the next lake they expected to visit after Upper Prior Lake during the 2021 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.

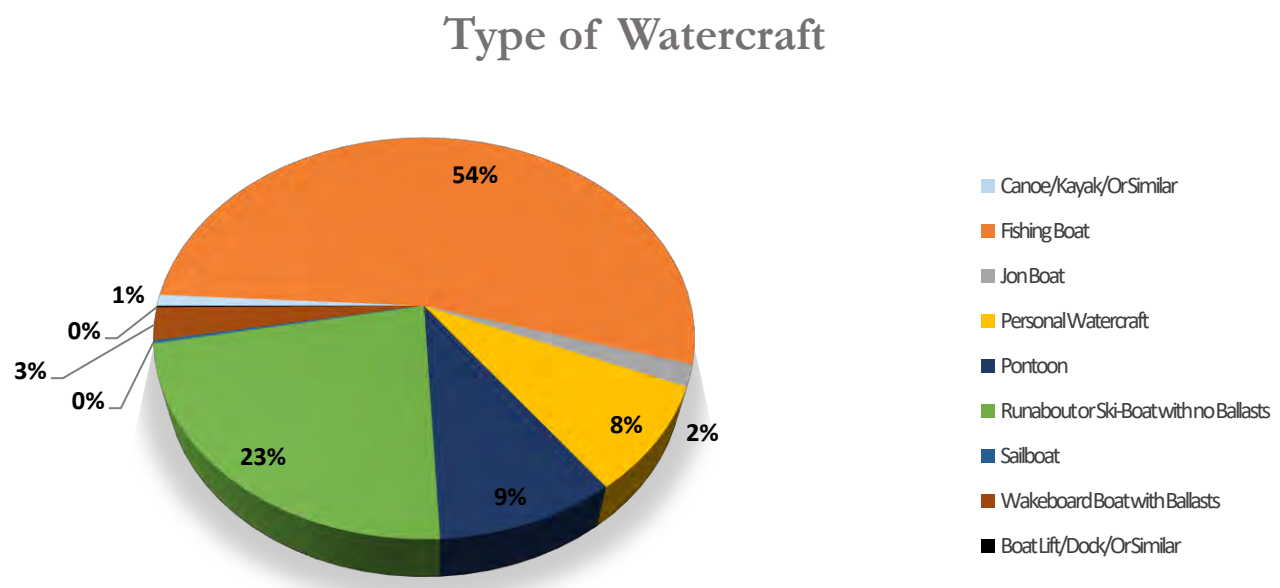
## Spring Lake

In total, Spring Lake was staffed for 424 hours from May 14<sup>th</sup> through September 25<sup>th</sup> and had 1,666 inspections completed (Table 4). Prior Lake Spring Lake Watershed District required inspector staffing eight and a half hours a day. This schedule was accomplished, and weekend launch coverage at peak traffic times was achieved.

**Table 4:** Upper Prior Lake 2021 Watercraft Inspection Totals

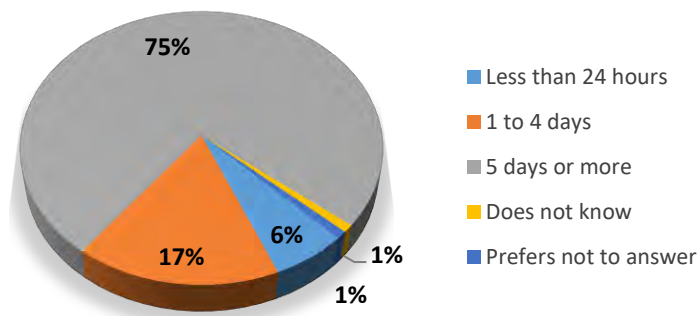
Month	Enter	Exit	Inspection Hours
May	231	142	88
Jun	291	182	104
Jul	353	196	112
Aug	109	80	66
Sep	56	26	54
<b>Total</b>	<b>1,040</b>	<b>626</b>	<b>424</b>

The inspection survey data reveals that more than half (54%) of all inspections were conducted on fishing boats, while runabouts were the second most inspected watercraft at 23% (Figure 40). Pontoon and personal watercrafts accounted for 9% and 8% of the total inspections, respectively. The rest of the inspections were conducted on Wakeboards (3%), Jon boats (2%), boat lifts (2%) and canoe/kayaks (1%).



**Figure 40:** Chart (above) reflects the percentage of total inspections conducted on watercraft types during the 2021 inspection season.

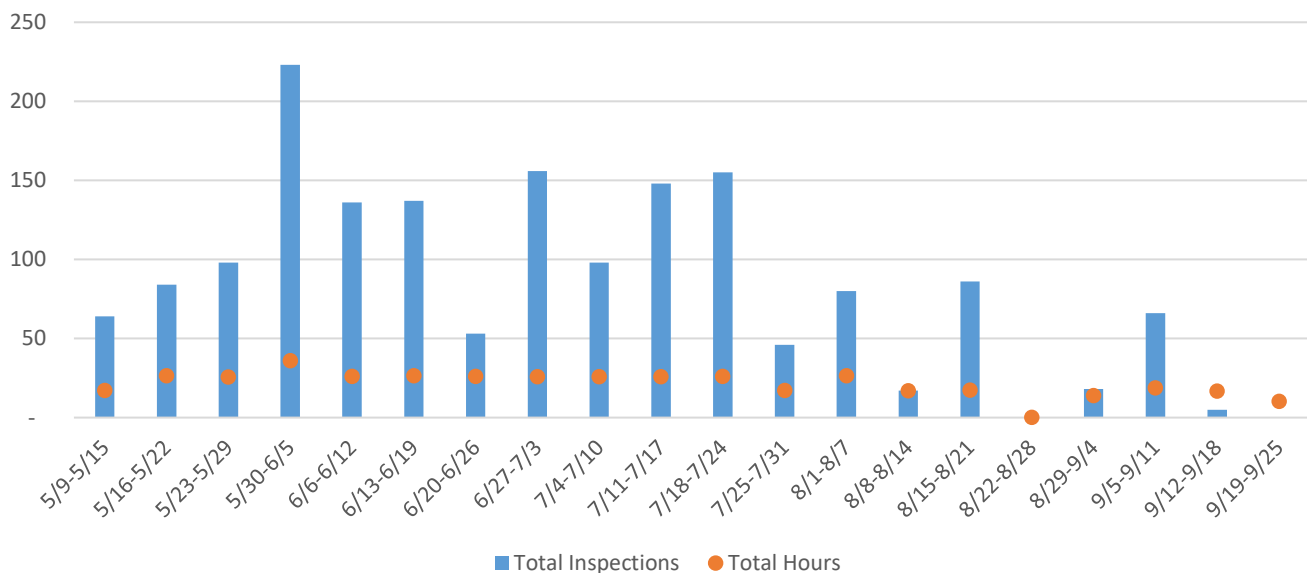
## Time out of Water



The data also shows that throughout the 2021 inspection season 75% of watercrafts entering had been kept out of any body of water for the recommended 5 days or more, while 17% were reported as only being out for 1-4 days. However, another 6% of entering watercrafts were recorded as being out the water for less than 24 hours. The remaining 2% of boaters reported that they did not know or preferred not to answer. (Figure 41).

**Figure 41:** Chart (above) reflects the percent of responses from entering boaters at Spring Lake regarding the amount of time their watercraft had been out of the water prior to entering.

## Inspections by Week

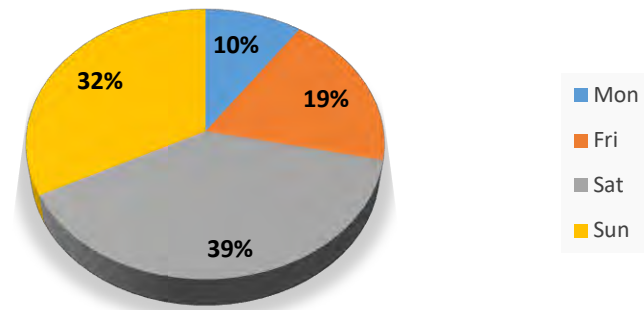


**Figure 42:** Graph (above) reflects the number of inspection surveys and the hours of inspector coverage logged at Spring Lake each week during the 2021 inspection season

From the survey data we determined that the busiest month for watercraft inspections was July, with 550 completed surveys. June and May followed close by at 475 and 373 surveys logged. August and September have understandably lower inspection counts since coverage hours significantly decreased and it is at the end of the season. Further detail by week can be found in Figure 42, where it shows that the last week of May had the highest count of inspection surveys.

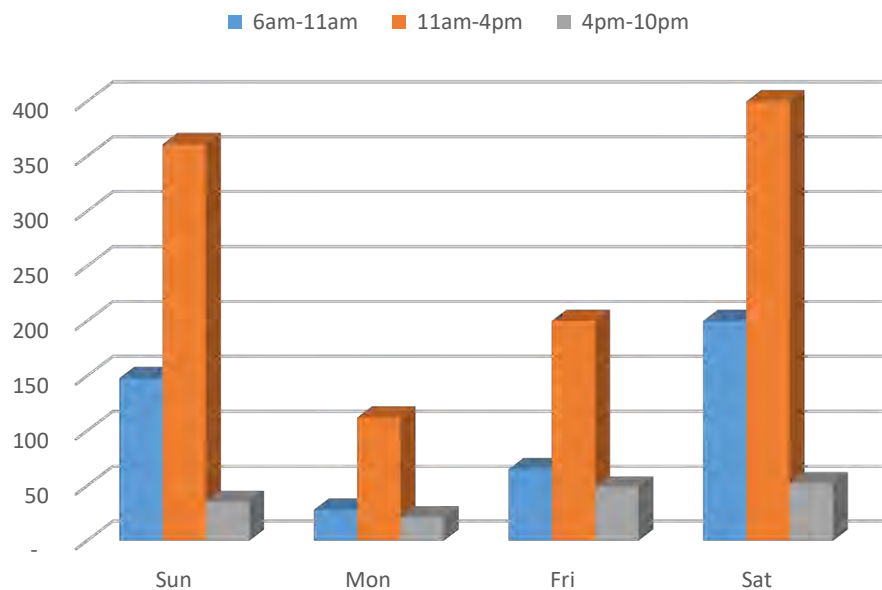
The data also allowed us to determine the busiest days and busiest times of day over the course of the inspection season. It is shown that the busiest days for inspections were Saturdays, followed by Sundays. (Figure 43).

### Inspections by Week Day



**Figure 43:** Chart (above) reflects the distribution of completed inspection surveys at Spring Lake by day of week during the 2021 inspection season.

### Inspections by Time of Day



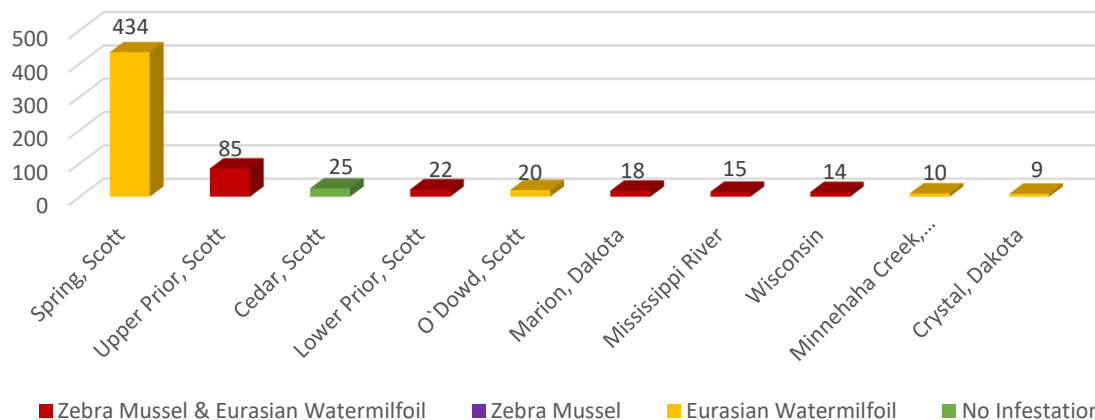
On Mondays, Fridays, Saturdays, and Sundays alike, the data shows that the busiest time of day for inspections is between 11 A.M. to 4 P.M. (Figure 44). The second busiest time of day is shown to be from 6 A.M. to 11 A.M.

**Figure 44:** Graph (above) reflects the number of inspection surveys reported by day of week at Spring Lake during the 2021 inspection season.



Of the entering inspections, the waterbody most visited by boaters prior to entering Spring Lake was Spring Lake itself, with 434 boaters reporting last being there (Figure 45). The other most common responses were Upper Prior (85) and Cedar (25). This boater traffic and lake specific AIS knowledge can help us understand where new AIS infestations arise from since AIS are often unintentionally transported between bodies of water via watercrafts, trailers, and other water-related equipment.

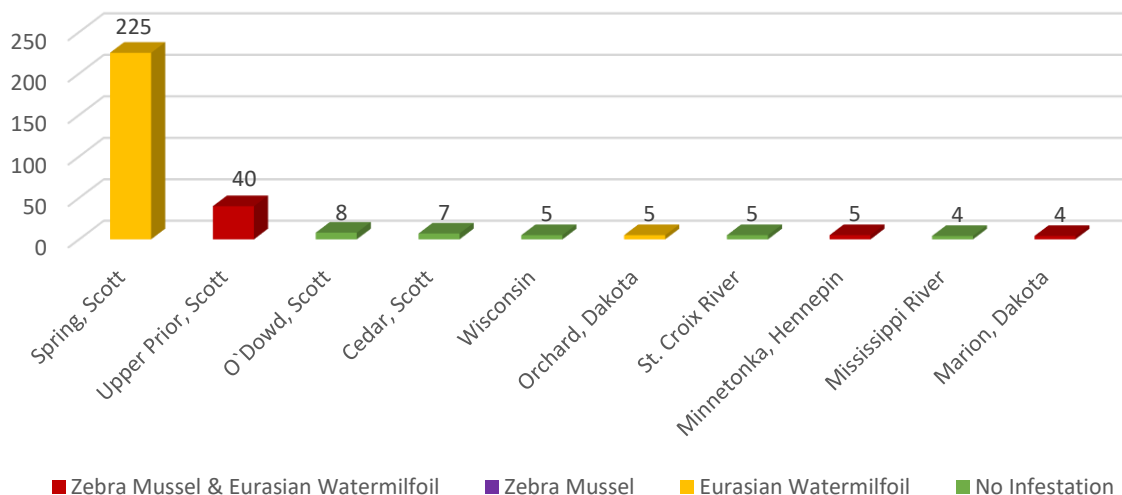
### LAST Body of Water Visited



**Figure 45:** Graph (above) reflects the number of boaters that reported the last lake visited prior to entering Spring Lake during the 2021 inspection season.

Likewise, of the same entering inspections, the boater responses pertaining to which waterbody they would be visiting next, showed that the majority of boaters leaving Spring Lake would be going back to Spring Lake (225) (Figure 46).

### NEXT Body of Water Planning to Visit



**Figure 46:** Graph (above) reflects the number of boaters that reported the next lake they expected to visit after Spring Lake during the 2021 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.

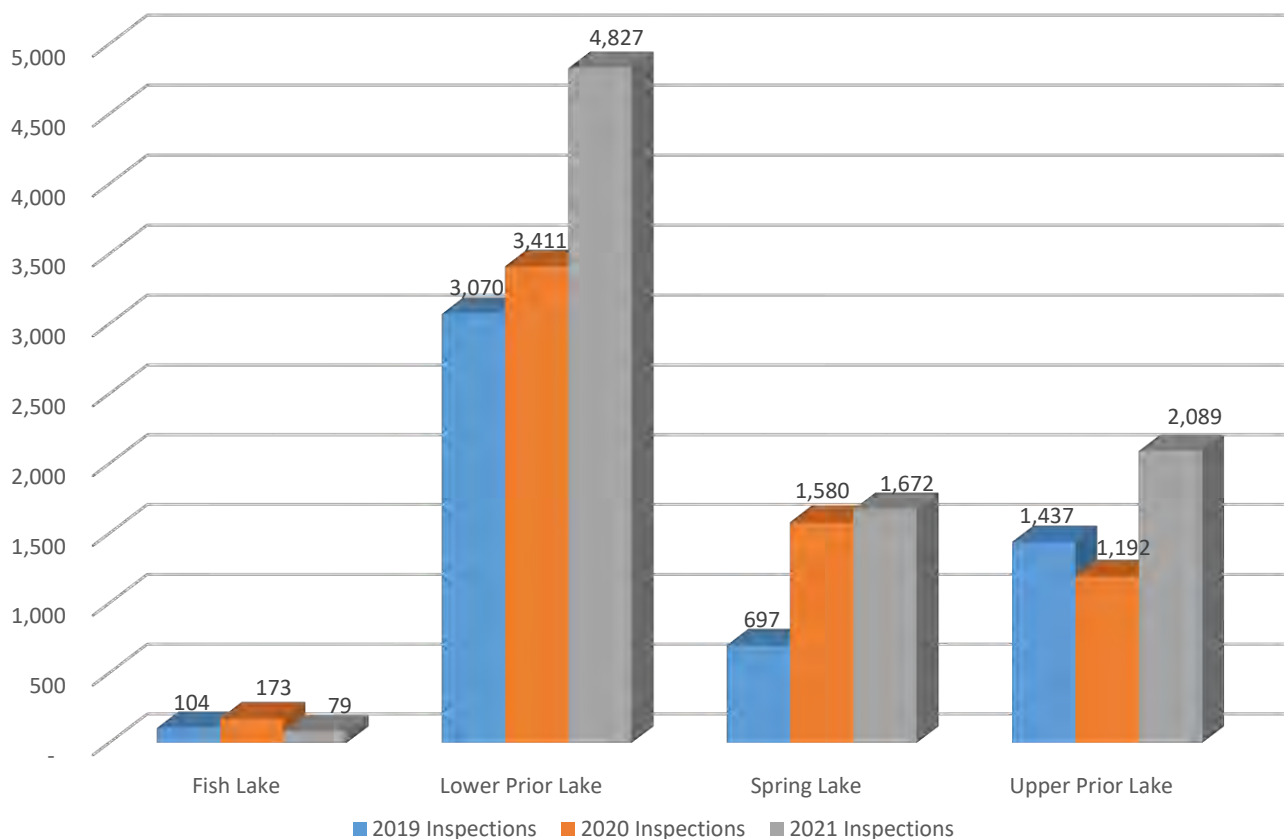
## Trends

The following graphs were created using the data gathered from the 2021 watercraft inspection program administered by Waterfront Restoration. To show a true year over year comparison the MN DNR inspector surveys are included in the 2019, 2020, and 2021 total counts. Note regarding the inspector coverage hours; Waterfront Restoration staffed the 2021 hours and the 2019 hours at Spring Lake. Staffing hours in 2020 were shared for this report by PLSLWD staff.

Using this watercraft inspections survey data, we can create the following graphs and analyze them to check for trends from season to season within the inspections program. The knowledge gathered from the provided information can then be used by Prior Lake Spring Lake Watershed District to adjust and improve the inspection program as desired.

The volume of watercraft traffic on Lower Prior Lake and Upper Prior Lake increased significantly in 2021. The volume of traffic on Spring Lake slightly increased in 2021, while traffic on Fish Lake, decreased (Figure 47). Lower Prior Lake remains by far the busiest lake.

### Survey Totals and Staffing Hours

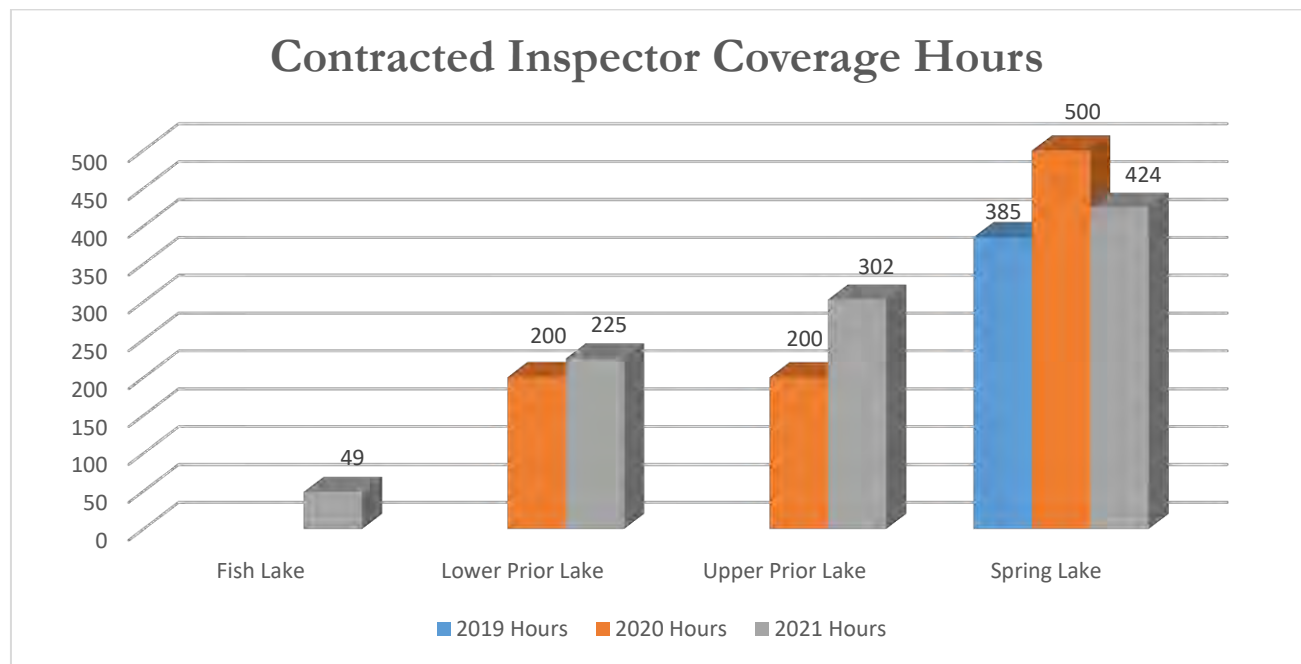


Total inspections by year (all launches, all inspectors):

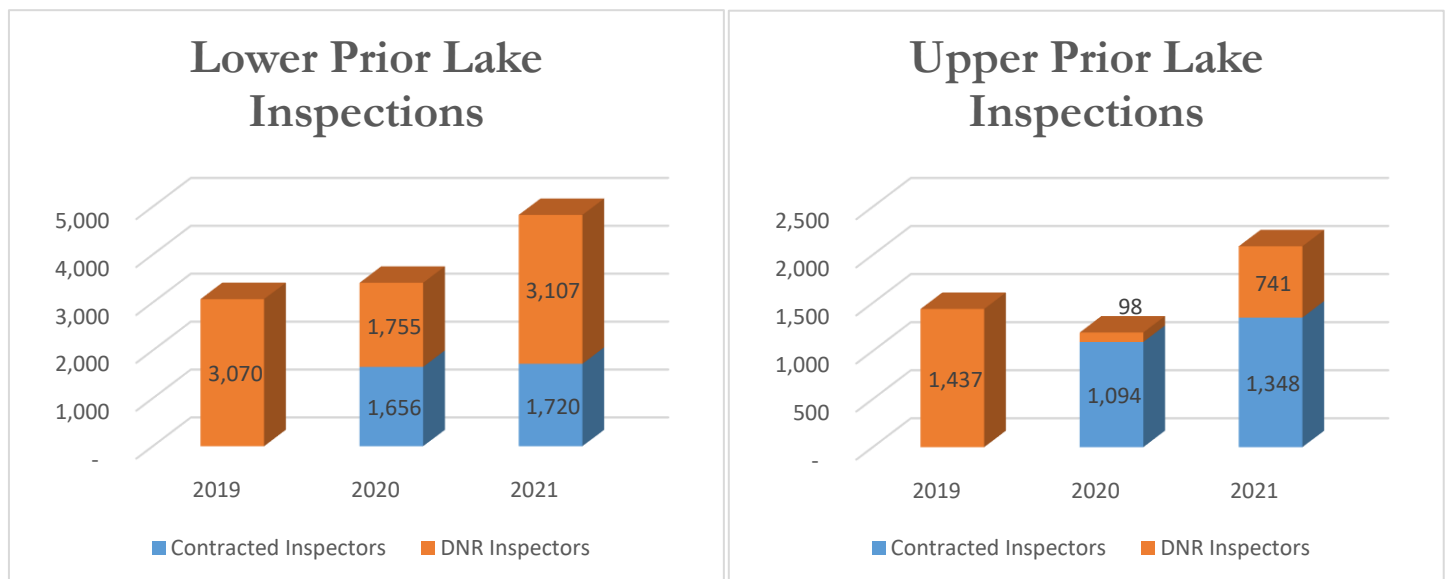
2019 – 5,308

2020 – 6,356 – increase of 19.7%

2021 – 8,667 – increase of 36.3%

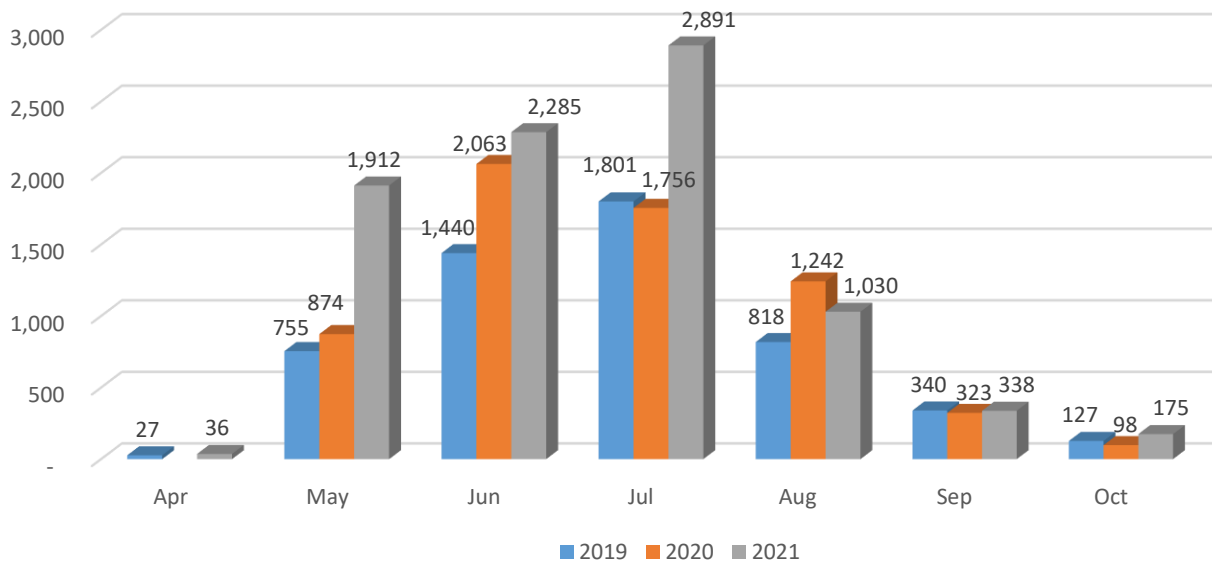


**Figure 47:** Graph (above) shows the comparison of inspection surveys completed (both contracted inspectors and DNR inspectors) and inspection hours (contracted inspectors only) at each lake between 2019, 2020 and 2021



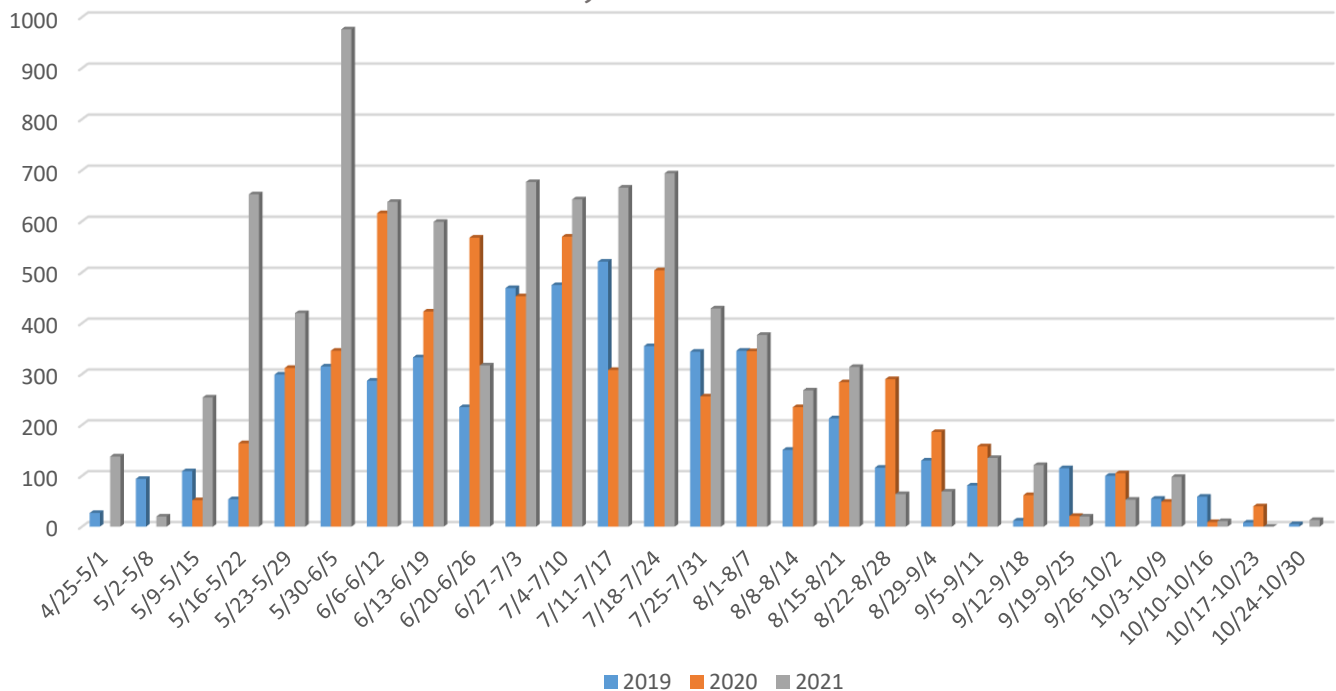
**Figure 48:** Graphs (above) shows the comparison of inspection surveys completed for contracted inspectors and DNR inspectors at Lower Prior Lake and Upper Prior Lake between 2019, 2020 and 2021.

## Inspections by Month 2019, 2020 and 2021



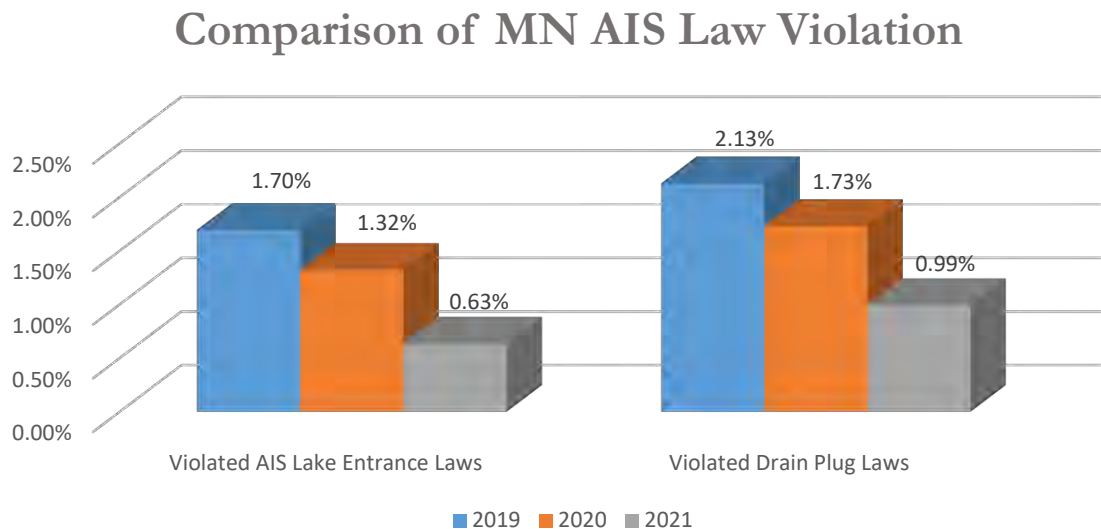
**Figure 49:** Graph (above) shows the comparison of inspection surveys completed by month in 2019, 2020 and 2021

## Inspections by Week 2019, 2020 and 2021



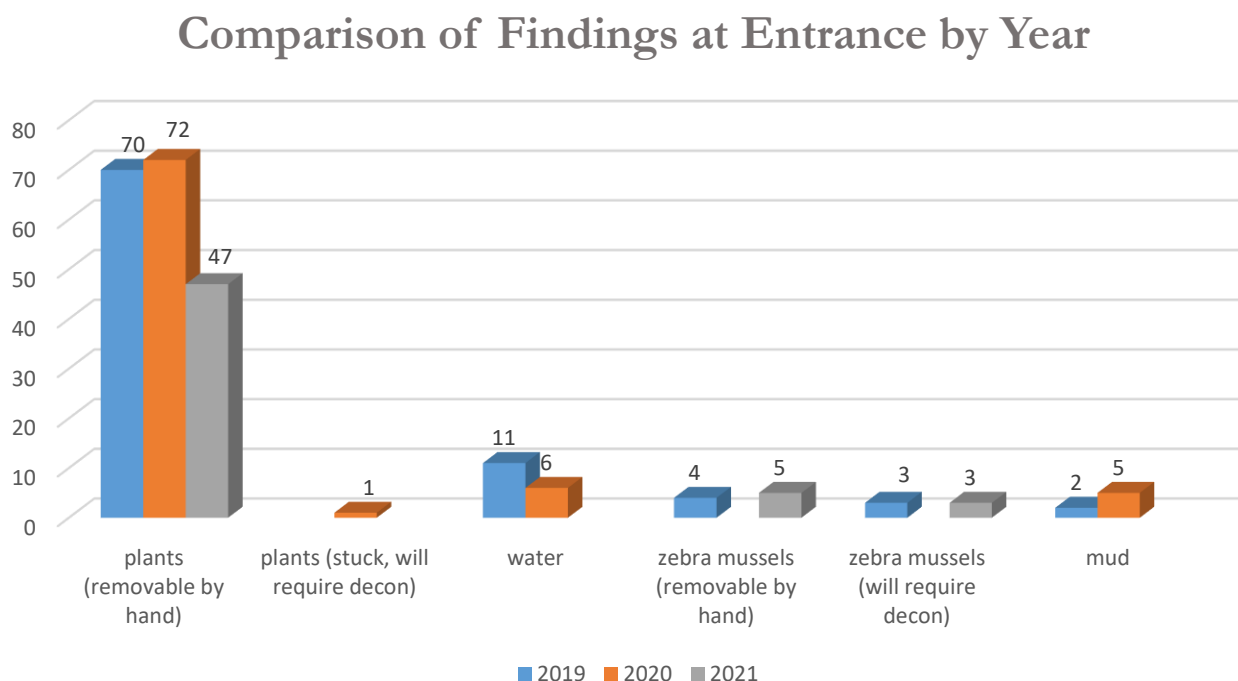
**Figure 50:** Graph (above) shows the comparison of inspection surveys completed by week in 2019, 2020 and 2021

Entering watercraft that arrive at a lake access with their drain-plug in and/or arrive with aquatic plants, water, or mud in or on their watercraft are in violation of MN AIS law. Figure 51 shows the number of these cases reported over the last three years as a percentage of all inspections completed. In 2021, MN AIS law violations decreased by 0.69% while drain plug violations decreased by 0.74% from 2020.

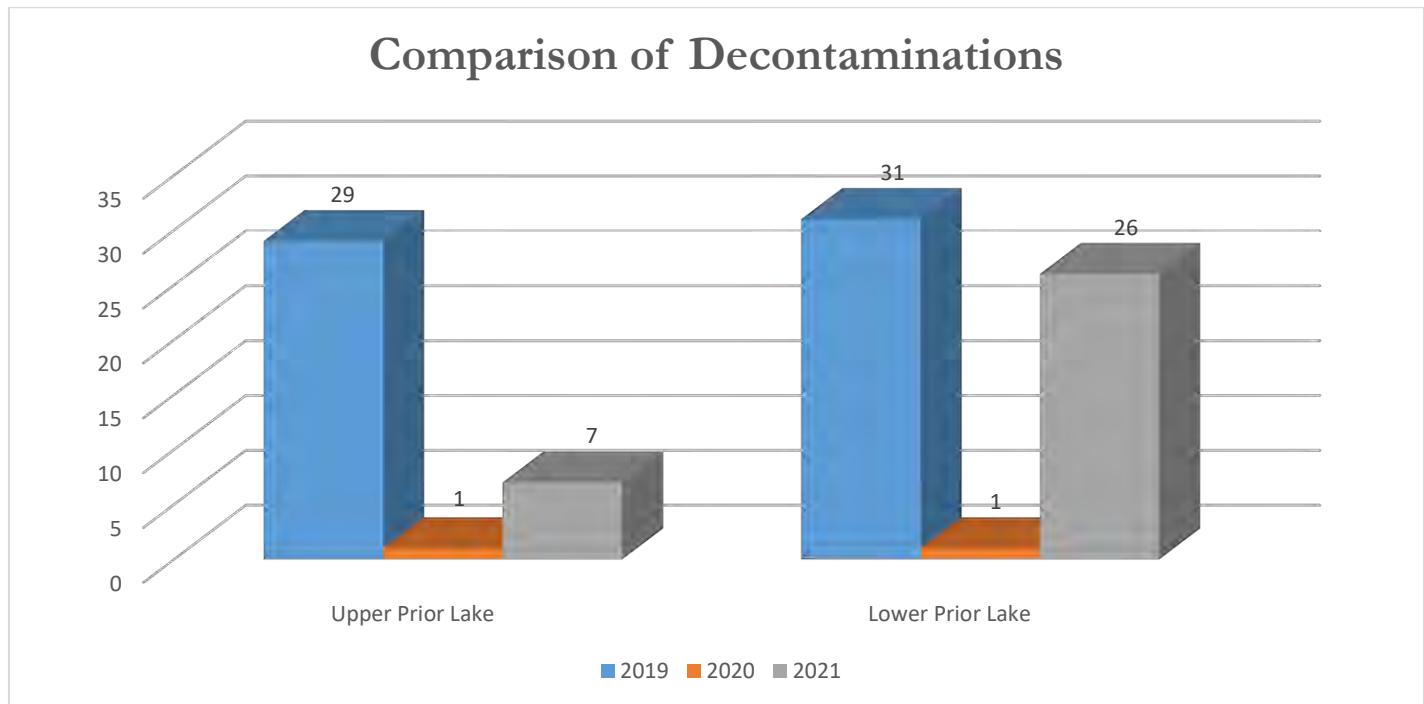


**Figure 51:** Graph (above) shows the comparison of the percent of total boaters that violated Minnesota Aquatic Invasive Species (AIS) Laws between 2019, 2020, and 2021.

Over the past three years, the most common finding remains to be plants removable by hands (Figure 52). It also appears that in 2021 plants (removable by hand) have dropped significantly compared to 2020.



**Figure 52:** Graph (above) the comparison of findings during entering inspections between 2019, 2020, and 2021.



**Figure 53:** Graph (above) shows the comparison of decons performed at Upper Prior Lake and Lower Prior Lake by DNR inspector staff during the 2019, 2020, and 2021 seasons.

Collaboration with the DNR inspectors is an important aspect to the overall success of the program and protection of the water from the spread of AIS. As the data represents, the DNR inspectors in tandem with the contracted inspectors deliver much greater coverage of the busy Prior Lake launch locations. Throughout the season Waterfront Restoration coordinated the inspector's scheduled shifts around the DNR inspector shifts, so that at no time were contracted inspectors doubled up with DNR inspectors at the same launch. This allowed both organizations to maximize the impact of the watercraft inspection programs.

Another vital component to the partnership with the DNR is it gives the Level 1 inspectors a nearby location to recommend watercraft owners go to for a decontamination service on their watercrafts and water related equipment. Having a staffed decon unit within a close range of the launches is important in situations in which plants, animals, and/or water cannot be removed by hand. Another example of when quick access to a decon is important is when watercraft have been on a zebra mussel infested body of water for longer than 24 hours, or when they were last on a zebra mussel lake within the past 24 hours and are entering a clean body of water, or when exiting a zebra mussel infested body of water and plan to launch again within 5 days (recommended dry time).

## Summary and Comments

The 2021 watercraft inspection staffing began on May 15<sup>th</sup> and concluded on October 24<sup>th</sup>. The 1,000 contracted inspector hours for the season were all fulfilled (100% of all contract hours).

Key impacts from 2021 watercraft inspection season:

- In total, Waterfront Restoration Inspectors conducted 4.8 inspections per hour.
- AIS law compliance and drain plug compliance improved overall. Inspectors made numerous comments to management throughout the season that most boaters seem to have a strong understanding on their responsibility in preventing the spread of AIS.
- Inspectors offered public assistance at the boat ramp. At times this included directing traffic in the parking lots, holding a watercraft on the dock while a vehicle was retrieved, and sharing launch and lake specific information with the public.
- Represented the company and Prior Lake Spring Lake Watershed District in a polite and professional manner.
- Successfully enforced the state AIS statutes.

Recommendations for 2022 watercraft inspection season:

- Continue with at least the same level of coverage and consider more weekday coverage throughout the season.
- Expand inspector coverage to other Prior Lake Spring Lake Watershed District lakes.
- Continue to provide and refresh educational AIS material handouts that Inspectors can give to boaters.

Overall, the watercraft inspection season was a success! Thank you for trusting Waterfront Restoration to recruit, staff, train, and manage a team of dedicated inspectors to help protect the Prior Lake Spring Lake Watershed District lakes. We look forward to serving the watershed district, and the people who enjoy all the lakes next season.

## Appendix

Why do watercraft inspections?

County Funding - How it works

Entering Inspection

How are your watercraft inspectors trained and what is your inspection protocol?

Little known facts about inspections

Should our county or lake consider expanding inspections to include more weekday shifts?

Watercraft Inspection Checklist

What are some of the AIS CURRENTLY on other lakes within Hennepin County?

What are some of the AIS laws and Penalties?

What risks are on the horizon in terms of AIS?

Other questions



**PLSLWD Board Staff Report**  
December 15, 2020



**Subject |** Year End Fund Commitments

**Board Meeting Date |** December 21, 2021

**Item No: 4.4**

**Prepared By |** Joni Giese, District Administrator

**Attachments |** a) Alum Internal Loading Fund Balance Commitment – Resolution 21-351  
b) Upper Watershed Blueprint Fund Balance Commitment – Resolution 21-352

**Proposed Action |** Board approval of Resolution 21-351: Alum Internal Loading Fund Balance Commitment  
  
Board approval of Resolution 21-352: Upper Watershed Blueprint Fund Balance Commitment

### **Background**

The District is planning for a second alum treatment for Upper Prior Lake and potentially other lakes within the District until projects can be implemented in the contributing subwatersheds that will permanently reduce phosphorus loading to District Lakes. The cost of an alum treatment can be significant (the future alum treatment for Upper Prior Lake has an estimated cost of approximately \$500,00) and typically requires several years of fund assembly.

In March 2021, the District adopted the Upper Watershed Blueprint report that focuses on improving water quality and flood reduction in the upper watershed. In July 2021, the Board selected six projects from the report for near term implementation. Initial implementation and on-going operations and maintenance of these projects will require a dedicated source of funding.

### **Discussion**

The District's 2021 budget included \$230,000 to fund future alum treatments. To ensure that district levy funds are used for this specific purpose, the District can commit these funds, which restricts their future use to alum treatment funding only.

The District's 2021 budget included \$235,543 for the Upper Watershed Blueprint. It is estimated that \$190,000 of these funds will not be expended by year end. It is the District's intent to establish a budget reserve for the purpose of funding future upper watershed projects. To ensure that district levy funds are used for this specific purpose, the District can commit these funds, which restricts their future use to funding only upper watershed projects.

Once fund balance constraints are imposed through commitments, the constraint must be removed by the Board of Managers via another resolution prior to redirecting the funds for other purposes.

### **Recommended Action**

Board approval of Resolution 21-351 and Resolution 21-352.



## Resolution 21-351

### Alum Internal Loading Reserve Fund Balance Commitment

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54, establishing a hierarchy clarifying the constraints that govern how a governmental entity can use amounts reported as fund balance; AND

WHEREAS, the Board of Managers is the highest level of decision-making authority, and has the authority to commit, assign, or evaluate existing fund balance classifications and identify the intended uses of committed or assigned funds; AND

WHEREAS, the committed fund balance classification reflected amounts subjected to internal constraints self-imposed by the Board of Managers; AND

WHEREAS, once the committed fund balance constraints are imposed, it requires the constraint to be removed by the Board of Managers via resolution prior to redirecting the funds for other purposes; AND

THEREFORE, BE IT IS RESOLVED that the Board of Managers has determined it will commit \$230,000 of the Implementation Fund, fund balance for the year ending December 31, 2021 for the purpose of the Alum Internal Loading Reserve.

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

Yea   Nay   Absent

MYSER

BOYLES

HENNES

PANY

LONEY

Upon vote, the chair declared the resolution adopted.

\_\_\_\_\_  
Steve Pany, Secretary

Dated: \_\_\_\_\_, 2021



## Resolution 21-352

### Upper Watershed Blueprint Fund Balance Commitment

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54, establishing a hierarchy clarifying the constraints that govern how a governmental entity can use amounts reported as fund balance; AND

WHEREAS, the Board of Managers is the highest level of decision-making authority, and has the authority to commit, assign, or evaluate existing fund balance classifications and identify the intended uses of committed or assigned funds; AND

WHEREAS, the committed fund balance classification reflected amounts subjected to internal constraints self-imposed by the Board of Managers; AND

WHEREAS, once the committed fund balance constraints are imposed, it requires the constraint to be removed by the Board of Managers via resolution prior to redirecting the funds for other purposes; AND

THEREFORE, BE IT IS RESOLVED that the Board of Managers has determined it will commit \$190,000 of the Implementation Fund, fund balance for the year ending December 31, 2021 for the purpose of the Upper Watershed Blueprint Reserve.

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

Yea   Nay   Absent

MYSER

BOYLES

HENNES

PANY

LONEY

Upon vote, the chair declared the resolution adopted.

\_\_\_\_\_  
Steve Pany, Secretary

Dated: \_\_\_\_\_, 2021

**PLSLWD Board Staff Report**  
December 16, 2021



**Subject |** Staff Review of Permit Application  
Permit #21.02 MnDOT TH 13 (SP 7001-123)

**Board Meeting Date |** December 21, 2021

**Item No:** 4.5

**Prepared By |** Joni Giese, District Administrator

**Attachments |** a) Excerpt from Construction Plans: Sheet 1 Depicting Project Location  
b) Permit Application Staff Review Comments  
c) Note: Full plans available at <https://tinyurl.com/6bp8kanw>

**Proposed Action |** Staff recommends Board approval of the application subject to the conditions noted in the attached Permit Application Review Comments and approval of MnDOT's request to waive security requirements.

### **Introduction**

MnDOT proposes to construct road improvements along Highway 13 (SP 7001-123) from TH 19 in Cedar Lake Township to 0.1 miles south of Hwy 282 in Spring Lake Township. Only a portion of this project is located within PLSLWD - from the 215th Street East (District's south political boundary) north to 0.1 miles south of Hwy 282 in Spring Lake Township.

Construction within PLSLWD is comprised of 3.6+/- miles of cold in-place recycling, bituminous mill and overlay, and construction of turn lanes at CR 10 and CR 17. Drainage work for the project includes the construction of a filtration basin, replacement of several culverts, the extension of a culvert, and minor grading in ditches around culvert aprons. The total land disturbance from SP 7001-123 within PLSLWD will be approximately 10.4 acres. District Rules D and E apply to this project.

### **Note to Permit Applicant**

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

### **MnDOT Request to Waive District's Security Deposit Requirement**

MnDOT has requested PLSLWD to waive the District's security deposit requirement. The District has waived this requirement for the previous two MnDOT projects within the District's political boundary. Per staff discussions with MnDOT representatives and legal counsel, staff learned that PLSLWD is the only Watershed District known to MnDOT and legal counsel that requests a permit security from MnDOT. Based on this fact and PLSLWD has the ability to close out the permit if District concerns have not been addressed, staff is recommending Board approval of MnDOT's request to waive security requirements.

**Watershed District Board Decision**

The permit application was received on November 5, 2021, and was determined to be complete. To meet the procedural requirements of Rule B and Minnesota Statutes Section 15.99 regarding time deadlines for Board action, the Board must make a decision to either:

- 1) Approve or deny the permit application by January 4, 2022 (60-day period)
- or-
- 2) Provide written notice to the applicant of an extension of the 60-day period and state the reasons for the extension and its anticipated length, which may not exceed 60 days unless approved by the applicant.

**Options for Action**

1. Approve the application subject to the conditions noted in the attached Permit Application Staff Review Comments and approve MnDOT's request to waive security requirements.
2. Approve the application subject to the conditions noted in the attached Permit Application Staff Review Comments and deny MnDOT's request to waive security requirements.
3. Table the item, extend the application until a future date specified, and provide the applicant with direction on the issues that have been discussed.
4. Deny the application, stating the reasons for the denial.

**Staff Recommendation**

Staff recommends Option 1, Board approval of the application subject to the conditions noted in the attached Permit Application Staff Review Comments and approval of MnDOT's request to waive security requirements.



# MINNESOTA DEPARTMENT OF TRANSPORTATION

## CONSTRUCTION PLAN FOR GRADING, COLD INPLACE RECYCLING, BITUMINOUS MILL & OVERLAY, AND LIGHTING

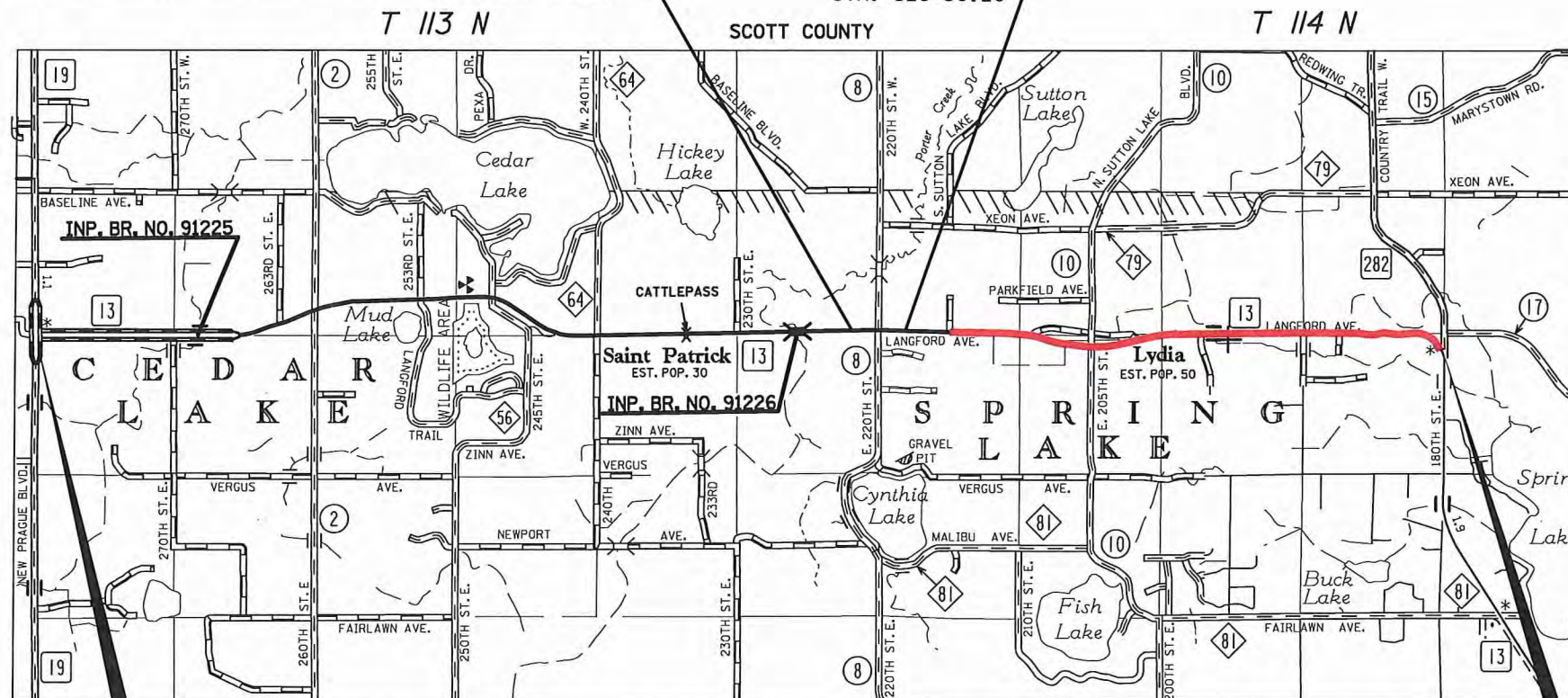
LOCATED ON T.H. 13 FROM T.H. 19 TO T.H. 282

STATE PROJ. NO. 7001-123 (T.H. 13)  
GROSS LENGTH 54,362.02 FEET 10.296 MILES  
BRIDGES-LENGTH FEET MILES  
EXCEPTIONS-LENGTH 1150.00 FEET 0.218 MILES  
NET LENGTH 53,212.02 FEET 10.078 MILES  
REF. POINT 070+00.745 TO REF. POINT 081+00.020

NOTE:  
THE LENGTH AND DESCRIPTION IS  
BASED ON THE NB13 AND TH13 ALIGNMENT.

BEGIN EXCEPTION  
STA. 509+00.20

END EXCEPTION  
STA. 520+50.20



BEGIN S.P. 7001-123 (T. H. 13)  
NB13 STA. 192+77.01  
R.P. 070+00.745

END S.P. 7001-123 (T. H. 13)  
TH13 STA. 736+39.08  
R.P. 080+00.124

WARNING: NATURAL GAS, AND  
CRUDE OIL PIPELINES.

### SCALES

INDEX MAP 3125'  
PLAN 100'  
GENERAL LAYOUT 500'

### DESIGN DESIGNATION

Design ESALS =  
ADT (Current Year) = Design Speed 60 MPH  
ADT (Future Year) = Based on STOPPING Sight Distance  
DHV (Design Hr. Vol.) = Height of eye 3.50' Height of object 2.00'  
D (Directional Distr.) = % Design Speed not achieved at:  
T (Heavy Commercial) = % STA. TO STA. MPH  
STA. TO STA. MPH

PROJECT LOCATION  
COUNTY : SCOTT  
DISTRICT : METRO

FOR PLANS AND UTILITIES SYMBOLS SEE TECHNICAL MANUAL

STATE PROJ. NO. 7001-123 CHARGE IDENTIFIER

FED. PROJ. NO. HSIP-STPF 7022(040)

### GOVERNING SPECIFICATIONS

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

## INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2 - 8	GENERAL LAYOUT
9 - 11	ESTIMATED QUANTITIES
12	SOILS & CONSTRUCTION NOTES AND STANDARD PLATES
13 - 25	TABULATIONS
26	INPLACE UTILITY TABULATIONS
27 - 32	TYPICAL SECTIONS
33 - 35	DESIGN DETAILS
36 - 39	INTERSECTION DETAILS
40 - 52	STANDARD PLAN SHEETS
53 - 54	ALIGNMENT TABULATIONS
55 - 72	INPLACE TOPOGRAPHY PLAN & UTILITIES PLAN
73 - 90	REMOVAL PLAN
91 - 108	CONSTRUCTION PLAN
109 - 110	DRAINAGE PROFILES AND TABULATIONS
111 - 114	DRAINAGE DETAILS
115 - 132	DRAINAGE, TURF ESTABLISHMENT AND EROSION CONTROL PLAN
133 - 135	STORM WATER POLLUTION PREVENTION PLAN AND WATER RESOURCES NOTES
TC1 - TC49	TRAFFIC CONTROL PLAN
PM1 - PM39	PERMANENT PAVEMENT MARKING PLAN
SL1 - SL3	LIGHTING PLAN
ST1 - ST16	SIGNING PLANS
X1 - X41	CROSS SECTIONS

THIS PLAN CONTAINS 283 SHEETS

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.

SIGNATURE: LICENSE # 56883

DATE:

DESIGN SQUAD ROLF NELSON, GARY JOHNSON, MATT ANDERSEN

DANA PHONGSIM, LESLIE INGLEDEW

OFFICE OF LAND MANAGEMENT APPROVAL DIRECTOR, LAND MANAGEMENT 20

APPROVED 20 STATE DESIGN ENGINEER

I HEREBY CERTIFY THAT THE FINAL FIELD REVISIONS, IF ANY, WERE 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.

PRINT NAME: LICENSE #

DATE: SIGNATURE:

STATE PROJ. NO. 7001-123 (TH 13 = 117) SHEET NO. 1 OF 135 SHEETS



**Prior Lake Spring Lake Watershed District Permit Application Number 21.02**

Applicant: MnDOT Metro District  
Hailu Shekur  
651-234-7521  
hailu.shekur@state.mn.us

Agent: Same

Purpose: 3.6+/- miles of cold in-place recycling, bituminous mill and overlay, and construction of turn lanes (at CR 10 and CR 17) along Highway 13.

Location: Trunk Highway (TH) 13 from the 215<sup>th</sup> Street East (District's south political boundary) north to 0.1 miles south of Hwy 282 in Spring Lake Township.

District Rule: D & E

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

## Stormwater Management

1. Revised Drainage Detail (Sheet 111) with a revised filtration basin media mix conforming to [Minnesota Stormwater Manual](#) to limit the risk of Phosphorus leaching in the presence of an underdrain. Mix E (currently proposed) is not recommended in the presence of an underdrain. The Minnesota Stormwater Manual provides other recommended mixes that could be substituted, or the District will accept a mix with ratios of 80% sand, 10% compost, and 10% peat.

## Administrative

2. Complete set of final plans signed by MNDOT.
3. Board approval of MNDOT request for review of this project under the proposed rules as drafted.
4. Security deposit (surety) from the contractor in the amount of \$10,400 or Board approval of MNDOT request to waive security requirements.

Conditions:

1. The permittee shall provide contact information for the responsible erosion and sediment control contractor prior to initiating work.

2. The permittee shall invite District permit inspector to the preconstruction meeting and weekly progress meetings.
3. The permittee shall obtain all other required permits and approvals.
4. The permittee is responsible for the stabilization and maintenance of the adjacent areas disturbed by the construction.
5. The permittee shall supply an as-built survey of the Langford Filtration Basin (including topography and control structure elevations) within 35 days of project completion. The District shall review this survey as a part of the certificate of completion for the project.

- Exhibits:
1. Permit Application dated 8/24/21, received 8/27/21.
  2. Submittal Memorandum prepared by MNDOT dated 8/23/21, received 8/27/21.
  3. Stormwater Management Treatment Summary prepared by MNDOT undated, received 8/27/21.
  4. Existing HydroCAD model prepared by MNDOT dated 7/29/21, received 8/27/21.
  5. Proposed HydroCAD model prepared by MNDOT dated 7/28/21, received 8/27/21.
  6. TH13 Langford Filtration Basin Drainage Area Map prepared by MNDOT, undated, received 8/27/21.
  7. TH13 Langford Filtration Basin Borehole 7503P Piezometer reading prepared by MNDOT, undated, received 8/27/21.
  8. TH13 Langford Filtration Basin NRCS Soil Report dated 8/9/21, received 8/27/21.
  9. 60% SWPPP (4 Sheets) prepared by MNDOT, undated, received 8/27/21.
  10. 90% Drainage, Turf Establishment & Erosion Control Plan, Drainage



Profile & Tabulations, and Drainage Details (23 sheets) prepared by MNDOT, undated, received 8/27/21.

11. MNDOT letter dated 11/5/21 in response to PLSLWD permit review dated 9/8/21.
12. Construction Plan Set (283 sheets) prepared by MNDOT, undated, received 11/5/21.
13. Specification 3885 – Rolled Erosion Prevention Products prepared by MNDOT, dated 2020, received 11/5/21.
14. Filter Topsoil Borrow Specification prepared by MNDOT, dated 2020, received 11/5/21.
15. Long-Term Maintenance and Operation Responsibility Letter prepared by MNDOT, dated and received 11/5/21.
16. Mailing List prepared by MNDOT received 11/5/2021.

Findings:

1. Description – Approximately 3.6 miles of the 10.0-mile project are within the District’s political boundary. Within the District, the project includes grading, cold in-place recycling and bituminous mill and overlay, construction of turn lanes, signing, and lighting. The project results in an increase in impervious surface of 0.89-acres.
2. Stormwater Management – MNDOT previously petitioned the District to review Permit 20.03 (TH 282) under the proposed draft rules of the District. A special meeting was held on April 24, 2020 at which time the Board approved MNDOT’s request to review the project under the proposed rules. MNDOT again requests that this project (TH 13) be reviewed under the proposed rules as drafted.

Based on this request, the projected is subject to District stormwater management criteria per proposed Rule D.2(b), “A public linear project that creates more than 10,000 square feet of new or reconstructed impervious surface.” District stormwater management criteria are required to be satisfied for the net increase in impervious surface since the majority of the project construction method (cold in-place recycling and mill and overlay) does not meet the definition of full-reconstruction (i.e., the underlying native soils are not disturbed). Stormwater runoff will however continue to be treated passively via the roadside ditches.

The proposed stormwater management plan includes a filtration basin located northwest of the TH 13 / Langford Way intersection that is sized to provide 0.387-AF of stormwater storage for the purposes of

providing rate control and water quality treatment (via filtration). This basin is sized in accordance with the District's proposed rules.

2. Erosion and Sediment Control – Approximately 10.4 acres of land disturbance will occur within the District's political boundary. An acceptable SWPPP has been submitted including culvert end controls to prevent downstream transport of sediment, sediment control logs, and natural-fiber erosion control blanket for minor grading areas.
3. Wetlands – This project does not impact wetland within the District's political boundary.
4. Floodplain – This project does not impact floodplain within the District's political boundary.
5. Drainage Alterations – Three crossings of the main branch of County Ditch 13 exist along the project corridor. There are no proposed alterations of the County Ditch 13 system.

**WORKSHOP MEETING MINUTES*****Tuesday, November 9, 2021******Prior Lake City Hall, Parkview Conference Room***

Members Present: Curt Hennes, Steve Pany, Frank Boyles, Bruce Loney & Mike Myser

Staff Present: Joni Giese, District Administrator

Others Present: Lisa Quinn, Spring Lake Township; Carl Almer, EOR; Josh Accola, Stantec; Annette Thompson, City of Prior Lake; Kirt Briggs, City of Prior Lake; Dave Beer, Scott County; Christian Morkeberg, CAC

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

**New Staff Introduction: Elizabeth Froden**

Elizabeth Froden, the District's new Water Resources Assistant, was introduced to the Board of Managers. Elizabeth shared her educational background and work experience. Managers introduced themselves and welcomed Elizabeth to the Watershed District.

**Manager Meeting Attendance Discussion**

Administrator Giese mentioned that she had received inquiries from several managers about their ability to participate in board workshops/meetings virtually and the number of meetings that can be missed. Administrator Giese reiterated the criteria for remote participation that was provided by Smith Partners in February 2021. She stated the PLSLWD bylaws state that at the Board's discretion, if a manager misses three consecutive regularly scheduled meetings, they may report this information to the Scott County Commissioners. Manager Boyles stated that he has taken a temporary position for four months. Managers discussed various options to address the situation. Managers were interested in moving the meetings to the third Tuesday of the month to accommodate Manager Boyles and directed staff to see if this was possible. Administrator Giese stated that permanently moving meetings to the third Tuesday would provide staff more time to prepare materials, such as financial statements. There was discussion whether permanently moving the meeting to the third Tuesday of the month should be considered.

**Manager Position Application Process/Schedule**

Administrator Giese stated three manager's terms will expire in 2022 (Managers Loney and Pany in March and Manager Hennes in June). She shared the process that will be followed by Scott County to solicit applications, interview and appoint managers. The county has decided

to interview for all three positions at the same time. The County will post a notice that applications are being received.

### **Health Benefits: Staff Premium Contribution Discussion**

Manager Hennes recommended that employees should contribute a higher percentage of the employee premiums given continued increases in premiums. Manager Myser stated this is discussion that comes up every year for the managers and suggested that a policy be created. Manager Boyles stated the policy will provide for a consistent approach and employees appreciate consistency so they can appropriately plan. Manager Myser stated that he would like staff to have a little “skin in the game” associated with health insurance premiums that are continually rising. Manager Boyles made a motion to direct staff to prepare a policy effective program year 2023 that provides for a transition of co-payments so that employees will start to contribute towards healthcare premiums with an initial contribution percentage of 20% for employees and 40% for family coverage phased in over a two-year period. Second by Manager Pany. Four votes in favor (Managers Boyles, Loney, Myser and Pany). One vote against (Manager Hennes). The final policy will be prepared and approved by the Board of Managers in 2022.

### **2022 Grant Solicitation Schedule**

Manager Loney suggested the District Administrator develop a list of grant opportunities to ensure the District is prepared to submit grant applications when the opportunities arise. Other managers supported the request. District staff will work to compile the list.

### **Biennial Professional Services Request – Process & Schedule**

Administrator Giese stated that the District is required on a biennial basis to solicit professional services for District Engineer, Legal, Audit, and Accounting. Given the District just brought on CLA for Accounting this past year, the accounting solicitation is now off schedule from the others. In past, the District may have solicited interest in being a part of an engineering consultant pool, but it is not clear if an engineering consulting pool was ever established. The tentative schedule for this process is as follows:

- 11/13/2021 or 11/20/2021: Post notice and send out notice to professional services distribution list
- 12/3/2021: Deadline for letters of interest submissions.
- Week of 12/6/2021: Staff will review, rank, and recommend firms to interview
- Week of 12/13/2021 or 1/3/2022: Perform interviews
- 1/11/2021: Select professional service providers

Manager indicated a preference to perform interviews the week of December 13, 2021.

### **District Partner Condolences and Memorial Contribution**

Administrator Giese stated that she planned to have the District make a contribution to a LGU partner colleague to had recently experienced the loss of a loved one. She stated that she had

received feedback from several manager that they were not comfortable with this approach. Based on comments received, she reviewed the District's Governance Manual that states the District will not make charitable contributions to non-profit organizations and it was up to the manager to interpret for the current situation. The Managers decided their preferred approach is for people to make individual contributions rather than have the District make the donation. Manager Boyles stated some agencies do establish a "flower fund" to address issues such as this.

### **Staffing Update**

Administrator Giese stated while she was able to make a successful hire for the Water Resources Assistant position, the District did not receive a strong pool of potential candidates for the Watershed Regulations Coordinator position. She pulled the announcement and is looking into how to strengthen or revise the announcement to attract better candidates. She is hoping to have a revised announcement posted in another week or two.

Manager Pany congratulated Administrator Giese on the hire of Elizabeth Froden, as she seems highly qualified.

### **Closing of Wright Homes, Inc. Permit 05-15**

Administrator Giese provided the activity history associated with the permit for the managers' information.

### **Liaison Updates**

Manager Loney stated at the last CAC meeting, the CAC developed 5 subcommittees to focus on initiatives that interest committee members while also supporting PLSLWD priorities. The five subcommittee are as follows:

- Shoreline Restorations
- Lake Life and Water Quality
- Aquatic Invasive Species
- Fish Stocking
- Water Storages

Each subcommittee developed two to three initiatives and are requesting feedback from the managers whether the proposed initiatives will provide value to the District. Manager Boyles inquired how the CAC would monitor their progress.

Manager Loney stated that CAC members stated they found benefit in the joint CAC/Board of Managers meeting this past summer and suggested that these once-a-year meetings continue.

Manager Pany inquired why the board packet did not include the CAC meeting minutes this month. Administrator Giese stated there would be a one- month gap where the CAC minutes would not be included in the board packet in order to get the minutes in the correct sequence. Previously CAC minutes included in the board packet were draft and had not been approved by the CAC. New approach is to have the CAC approve their minutes prior to inclusion in the board packets.

Manager Hennes inquired about progress of the Sutton Lake Iron Enhanced Sand Filter project. Manager Myser and Carl Almer provided a brief project update and estimated project schedule.

Manager Pany inquired if any additional PLSLWD lakes were added to the impaired waters list this year. Administrator Giese stated that she did not believe so but will confirm.

Manager Loney stated there will be a Steering Committee meeting for the Watershed Management Study on November 29, 2021. Administrator Giese stated that a meeting was held with the Technical Advisory Committee on November 2, 2021, where the draft Steering Committee materials were presented and feedback received. Managers Loney and Boyles represent PLSLWD on the Steering Committee.

Administrator Giese asked that the Managers support District funding of food and non-alcoholic beverages for a staff holiday party. Managers approved.

Manager Hennes inquired about several individuals listed on the District's dental/health policy. Administrator Giese stated one was a spouse of an employee and the others were a previous employee and their spouse who reimburse the District for their premiums. Manager Myser asked Administrator Giese to learn how the previous employee was allowed to remain under the District's policy and whether the previous employee and their spouse's dental activity influence District premiums.

*The meeting was adjourned at 5:35 p.m.*



# PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

## **REGULAR MEETING MINUTES**

***Tuesday November 9, 2021***

***Prior Lake City Hall***

***6:00 PM***

### BOARD OF MANAGERS:

Mike Myser, President; Curt Hennes, Vice President; Bruce Loney, Treasurer  
Steve Pany, Secretary and Frank Boyles, Manager

Members Present: Mike Myser, Curt Hennes, Bruce Loney, Steve Pany

Staff & Consultants Present: Joni Giese, District Administrator  
Jaime Rockney, Water Resources Project Manager  
Jeff Anderson, Water Resources Coordinator  
Carl Almer, EOR, District Engineer

Others Present: Lisa Quinn, Spring Lake Township  
Josh Accola, Stantec Corp.  
Woody Spitzmueller, CAC, Prior Lake Association  
Christian Morkeberg, Chair CAC  
Wes Steffan, President Spring Lake Association

### **CALL TO ORDER & PLEDGE OF ALLEGIANCE:**

Meeting called to order by President Myser at 6:00 P.M.

### **2.0 PUBLIC COMMENT:**

None

### **3.0 APPROVAL OF AGENDA**

Manager Loney moved to approve the agenda. Second by Manager Hennes. All Ayes. Passed 4-0.

## **4.0 OTHER OLD/NEW BUSINESS**

### **4.1 Programs & Projects Update:**

Jeff Anderson reports that the water level at Spring Lake is 909.56 and Prior Lake is 900.55. The water levels are low at this time. For the public interested, the DNR measures the lake level at the bridge between Upper and Prior Lake and reports it on their website. Carp tracking is being done at this time. A carp barrier to a small pond referred to as the “tadpole pond” has been installed. Walleye stocking: The DNR is planning to stock 1000 Walleyes in Spring and Prior Lakes. An additional 3000 walleyes will be purchased and stocked by the Prior Spring Lake Watershed District. The District extends our appreciation to the Spring Lake Association, Prior Lake Association, Prior Lake Rotary, and Slater Realty for each organization’s financial contribution to the walleye stocking effort.

Jaime Rockney reports new staff member Elizabeth Froden (Water Resources Assistant) started last week. On October 28<sup>th</sup> Jaime Rockney and Jeff Anderson attended the annual Prior Lake Association meeting and made a presentation about current projects. Good feedback and compliments to the Watershed District were received. A lake levels graph was presented for Prior Lake from 2012-2021. All three water quality standards (phosphorus, chlorophyll, secchi disk transparency) are being met on Upper Prior Lake. The water quality has improved due to an alum treatment, carp removal, and other projects that have increased native aquatic vegetation that consumes phosphorous resulting in better water quality. A chart was presented showing the carp population is being steadily reduced. Carp removal report: So far in 2021 13,498 pounds of carp have been removed from Upper Prior Lake and 8,200 pounds from Spring Lake. Carp trap netting was done recently at the desilt pond and Lower Jeffers Pond.

## **5.0 CONSENT AGENDA**

Manager Pany moved to approve the Consent Agenda. Second by Manager Loney. All Ayes. Passed 4-0.

- 5.1 Meeting Minutes - October 12, Board Workshop
- 5.2 Meeting Minutes - October 12, Board Meeting
- 5.3 Claims List & Visa Expenditures Summary
- 5.4 Spring Lake West Sub-watershed Feasibility Study: EOR Scope of Services Amendment
- 5.5 Sutton Lake Outlet Retrofit Project Change Order No. 2

## **6.0 TREASURER’S REPORT:**

Manager Loney reported that finances and financial projections are in good order.

### **6.1 Monthly Financial Reports**

- Fund Performance Analysis
- Cash and Investments Summary
- Cash Flow Projections

### **6.2 2021 Budget Amendment**

Manager Hennes moved to approve the 2021 Budget Amendment. Second by Manager Loney. All Ayes. Passed 4-0.



**7.0 UPCOMING MEETING/EVENT SCHEDULE:**

- CAC meeting Thursday, December 9, 2021, 6:30 – 8:00 pm, Prior Lake City Hall, Wagon Bridge Conference Room.
- Prior Lake Outlet Channel Cooperators Meeting, December 16, 2021, 12:00 – 1:30 pm, Prior Lake City Hall, Parkview Conference Room.

**ADJOURNMENT**

Manager Hennes moved to adjourn meeting. Second by Manager Pany. All Ayes. Motion Passed 4-0. Meeting adjourned at 6:31 P.M.

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Steve Pany, District Secretary

November 9, 2021



# PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

## CAC Meeting Minutes

Date: 10/28/21

5:00 - 7:10 PM

### Attendees:

#### CAC Members:

8 of 10 members present = 80% (>50%)

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Christian Morkeberg (Chair)      | <input type="checkbox"/> Woody Spitzmueller                 |
| <input checked="" type="checkbox"/> Christopher Crowhurst (SubCmChr) | <input checked="" type="checkbox"/> Matt Newman             |
| <input checked="" type="checkbox"/> Jim Weninger                     | <input checked="" type="checkbox"/> Ben Burnett (Secretary) |
| <input checked="" type="checkbox"/> Matt Tofanelli                   | <input checked="" type="checkbox"/> Loren Hanson            |
| <input type="checkbox"/> Maureen Reeder                              | <input checked="" type="checkbox"/> David Hagen             |

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Staff: Joni Giese (District Administrator)

#### Board members:

Bruce Loney (CAC rep) Curt Hennes

#### Guests:

Wes Steffan (SLA)  
Lisa Quinn (Spring Lake Township)

### I. Pre-meeting Subcommittee Gatherings – Christopher Crowhurst

CAC Subcommittees met from 5:00 to 5:30 to discuss goals for the next 12 months

### II. Convene meeting – 5:30 pm – Welcome — Chair Christian Morkeberg

### III. Minutes & Agenda

- |                               |  |
|-------------------------------|--|
| a. September Minutes approved | Motioned: Ben; Seconded: Christopher; passed   |
| b. October Agenda approved    | Motioned: Christopher; Seconded: David; passed |

### IV. CAC Business

- Loren presented the new “New Member Orientation Packet” Update
  - The new packet was reviewed and discussed, everyone thought it was very good and the acronym list was great. Several edits were recommended: correct CAC acronym/title; add a link to the Watershed District Management Plan; “What is the CAC?” language to match the language from the charter;
- CAC Subcommittee Reports – working on goals for 2021 & re-alignment
  - Each Subcommittee reported their discussion and their goals for the next year. The goals for each are below, these were refined a bit after the meeting for clarity and focus by Christian and Christopher.
  - Subcommittees:
    - General Goal: Find experts and invite to present at a CAC meeting or multiple experts to create a panel discussion for a topic at a meeting or special session.
    - Shoreline restoration (David, Loren, Jim )
      - Document historical changes in lake shore and lake bottom topography.
      - Understand and educate CAC on Wave Science to understand impact on lake shore and water quality
      - Review current ordinance and regulations to see if they are current or need updating.

## CAC Meeting Minutes – 10/28/21

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- Lake life and water quality (Matt T., Matt N, Maureen)
  - Understand impact of lakeshore restoration techniques on water quality
  - Investigate phosphorus removal via vegetation removal techniques
- Aquatic invasive species (Ben, Christian)
  - Assist in I-LIDS program evaluation
  - Help to create and AIS scorecard detailing each species and each lake situation (*plants & animals, good/bad, response, etc.*)
  - Assess watershed rapid response plan and policies on AIS
- Fish stocking (Loren, Christian, Matt Tofanelli)
  - Document recommendation for management of native fish species
  - Coordinate with watershed, DNR, and lake associations to ensure ongoing commitment to stocking
    - Watershed can only be involved if it is a water quality issue, DNR does some stocking, lake associations will need to do anything else, CAC can help document and coordinate
- Water Storage: (Maureen, Woody, Jim)
  - Study Upper watershed plan implementation plans impact on Spring Lake and Prior Lake water levels.
  - Investigate options for wetland banking for purpose of flood reduction and sediment and phosphorus reduction, includes discovery of Dept. Agriculture grants.
- CAC Officer Elections – January 2022 (Christian)
  - Chair, Vice-chair, Secretary
  - New position: Subcommittee Chair

### V. Staff Project Updates - Joni

- District Rules Update
  - Joni presented a very informative talk about the PLSLWD rules and the process of getting them updated for the first time since 2003
    - **see attachment #1**
  - District has 16 rules (A – P) that are triggered by identified development or construction activities, and enforced via a Permit Process and District Equivalency Agreements (with other jurisdictions). These rules are split into 2 groups: Procedures, and Activities.
  - These rules are how the PLSLWD Policy is put in to action. The PLSLWD Policy Statement is: Protect the public health, welfare, and natural resources of the District by regulating the improvement or alteration of land and waters within the District to:
    - Reduce the severity and frequency of high water
    - Preserve floodplain and wetland storage capacity
    - Improve the chemical and physical quality of surface waters
    - Reduce sedimentation District Rules: Policy Statement
    - Preserve the hydraulic and navigational capacities of waterbodies
    - Promote and preserve natural infiltration areas
    - Preserve natural shoreline features

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**CAC Meeting Minutes – 10/28/21**

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- Minimize future public expenditures on problems caused by the improvement or alteration of land and waters Staffing Updates
  - Staffing Updates
    - 1 position filled, will start soon.
    - Open Position (Watershed Regulations Coordinator) is not getting desired response, the position description is being reworked and will be reposted soon.
  - Sutton Lake Management Plan Introduction – postponed to Dec. 9<sup>th</sup> meeting
- VI. Board Liaison Updates & Requests to CAC – Bruce
- Bruce presented a summary of the Upper Watershed Blueprint plan, background, and the selected the 6 projects that are part of the selected “Option B” - **see attachment #2**
    - Sutton Lake Iron Enhanced Sand Filter
    - Spring West Iron Enhanced Sand Filter
    - Buck Lake East Wetland Enhancement
    - Swamp Lake Iron Enhanced Sand Filter
    - Buck Lake Chemical Treatment System
    - County Ditch 13 Chemical Treatment System
- VII. October Workshop & Board Meeting – attendee: Jim
- a. Nov. Board Meeting – attendee: Woody
  - b. CAC Member Report
    - 1. Budget items
    - 2. Scott County LIDAR funding
    - 3. Conservation easements
    - 4. Approved Sutton Lake Management Plan
    - 5. Staffing issues
- VIII. Adjourn
- a. Motioned: Loren; Seconded: David; passed
- IX. Upcoming Meetings:
- a. Board Meeting: Tues, 11-9-21, 6:00 pm
  - b. CAC Meeting: Thurs, 12-9-21, 6:30 pm (subcommittees meet at 6:00 pm)

## Attachment #1 - Staff Updates



1

Three nature photographs stacked vertically on the left side of the slide. The top photo shows a narrow stream flowing through a dense forest. The middle photo shows a wide, calm lake with a line of trees on the far shore under a clear blue sky. The bottom photo shows a small pond surrounded by lush green trees and grass.

### District Rules: Policy Statement

Protect the public health, welfare, and natural resources of the District by regulating the *improvement or alteration of land and waters* within the District to:

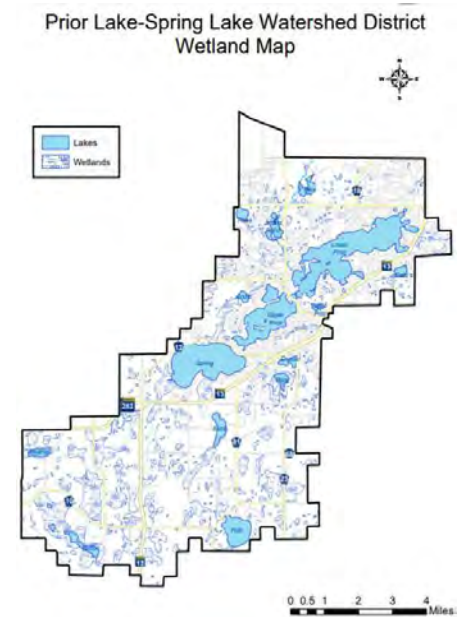
A circular logo for PLSLWD, featuring a stylized white heron silhouette on a dark blue background with the text 'PLSLWD' below it.

2

**CAC Meeting Minutes – 10/28/21**

## District Rules: Policy Statement

- Reduce the severity and frequency of high water
- Preserve floodplain and wetland storage capacity
- Improve the chemical and physical quality of surface waters
- Reduce sedimentation



3

## District Rules: Policy Statement

- Preserve the hydraulic and navigational capacities of waterbodies
- Promote and preserve natural infiltration areas
- Preserve natural shoreline features



4



## District Rules: Policy Statement

- Minimize future public expenditures on problems caused by the improvement or alteration of land and waters



5



## Rule Revisions Overview

- 2003 – Last substantively revised
- 2012-2013 – Significant rule revision planning; revisions never realized
- 2015 – Revisions per the State's Municipal Separate Storm Sewer System (MS4) Permit (required an increased volume control standard)

6





## Rule Revision Goals

- Bring standards into agreement with current state guidance and advances in stormwater management science
- Improve water quality while providing flexibility to developers to incorporate new techniques and technologies
- Increase requirements and incentives for volume management

7



## Rule Revision Goals

- Promote consistency with other regulations (e.g., NPDES Construction Permit) to minimize the regulatory burden on developers
- Coordinate regulatory standards and requirements with implementing partners



8





## Current Rule Update Schedule

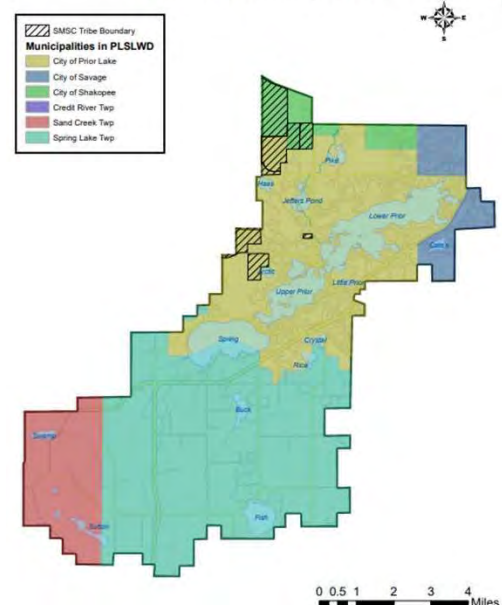
- 2018-2020 – Present Revision Process
  - 5 TAC Meetings
  - 3 Road Authority Meetings
  - 3 Board Workshops
  - Public Hearing – October 8, 2020
  - 45-day Review Period – ended October 28, 2020

9

## District Rules

- District has 16 rules (A – P)
- Rules are triggered by identified development or construction activities
- Rules are enforced via a Permit Process
- District Equivalency Agreements

Prior Lake-Spring Lake Watershed District  
Tribes and Municipalities



10

**CAC Meeting Minutes – 10/28/21**

## District Rules: Procedures

- Rule A – Definitions
- Rule B – Procedural Requirements
- Rule K – Fees
- Rule L – Security
- Rule M – Variances
- Rule N – Appeals
- Rule O – Enforcement



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## District Rules: Activities

- Rule C – General Standards
- Rule D – Stormwater Management
- Rule E – Erosion and Sediment Control
- Rule F – Floodplain Alteration
- Rule G – Wetland Activities
- Rule H – Bridge and Culvert Crossings
- Rule I – Drainage Alterations
- Rule J – Buffer Strips
- Rule P – Illicit Discharge

12



## Next Steps

- Share final rules with
- Board of Managers approval
- Establish equivalency agreements with agency partners

13



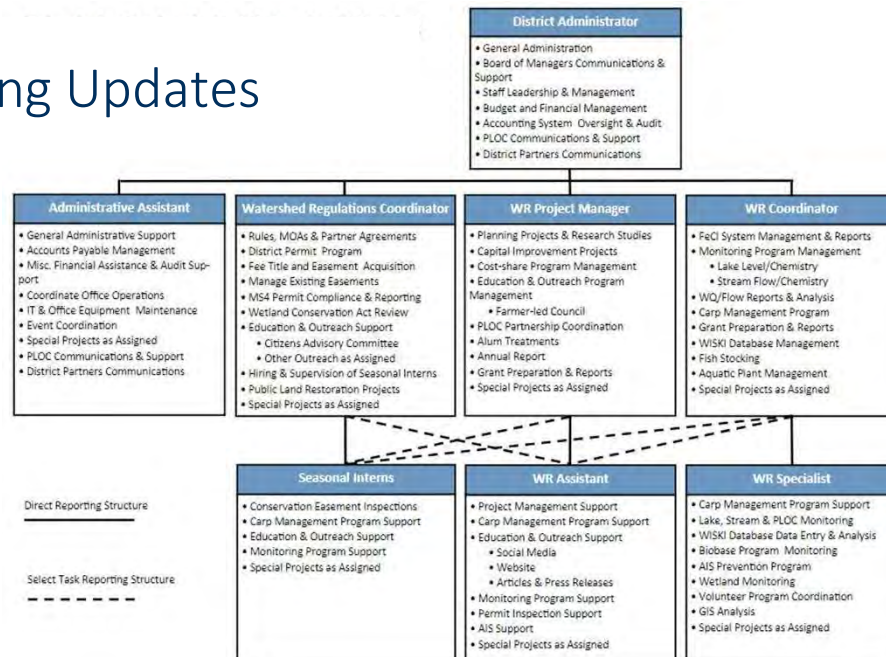
## Questions?



14

## CAC Meeting Minutes – 10/28/21

## Staffing Updates



15

## Sutton Lake Management Plan

16

## Attachment #2 - Upper Watershed Blueprint plan



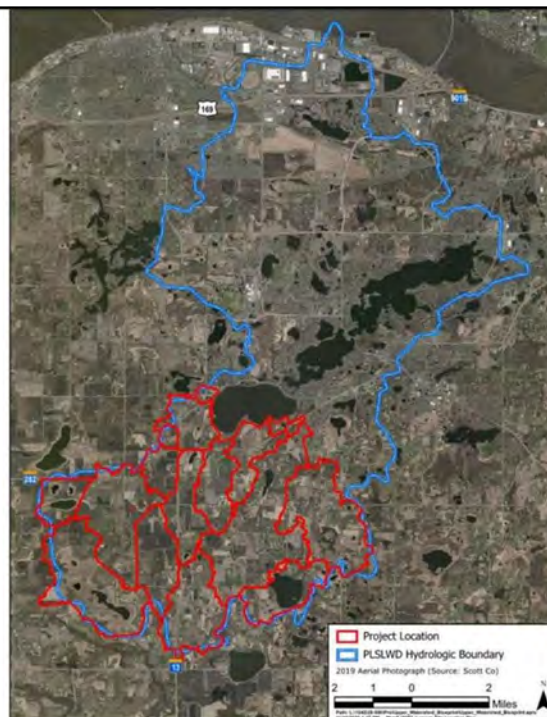
# Upper Watershed Blueprint CAC Presentation

October 28, 2021

1

## Project Area

- 12,760-acre tributary to Spring Lake
- 2/3 of total tributary area to Spring, Upper and Lower Prior Lakes



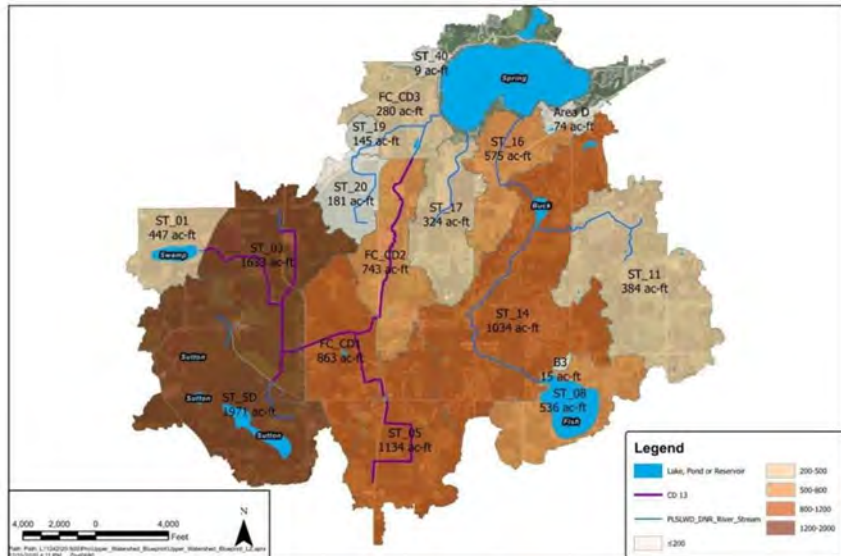
2



## CAC Meeting Minutes – 10/28/21

## Project Drainage

- Upper Watershed is drained primarily through 2 channels
  - Ditch 13 System
  - Buck Lake System



3

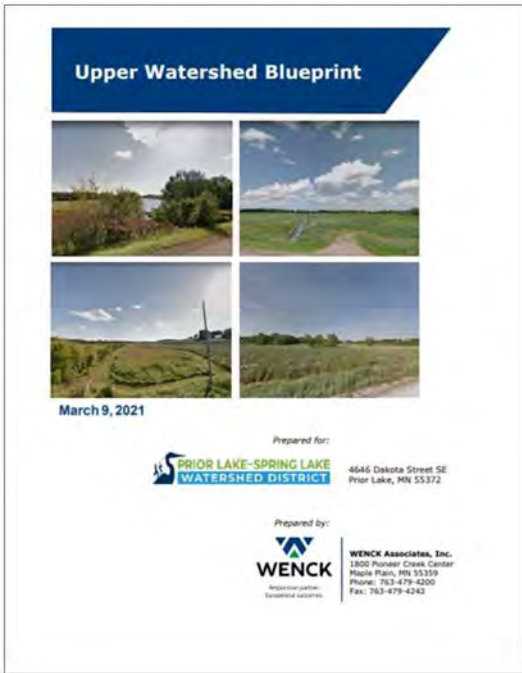
## Project Background

- Spring Lake and Upper Prior Lake are designated as Impaired Waters (total phosphorous) by the MPCA
- Runoff during periods of high rainfall impacts flooding on Spring, Upper & Lower Prior Lakes



4

## CAC Meeting Minutes – 10/28/21

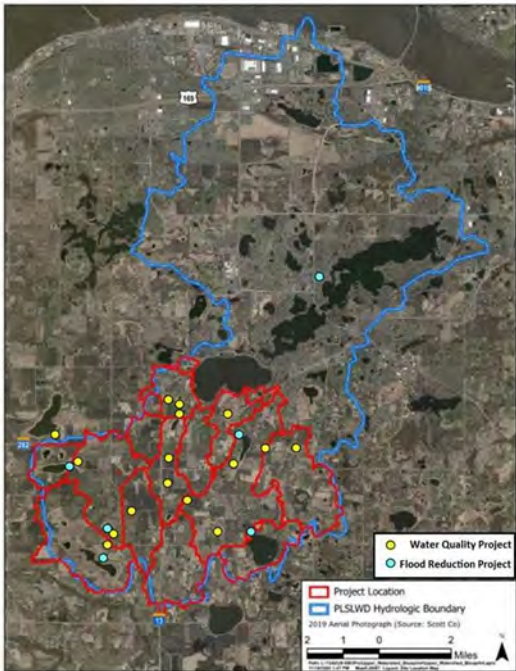


The image shows the cover of a report titled "Upper Watershed Blueprint". It features a blue header with the title. Below the title are four landscape photographs arranged in a 2x2 grid. The date "March 9, 2021" is printed below the photos. At the bottom, it lists the recipient as "PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT" with their address and contact information, and the preparer as "WENCK Associates, Inc." with their address and contact information.

## Project Intent

Goal: Comprehensive approach for stormwater management in the upper watershed

5



The image is an aerial photograph of a watershed area. A blue line outlines the "PLSLWD Hydrologic Boundary". A red line outlines a specific "Project Location". Numerous yellow dots are scattered across the map, representing "Water Quality Projects". A legend in the bottom right corner identifies the symbols: a red square for "Project Location", a blue line for "PLSLWD Hydrologic Boundary", a yellow dot for "Water Quality Project", and a blue circle for "Flood Reduction Project". A scale bar at the bottom indicates distances in miles (0, 1, 2). The text "2019 Aerial Photograph (Source: Scott Co)" is also present.

## Study Outcomes

- Prioritized list of 17 projects to:
  - Improve Water Quality
  - Reduce Flooding

6

## CAC Meeting Minutes – 10/28/21

## Near-term Implementation Projects

- In July 2021, 6 options of grouped projects were analyzed. Managers selected “Option 2”
- Evaluation Factors:
  - % of TMDL Achieved
  - Cost/lb of Phosphorus Removed
  - Construction and Lifecycle Costs

Tally of Project Grouping Options									
Upper Watershed Blueprint									
16-Jun-21									
Option #	Description	Total lbs TP/Yr	% of TMDL	Cost/Lb	Lifecycle Cost	Construction & Staff Costs	# projects	Flood Project (2)	Rank
1	Blueprint Recommendation	2,621	89%	\$ 225	\$ 8,836,000	6,859,200	4		C
2	Blueprint w lesser cost substitutes for FeCl 2	2,712	92%	\$ 194	\$ 7,896,000	6,342,500	6	X	A
3	Ferric Chloride Alt 1 + Low Cost Projects	2,751	93%	\$ 201	\$ 8,296,000	6,658,700	7	X	B
4	Blueprint Recommended Grouping Exceeding TMDL (1)	2,906	98%	\$ 216	\$ 9,435,000		6	X	
5	Fewest Number of Projects - No treatment trains	2,488	84%	\$ 171	\$ 6,372,000		5		
6	Blueprint Alternate 3	2,489	84%	\$ 197	\$ 7,366,000		5	X	
Notes									
1	Original Calculation exceeded TMDL reduction of 2959 lbs/yr. Treatment train correction reduced TP loading to slightly less than TMDL.								
2	This scenario also includes a flood control project (Buck Lake East Wetland Enhancement)								

7

## Near-Term Projects – Option B

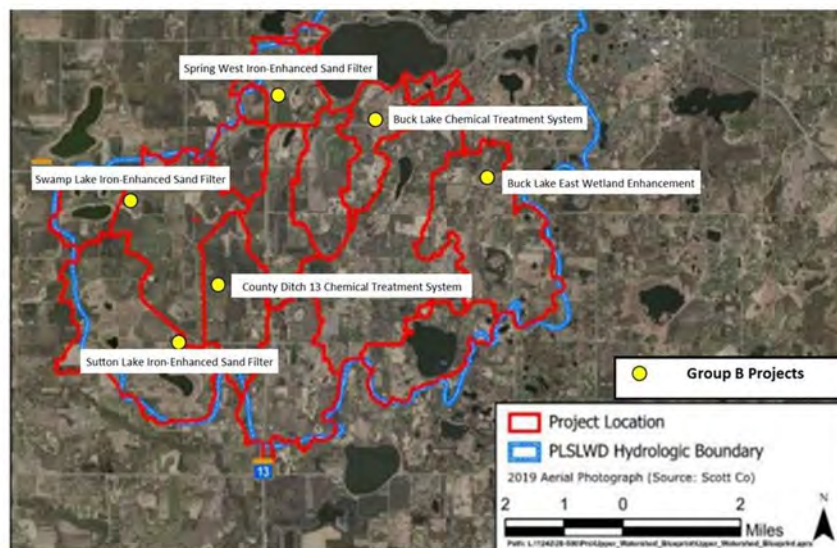
Project	Phosphorous Reduction (lbs/yr)	Treatment Train TP (lbs/yr)	Flood Reduction (feet)	Phosphorous Reduction (\$/lb)	Lifecycle Cost	Scoring Matrix Rank
<b>Water Quality Projects</b>						
1) Sutton Lake Iron-Enhanced Sand Filter	735	735	0	\$166	\$1,836,000	2
3) Swamp Lake Iron-Enhanced Sand Filter	223	223	0	\$159	\$530,000	7
6) Buck Lake East Wetland Enhancement (2)	100	100	0.1	\$119	\$180,000	3
12) Spring West Iron-Enhanced Sand Filter	249	249	0	\$112	\$419,000	1
13) Buck Lake Chemical Treatment System	793	729	0	\$204	\$2,431,000	8
14) County Ditch 13 Chemical Treatment System	1,062	676	0	\$157	\$2,500,000	5
	2,712			\$ 194	\$ 7,896,000	

8



**CAC Meeting Minutes – 10/28/21**

## Individual Projects



9

## Sutton Lake Iron-Enhanced Sand Filter

	Estimated Cost
Construction	\$1,406,000
PLSLWD Staff	\$32,000
Operations & Maintenance (30 years)	\$183,000
<b>Total</b>	<b>\$1,621,000</b>

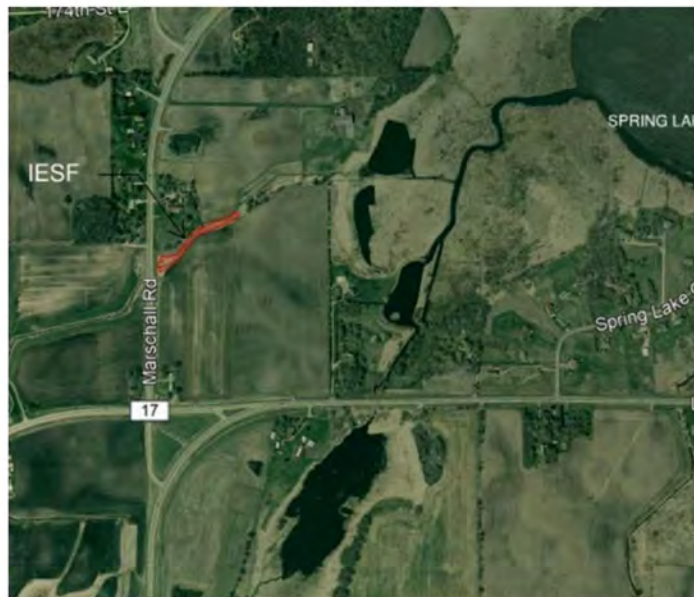


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**CAC Meeting Minutes – 10/28/21**

## Spring West Iron-Enhanced Sand Filter

	Estimated Cost
Construction	\$367,000
PLSLWD Staff	\$26,000
Operations & Maintenance (30 years)	\$152,000
<b>Total</b>	<b>\$545,000</b>



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## Buck Lake East Wetland Enhancement

	Estimated Cost
Construction	\$192,000
PLSLWD Staff	\$28,000
Operations & Maintenance (30 years)	\$31,000
<b>Total</b>	<b>\$251,000</b>



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**CAC Meeting Minutes – 10/28/21**

## Swamp Lake Iron-Enhanced Sand Filter

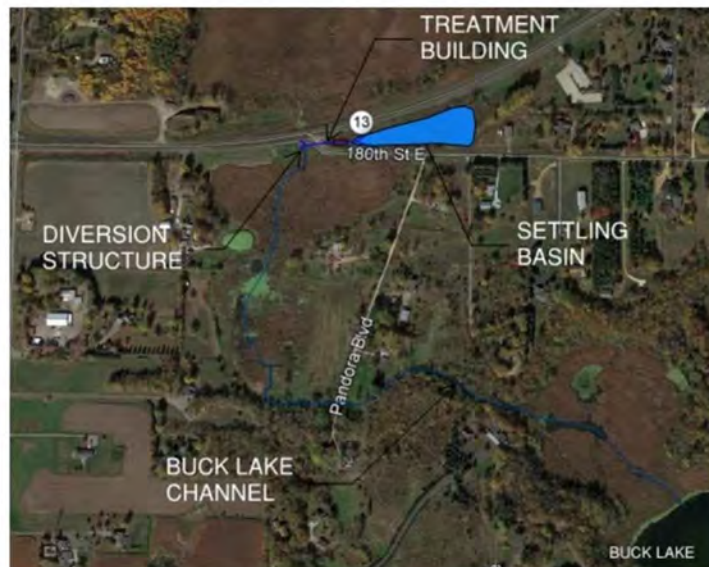
	Estimated Cost
Construction	\$500,000
PLSLWD Staff	\$30,000
Operations & Maintenance (30 years)	\$122,000
<b>Total</b>	<b>\$652,000</b>



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## Buck Lake Chemical Treatment System

	Estimated Cost
Construction	\$1,579,000
PLSLWD Staff	\$40,000
Operations & Maintenance (30 years)	\$2,143,000
<b>Total</b>	<b>\$3,762,000</b>



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**CAC Meeting Minutes – 10/28/21**

## County Ditch 13 Chemical Treatment System

	Estimated Cost
Construction	\$1,779,000
PLSLWD Staff	\$40,000
Operations & Maintenance (30 years)	\$1,828,000
<b>Total</b>	<b>\$3,647,000</b>



15

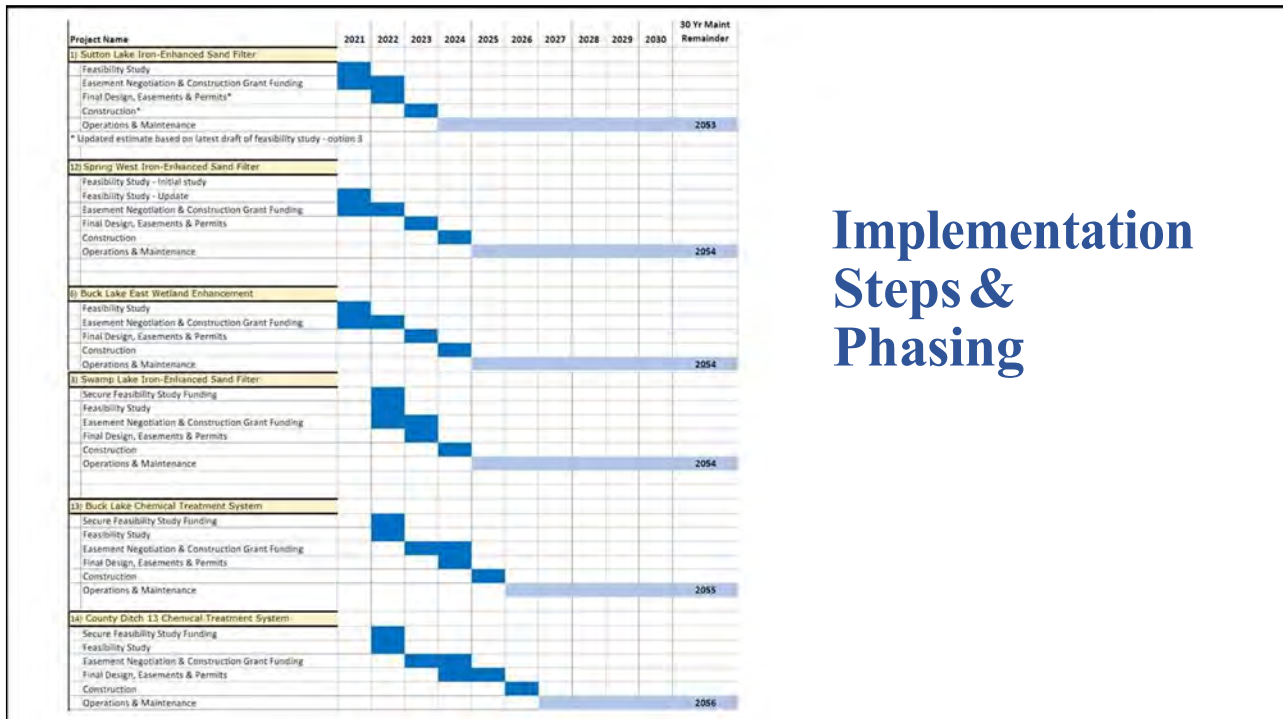
## Cost Summary

- Implementation Funding Sources:
  - District Levy
  - Grants
  - Debt Service (to expedite implementation)

Project	Estimated Cost (with O&M)	Estimated Cost (without O&M)
Sutton Lake Iron Enhanced Sand Filter	\$1,621,000	\$1,438,000
Spring West Iron Enhanced Sand Filter	\$545,000	\$393,000
Buck Lake East Wetland Enhancement	\$251,000	\$220,000
Swamp Lake Iron Enhanced Sand Filter	\$652,000	\$530,000
Buck Lake Chemical Treatment System	\$3,762,000	\$1,619,000
County Ditch 13 Chemical Treatment System	\$3,647,000	\$1,819,000
<b>Total</b>	<b>\$10,478,000</b>	<b>\$6,019,000</b>

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## CAC Meeting Minutes – 10/28/21



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# Questions?



**PRIOR LAKE-SPRING LAKE**  
**WATERSHED DISTRICT**

18

Patty Dronen - Administrative Assistant	CLA - accountant		Bruce Loney, Treasurer
12/14/2021			
Prior Lake Spring Lake Watershed District			
Claims list for Invoice Payments due for the prior month			
Managers will consider approving this claims list - Staff payroll and Manager per diems have already been paid via ADP. After the managers vote, two Managers will sign checks within three days of the meeting for approve claims. Then, staff will US mail checks (written on the Sterling State Bank) to the claims list parties. Staff will request that all vendors provide information on their invoices to fit into the categories below			
Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
x EOR	00758-0114	Sutton Lake Modification Plan	2,198.61
	00758-0148	Sutton Lake Management Plan	78.50
	00758-0139	General Engineering	1,099.00
	00758-0145	Sutton Lake IESF Feasibility	1,107.06
	00758-0139	District Monitoring Program	25.00
	00758-0139	Permitting	940.25
	00758-0139	Rule Revisions	1,138.25
x RMB	M2100221	Watershed Monitoring	628.00
		Ferric Monitoring	361.00
x Scott County		LIDAR Contribution	5,000.00
x Scott County SWCD	2021-183	Task I 611 Cost Share	14,992.00
		Task II FLC	24,282.00
		Task II Healthy Soils Event	1,145.50
		Task III Monitoring Program	1,602.00
		Task IV	480.00
		Task V Education	1,004.83
x Bosek Fisheries and Wholesale Live Bait			6,000.00
			180.00
x Smith Partners	42825	Permitting Legal Services	119.50
			167.30
			286.80
			95.60
x BWSR	3000011700	Alum Grant BWSR Refund	8,021.15
x Three Rivers Park District	2100000256	Lake Monitoring	17,981.00
x WSB	R-017421-000-18	Carp Management	877.50
	R-017421-000-19	319 BWSR Grant/Carp Managmenet	5,734.50
	R-017421-000-20	Carp Management	237.50
x MNL	31394	Weed Control	600.00
x Ben Burnett		Electricity usage	17.50
x Xcel Energy	757606503	October-November Service - 18051 Langford Blvd.	14.44
		Subtotal	\$ 96,414.79
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
x EOR	00758-0140	Non Specific	628.00
	00758-0086	2021 PLOC Vegetation Management	34.50
	00758-0141	2021 PLOC XP-SWMM Updates	6,928.00
	00758-0147	PLOC Seg 1, 4 & 5A Bank Repair	4,300.00
	01758-0149	PLOC Pike Lake Rd. Sediment Removal	3,161.25
x Smith Partners	42826		0.40
			372.31
			191.20
		Subtotal	\$ 15,615.66
3. Payroll, Office and Overhead			
x ADP Manager Per Diems			1,595.94
x ADP Staff Payroll			17,020.81
x ADP Taxes & Benefits			14,671.46
x HSA Bank			265.38
x Fidelity			165.38
x NCPERS	940000122021	Life Insurance Premiums	80.00
x Reliance Standard		December LTD and STD Premiums	481.29
x HealthPartners	108584002		5,092.97
x City of Prior Lake		Rent (January 2022)	2,250.00
x CLA	3088135	Monthly bookkeeping	1,140.00
		Payroll Services	400.00
		Technology and Client Support fee	77.00
x Smith Partners	42824	General Legal and Meetings	52.09
x Metro Sales	INV1933889	Contract Usage August - November, Contract Base Nover	547.16
	INV1937014	November-December Usage	103.00
x Rymark	28365	Monthly charge - December	831.00
x Iceberg Web Design	42253	Yearly hosting fee (plslwd.org)	780.00
x Innovative Office Solutions	IN3546350	Office cubicle signage	93.85
x Southwest News Media	859783	Letters of Interest Notice (2 weeks)	132.80
x Regents of the University of Minnesota	300027964	Workshop Presentation	268.00
x VISA			1,262.46
		Subtotal	\$ 47,310.59
TOTAL			\$ 159,341.04
X		X	

**PLSLWD Board Staff Report**

December 15, 2021


**PRIOR LAKE  
SPRING LAKE  
WATERSHED DISTRICT**
**Subject |** Mesenbrink Property Development Agreement

**Board Meeting Date |** December 21, 2021

**Item No |** 5.5

**Prepared By |** Shauna Capron, Water Resources Specialist

**Attachments |** 1) Project Location Map  
2) Mesenbrink Development Agreement

**Action |** Motion to approve the Mesenbrink property Development Agreement
**BACKGROUND**

At the July 10, 2018, Board Meeting, the Board provided guidance to staff on how to move forward with the potential acquisition of new conservation easements. New procedures were established for all new developments located within an MOA permitting area that triggered the District Rule J for wetland buffer preservation. District Rule J requires a 20' wide minimum buffer around wetlands with a 30' average buffer width that helps maintain the long-term health and function of these basins, most of which are connected to one or more of the District's lakes.

The procedures include acquiring a development agreement in conjunction with the permanent conservation easements. The development agreements provide a way for the District to recover costs associated with the acquisition of the easements including title work, staff time, and engineering review, as well as to ensure that the easement areas are properly established with native plants that filter stormwater.

**PROJECT OVERVIEW**

District staff is working with the property owner and Scott County to establish a wetland buffer area and to permanently protect with a conservation easement. The location of the project is shown on the attached map.

The attached development agreement document is based on a template developed by the District Attorney and will be recorded in the Scott County Land Records Office. It will protect the wetland buffers in perpetuity from landowner to landowner.

**ACTION REQUESTED**

District staff is requesting that the Board of Managers approve the attached development agreement for execution by the District Administrator and recording in the Scott County Land Records Office.







Please return to  
PLSLWD  
4646 Dakota SE  
Prior Lake, MN 55372

### DEVELOPMENT AGREEMENT

This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2021, between Robert Mesenbrink and Lori Mesenbrink, each the spouse of the other (collectively the "Owner"), and the Prior Lake-Spring Lake Watershed District, a political subdivision of the State of Minnesota ("Watershed District" or "District").

### RECITALS

A. Owner is the fee owner of and is proceeding to subdivide certain land located in Scott County, Minnesota, and legally described in Exhibit A (the "Property").

B. As a condition of the approval for the subdivision of the Property, Scott County requires that the Declarant grant the Watershed District a conservation easement over a buffer strip around the perimeter of wetlands within the Project that meets the requirements of the Watershed District's Rules ("Rules").

C. Declarant desires to establish a conservation easement ("Conservation Easement") under Minnesota Statutes, Chapter 84C, to create a buffer strip around the perimeter of wetlands (both existing and to be created) within the Project as required by the Rules.

### AGREEMENT

In consideration of the mutual covenants herein, the parties hereto agree as follows:

1. RECITALS. The foregoing recitals are true and correct and incorporated herein by this reference.

2. SURVEY. Within 30 days after this agreement has been fully executed, the Owner shall supply the Watershed District with a satisfactory legal description and survey drawing of the proposed Conservation Easement area that meets the requirements of the Rules. 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 wetland as determined by the wetland delineation.

3. **EASEMENT DOCUMENT.** Within 30 days after of final approval of the subdivision of the Property, the Owner will properly execute and hand-deliver to the District a Conservation Easement that has been drafted by the District and meets the requirements of the Rules. The District will hold the Conservation Easement in escrow.

4. **OWNERS & ENCUMBRANCE REPORT.** The Watershed District will obtain an Owners & Encumbrance Report that includes easements for the Conservation Easement prior to its recording. If the affected area is subject to a mortgage or other encumbrance in conflict with the terms of the Conservation Easement, the Owner will work diligently to obtain a signed consent from interest holders, and to deliver the consent(s) document to the District as soon as possible. On receipt of the consent(s), the District will execute the Conservation Easement and file it for recording.

5. **BUFFER ESTABLISHMENT.** Owner shall, at its expense, establish native vegetation in the Conservation Easement in accordance with the requirements of District Rules as shown in Exhibit B, unless the District agrees in writing that the existing vegetation in the easement area is currently in a condition that meets these requirements. All structures, including fencing, shall be removed from the buffer area within three (3) months after the Conservation Easement is fully executed and before the Property is sold.

6. **TEMPORARY GRAZING.** The Watershed District will allow the current Owner to temporarily graze horses in the Conservation Easement for six (6) months after the Conservation Easement is fully executed or until the Property is sold, whichever comes first. After this time, grazing will no longer be allowed in the Conservation Easement.

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

8. **INDEMNITY.** Owner shall indemnify, defend and hold the District and its agents, employees, officers, and contractors, harmless from all claims made by itself and third parties for damage or loss sustained or costs incurred, in connection with or arising out of this Agreement. Costs incurred includes District staff costs, and consultant and attorney fees, incurred as a result of a claim.

9. **COSTS AND FEES.** Owner shall reimburse the District for all costs incurred in the preparation and review of the Conservation Easement, including District staff time, title policy cost, recording fees, and engineering & attorneys' fees. The Owner shall also reimburse the District for all costs related to the enforcement of this Agreement. Owner shall fully pay all invoices ("Invoices") submitted by the District for obligations incurred under this Agreement

within 30 days after receipt. Amounts not so paid shall accrue interest at the rate of 8 percent per year or the maximum rate allowed by law, if less.

10. **DEFAULT.** If Owner defaults as to any obligation required by this Agreement, the District may, at its option and after not less than 7 days' notice to Owner, enter and perform the work, and Owner shall reimburse the District for all costs incurred thereby. In the event of an emergency as determined by the District, the requirement of 7 days advance notice of default shall be waived.

11. **DURATION.** This Agreement shall terminate on the date that the Watershed District provides formal written documentation that the Conservation Easement has been planted and fully established in accordance with Exhibit B, meets all Rule requirements, and that all reimbursable costs incurred by the District have been paid. At Owner's request, the District will execute a notice of termination that Owner may record on the title.

12. **ESCROW; SURVIVAL.** Notwithstanding the foregoing paragraph 9, as a prerequisite to termination, Owner will provide the District the sum of \$3,000 to secure the establishment of Conservation Area vegetation in accordance with Exhibit B through two full growing seasons, the removal of the fencing, and the required installation of buffer signs. The District will hold the funds in escrow, may commingle the funds with other similar escrow funds, and with 7 days' notice may use the funds for the purpose of securing vegetation establishment and fence removal in accordance with Exhibit B. When establishment has been completed, the District will return remaining escrow funds to Owner, less the amount of any unpaid Invoices. The District is not obligated to hold the funds in an interest-bearing account, but if the funds have accrued interest, it will be included in the sum returned. The establishment requirement of paragraph 4 and the escrow requirement of this paragraph 10 will survive termination of the Agreement.

13. **BINDING EFFECT.** This Agreement shall run with the land and bind and inure to the benefit of the parties hereto and their respective heirs, successors and assign. However, Owner and each successor record owner of the Property shall be fully discharged and relieved of liability under this Agreement upon ceasing to own any interest in the Property and paying all amounts and performing all obligations hereunder to the time ownership terminates.

14. **RECORDING.** Owner shall provide the signed original copy of this agreement to the District for recording. Owner shall be responsible for payment of the recording fee(s) and if such fee(s) are advanced by the District, Owner shall reimburse the District for those fee(s).

15. **MISCELLANEOUS.**

(a) The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.

(b) The failure of the District to insist on compliance or enforcement of any provision of this Agreement shall not affect the validity or enforceability or constitute a waiver of future enforcement of that provision or any other provision by the District.

(c) All notices under this Agreement shall be deemed to be sent or delivered when personally delivered to the recipient or when mailed by certified or registered mail, postage prepaid, addressed to Owner at 4635 200<sup>th</sup> St. E. Prior Lake, MN 55372 or other place of business, and to the Watershed District at 4646 Dakota Street SE, Prior Lake, MN 55372, or at such other address as either party may hereafter designate in writing to the other.

(d) This Agreement shall be subject to and governed by Minnesota law.

IN WITNESS WHEREOF, the Owner has voluntarily executed this Development Agreement on this 4 day of November, 2021.

OWNER:

By:

Robert Mesenbrink  
Robert Mesenbrink

By:

Lori Mesenbrink  
Lori Mesenbrink

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF SCOTT        )

The foregoing instrument was acknowledged before me this 4 day of November, 2021, by Robert Mesenbrink and Lori Mesenbrink, each the spouse of the other.



Ann Schroeder  
Notary Public

My Commission Expires: 01.31.26

**ACCEPTANCE**

The Prior Lake-Spring Lake Watershed District hereby accepts the foregoing Development Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

PRIOR LAKE-SPRING LAKE WATERSHED  
DISTRICT

By: \_\_\_\_\_  
Joni Giese

Title: District Administrator

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF SCOTT        )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by Joni Giese, as the Administrator of the Prior Lake-Spring Lake Watershed District, a political subdivision under Minnesota law.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

This instrument was drafted by:

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

Return to:

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

EXHIBIT A:

LEGAL DESCRIPTION OF PROPERTY:

The East half of the North West Quarter of the North East Quarter (E  $\frac{1}{2}$  of NW  $\frac{1}{4}$  of NE  $\frac{1}{4}$ ) of Section Twenty-six (26) except the North One (1) rod thereof, Township One Hundred Fourteen (114), Range Twenty-two (22), Scott County, Minnesota.

## EXHIBIT B:

## Excerpt from Watershed District Rules

## Rule J, Section 4 (c):

All open areas within the buffer strip shall be seeded or planted in accordance with Paragraph 8 below. All seeding or planting shall be completed prior to removal of any erosion and sediment control measures. If construction is completed after the end of the growing season, erosion and sediment control measures shall be left in place and all disturbed areas shall be mulched for protection over the winter season.

## Rule J, Section 8:

## 8. VEGETATION:

- (a) Where acceptable natural vegetation exists in buffer strip areas, the retention of such vegetation in an undisturbed state is required unless an applicant receives approval to replace such vegetation. A buffer strip has acceptable natural vegetation if it:
  - (i) Has a continuous, dense layer of perennial grasses that has been uncultivated or unbroken for at least 5 consecutive years; or
  - (ii) Has an overstory of trees and/or shrubs that has been uncultivated or unbroken for at least 5 consecutive years; or
  - (iii) Contains a mixture of the plant communities described in Subparagraphs 8(a)(i) and
  - (iv) above that has been uncultivated or unbroken for at least 5 years.
- (b) Notwithstanding the performance standards set forth in Paragraph 8(a), the managers may determine existing buffer strip vegetation to be unacceptable if:
  - (i) It is composed of undesirable plant species including but not limited to common buckthorn, purple loosestrife, leafy spurge or noxious weeds; or
  - (ii) It has topography that tends to channelize the flow of runoff; or
  - (iii) For some other reason it is unlikely to retain nutrients and sediment.
- (c) Where buffer strips are not vegetated or have been cultivated or otherwise disturbed within 5 years of the permit application, such areas shall be replanted and maintained. The buffer strip plantings must be identified on the permit application. The buffer strip landscaping shall comply with the following standards:
  - (i) Buffer strips shall be planted with a seed mix approved by MnDOT, NRCS or SWCD, with the exception of a one-time planting with an annual nurse or cover crop such as oats or rye.
  - (ii) The seed mix shall be broadcast according to MnDOT, NRCS or SWCD specifications of the selected mix. The annual nurse or cover crop shall be applied at a minimum rate of 30 pounds per acre. The MnDOT or NRCS seed



mix selected for permanent cover shall be appropriate for soil site conditions and free of invasive species. MnDOT, NRCS or SWCD approved mixtures appropriate for specific soil and moisture conditions can be used to meet these requirements.

- (iii) Native shrubs may be substituted for native forbs. All substitutions must be approved by the District. Such shrubs may be bare root seedlings and shall be planted at a minimum rate of 60 plants per acre. Shrubs shall be distributed so as to provide a natural appearance and shall not be planted in rows.
  - (iv) Any groundcover or shrub plantings installed within the buffer strip are independent of any landscaping required elsewhere by the municipality or county.
  - (v) Grasses and forbs shall be seeded or planted by a qualified contractor. The method of application shall be approved by the District prior to planting or seeding.
  - (vi) No fertilizer shall be used in establishing new buffer strips, except on highly disturbed sites when necessary to establish acceptable buffer strip vegetation and then limited to amounts indicated by an accredited soil testing laboratory.
  - (vii) All seeded areas shall be mulched immediately with clean straw at a rate of 1.5 tons per acre. Mulch shall be anchored with a disk or tackifier.
  - (viii) Buffer strips (both natural and created) shall be protected by erosion and sediment control measures during construction in accordance with Rule E. The erosion and sediment control measures shall remain in place until the area crop is established.
- (d) Buffer strip vegetation shall be established and maintained in accordance with the requirements found in this Paragraph 8. During the first two full growing seasons, the owner must replant any buffer strip vegetation that does not survive. The owner shall be responsible for reseeding and/or replanting if the buffer strip changes at any time through human intervention or activities. At a minimum the buffer strip must be maintained as a "no mow" area.

**PLSLWD Board Staff Report**

December 15, 2021


**PRIOR LAKE  
SPRING LAKE  
WATERSHED DISTRICT**
**Subject |** Marxen Farms Development Agreement & Conservation Easement

**Board Meeting Date |** December 21, 2021

**Item No |** 5.6

**Prepared By |** Shauna Capron, Water Resources Specialist

**Attachments |** 1) Project Location Map  
2) Marxen Farm Development Agreement  
3) Marxen Farm Conservation Easement

**Action |** Motion to approve the Marxen Farm property Development Agreement and Conservation Easement
**BACKGROUND**

At the July 10, 2018, Board Meeting, the Board provided guidance to staff on how to move forward with the potential acquisition of new conservation easements. New procedures were established for all new developments located within an MOA permitting area that triggered the District Rule J for wetland buffer preservation. District Rule J requires a 20' wide minimum buffer around wetlands with a 30' average buffer width that helps maintain the long-term health and function of these basins, most of which are connected to one or more of the District's lakes.

The procedures include acquiring a development agreement in conjunction with the permanent conservation easements. The development agreements provide a way for the District to recover costs associated with the acquisition of the easements including title work, staff time, and engineering review, as well as to ensure that the easement areas are properly established with native plants that filter stormwater.

**PROJECT OVERVIEW**

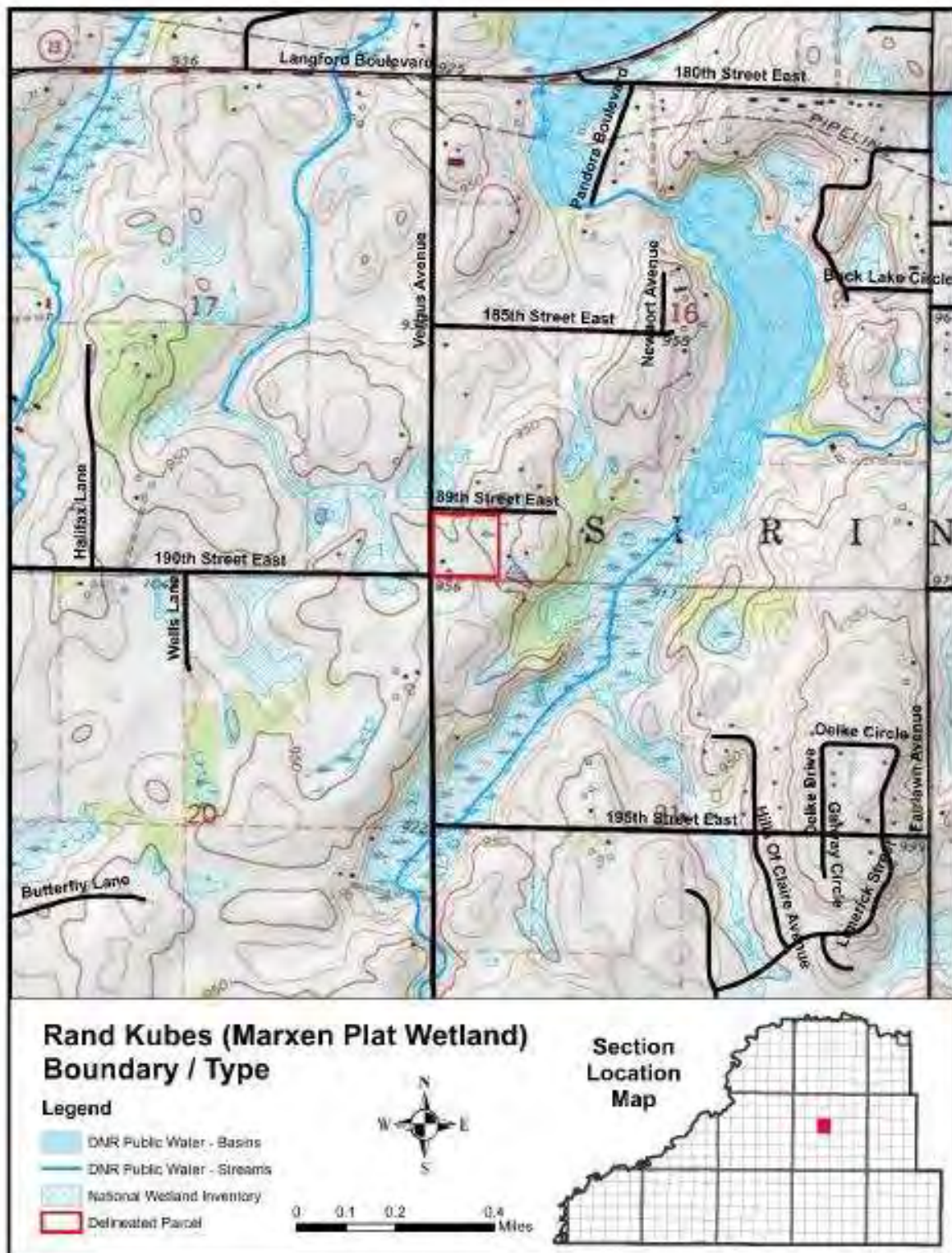
District staff is working with the property owner and Scott County to establish a wetland buffer area and to permanently protect with a conservation easement. The location of the project is shown on the attached map.

The attached development agreement and conservation easement documents are based on a template developed by the District Attorney. The development agreement and conservation easement are legal documents that will be recorded in the Scott County Land Records Office. The conservation easement will protect the wetland buffers in perpetuity from landowner to landowner.

**ACTION REQUESTED**

District staff is requesting that the Board of Managers approve the attached development agreement and conservation easement for execution by the District Administrator and recording in the Scott County Land Records Office.

## Exerpt from Wetland Delineation Report to depict project location



### DEVELOPMENT AGREEMENT

This Agreement is made this 08 day of NOV, 2021, between Peter E. Marxen (collectively the "Owner"), and the Prior Lake-Spring Lake Watershed District, a political subdivision of the State of Minnesota ("Watershed District" or "District").

### RECITALS

A. Owner is the fee owner of and is proceeding to subdivide certain land located in Scott County, Minnesota, and legally described in Exhibit A (the "Property").

B. As a condition of the approval for the subdivision of the Property, Scott County requires that the Declarant grant the Watershed District a conservation easement over a buffer strip around the perimeter of wetland within the Project that meets the requirements of the Watershed District's Rules ("Rules").

C. Declarant desires to establish a conservation easement ("Conservation Easement") under Minnesota Statutes, Chapter 84C, to create a buffer strip around the perimeter of wetlands within the Project as required by the Rules.

### AGREEMENT

In consideration of the mutual covenants herein, the parties hereto agree as follows:

1. RECITALS. The foregoing recitals are true and correct and incorporated herein by this reference.

2. SURVEY. Within 30 days after this agreement has been fully executed, the Owner shall supply the Watershed District with a satisfactory legal description and survey drawing of the proposed Conservation Easement area that meets the requirements of the Rules.

3. **EASEMENT DOCUMENT.** Within 30 days after of final approval of the subdivision of the Property, the Owner will properly execute and hand-deliver to the District a Conservation Easement that has been drafted by the District and meets the requirements of the Rules. The District will hold the Conservation Easement in escrow.

4. **OWNERS & ENCUMBRANCE REPORT.** The Watershed District will obtain an Owners & Encumbrance Report that includes easements for the Conservation Easement prior to its recording. If the affected area is subject to a mortgage or other encumbrance in conflict with the terms of the Conservation Easement, the Owner will work diligently to obtain a signed consent from interest holders, and to deliver the consent(s) document to the District as soon as possible. On receipt of the consent(s), the District will execute the Conservation Easement and file it for recording..

5. **BUFFER ESTABLISHMENT.** Owner shall, at its expense, establish native vegetation in the Conservation Easement in accordance with the requirements of District Rules as shown in Exhibit B, unless the District agrees in writing that the existing vegetation in the easement area is currently in a condition that meets these requirements.

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

7. **INDEMNITY.** Owner shall indemnify, defend and hold the District and its agents, employees, officers, and contractors, harmless from all claims made by itself and third parties for damage or loss sustained or costs incurred, in connection with or arising out of this Agreement. Costs incurred includes District staff costs, and consultant and attorney fees, incurred as a result of a claim.

8. **COSTS AND FEES.** Owner shall reimburse the District for all costs incurred in the preparation and review of the Conservation Easement, including District staff time, title policy cost, recording fees, and engineering & attorneys' fees. The Owner shall also reimburse the District for all costs related to the enforcement of this Agreement. Owner shall fully pay all invoices ("Invoices") submitted by the District for obligations incurred under this Agreement within 30 days after receipt. Amounts not so paid shall accrue interest at the rate of 8 percent per year or the maximum rate allowed by law, if less.

9. **DEFAULT.** If Owner defaults as to any obligation required by this Agreement, the District may, at its option and after not less than 7 days' notice to Owner, enter and perform the work, and Owner shall reimburse the District for all costs incurred thereby. In the event of an emergency as determined by the District, the requirement of 7 days advance notice of default shall be waived.

10. DURATION. This Agreement shall terminate on the date that the Watershed District provides formal written documentation that the Conservation Easement has been planted and fully established in accordance with Exhibit B, meets all Rule requirements, and that all reimbursable costs incurred by the District have been paid. At Owner's request, the District will execute a notice of termination that Owner may record on the title.

11. ESCROW; SURVIVAL. Notwithstanding the foregoing paragraph 9, as a prerequisite to termination, Owner will provide the District the sum of \$2,600 to secure the establishment of Conservation Area vegetation in accordance with Exhibit B, and the required installation of buffer signs. The District will hold the funds in escrow, may commingle the funds with other similar escrow funds, and with 7 days' notice may use the funds for the purpose of securing vegetation establishment and fence removal in accordance with Exhibit B. When establishment has been completed, the District will return remaining escrow funds to Owner, less the amount of any unpaid Invoices. The District is not obligated to hold the funds in an interest-bearing account, but if the funds have accrued interest, it will be included in the sum returned. The establishment requirement of paragraph 4 and the escrow requirement of this paragraph 10 will survive termination of the Agreement.

12. BINDING EFFECT. This Agreement shall run with the land and bind and inure to the benefit of the parties hereto and their respective heirs, successors and assign. However, Owner and each successor record owner of the Property shall be fully discharged and relieved of liability under this Agreement upon ceasing to own any interest in the Property and paying all amounts and performing all obligations hereunder to the time ownership terminates.

13. RECORDING. Owner shall provide the signed original copy of this agreement to the District for recording. Owner shall be responsible for payment of the recording fee(s) and if such fee(s) are advanced by the District, Owner shall reimburse the District for those fee(s).

14. MISCELLANEOUS.

(a) The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.

(b) The failure of the District to insist on compliance or enforcement of any provision of this Agreement shall not affect the validity or enforceability or constitute a waiver of future enforcement of that provision or any other provision by the District.

(c) All notices under this Agreement shall be deemed to be sent or delivered when personally delivered to the recipient or when mailed by certified or registered mail, postage prepaid, addressed to Owner at 1467 190<sup>th</sup> St. Jordan, MN 55352 and to the Watershed District at 4646 Dakota Street SE, Prior Lake, Minnesota 55372, or at such other address as either party may hereafter designate in writing to the other.

(d) This Agreement shall be subject to and governed by Minnesota law.

IN WITNESS WHEREOF, the Owner has voluntarily executed this Development Agreement on this 8th day of Nov., 2021.

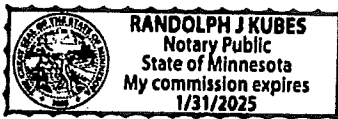
OWNER:

By: [Signature]  
Peter E. Marxen

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF SCOTT        )

The foregoing instrument was acknowledged before me this 8th day of Nov., 2021, by Peter E. Marxen, a single person.

[Signature]  
Notary Public



**ACCEPTANCE**

The Prior Lake-Spring Lake Watershed District hereby accepts the foregoing Development Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

PRIOR LAKE-SPRING LAKE WATERSHED  
DISTRICT

By: \_\_\_\_\_  
Joni Giese

Title: District Administrator

STATE OF MINNESOTA    )  
                                      ) ss.  
COUNTY OF SCOTT        )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by Joni Giese, as the District Administrator of the Prior Lake-Spring Lake Watershed District, a political subdivision under Minnesota law.

\_\_\_\_\_  
Notary Public

This instrument was drafted by:  
Prior Lake-Spring Lake Watershed District  
4646 Dakota Street SE  
Prior Lake, MN 55372

Return to:  
Prior Lake-Spring Lake Watershed District  
4646 Dakota Street SE  
Prior Lake, MN 55372



EXHIBIT A:

LEGAL DESCRIPTION OF PROPERTY:

The West 654.71 feet of the South Half of the Southwest Quarter of the Southwest Quarter of Section 16, Township 114 North, Range 22 West, Scott County, Minnesota.

PLATTED DESCRIPTION

MARXEN FARM, according to the recorded plat thereof, Scott County, Minnesota.

## EXHIBIT B:

## Excerpt from Watershed District Rules

## Rule J, Section 4 (c):

All open areas within the buffer strip shall be seeded or planted in accordance with Paragraph 8 below. All seeding or planting shall be completed prior to removal of any erosion and sediment control measures. If construction is completed after the end of the growing season, erosion and sediment control measures shall be left in place and all disturbed areas shall be mulched for protection over the winter season.

## Rule J, Section 8:

## 8. VEGETATION:

- (a) Where acceptable natural vegetation exists in buffer strip areas, the retention of such vegetation in an undisturbed state is required unless an applicant receives approval to replace such vegetation. A buffer strip has acceptable natural vegetation if it:
  - (i) Has a continuous, dense layer of perennial grasses that has been uncultivated or unbroken for at least 5 consecutive years; or
  - (ii) Has an overstory of trees and/or shrubs that has been uncultivated or unbroken for at least 5 consecutive years; or
  - (iii) Contains a mixture of the plant communities described in Subparagraphs 8(a)(i) and
  - (iv) above that has been uncultivated or unbroken for at least 5 years.
- (b) Notwithstanding the performance standards set forth in Paragraph 8(a), the managers may determine existing buffer strip vegetation to be unacceptable if:
  - (i) It is composed of undesirable plant species including but not limited to common buckthorn, purple loosestrife, leafy spurge or noxious weeds; or
  - (ii) It has topography that tends to channelize the flow of runoff; or
  - (iii) For some other reason it is unlikely to retain nutrients and sediment.
- (c) Where buffer strips are not vegetated or have been cultivated or otherwise disturbed within 5 years of the permit application, such areas shall be replanted and maintained. The buffer strip plantings must be identified on the permit application. The buffer strip landscaping shall comply with the following standards:
  - (i) Buffer strips shall be planted with a seed mix approved by MnDOT, NRCS or SWCD, with the exception of a one-time planting with an annual nurse or cover crop such as oats or rye.
  - (ii) The seed mix shall be broadcast according to MnDOT, NRCS or SWCD specifications of the selected mix. The annual nurse or cover crop shall be applied at a minimum rate of 30 pounds per acre. The MnDOT or NRCS seed

mix selected for permanent cover shall be appropriate for soil site conditions and free of invasive species. MnDOT, NRCS or SWCD approved mixtures appropriate for specific soil and moisture conditions can be used to meet these requirements.

- (iii) Native shrubs may be substituted for native forbs. All substitutions must be approved by the District. Such shrubs may be bare root seedlings and shall be planted at a minimum rate of 60 plants per acre. Shrubs shall be distributed so as to provide a natural appearance and shall not be planted in rows.
  - (iv) Any groundcover or shrub plantings installed within the buffer strip are independent of any landscaping required elsewhere by the municipality or county.
  - (v) Grasses and forbs shall be seeded or planted by a qualified contractor. The method of application shall be approved by the District prior to planting or seeding.
  - (vi) No fertilizer shall be used in establishing new buffer strips, except on highly disturbed sites when necessary to establish acceptable buffer strip vegetation and then limited to amounts indicated by an accredited soil testing laboratory.
  - (vii) All seeded areas shall be mulched immediately with clean straw at a rate of 1.5 tons per acre. Mulch shall be anchored with a disk or tackifier.
  - (viii) Buffer strips (both natural and created) shall be protected by erosion and sediment control measures during construction in accordance with Rule E. The erosion and sediment control measures shall remain in place until the area crop is established.
- (d) Buffer strip vegetation shall be established and maintained in accordance with the requirements found in this Paragraph 8. During the first two full growing seasons, the owner must replant any buffer strip vegetation that does not survive. The owner shall be responsible for reseeding and/or replanting if the buffer strip changes at any time through human intervention or activities. At a minimum the buffer strip must be maintained as a "no mow" area.

## DECLARATION OF CONSERVATION EASEMENT

This Declaration is made this 8<sup>th</sup> day of Nov., 2021, by Peter E. Marxen, (the "Declarant").

## RECITALS

Declarant owns land related to the development of MARXEN FARM in Scott County, Minnesota, described on the attached Exhibit A (the "Property"). As conditions of the approval of the plats of MARXEN FARM, Scott County required that the Declarant establish, to the benefit of the Prior Lake-Spring Lake Watershed District ("Watershed District"), a conservation easement over a buffer strip around the perimeter of wetlands within the Property in accordance with the requirements of the Watershed District's Rules ("Rules"). Declarant desires to establish a conservation easement under Minnesota Statutes, Chapter 84C, to create a buffer strip around the perimeter of wetlands (both existing and to be created) within the Property.

## DECLARATION

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

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

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

(a) The Easement Area shall be preserved predominantly in its natural condition. No trees, shrubs, or other vegetation that are not indigenous or naturalized to the State of Minnesota shall be planted upon the Easement Area; and no trees, shrubs, or other vegetation

shall be removed from the Easement Area without the prior written consent of the Watershed District.

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

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

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

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

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

(b) Construction, maintenance, repair, reconstruction or replacement of public roads crossing the Easement Area, so long as any adverse impacts of such roads on the function of the Conservation Easement are avoided or minimized to the extent possible.

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

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

#### 6. MISCELLANEOUS.

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

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

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

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

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

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

IN WITNESS WHEREOF, the Owner has voluntarily executed this Agreement on this  
8<sup>th</sup> day of Nov., 2021.

OWNER:

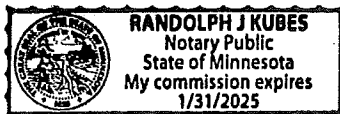
Peter E. Marxen  
A single person

By: [Signature]  
Peter E. Marxen

Its: Owner

STATE OF MINNESOTA    )  
                                      ) ss.  
COUNTY OF SCOTT        )

The foregoing instrument was acknowledged before me this 8<sup>th</sup> day of  
Nov., 2021, by Peter E. Marxen the Owner of MARXEN FARM.



[Signature]  
Notary Public



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

By: Joni Giese

STATE OF MINNESOTA )  
 )SS  
COUNTY OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2021, by Joni Giese, the Administrator of the PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT, a political subdivision under Minnesota law, on its behalf.

This instrument was drafted by:  
Prior Lake-Spring Lake Watershed District  
4646 Dakota Street SE, Prior Lake, MN 55372

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

The West 654.71 feet of the South Half of the Southwest Quarter of the Southwest Quarter of Section 16, Township 114 North, Range 22 West, Scott County, Minnesota.

PLATTED DESCRIPTION

MARXEN FARM, according to the recorded plat thereof, Scott County, Minnesota.

## EXHIBIT B

## LEGAL DESCRIPTION OF EASEMENT AREAS

## EASEMENT 1

That part of Lot 1, Block 1, Marxen Farm, according to the recorded plat thereof, Scott County, Minnesota, described as follows:

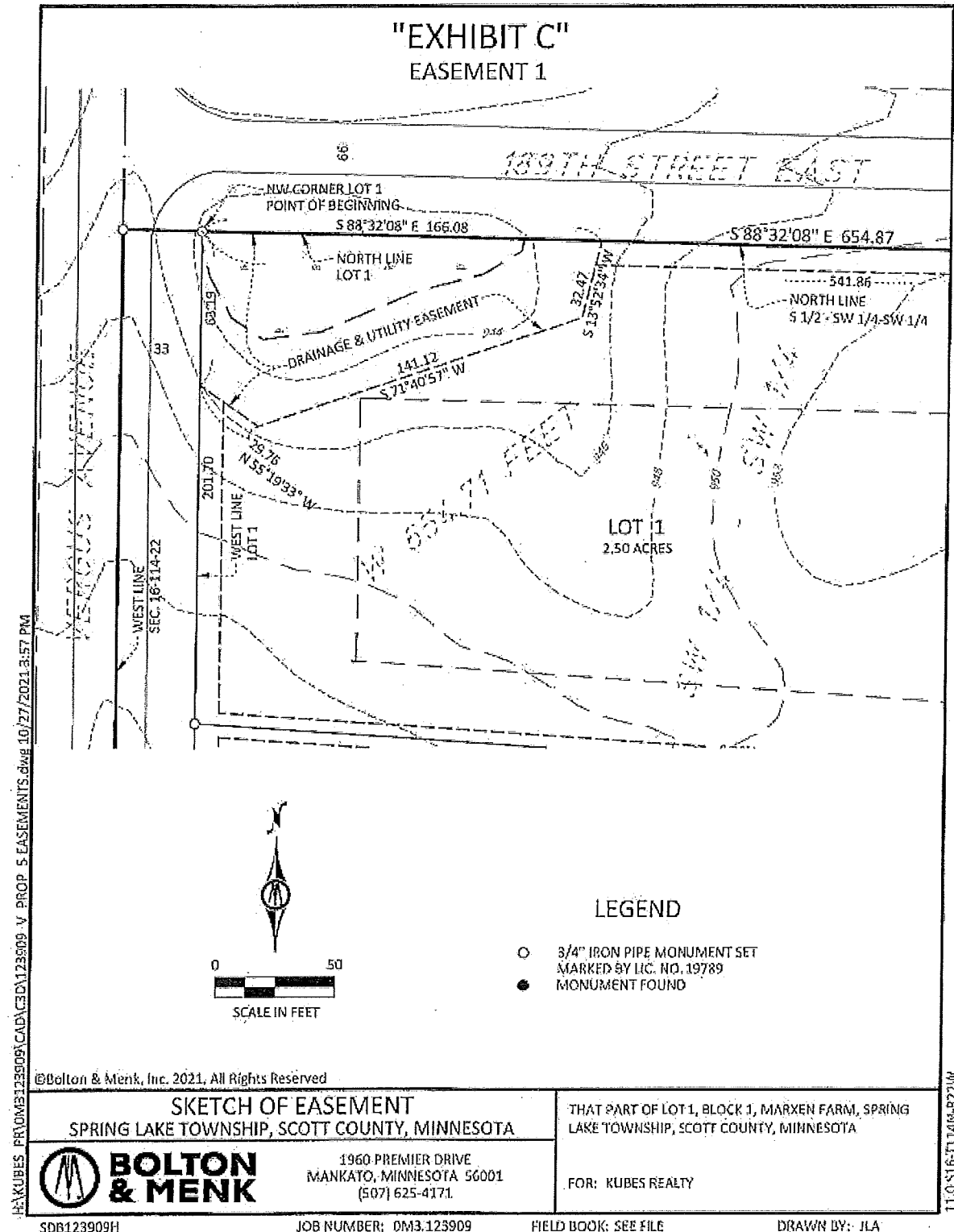
Beginning at the Northwest Corner of said Lot 1; thence South 88 degrees 32 minutes 08 seconds East on the north line of said Lot 1, a distance of 166.08 feet; thence South 13 degrees 52 minutes 34 seconds West, a distance of 32.47 feet; thence South 71 degrees 40 minutes 57 seconds West, a distance of 141.12 feet; thence North 55 degrees 19 minutes 33 seconds West, a distance of 29.76 feet to the west line of said Lot 1; thence North 00 degrees 12 minutes 31 seconds East on said west line, a distance of 63.19 feet to the point of beginning.

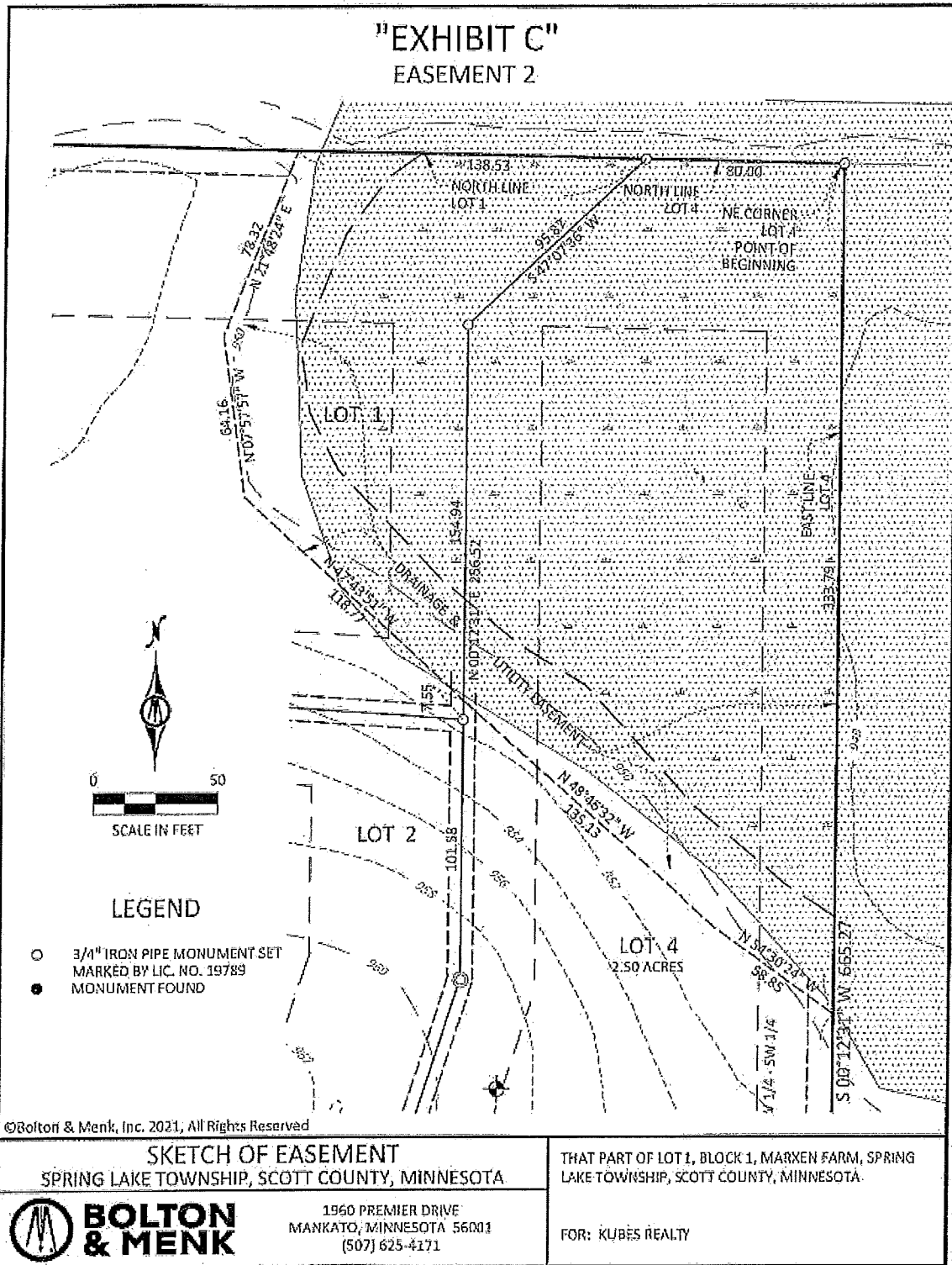
## EASEMENT 2

That part of Lot 1 and Lot 4, Block 1, Marxen Farm, according to the recorded plat thereof, Scott County, Minnesota, described as follows:

Beginning at the Northeast Corner of said Lot 4; thence South 00 degrees 12 minutes 31 seconds West on the east line of said Lot 4, a distance of 333.79 feet; thence North 54 degrees 30 minutes 24 seconds West, a distance of 58.85 feet; thence North 48 degrees 46 minutes 32 seconds West, a distance of 135.13 feet; thence North 47 degrees 43 minutes 51 seconds West, a distance of 118.77 feet; thence North 07 degrees 57 minutes 57 seconds West, a distance of 64.16 feet; thence North 21 degrees 48 minutes 24 seconds East, a distance of 78.32 feet to the north line of said Lot 1; thence South 88 degrees 32 minutes 08 seconds East on the north line of said Lots 1 and 4, a distance of 218.53 feet to the point of beginning.

## EXHIBIT C





H:\KUBES PR\01M3123909\0401\03D\123909 V. PROP. SEASEMENTS.dwg 10/27/2021 4:03 PM

SDB123909H

JOB NUMBER: 0M3.123909

FIELD BOOK: SEE FILE

DRAWN BY: JLA

**PLSLWD Board Staff Report**

December 15, 2021


**PRIOR LAKE  
SPRING LAKE  
WATERSHED DISTRICT**
**Subject |** Springview Meadows Development Agreement & Conservation Easement

**Board Meeting Date |** December 21, 2021

**Item No |** 5.7

**Prepared By |** Shauna Capron, Water Resources Specialist

**Attachments |** 1) Project Location Map  
2) Springview Meadows Development Agreement  
3) Springview Meadows Conservation Easement

**Action |** Motion to approve the Springview Meadows property Development Agreement & Conservation Easement
**BACKGROUND**

At the July 10, 2018, Board Meeting, the Board provided guidance to staff on how to move forward with the potential acquisition of new conservation easements. New procedures were established for all new developments located within an MOA permitting area that triggered the District Rule J for wetland buffer preservation. District Rule J requires a 20' wide minimum buffer around wetlands with a 30' average buffer width that helps maintain the long-term health and function of these basins, most of which are connected to one or more of the District's lakes.

The procedures include acquiring a development agreement in conjunction with the permanent conservation easements. The development agreements provide a way for the District to recover costs associated with the acquisition of the easements including title work, staff time, and engineering review, as well as to ensure that the easement areas are properly established with native plants that filter stormwater.

**PROJECT OVERVIEW**

District staff is working with the property owner and City of Prior Lake to establish a wetland buffer area and to permanently protect with a conservation easement. The location of the project is shown on the attached map.

The attached development agreement and conservation easement documents are based on a template developed by the District Attorney. The development agreement and conservation easement are legal documents that will be recorded in the Scott County Land Records Office. The conservation easement will protect the wetland buffers in perpetuity from landowner to landowner.

**ACTION REQUESTED**

District staff is requesting that the Board of Managers approve the attached development agreement and conservation easement for execution by the District Administrator and recording in the Scott County Land Records Office.

# Exerpt from Wetland Delineation Report to depict project location





### DEVELOPMENT AGREEMENT

This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2021, between D.R. Horton Inc. – Minnesota, a Delaware Corporation (“Owner”), and the Prior Lake-Spring Lake Watershed District, a political subdivision of the State of Minnesota (“Watershed District” or “District”).

### RECITALS

A. Owner is the fee owner of and is proceeding to subdivide certain land located in Scott County, Minnesota, and legally described in Exhibit A (the “Property”).

B. As a condition of the approval for the subdivision of the Property, Scott County requires that the Declarant grant the Watershed District a conservation easement over a buffer strip around the perimeter of wetland within the Project that meets the requirements of the Watershed District’s Rules (“Rules”).

C. Declarant desires to establish a conservation easement (“Conservation Easement”) under Minnesota Statutes, Chapter 84C, to create a buffer strip around the perimeter of wetlands within the Project as required by the Rules.

### AGREEMENT

In consideration of the mutual covenants herein, the parties hereto agree as follows:

1. RECITALS. The foregoing recitals are true and correct and incorporated herein by this reference.

2. SURVEY. Within 30 days after this agreement has been fully executed, the Owner shall supply the Watershed District with a satisfactory legal description and survey drawing of the proposed Conservation Easement area that meets the requirements of the Rules. 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 wetland as determined by the wetland delineation.

3. **EASEMENT DOCUMENT.** Within 30 days after of final approval of the subdivision of the Property, the Owner will properly execute and hand-deliver to the District a Conservation Easement that has been drafted by the District and meets the requirements of the Rules. The District will hold the Conservation Easement in escrow.

4. **TITLE.** The Watershed District will obtain an Owners & Encumbrance Report that includes easements for the Conservation Easement prior to its recording. If the affected area is subject to a mortgage or other encumbrance in conflict with the terms of the Conservation Easement, the Owner will work diligently to obtain a signed consent from interest holders, and to deliver the consent(s) document to the District as soon as possible. On receipt of the consent(s), the District will execute the Conservation Easement and file it for recording.

5. **BUFFER ESTABLISHMENT.** Owner shall, at its expense, establish native vegetation in the Conservation Easement in accordance with the requirements of District Rules as shown in Exhibit B, unless the District agrees in writing that the existing vegetation in the easement area is currently in a condition that meets these requirements.

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

7. **INDEMNITY.** Owner shall indemnify, defend and hold the District and its agents, employees, officers, and contractors, harmless from all claims made by itself and third parties for damage or loss sustained or costs incurred, in connection with or arising out of this Agreement. Costs incurred includes District staff costs, and consultant and attorney fees, incurred as a result of a claim.

8. **COSTS AND FEES.** Owner shall reimburse the District for all costs incurred in the preparation and review of the Conservation Easement, including District staff time, Owners & Encumbrances report, title policy cost, recording fees, and engineering & attorneys' fees. The Owner shall also reimburse the District for all costs related to the enforcement of this Agreement. Owner shall fully pay all invoices ("Invoices") submitted by the District for obligations incurred under this Agreement within 30 days after receipt. Amounts not so paid shall accrue interest at the rate of 8 percent per year or the maximum rate allowed by law, if less.

9. DEFAULT. If Owner defaults as to any obligation required by this Agreement, the District may, at its option and after not less than 7 days' notice to Owner, enter and perform the work, and Owner shall reimburse the District for all costs incurred thereby. In the event of an emergency as determined by the District, the requirement of 7 days advance notice of default shall be waived.

10. DURATION. This Agreement shall terminate on the date that the Watershed District provides formal written documentation that the Conservation Easement has been planted and fully established in accordance with Exhibit B, meets all Rule requirements, and that all reimbursable costs incurred by the District have been paid. At Owner's request, the District will execute a notice of termination that Owner may record on the title.

11. ESCROW; SURVIVAL. Notwithstanding the foregoing paragraph 10, as a prerequisite to termination, Owner will provide the District the sum of \$2400 to secure the establishment of Conservation Area vegetation in accordance with Exhibit B through two full growing seasons and the required installation of buffer signs. The District will hold the funds in escrow, may commingle the funds with other similar escrow funds, and with 7 days' notice may use the funds for the purpose of securing vegetation establishment and fence removal in accordance with Exhibit B. When establishment has been completed, the District will return remaining escrow funds to Owner, less the amount of any unpaid Invoices. The District is not obligated to hold the funds in an interest-bearing account, but if the funds have accrued interest, it will be included in the sum returned. The establishment requirement of paragraph 4 and the escrow requirement of this paragraph 10 will survive termination of the Agreement.

12. BINDING EFFECT. This Agreement shall run with the land and bind and inure to the benefit of the parties hereto and their respective heirs, successors and assign. However, Owner and each successor record owner of the Property shall be fully discharged and relieved of liability under this Agreement upon ceasing to own any interest in the Property and paying all amounts and performing all obligations hereunder to the time ownership terminates.

13. RECORDING. Owner shall provide the signed original copy of this agreement to the District for recording. Owner shall be responsible for payment of the recording fee(s) and if such fee(s) are advanced by the District, Owner shall reimburse the District for those fee(s).

14. MISCELLANEOUS.

(a) The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.

(b) The failure of the District to insist on compliance or enforcement of any provision of this Agreement shall not affect the validity or enforceability or constitute a waiver of future enforcement of that provision or any other provision by the District.

(c) All notices under this Agreement shall be deemed to be sent or delivered when personally delivered to the recipient or when mailed by certified or registered mail, postage prepaid, addressed to D. R. Horton Inc. – Minnesota, 20860 Kenbridge Ct.,

Lakeville, Mn 55044, and to the Watershed District at 4646 Dakota Street SE, Prior Lake, Minnesota 55372, or at such other address as either party may hereafter designate in writing to the other.

(d) This Agreement shall be subject to and governed by Minnesota law.

IN WITNESS WHEREOF, the Owner has voluntarily executed this Development Agreement on this 29<sup>th</sup> day of November, 2021.

OWNER: D.R. Horton, Inc. - Minnesota

By: 

Its: Vice President

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF SCOTT        )

The foregoing instrument was acknowledged before me this 29<sup>th</sup> day of November, 2021, by D.R. Horton, Inc. – Minnesota, a Delaware Corporation, on behalf of the corporation.

  
Notary Public



**ACCEPTANCE**

The Prior Lake-Spring Lake Watershed District hereby accepts the foregoing Development Agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

PRIOR LAKE-SPRING LAKE WATERSHED  
DISTRICT

By: \_\_\_\_\_  
Joni Giese

Title: District Administrator

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF SCOTT        )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by Joni Giese, as the District Administrator of the Prior Lake-Spring Lake Watershed District, a political subdivision under Minnesota law.

\_\_\_\_\_  
Notary Public

This instrument was drafted by:

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

Return to:

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

EXHIBIT A:

LEGAL DESCRIPTION OF PROPERTY:

Springview Meadows



## EXHIBIT B:

## Excerpt from Watershed District Rules

## Rule J, Section 4 (c):

All open areas within the buffer strip shall be seeded or planted in accordance with Paragraph 8 below. All seeding or planting shall be completed prior to removal of any erosion and sediment control measures. If construction is completed after the end of the growing season, erosion and sediment control measures shall be left in place and all disturbed areas shall be mulched for protection over the winter season.

## Rule J, Section 8:

## 8. VEGETATION:

- (a) Where acceptable natural vegetation exists in buffer strip areas, the retention of such vegetation in an undisturbed state is required unless an applicant receives approval to replace such vegetation. A buffer strip has acceptable natural vegetation if it:
  - (i) Has a continuous, dense layer of perennial grasses that has been uncultivated or unbroken for at least 5 consecutive years; or
  - (ii) Has an overstory of trees and/or shrubs that has been uncultivated or unbroken for at least 5 consecutive years; or
  - (iii) Contains a mixture of the plant communities described in Subparagraphs 8(a)(i) and
  - (iv) above that has been uncultivated or unbroken for at least 5 years.
- (b) Notwithstanding the performance standards set forth in Paragraph 8(a), the managers may determine existing buffer strip vegetation to be unacceptable if:
  - (i) It is composed of undesirable plant species including but not limited to common buckthorn, purple loosestrife, leafy spurge or noxious weeds; or
  - (ii) It has topography that tends to channelize the flow of runoff; or
  - (iii) For some other reason it is unlikely to retain nutrients and sediment.
- (c) Where buffer strips are not vegetated or have been cultivated or otherwise disturbed within 5 years of the permit application, such areas shall be replanted and maintained. The buffer strip plantings must be identified on the permit application. The buffer strip landscaping shall comply with the following standards:
  - (i) Buffer strips shall be planted with a seed mix approved by MnDOT, NRCS or SWCD, with the exception of a one-time planting with an annual nurse or cover crop such as oats or rye.
  - (ii) The seed mix shall be broadcast according to MnDOT, NRCS or SWCD specifications of the selected mix. The annual nurse or cover crop shall be applied at a minimum rate of 30 pounds per acre. The MnDOT or NRCS seed

mix selected for permanent cover shall be appropriate for soil site conditions and free of invasive species. MnDOT, NRCS or SWCD approved mixtures appropriate for specific soil and moisture conditions can be used to meet these requirements.

- (iii) Native shrubs may be substituted for native forbs. All substitutions must be approved by the District. Such shrubs may be bare root seedlings and shall be planted at a minimum rate of 60 plants per acre. Shrubs shall be distributed so as to provide a natural appearance and shall not be planted in rows.
  - (iv) Any groundcover or shrub plantings installed within the buffer strip are independent of any landscaping required elsewhere by the municipality or county.
  - (v) Grasses and forbs shall be seeded or planted by a qualified contractor. The method of application shall be approved by the District prior to planting or seeding.
  - (vi) No fertilizer shall be used in establishing new buffer strips, except on highly disturbed sites when necessary to establish acceptable buffer strip vegetation and then limited to amounts indicated by an accredited soil testing laboratory.
  - (vii) All seeded areas shall be mulched immediately with clean straw at a rate of 1.5 tons per acre. Mulch shall be anchored with a disk or tackifier.
  - (viii) Buffer strips (both natural and created) shall be protected by erosion and sediment control measures during construction in accordance with Rule E. The erosion and sediment control measures shall remain in place until the area crop is established.
- (d) Buffer strip vegetation shall be established and maintained in accordance with the requirements found in this Paragraph 8. During the first two full growing seasons, the owner must replant any buffer strip vegetation that does not survive. The owner shall be responsible for reseeding and/or replanting if the buffer strip changes at any time through human intervention or activities. At a minimum the buffer strip must be maintained as a "no mow" area.

## DECLARATION OF CONSERVATION EASEMENT

This Declaration is made this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by D.R. Horton, Inc. – Minnesota, a Delaware corporation, (the “Declarant”).

### RECITALS

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

### DECLARATION

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

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

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

(a) The Easement Area shall be preserved predominantly in its natural condition. No trees, shrubs, or other vegetation that are not indigenous or naturalized to the State of Minnesota shall be planted upon the Easement Area; and no trees, shrubs, or other vegetation

shall be removed from the Easement Area without the prior written consent of the Watershed District.

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

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

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

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

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

(b) Construction, maintenance, repair, reconstruction or replacement of public roads crossing the Easement Area, so long as any adverse impacts of such roads on the function of the Conservation Easement are avoided or minimized to the extent possible.

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

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

#### 6. MISCELLANEOUS.

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

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

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

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

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

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

IN WITNESS WHEREOF, the Owner has voluntarily executed this Agreement on this 9<sup>th</sup> day of December, 2021.

OWNER:

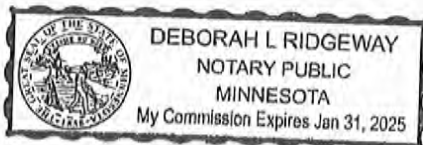
D.R. Horton, Inc. – Minnesota  
A Delaware corporation


By:   
James R. Slaikeu

Its: Vice President

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF SCOTT        )

The foregoing instrument was acknowledged before me this 9<sup>th</sup> day of December, 2021, by James R. Slaikeu, the Vice President of D.R. Horton, Inc. – Minnesota, a Delaware corporation, on behalf of the Corporation.



  
Notary Public

The Watershed District hereby accepts the foregoing Conservation Easements pursuant to Minnesota Statutes, Section 84C.02, on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

By: Joni Giese

STATE OF MINNESOTA )  
 )SS  
COUNTY OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2021, by Joni Giese, the Administrator of the PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT, a political subdivision under Minnesota law, on its behalf.

Notary Public

This instrument was drafted by:  
Prior Lake-Spring Lake Watershed District  
4646 Dakota Street SE, Prior Lake, MN 55372



EXHIBIT A  
LEGAL DESCRIPTION OF PROPERTY  
Springview Meadows

## EXHIBIT B

## LEGAL DESCRIPTION OF EASEMENT AREAS

That part of Lots 1 through Lot 5, Block 2, SPRINGVIEW MEADOWS, according to the recorded plat thereof, Scott County, Minnesota, lying northeasterly of the following described line:

Commencing at the northwest corner of said Lot 1, Block 2; thence South 89 degrees 44 minutes 08 seconds East, assumed bearing along the north line of said Lot 1, a distance of 13.44 feet to the point of beginning of the line to be described; thence South 52 degrees 34 minutes 49 seconds East, a distance of 132.54 feet; thence South 59 degrees 44 minutes 38 seconds East, a distance of 364.58 feet; thence South 19 degrees 44 minutes 57 seconds East, a distance of 103.65 to the easterly line of said Lot 5, Block 2 and said line there terminating.

Containing 2.22 acres, more or less.

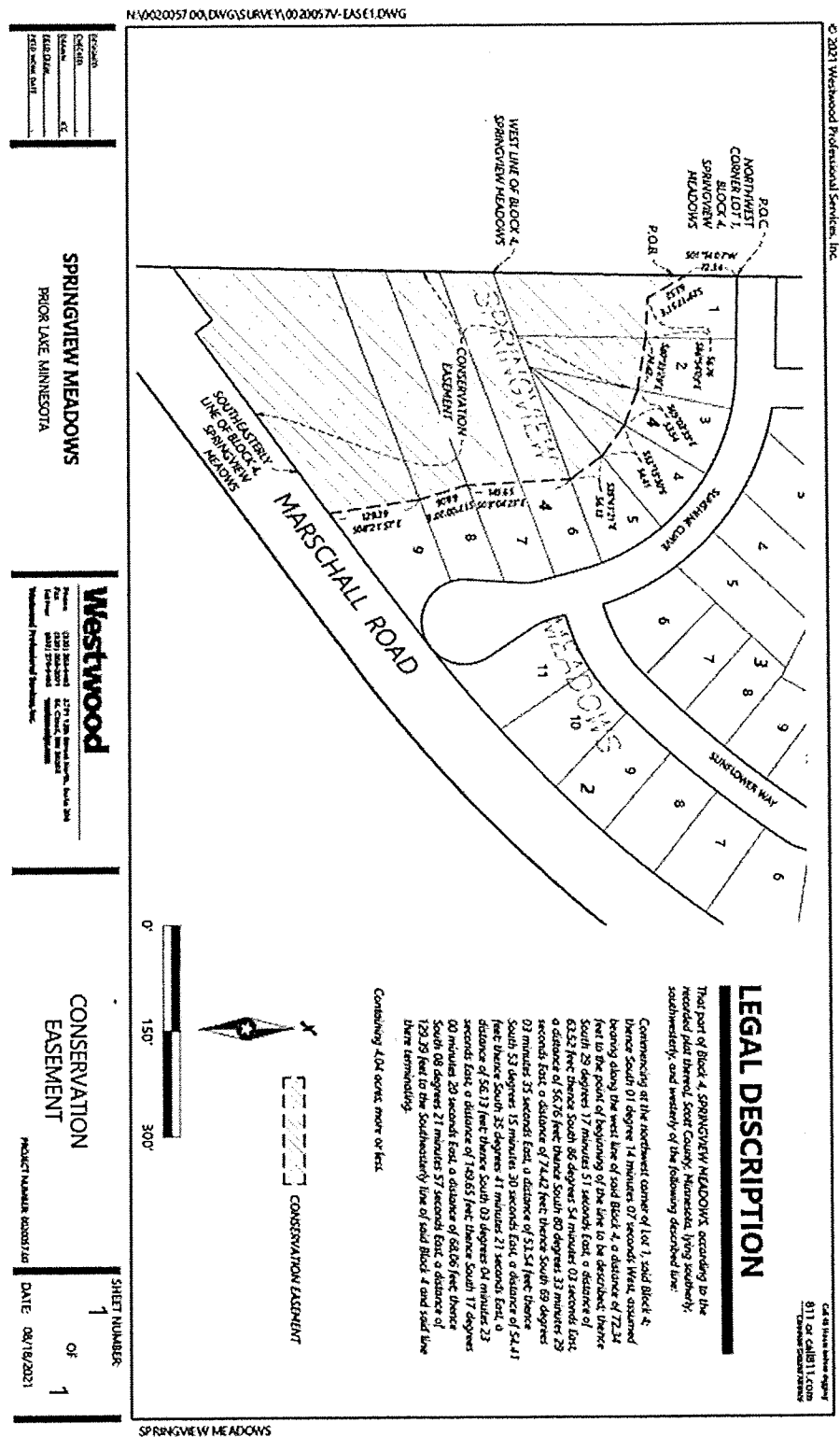
And

That part of Block 4, SPRINGVIEW MEADOWS, according to the recorded plat thereof, Scott County, Minnesota, lying southerly, southwesterly, and westerly of the following described line:

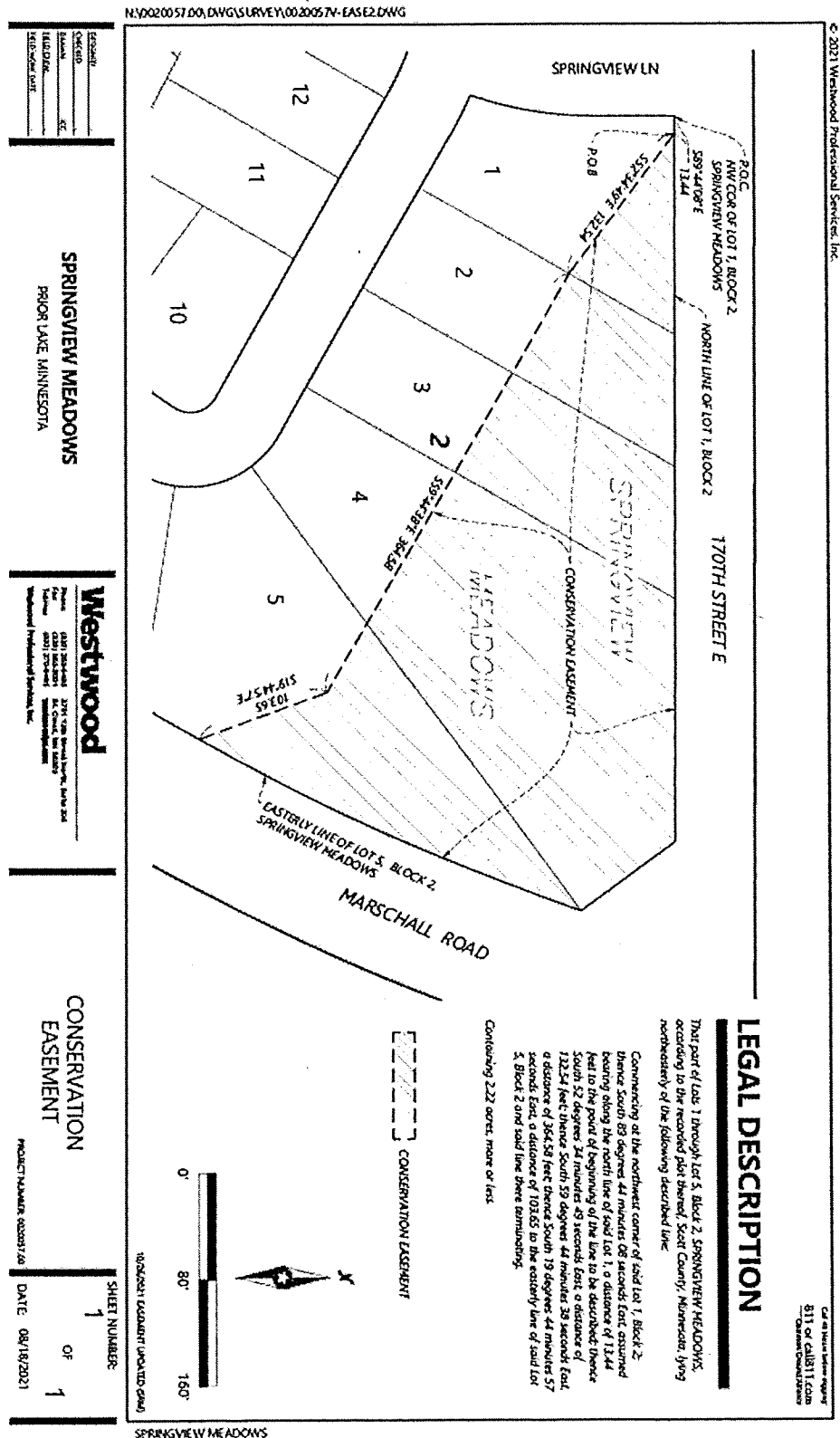
Commencing at the northwest corner of Lot 1, said Block 4; thence South 01 degree 14 minutes 07 seconds West, assumed bearing along the west line of said Block 4, a distance of 72.34 feet to the point of beginning of the line to be described; thence South 29 degrees 17 minutes 51 seconds East, a distance of 63.52 feet; thence South 86 degrees 54 minutes 03 seconds East, a distance of 56.76 feet; thence South 80 degrees 33 minutes 29 seconds East, a distance of 74.42 feet; thence South 69 degrees 03 minutes 35 seconds East, a distance of 53.54 feet; thence South 53 degrees 15 minutes 30 seconds East, a distance of 54.41 feet; thence South 35 degrees 41 minutes 21 seconds East, a distance of 56.13 feet; thence South 03 degrees 04 minutes 23 seconds East, a distance of 149.65 feet; thence South 17 degrees 00 minutes 20 seconds East, a distance of 68.06 feet; thence South 08 degrees 21 minutes 57 seconds East, a distance of 129.39 feet to the Southeasterly line of said Block 4 and said line there terminating.

Containing 4.04 acres, more or less.

## EXHIBIT C



## EXHIBIT C



\*\*Reflects bills paid through November 2021\*\*

Program Element		2021 Source of Funds			2021 Budget	Actual Results		
		2021 Levy	Budget Reserve	Grant Funds/Fees		Monthly Activity	YTD Actual Results	YTD percents
<b>General Fund (Administration)</b>								
<b>Revenues</b>								
	Property Taxes	166,126			166,126	749	88,653	53%
	Grants	-			-	-	-	0%
	Interest	-			-	41	69	-100%
	Other	-			-	1,067	1,899	-100%
	<b>Total Revenues</b>	<b>166,126</b>	<b>-</b>	<b>-</b>	<b>166,126</b>	<b>1,858</b>	<b>90,621</b>	<b>55%</b>
<b>Expenditures</b>								
	Administrative Salaries and Benefits	90,186			90,186	8,313	115,259	127.80%
	703 - Telephone & Internet	10,000			10,000	1,031	6,175	61.75%
	706 - Office Supplies	8,690			8,690	634	10,923	125.70%
	709 - Insurance and Bonds	10,000			10,000	-	12,918	129.18%
	670 - Accounting	30,000			30,000	1,829	32,979	109.93%
	671 - Audit	10,250			10,250	-	7,500	73.17%
	903 - Fees	2,000			2,000	356	13,147	657.33%
	660 - Legal (not for projects)	5,000			5,000	(120)	8,989	179.77%
	702 - Rent	-			-	2,250	13,500	#DIV/0!
	<b>General Fund (Administratio) Expenditures</b>	<b>166,126</b>			<b>166,126</b>	<b>14,293</b>	<b>221,389</b>	<b>133.27%</b>
	<b>Net Change in General Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(12,435)</b>	<b>(130,768)</b>	

\*\*Reflects bills paid through November 2021\*\*

Program Element		2021 Source of Funds			2021 Budget	Actual Results		
		2021 Levy	Budget Reserve	Grant Funds/Fees		Monthly Activity	YTD Actual Results	YTD percents
	<b>Implementation Fund</b>							
	<b>Revenues</b>							
	Property Taxes	1,628,506			1,628,506	-	861,385	53%
	Grants	-		297,000	297,000	144,302	248,071	84%
	Interest	-			-	-	113	#DIV/0!
	Sales/Others	-			-	-	1,000	#DIV/0!
	<b>Total Revenues</b>	<b>1,628,506</b>	<b>-</b>	<b>297,000</b>	<b>1,925,506</b>	<b>144,302</b>	<b>1,110,569</b>	<b>58%</b>
	<b>Expenditures</b>							
	<b>Program Salaries and Benefits (not JPA/MOA)</b>	<b>440,323</b>			<b>440,323</b>	<b>53,930</b>	<b>358,871</b>	<b>81.50%</b>
Water Qual	550 Public Infrastructure Partnership Projects	20,000			20,000	-	-	0.00%
Water Qual	611 Farmer-led Council	51,000			51,000	55	16,601	32.55%
Water Qual	611 Cost-Share Incentives	58,000			58,000	-	11,657	20.10%
Water Qual	611 Highway 13 Wetland, FeCl system & Desilt, O&M	35,000			35,000	327	14,940	42.69%
Water Qual	611 Fish Management, Rough Fish Removal	60,000			60,000	1,375	32,790	54.65%
Water Qual	611 Spring Lake Demonstration Project Maintenance	1,500			1,500	550	1,046	69.73%
Water Qual	611 Alum Internal Loading Reserve	230,000			230,000	-	-	0.00%
Water Qual	611 County Rd 12/17 Maintenance	1,000			1,000	-	-	0.00%
Water Qual	611 Fish Lake TMDL Implementation		3,000		3,000	-	-	0.00%
Water Qual	611 Pike Lake TMDL Implementation		3,000		3,000	-	-	0.00%
Water Qual	611 Feasibility Reports	-			-	-	-	#DIV/0!
Water Qual	637 District Monitoring Program	128,000			128,000	526	29,286	22.88%
Water Qual	GRANT Carp Management/Removal	30,000		60,000	90,000	831	83,631	92.92%
Water Qual	626 Planning and Program Development	32,000			32,000	1,435	10,847	33.90%
Water Qual	626 LGU Plan Review		3,000		3,000	-	44	1.45%
Water Qual	626 Engineering not for programs	30,000			30,000	696	10,497	34.99%
Water Qual	648 Permitting and Compliance	17,000			17,000	2,022	25,284	148.73%
Water Qual	648 Update MOAs with cities & county	5,000	5,000		10,000	-	-	0.00%
Water Qual	648 BMP and easement inventory & inspections	14,000			14,000	170	9,548	68.20%
Water Qual	626 Upper Watershed Blueprint	235,543			235,543	2,699	37,877	16.08%
Water Qual	626 District Plan Update	2,500			2,500	-	-	0.00%
Water Qual	752 Fish Lake Shoreline Restoration Project Maintenance	1,000			1,000	-	900	90.00%
Water Qual	626 Spring Lake West Subwatershed Project	30,000			30,000	579	1,848	6.16%
Water Qual	648 Non-project Reg. Reporting, Rules & Stand. Rev.	5,000			5,000	28	768	15.35%
Water Qual	611 Fish Stocking	6,000			6,000	-	-	0.00%
	<b>WQ TOTAL</b>	<b>992,543</b>	<b>14,000</b>	<b>60,000</b>	<b>1,066,543</b>	<b>11,293</b>	<b>287,563</b>	<b>26.96%</b>
Water Storage	550 District-wide Hydraulic & Hydrologic model	7,500			7,500	-	-	0.00%
	550 S&I Sutton Lake Outlet Structure Project	25,000	182,000	207,000	414,000	3,634	265,719	64.18%
	<b>WS TOTAL</b>	<b>32,500</b>	<b>182,000</b>	<b>207,000</b>	<b>421,500</b>	<b>3,634</b>	<b>265,719</b>	<b>63.04%</b>
AIS	611 Aquatic Vegetation Mgmt	-			-	-	6,506	#DIV/0!
AIS	637 Automated Vegetation Monitoring	4,700			4,700	4	4,206	89.48%
AIS	637 Aquatic Vegetation Surveys	18,000			18,000	-	9,454	52.52%
AIS	637 Boat Inspections on Spring, Upper & Lower Prior	38,000			38,000	2,128	27,602	72.64%
AIS	637 AIS Management Plans	20,000			20,000	-	-	0.00%
	<b>AIS TOTAL</b>	<b>80,700</b>	<b>-</b>	<b>-</b>	<b>80,700</b>	<b>2,132</b>	<b>47,768</b>	<b>59.19%</b>
Ed & Out	652 Education and Outreach Program	7,440	11,910		19,350	70	5,425	28.04%
Ed & Out	652 Prior Lake-Savage Schools partnerships	-			-	-	35	#DIV/0!
	<b>E&amp;O TOTAL</b>	<b>7,440</b>	<b>11,910</b>	<b>-</b>	<b>19,350</b>	<b>70</b>	<b>5,460</b>	<b>28.22%</b>
	<b>PLOC expenses</b>	<b>75000</b>			<b>75,000</b>	<b>-</b>	<b>27,624</b>	<b>36.83%</b>
	<b>Total Implementation Fund</b>	<b>1,628,506</b>	<b>207,910</b>	<b>267,000</b>	<b>2,103,416</b>	<b>71,058</b>	<b>993,005</b>	<b>47.21%</b>
	<b>Net Change in Fund Balance Implementation Fund</b>				<b>(177,910)</b>	<b>73,244</b>	<b>117,564</b>	

	<b>Grant Funds/Fees Anticipated</b>				
Water Qual	<b>648 Permitting and Compliance</b>			1,000	1,000
Water Qual	<b>648 BMP and easement inventory &amp; inspections</b>			1,000	1,000
AIS	<b>611 Aquatic Vegetation Mgmt. (Scott County)</b>			6,000	6,000
	<b>Total Grant Funds/Fees Anticipated</b>			<b>8,000</b>	<b>8,000</b>

No assurance is provided on this statement.

This statement omits required disclosures.

This statement is prepared on the cash basis of accounting.

**PLSLWD monthly Treasurers Report**

Treasurer: Bruce Loney

*Account balances as of 11/30/2021*

Old National Bank (Checking Account) *	\$	765,240
Sterling Bank (Checking Account)	\$	460,314
Total Uncleared Transactions	\$	(1,586)
Northland Securities (Investments) (Cash)	\$	380,798
<b>SUBTOTAL</b>	<b>\$</b>	<b>1,604,767</b>

**RESTRICTED/ASSIGNED FUNDS**

Restricted - Permit Deposits, etc.	\$	86,638
Restricted - PLOC Contingency Reserve (850)*	\$	260,000
Restricted - PLOC O&M Funds (830)*	\$	230,767
Assigned - Alum Internal Loading Reserve	\$	230,000
<b>TOTAL DISTRICT/PLOC RESTRICTED OBLIGATIONS</b>	<b>\$</b>	<b>807,405</b>

<b>Available cash at end of November 2021</b>	<b>\$</b>	<b>797,362</b>
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34.7% of 2021 Budget

**NOTE: the 2nd half property tax payment was recieved on 12/1/21 in the amount of \$836,913.15 and not reflected in the amounts above**

# PLSL Watershed District

Starting cash on hand

Cash Minimum Balance Alert \$ 150,000

	YTD Through May	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Total
Cash on hand + Northland Securities(beginning of month)	\$ 1,742,187	\$ 1,242,318	\$ 2,091,827	\$ 2,014,872	\$ 1,905,960	\$ 1,807,660	\$ 1,549,993	\$ 1,604,767	

## Cash Receipts

Property Tax Levy	\$ -	\$ 949,290	\$ -	\$ -	\$ -	\$ -	\$ 794	\$ 836,913	\$ 1,786,997
BWSR Grant	-	-	-	-	-	-	-	-	-
Sutton Lake Grant	-	-	-	-	-	-	144,302	-	144,302
Watershed Based Funding	74,000	-	-	-	-	-	-	-	74,000
Metro WBIF - Lower	19,788	-	-	-	-	-	-	-	19,788
Internal Loading BMPs	-	-	-	-	-	-	-	-	-
Grants - Other	-	-	-	-	-	-	-	-	-
PLOC Contributions	77,358	-	42,209	-	-	-	-	-	119,567
Interest Income	(33)	14	79	34	29	23	18	10	174
Other Receipts	-	-	1,001	1,000	-	1,067	-	-	3,068
Total Cash Receipts	\$ 171,113	\$ 949,303	\$ 43,289	\$ 1,034	\$ 29	\$ 1,090	\$ 145,114	\$ 836,923	\$ 2,147,895
Total Cash Available		\$ 2,191,621	\$ 2,135,116	\$ 2,015,906	\$ 1,905,989	\$ 1,808,750	\$ 1,695,107	\$ 2,441,690	

## Cash Paid Out

Salaries and Per Diems	\$ 213,300	\$ 50,365	\$ 45,174	\$ 47,290	\$ 31,995	\$ 35,217	\$ 37,913	\$ 44,209	\$ 505,463
Office Expense, Audit, Accounting	38,950	18,509	16,782	9,229	4,581	12,752	6,204	6,328	113,336
PLSLWSD Program Costs	371,526	21,419	52,424	44,452	47,849	50,410	24,510	117,915	730,505
PLOC Contribution	27,624	-							27,624
PLOC Operations	19,582	9,501	5,864	8,974	13,904	160,378	21,713	50,964	290,879
Subtotal	\$ 670,981	\$ 99,794	\$ 120,244	\$ 109,946	\$ 98,329	\$ 258,757	\$ 90,340	\$ 219,416	

Cash on Hand + Northland Securities (end of month)		\$ 2,091,827	\$ 2,014,872	\$ 1,905,960	\$ 1,807,660	\$ 1,549,993	\$ 1,604,767	\$ 2,222,274	
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## Investments - Northland Securities

[illegible]



## Cash Flow Chart

Month (End of Month)	YTD Through May	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
Cash on Hand	\$ 958,443	\$1,711,029	\$1,634,074	\$1,525,162	\$1,426,862	\$1,169,195	\$1,223,969	\$1,841,476
Northland Securities	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798	\$ 380,798
Total Cash on Hand & Northland Securities	\$ 1,339,241	\$2,091,827	\$2,014,872	\$1,905,960	\$1,807,660	\$1,549,993	\$1,604,767	\$2,222,274

