



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

AGENDA

Tuesday, December 13, 2022

6:00 PM

Council Chambers
Prior Lake City Hall

BOARD OF MANAGERS:

**Bruce Loney, President; Frank Boyles, Vice President;
Christian Morkeberg, Treasurer; Ben Burnett, Secretary; Matt Tofanelli, 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*

- 2023 Flood Storage Projects – Status Update (Emily Dick)
- PLOC Lining Discussion (Joni Giese)
- 2023 Budget Update (Joni Giese)
- District Permitting Update (Joni Giese)
- Liaison Updates

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

6:02 – 6:07 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.)

6:07 - 6:17 PM **PUBLIC HEARING – 2023 Budget and Levy**

- 2023 Budget — Resolution 22-362 (Vote)
- 2023 Levy — Resolution 22-363 (Vote)

6:07 – 6:10 PM 3.0 **APPROVAL OF AGENDA** (Additions/Corrections/Deletions)

6:10 – 7:00 PM 4.0 **OTHER OLD/NEW BUSINESS**

- 4.1 Programs & Projects Update (Discussion Only)
- 4.2 2022 Watercraft Inspections Report: Waterfront Restorations (Discussion Only)
- 4.3 2023 I-LIDS Program (Vote)
- 4.4 Year End Fund Commitments
 - Alum Internal Loading Fund Balance Commitment – Resolution 22-364 (Vote)

- Upper Watershed Blueprint Fund Balance Commitment – Resolution 22-365 (Vote)
 - Debt Payment Reserve Fund Balance Commitment – Resolution 22-366 (Vote)
- 4.5 Staff Water Resources Conference Presentation (Discussion Only)

7:00 – 7:10 PM 5.0 **TREASURER’S REPORT**

- 5.1 Monthly Financial Reports (Discussion Only)
- Financial Report
 - Treasurers Report
 - Cash Flow Projections

7:10 – 7:15 PM 6.0 **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.

- 6.1 Meeting Minutes – November 15, 2022, Board Workshop
- 6.2 Meeting Minutes – November 15, 2022, Board Meeting
- 6.3 Meeting Minutes – October 27, 2022, CAC Meeting
- 6.4 Claims List & Visa Expenditures Summary
- 6.5 2022 District Administrator PTO Carry forward
- 6.6 Johnson Estates Conservation Easement

7:15 – 7:20 PM 7.0 **UPCOMING MEETING/EVENT SCHEDULE:**

- PLOC Cooperators Meeting, Thursday, December 15, 2022, 12:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Workshop, Tuesday, January 10, 2023, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, January 10, 2023, 6:00 pm (Prior Lake City Hall – Council Chambers)
- CAC Meeting, Thursday, January 26, 2023, 6:00 – 8:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)

7:20 – 7:25 PM 8.0 **ADJOURNMENT**

PLSLWD Board Staff Report
December 7, 2022



**PRIOR LAKE
SPRING LAKE
WATERSHED DISTRICT**

| | | |
|-----------------------------|--|--------------------------------|
| Subject | 2023 Final Levy Certification | |
| Board Meeting Date | December 13, 2022 | Item No: Public Hearing |
| Prepared By | Joni Giese, District Administrator | |
| Attachments | a) Resolution 22-362 Adopting the 2023 Budget b) Resolution 22-363 Certifying the Final 2023 Administrative and Metropolitan Water Management Tax Levy c) 2023 Budget in a Financial Statement Format d) 2023 Budget Memorandum | |
| Proposed Action | Adoption of Resolution 22-362 for the 2023 Budget Adoption of Resolution 22-363 Certifying the Final 2023 Administrative and Metropolitan Water Management Tax Levy | |

Background

On September 13, 2022, the Board of Managers adopted Resolution 22-361 certifying a preliminary levy of \$1,998,594. The associated draft 2023 budget was in the amount of \$2,484,200. The approved preliminary levy represented:

- An increase of \$149,659 from the 2022 levy of \$1,848,935. This was an 8.1% levy increase from 2022.
- Based on the preliminary levy of \$1,998,594, the 2023 tax rate was projected at 2.947%, which was a 12% decrease from the 2022 tax rate of 3.348%.

Discussion

Subsequent the September preliminary certification, staff have updated budget and levy values in response to refined 2023 cost and revenue data and an updated estimate of District expenditures through year end. Staff is providing two final levy and budget options for Board consideration at described below:

Option A

Total Budget = \$2,493,100

Final Levy = \$1,939,936

This levy value represents an increase of \$91,001 from the 2022 levy of \$1,848,935. This is a 4.9% increase from 2022. Based on the preliminary levy of \$1,939,936, the 2023 tax rate is 2.854%, which is a 15% decrease from the 2022 tax rate of 3.348%.

Option B

Total Budget = \$2,473,100

Final Levy = \$1,919,936

This budget represents an increase of \$71,001 from the 2022 levy of \$1,848,935. This is a 3.8% increase from 2022. Based on the preliminary levy of \$1,919,936, the 2023 tax rate is 2.822%, which is a 16% decrease from the 2022 tax rate of 3.348%.

Option B reflects \$20,000 less in the Debt Payment Reserve budget line item than Option A.

The budget is presented in two formats both of which depict Option A. The budget is presented in a financial statement format with individual budget line items listed along with comparisons to the 2022 and 2021 budgets. The budget memorandum provides a description of each budget line item and specific activities/projects covered by each budget item. It includes information on the 2022 budget and an estimated 2022 year-end expenditures.

Recommendation

Staff recommends adoption of Resolution 22-362 for the 2023 Budget.

Staff recommends adoption of Resolution 22-363 Certifying the Final 2023 Administrative and Metropolitan Water Management Tax Levy.



Resolution 22-362

Adopting the 2023 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 2023 and on September 15, 2022, and December 15, 2022, 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 2023, and the fiscal effects of PLSLWD expenditures on taxpayers;

THEREFORE, BE IT RESOLVED that the Board hereby adopts a budget of \$ *(to be filled in on selection of Option A or B)* for 2023, as follows:

- General Fund: \$249,200
- 509 Implementation Fund: \$ *(to be filled in on selection of Option A or B)*

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

| | <u>Yea</u> | <u>Nay</u> | <u>Absent</u> |
|-----------|--------------------------|--------------------------|--------------------------|
| Boyles | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Burnett | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Loney | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morkeberg | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tofanelli | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Upon vote, the chair declared the resolution adopted.

It is hereby certified that the Board of the Prior Lake-Spring Lake Watershed District adopted this Resolution at a duly convened meeting of the Board held on the 13th day of December 2022, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Ben Burnett, Secretary

Dated: December 13, 2022

Res. 22-362
December 2022



Resolution 22-363

Certifying the Final 2023

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 \$ (to be filled in on selection of Option A or B) to be levied on all taxable property within the PLSLWD, composed of the following:

- \$ 249,200 for the General Fund under authority of Minnesota Statutes Section 103D.905, subdivision 3;
- \$ (to be filled in on selection of Option A or B) 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 called on the adoption of the Resolution and there were ___ yeas and ___ nays as follows:

| | <u>Yea</u> | <u>Nay</u> | <u>Absent</u> |
|-----------|--------------------------|--------------------------|--------------------------|
| Boyles | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Burnett | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Loney | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morkeberg | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tofanelli | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Upon vote, the chair declared the resolution adopted.

It is hereby certified that the Board of the Prior Lake-Spring Lake Watershed District adopted this Resolution at a duly convened meeting of the Board held on the 13th day of December 2022, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Ben Burnett, Secretary

Dated: December 13, 2022

Res. 22-363
December 2022

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT
2023 Budget- Option A (12-13-2022)

| Program Element | | 2023 Source of Funds | | | 2022 Budget | 2021 Budget |
|--------------------|--|----------------------|-------------------|---------------------|----------------|----------------|
| | | 2023 Levy | Budget Reserve | Grant Funds/Fees | | |
| | General Fund (Administration) | | | | | |
| | Revenues | | | | | |
| | Property Taxes | \$ 249,200 | \$ - | \$ - | \$ 249,200 | \$ 166,126 |
| | Grants | - | - | - | - | - |
| | Interest | - | - | 3,000 | - | - |
| | Other | - | - | - | - | - |
| | Total Revenues | \$ 249,200 | \$ - | \$ 3,000 | \$ 246,200 | \$ 166,126 |
| | | | | | | |
| | Expenditures | | | | | |
| | Administrative Salaries and Benefits | \$ 138,000 | \$ - | \$ - | \$ 133,800 | \$ 90,186 |
| | 703 · Telephone, Internet & IT Support | 13,200 | - | 3,000 | 20,000 | 10,000 |
| | 702 - Rent | 28,300 | - | - | 27,400 | - |
| | 706 · Office Supplies | 9,000 | - | - | 10,000 | 8,690 |
| | 709 · Insurance and Bonds | 14,200 | - | - | 12,800 | 10,000 |
| | 670 · Accounting | 31,000 | - | - | 27,000 | 30,000 |
| | 671 · Audit | 9,000 | - | - | 7,700 | 10,250 |
| | 903 · Fees, Dues, and Subscriptions | 1,500 | - | - | 1,500 | 2,000 |
| | 660 · Legal (not for projects) | 5,000 | - | - | 6,000 | 5,000 |
| | General Fund (Administration) Expenditures | \$ 249,200 | \$ - | \$ 3,000 | \$ 246,200 | \$ 166,126 |
| | Net Change in General Fund | - | - | - | - | - |

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT
2023 Budget - Option A (12-13-2022)

| Program Element | | 2023 Source of Funds | | | | 2022 Budget | 2021 Budget |
|---------------------|---|----------------------|-------------------|------------|----------------|----------------|--------------|
| | | 2023 Levy | Budget Reserve | Funds/Fees | 2023 Budget | | |
| Implementation Fund | | | | | | | |
| Revenues | | | | | | | |
| | Property Taxes | \$ 1,690,736 | - | - | \$ 1,690,736 | \$ 1,602,735 | \$ 1,628,506 |
| | Grants/Fees | - | - | \$ 120,664 | 120,664 | 105,000 | 297,000 |
| | Interest | - | - | 67,200 | 67,200 | - | - |
| | Sales/Other | - | - | - | - | - | - |
| | Budget Reserves | - | \$ 362,300 | - | 362,300 | 252,700 | |
| | Total Revenues | \$ 1,690,736 | \$ 362,300 | \$ 187,864 | \$ 2,240,900 | \$ 1,960,435 | \$ 1,925,506 |
| Expenditures | | | | | | | |
| | Program Salaries and Benefits (not JPA/MOA) | \$ 541,900 | \$ - | \$ - | \$ 541,900 | \$ 461,700 | \$ 440,323 |
| | | | | | | | |
| Water Qual | 550 Public Infrastructure Partnership Projects | \$ - | \$ - | \$ - | \$ - | \$ 6,750 | \$ 20,000 |
| Water Qual | 611 Farmer-led Council | 54,000 | - | - | 54,000 | 61,000 | 51,000 |
| Water Qual | 611 Cost-Share Incentives | 58,000 | - | - | 58,000 | 58,000 | 58,000 |
| Water Qual | 611 Highway 13 Wetland, FeCl system & Desilt, O&M | 30,800 | - | 67,200 | 98,000 | 65,000 | 35,000 |
| Water Qual | 611 Fish Management, Rough Fish Removal | 94,000 | - | - | 94,000 | 88,000 | 60,000 |
| Water Qual | 611 Spring Lake Demonstration Project Maintenance | 1,200 | - | - | 1,200 | 1,050 | 1,500 |
| Water Qual | 611 Alum Internal Loading Reserve | 220,000 | - | - | 220,000 | 230,000 | 230,000 |
| Water Qual | 611 Upper Prior Lake Phase II Sediment Monitoring | - | | | - | 20,000 | - |
| Water Qual | 611 Fish Stocking | 3,000 | - | - | 3,000 | 3,000 | 6,000 |
| Water Qual | 637 District Monitoring Program | 81,000 | - | - | 81,000 | 109,000 | 128,000 |
| Water Qual | 626 Planning and Program Development | 17,500 | - | - | 17,500 | 20,000 | 32,000 |
| Water Qual | 626 Fish Lake Management Plan Update | 30,404 | | 50,896 | 81,300 | - | - |
| Water Qual | 626 LGU Plan Review | 4,000 | - | | 4,000 | - | 3,000 |
| Water Qual | 626 Engineering not for programs | 15,000 | - | - | 15,000 | 15,000 | 30,000 |
| Water Qual | 626 Debt Issuance Planning | 10,000 | - | - | 10,000 | 10,000 | - |
| Water Qual | 648 Permitting and Compliance | 25,000 | - | 5,000 | 30,000 | 27,000 | 17,000 |
| Water Qual | 648 Update MOAs with cities & county | 10,000 | - | - | 10,000 | 10,000 | 10,000 |
| Water Qual | 648 BMP and Easement Inventory & Inspections | 9,500 | - | 500 | 10,000 | 12,000 | 14,000 |
| Water Qual | 626 Upper Watershed Blueprint | 122,332 | 362,300 | 39,868 | 524,500 | 443,035 | 235,543 |
| Water Qual | 626 District Plan Update | 2,500 | | | 2,500 | - | 2,500 |
| | WQ TOTAL | 788,236 | 362,300 | 163,464 | 1,314,000 | 1,178,835 | 1,066,543 |
| | | | | | | | |
| Water Storage | 550 District-wide Hydraulic & Hydrologic model | 5,000 | - | - | 5,000 | 5,000 | 7,500 |
| Water Storage | 550 S&I Sutton Lake Outlet Structure Project | - | - | - | - | 125,400 | 414,000 |
| | WS TOTAL | 5,000 | - | - | 5,000 | 130,400 | 421,500 |
| | | | | | | | |
| AIS | 611 Aquatic Vegetation Mgmt | 5,600 | - | 9,400 | 15,000 | 7,000 | - |
| AIS | 637 Automated Vegetation Monitoring (BioBase) | 2,000 | - | - | 2,000 | 5,000 | 4,700 |
| AIS | 637 Aquatic Vegetation Surveys | 5,500 | - | - | 5,500 | 18,000 | 18,000 |
| AIS | 637 Boat inspections on Spring, Upper & Lower Prior | 17,000 | - | 15,000 | 32,000 | 30,000 | 38,000 |
| | AIS TOTAL | 30,100 | - | 24,400 | 54,500 | 60,000 | 80,700 |
| | | | | | | | |
| Ed & Out | 652 Education and Outreach Program | 40,000 | - | - | 40,000 | 10,000 | 19,350 |
| | E&O TOTAL | 40,000 | - | - | 40,000 | 10,000 | 19,350 |
| | | | | | | | |
| | PLOC Contribution | 185,500 | - | - | 185,500 | 19,500 | 75,000 |
| | Debt Payment Reserve | 100,000 | - | - | 100,000 | 100,000 | - |
| | Total Implementation Fund | \$ 1,690,736 | \$ 362,300 | \$ 187,864 | \$ 2,240,900 | \$ 1,960,435 | \$ 2,103,416 |
| | Net Change in Fund Balance Implementation Fund | - | - | - | - | - | (177,910) |

| | | | | | | |
|------------|---|--|--|------------|------------|-------------|
| | Grant Funds/Fees Anticipated | | | | | 2022 Budget |
| Water Qual | 611 Farmer-led Council (BWSR Grant) | | | \$ - | \$ - | \$ 10,000 |
| | Interest Income (general fund & Implementation fund) | | | \$ 70,200 | \$ 70,200 | |
| | 648 New Easement Acquisition Fees | | | 5,000 | 5,000 | 5,000 |
| Water Qual | 648 Easement amendment/violations fees | | | 500 | 500 | 500 |
| | 626 UWB (BWSR Lower MN River South (WBIF Grant) | | | 3,958 | 3,958 | 19,800 |
| | Fish Lake Mgmt Plan & Swamp IESF Feas. ('23 WBIF Grant) | | | 82,806 | 82,806 | |
| | Spring Lake Twnshp Contribution (Fish Lake Mgmt Plan) | | | 4,000 | 4,000 | |
| | 550 S&I Sutton Lake Outlet (DNR Flood Hazard Grant) | | | - | - | 62,700 |
| | AIS Grant for Upper Prior Lake (DNR Grant) | | | 4,335 | 4,335 | |
| AIS | 611 Aquatic Vegetation Mgmt. (Scott County) | | | 20,065 | 20,065 | 7,000 |
| | Total Grant Funds/Fees Anticipated | | | \$ 190,864 | \$ 190,864 | \$ 105,000 |

| Budget Summary | | Budget | | | | Levy Increase | % Increase |
|--------------------------------|--|--------------|------------|------------|--------------|---------------|----------------|
| Fund Sources/Fund Expenditures | | 2023 Levy | Reserves | Grants | Budget Total | 2022 Levy | |
| General Fund | | \$ 249,200 | | \$ 3,000 | \$ 252,200 | 246,200 | |
| Implementation Fund | | \$ 1,690,736 | \$ 362,300 | \$ 187,864 | \$ 2,240,900 | 1,602,735 | |
| Total Fund Sources | | \$ 1,939,936 | \$ 362,300 | \$ 190,864 | \$ 2,493,100 | 1,848,935 | \$ 91,001 4.9% |
| Expenditures | | | | | | | |
| General Fund | | | | | 252,200 | | |
| Implementation Fund | | | | | 2,240,900 | | |
| Total Expenditures | | | | | 2,493,100 | | |

| Fund Balance Commitments/Assingments | | 2023 (Budget) | | | | 2022 (Estimate) | | | |
|--------------------------------------|-----------------------------------|---------------|------------|--------------|--------------|-----------------|------------|-------------|--------------|
| | | 12-31-22 Bal | Additions | Reductions | 12-31-23 Bal | 12-31-21 Bal | Additions | Reductions | 12-31-22 Bal |
| | 611 Alum Internal Loading Reserve | \$ 480,000 | \$ 220,000 | \$ - | \$ 700,000 | \$ 230,000 | \$ 250,000 | | \$ 480,000 |
| | 626 Upper Watershed Blueprint | \$ 362,300 | \$ 162,200 | \$ (524,500) | \$ - | \$ 190,000 | \$ 249,065 | \$ (76,765) | \$ 362,300 |
| | Debt Payment Reserve | \$ 100,000 | \$ 100,000 | \$ - | \$ 200,000 | \$ - | \$ 100,000 | | \$ 100,000 |
| | | \$ 942,300 | \$ 482,200 | \$ (524,500) | \$ 900,000 | \$ 420,000 | \$ 599,065 | \$ (76,765) | \$ 942,300 |



MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: JONI GIESE
SUBJECT: 2023 BUDGET
DATE: 12/13/2022 (OPTION A)

The following provides background to the 2023 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, Reduce Flooding, and Aquatic Invasive Species (AIS). Expenses relating to Prior Lake Outlet Channel (PLOC) operations are reflected in a separate 2023 PLOC budget.



WATER QUALITY



AQUATIC INVASIVE SPECIES



REDUCE FLOODING

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.

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. Additional staff time will be expended associated with District document archiving procedures.

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

2022 Budget: \$133,800

2022 Year End Expense: \$120,000 (estimate)

2023 Budget: \$138,000. For 2023, salaries and benefits are projected to increase due to inflation.

Estimated salaries and benefits are based on the following assumptions:

- 7% average salary increase
- 1.5% increase in healthcare insurance premiums
- 4.1% increase in dental insurance premiums

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

| | |
|---|-----------|
| Salaries | \$106,100 |
| Benefits (Health, Dental, Disability, Life Insurance) | 24,500 |
| PERA | 7,400 |

TOTAL: \$138,000

2023 Revenue Source(s):

Levy: \$138,000

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. The Districts' Microsoft software license is paid through the IT consultant and reflected in the consultant fees listed below.

2022 Budget: \$20,000

2022 Year End Expense: \$14,500 (estimate)

2023 Budget: \$16,200.

Specific activities/projects covered by this budget item include:

| | |
|----------------------------------|---------|
| Staff cell phone reimbursements | \$3,200 |
| Website hosting and listing fees | 1,000 |
| IT consultant standard support | 12,000 |

TOTAL: \$16,200

2023 Revenue Source(s):

- Levy: \$13,200
- Interest Income: \$3,000

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.

2022 Budget: \$27,400

2022 Year End Expense: \$27,405

2023 Budget: \$28,300

Specific activities/projects covered by this budget item include:

| | |
|-----------------------------------|-----------------|
| City of Prior Lake lease payments | \$28,300 |
| TOTAL: | \$28,300 |

2023 Revenue Source(s):

- Levy: \$28,300

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.

2022 Budget: \$10,000.

2022 Year End Expense: \$8,000 (estimate).

2023 Budget: \$9,000

Specific activities/projects covered by this budget item include:

| | |
|--------------------------------|----------------|
| Ricoh copier (rent and copies) | \$4,200 |
| Mileage | 600 |
| Postage | 1,400 |
| Other office supplies | 2,800 |
| TOTAL: | \$9,000 |

2023 Revenue Source(s):

- Levy: \$9,000

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.

2022 Budget: \$12,800

2022 Year End Expense: \$13,350.

2023 Budget: \$14,200 Includes premium increases based on insurance provider stated rate percentage increases for 2023.

Specific activities/projects covered by this budget item include:

| | |
|------------------------------------|---------|
| Property (5% increase) | \$1,600 |
| Liability (5% increase) | 6,400 |
| Excess Liability (15% increase) | 1,900 |
| Auto (5% increase) | 500 |
| Workers compensation (3% increase) | 3,800 |
| TOTAL: \$14,200 | |

2023 Revenue Source(s):

- Levy: \$14,200

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.

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

2022 Year End Expense: \$27,000 (estimate).

2023 Budget: \$31,000

Specific activities/projects covered by this budget item include:

| | |
|--|----------|
| Contracted accounting firm, CliftonLarsonAllen LLP (CLA) | \$31,000 |
| TOTAL: \$31,000 | |

2023 Revenue Source(s):

- Levy: \$31,000

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.

2022 Budget: \$7,700

2022 Year End Expense: \$8,500 (\$11,500 audit cost allocated between PLSLWD and PLOC)

2023 Budget: \$9,000 (\$12,000 per audit cost per biannual proposal – 25% allocated to PLOC).

Specific activities/projects covered by this budget item include:

| | |
|------------------------------|----------------|
| Contracted audit firm (Abdo) | \$9,000 |
| TOTAL: | \$9,000 |

2023 Revenue Source(s):

- Levy: \$9,000

903 – Fees, Dues and Subscriptions

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

2022 Budget: \$1,500

2022 Year End Expense: \$500 (estimate).

2023 Budget: \$1,500

Specific activities/projects covered by this budget item include:

| | |
|--------------------------|----------------|
| Organization memberships | \$150 |
| Miscellaneous fees | 1,200 |
| Subscriptions | 150 |
| TOTAL: | \$1,500 |

2023 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.

2022 Budget: \$6,000

2022 Year End Expense: \$2,000 (estimate)

2023 Budget: \$5,000

Specific activities/projects covered by this budget item include:

| | |
|---------------------------------------|----------------|
| Contracted legal firm, Smith Partners | \$5,000 |
| TOTAL: | \$5,000 |

2023 Revenue Source(s):

- Levy: \$5,000

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 efforts are occurring.

2022 Budget: \$461,700

2022 Year End Expense: \$400,000 (estimate) Implementation Fund salary costs are low in 2022 due to permit coordinator position being vacant for 6 months and the Project Manager position being vacant for approximately 5 months.

2023 Budget: \$541,900. An additional 400 hours of intern hours were added for 2023, along with budget to fund the part-time, manager of special projects position. Staff salary and benefits allocated to the PLOC are approximately 3.5% of staff salary/benefits to reflect expected staff activity associated with the PLOC.

Estimated salaries and benefits are based on the following assumptions:

- 7% average salary increase
- 1.5% increase in healthcare insurance premiums
- 4.1% increase in dental insurance premiums

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

| | |
|---|-----------|
| Salaries | \$419,000 |
| Benefits (Health, Dental, Disability, Life Insurance) | 94,600 |
| PERA | 28,300 |

TOTAL: \$541,900

2023 Revenue Source(s):

- Levy: \$541,900



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

2022 Budget: \$6,750 (Cates Lake Goldfish population estimate)

2022 Year End Expense: \$0. Funds were set aside, but no specific project requests were funded in 2022.

2023 Budget: \$0

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. 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 a small number of farmers 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

2022 Budget: \$61,000

2022 Year End Expense: \$70,000 (estimate) \$10,000 of funding was specially targeted to Growing Healthy Soils education initiatives and funded through a BWSR grant. Additional funding was reallocated from other budgeted Scott SWCD work tasks to more fully meet cover crop funding requests.

2023 Budget: \$54,000

Specific activities/projects covered by this budget item include:

| | |
|---|----------|
| SWCD Staff time (project coordination, assessing farms, etc.) | \$19,000 |
| Program pass through costs, including, but not limited to, cover crops, water quality inlets, preparing conservation plans, and lake friendly farm program certification assessments. | \$32,000 |
| Meetings (food, space rental, materials, etc.) | \$1,500 |
| Guest Speaker fees for FLC meetings | \$1,500 |

TOTAL: \$54,000

**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.*

2023 Revenue Source(s):

- Levy: \$54,000

611 - Cost-share Incentives

Description: With 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 SWCD-secured grant funding, making projects even more cost-effective.

Why it is important: Water resources throughout the watershed benefit through adoption of conservation practices on the land. Since non-point source pollution is 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: Included in 2010 Water Resource Master Plan’s CIP and was funded in the 2011-2022 budgets.

2022 Budget: \$58,000

2022 Year End Expense: \$55,000 (estimate)

2023 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) | \$21,000 |
| Cost Share Management (SWCD staff time) | \$5,000 |

TOTAL: \$58,000

2023 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. The FeCl system was designed for water quality treatment but also stores water. It was redesigned in 2013. The facility on average doses around 6,100 gallons of FeCl throughout the year. Treatment typically occurs

March through November annually removing approximately 55% of the dissolved phosphorus and 34% of the total phosphorus concentrations in the water.

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: \$65,000

2022 Year End Expense: \$15,000 (estimate). Stream level is low due to drought conditions, resulting in a reduction of ferric chloride being used. Ferric Chloride tank/building/drive assessment study was postponed to 2023.

2023 Budget: \$98,000

Specific activities/projects covered by this budget item include:

| | |
|---|-----------------|
| Ferric Chloride deliveries (~3 fills/year) | \$18,000 |
| Lab Analysis | \$12,000 |
| Utilities, permits, maintenance and equipment | \$2,000 |
| SWCD Flow Monitoring | \$1,000 |
| Ferric Chloride tank/building/drive assessment and remaining life estimate. Study to include replacement concept design and estimated construction costs. | \$65,000 |
| TOTAL: | |
| | \$98,000 |

2023 Revenue Source(s):

- Levy: \$30,800
- Interest Income: \$67,200

611 - Fish Management, Rough Fish Removal

Description: Rough fish management includes funding for carp management efforts identified in the District's Integrated Pest Management Plan.

Why it is Important: 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.

How Long in Existence: Since 2010

2022 Budget: \$88,000

2022 Year End Expense: \$88,000 (estimate).

2023 Budget: \$94,000

Specific activities/projects covered by this budget item include:

| | |
|--|----------|
| Removals (e.g. electrofishing, instream events, micro seines, baited box nets) | \$35,200 |
| Commercial seining, gill netting, and coordination. Approx. 4 events | \$20,000 |

| | |
|--|-----------------|
| Operation and Maintenance of 6 PIT tag stations, CPUE surveys and implanting of 10 radio-tags. | \$10,000 |
| Project coordination work; data management; grant writing | \$10,000 |
| Carp removal disposal site project (cement pad, block, access, composting mix) | \$11,500 |
| Storage shed rental for seine net, specialized traps, and misc. equipment (boat maintenance, waders, gloves, ice signs, dip net, cellular cameras, etc.) | \$5,000 |
| CD13 bypass weir tine barrier | \$1,500 |
| Consultant presentations to Board; CAC assistance | \$800 |
| | \$94,000 |

2023 Revenue Source(s):

- Levy: \$94,000

611 - 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. On-going annual buckthorn treatment and an invasive herbaceous species treatment are expected for 2023.

How Long in Existence: Since 2017.

2022 Budget: \$1,050

2022 Year End Expense: \$1,050 (estimate).

2023 Budget: \$1,200

Specific activities/projects covered by this budget item include:

| | |
|--------------------------|----------------|
| AES buckthorn treatment | \$600 |
| AES herbaceous treatment | \$600 |
| TOTAL: | \$1,200 |

2023 Revenue Source(s):

- Levy: \$1,200

611 - Alum Internal Loading Reserve

Description: This line item was created 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 or higher estimated cost is anticipated for 2024. Spring Lake will also likely need maintenance treatments in the future. Fish and Pike Lake may need alum treatments in the future as well. Moving forward the fund will cover sediment monitoring, treatment design, and physical treatment.

Why it is Important: Alum treatments are effective in capturing internal phosphorus loads. Recent treatments in Spring and Upper Prior have resulted in improvements in lake quality indicators.

How Long in Existence: Since 2017 (incrementally built up and then spent on treatments)

2022 Budget: \$230,000

2022 Year End Commitment: \$230,000

Total Committed Funds: \$480,000 (after 2022 commitment: \$230,000 Internal Loading Reserve budget + \$20,000 Upper Prior Lake Phase II Sediment Monitoring)

2023 Budget: \$220,000

Specific activities/projects covered by this budget item include:

| | |
|--|---------|
| 2024 Upper Prior Phase II Alum Treatment Reserve Funding | 220,000 |
| TOTAL: \$220,000 | |

2023 Revenue Source(s):

- Levy: \$220,000

611 - Upper Prior Lake Phase II Sediment Monitoring

Description: Upper Prior Lake's 2020 Alum Treatment was approximately \$500,000 and another treatment of the same estimated cost is anticipated in the near future. Sediment cores will need to be taken before the next treatment, costing approximately \$20,000. When sediment core testing is performed in the future, it will be funded from the Alum Internal Loading Reserve.

2022 Budget: \$20,000

2022 Year End Commitment: \$20,000 (Committed to Alum Internal Loading Reserve)

2023 Budget: \$0

611 - Fish Stocking

Description: Annual stocking of bluegills in the upstream wetlands of Spring Lake and Prior Lake to reduce carp populations.

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.

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

How Long in Existence: 2019

2022 Budget: \$3,000

2022 Year End Expense: \$3,505 (includes expenditure of \$500 donation from Spring Lake Association).

2023 Budget: \$3,000

Specific activities/projects covered by this budget item include:

| | |
|--------------------------------|---------|
| Geis Wetland bluegill stocking | \$1,500 |
| Desilt Pond bluegill stocking | \$1,500 |
| TOTAL: \$3,000 | |

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.

2022 Budget: \$20,000

2022 Year End Expense: \$22,000 (estimate). Purchased three computers to replace outdated computers (shift forward from draft 2023 budget)

2023 Budget: \$17,500

Specific activities/projects covered by this budget item include:

| | |
|---|---------|
| Software/other subscriptions | \$6,000 |
| Training | 7,000 |
| Board activity | 2,000 |
| Advisory committee/volunteer appreciation | 1,500 |
| Staff Appreciation Activities | 1,000 |
| TOTAL: \$17,500 | |

2023 Revenue Source(s):

- Levy: \$17,500

626 – Fish Lake Management Plan Update

Description: A Fish Lake Management Plan was prepared in 2005 with the stated expectation that the plan would be reviewed and updated every five years. The plan has not received an update since it was created.

Why it is Important: The original lake management plan indicated that internal loading may be an issue for the lake. Lake stakeholders have expressed concern about algae in the lake, the timing of which is consistent with internal loading. Updating the plan will provide a current assessment of issues to be addressed and will also include proposed alum treatment feasibility that is required in order for the District to secure future BWSR alum treatment grant funds.

2022 Budget: \$0

2022 Year End Expense: \$0

2023 Budget: \$81,300

Specific activities/projects covered by this budget item include:

| | |
|--|-----------------|
| Consulting fees to update the lake management plan | \$81,300 |
| TOTAL: | \$81,300 |

2023 Revenue Source(s):

- Levy \$30,404
- Grant ('23 WBIF): \$46,896
- Spring Lake Township \$4,000

(Note: Spring Lake Township has agreed to provide required grant 10% match for up to \$40,000 of project costs)

626 – LGU Plan Review

Description: Other agencies within PLSLWD occasionally update their plans and rules. As part of this process they solicit review comments from PLSLWD. This budget item covers the District Engineer's time needed to review and provide comments on partner agencies' proposed plans and rules.

2022 Budget: \$0

2022 Year End Expense: \$0 (related expenses were charged to general engineering)

2023 Budget: \$4,000

Specific activities/projects covered by this budget item include:

| | |
|--------------------------------|----------------|
| Consultant review and comments | \$4,000 |
| TOTAL: | \$4,000 |

2023 Revenue Source(s):

Levy: \$4,000

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.

2022 Budget: \$15,000

2022 Year End Expense: \$17,000 (estimate).

2023 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 |
| TOTAL: \$15,000 | |

2023 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. Work expected to be performed in 2022 includes feasibility studies for Swamp Lake IESF, and County Ditch 13 Chemical Treatment Systems, which is now combined with Spring West Iron Enhanced Sand Filters; Buck Lake East Wetland Enhancements; and Buck Lake and).

Why it is important: The plan:

- Recommends and prioritizes programs, projects and policies to reduce phosphorus and runoff volume

How Long in Existence: 2020

2022 Budget: \$443,035

2022 Year End Expense: \$76,765 (estimate). Includes completion of the Sutton Lake IESF feasibility study and the Spring Lake West Subwatershed feasibility study. Assumes completion of the Buck Wetland Enhancement feasibility study, and the Sutton Lake Management Plan. It also assumes upper watershed flooding analysis.

2022 Grants Revenue Received: \$15,830

UWB Remaining Budget (12/31/2022): \$362,300 - estimate

2022 Year End Commitment: \$362,300

2023 Budget: \$524,500

Specific activities/projects covered by this budget item include:

| | |
|---|-----------|
| Swamp Lake IESF: Feasibility Study | \$39,500 |
| Sutton Lake IESF: Final Design & Permitting, Grant Application Preparation | \$215,000 |
| Up to three Flood Reduction Studies. | \$100,000 |
| Spring Lake West IESF: Final Design & Permitting, Grant Application Preparation | \$105,000 |
| Spring Lake West Wetland Bank: Final Design & Permitting, Grant Application Preparation | \$45,000 |
| Real Estate Assistance | \$20,000 |
| TOTAL: \$524,500 | |

2023 Revenue Source(s):

- Levy: \$122,332
- Grants: \$3,958 (BWSR Lower MN River South WBIF)
\$35,910 (BWSR '23 WBIF)
- Previously Committed Funds: \$362,300

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. In 2022, the managers interviewed public finance advisory firms and selected a preferred firm to work with.

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.

2023 Budget: \$10,000

2022 Year End Expense: \$0 (estimate)

Specific activities/projects covered by this budget item include:

| | |
|-----------------------------------|-----------------|
| Proof of Concept Plan development | \$10,000 |
| TOTAL: | \$10,000 |

2023 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 affirm CIP funding and 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.

2022 Budget: \$0

2022 Year End Expense: \$0 (estimate).

2023 Budget: \$2,500.

2023 Revenue Source(s):

- Levy: \$2,500

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.

2022 Budget: \$27,000

2022 Year End Expense: \$35,000 (estimate). Additional consultant assistance has been required in 2022 to assist with permitting activity in absence of Permit Coordinator on staff, plus general increase in permit activity.

2023 Budget: \$30,000. Development activity within the watershed continues to grow with increased permit activity anticipated into the future.

Specific activities/projects covered by this budget item include:

| | |
|---|----------|
| EOR Engineering Assistance | \$20,000 |
| 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: \$30,000

2023 Revenue Source(s):

- Levy: \$25,000
- New Easement Acquisition Fees*: \$ 5,000

**Fees are reimbursements received from developers associated with title work and development agreement/conservation easement recording costs.*

637 - District Monitoring Program

Description: This program includes District monitoring activities including planning and coordination of the volunteer and contracted 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. The District's Long-term Monitoring Plan that is part of the Water Resources Management Plan provides greater details on program activities.

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: Three Rivers Park District, 2004; CAMP, 1997

Stream Monitoring: ≤1991

Lake Level Monitoring: 1906

Precipitation Monitoring: ≤1989

Zoo/Phytoplankton: 2020

Wetland Monitoring: 2021

2022 Budget: \$109,000

2022 Year End Expense: \$80,000 (estimate). WISKI database was acquired. Streams are dry in 2022 due to drought conditions reducing sampling. While wetland monitoring and stream macroinvertebrate and were approved for the 2022 budget, they were not performed based on staff judgement.

2023 Budget: \$81,000

Specific activities/projects covered by this budget item include:

| | |
|------------------------------|----------|
| Lake Chemistry Monitoring | \$24,000 |
| Lake Level Monitoring | \$2,000 |
| Stream Monitoring | \$32,000 |
| Precipitation Monitoring | \$600 |
| Effectiveness Monitoring | \$7,000 |
| Zoo/Phytoplankton Monitoring | \$5,000 |
| Equipment and Truck O&M | \$5,000 |
| Data Management | \$5,400 |

TOTAL: \$81,000

For more detailed descriptions of the activities/projects covered by this budget item: See the PLSLWD Long Term Monitoring Plan.

2023 Revenue Source(s):

- Levy: \$81,000

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 adopted in 2022.

How Long in Existence: Varies; All have expired.

2022 Budget: \$10,000

2022 Year End Expense: \$1,000 (estimate). Rates for linear project cost caps and stormwater impact fund are currently being negotiated. MOA negotiations will start once rates are agreed upon with LGU partners and adopted by Board of Managers. MOA negotiations may start in late fall 2022, but will extend into 2023.

2023 Budget: \$10,000

Specific activities/projects covered by this budget item include:

| | |
|---|----------|
| Legal and engineering services associated with negotiating and preparing MOA's with Prior Lake, Savage and Scott County (also reach out to Shakopee to see if a MOA can be established) | \$10,000 |
| TOTAL: \$10,000 | |

2023 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.

2022 Budget: \$12,000

2022 Year End Expense: \$1,000 (estimate).

2023 Budget: \$10,000

Specific activities/projects covered by this budget item include:

| | |
|--|---------|
| Contract work: surveys, engineering and legal assistance, etc. | \$8,000 |
| Materials & equipment: signs, posts, seed mixes, etc. | \$2,000 |
| TOTAL: \$10,000 | |

2023 Revenue Source(s):

- Levy: \$9,500
- Easement Amendment/Violation Fees (estimated): \$500
**Fees are reimbursements received from property owners associated with title work, easement amendment recording costs and associated staff time to facilitate easement amendment.*

652 - Education and Outreach

Description: The District's Education & Outreach program involves programs and project which educate the public and various stakeholders regarding water resources 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 Storm drain stenciling with the City of Prior Lake and lake associations; outreach booth at Chamber Fest and/or farmers market; and participation and collaboration with SCWEP.
- Direct outreach efforts include:
 - 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 is required through the MS4 permit and 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, how each citizen impacts water resources; and to inspire citizens to change their behaviors and habitats to better support water resource health.

A primary cost for 2023 includes updating the District's website. The current website is dated in appearance and function. It will not be supported by website technical support much longer. The District is experiencing issues with posting current lake level data and it is believed that the website is contributing to the problem and causing staff to perform timely manual operations to keep this information relatively current.

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

2022 Budget: \$10,000

2022 Year End Expense: \$4,500 (estimate).

2023 Budget: \$40,000

| | |
|----------------|---------|
| MS4 Education | \$2,000 |
| SCWEP (SWCD) | 4,500 |
| Website update | 30,000 |
| CAC | 3,500 |

TOTAL: \$40,000

2023 Revenue Source(s):

- Levy: \$40,000



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.

2022 Budget: \$5,000

2022 Year End Expense: \$0 (estimate).

2023 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 to support flood reduction and upper watershed projects. | \$5,000 |
|--|---------|

TOTAL: \$5,000

2023 Revenue Source(s):

Levy: \$5,000

Upper Watershed Flood Reduction

See flood reduction studies included in Upper Watershed Blueprint budget item.



Aquatic Invasive Species (AIS)

611 - Aquatic Vegetation Management

Description: Aquatic vegetation surveys during the early spring will indicate whether treatment of Curlyleaf Pondweed (CLP) is necessary in tier one lakes. The Aquatic Vegetation Management program includes the initial pre-treatment delineation and post-treatment assessment surveys. The District was awarded a two-year, \$7,000 AIS control grant for Upper Prior Lake effective 2022 through 2023. The District will request grants funds from Scott County, which has a state AIS grant to cover the remaining costs. Up to \$12,000 of Scott County grant funds are available annually.

Why it is important: Curlyleaf Pondweed has negative effects on water quality, and pushes out native vegetation, which is vital to fish and other wildlife.

2022 Budget: \$7000

2022 Year End Expense: \$5,100 (estimate).

2023 Budget: \$14,000. For 2023 delineation and assessment tasks have been reclassified from 637 Aquatic vegetation surveys to 611 Aquatic vegetation management to consolidate all CLP tasks under one budget item.

Specific activities/projects covered by this budget item include:

| | |
|---|-----------------|
| CLP treatments (reimbursed through grant funds) | \$8,000 |
| CLP delineations and assessments (reimbursed through levy and grants) | \$7,000 |
| TOTAL: | \$15,000 |

2022 Revenue Source(s):

- Grant(s): \$4,335 (remainder of DNR AIS control grant specific to Upper Prior Lake.)
\$5,065 (Scott County – Lower Prior, Spring and Fish Lakes, as needed)
- Levy: \$5,600

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 survey map that allows for consistent year to year comparisons. 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

2022 Budget: \$5,000

2022 Year End Expense: \$ 2,000 (estimate).

2023 Budget: \$2,000

Efforts in 2022 resulted in reduced data storage and subscription needs. Subscription costs have significantly decreased for 2023. Specific activities/projects covered by this budget item include:

| | |
|-----------------------|---------|
| BioBase Subscription | \$100 |
| YBC Rental | \$1,300 |
| Equipment | \$600 |
| TOTAL: \$2,000 | |

2023 Revenue Source(s):

- Levy: \$2,000

637 - Aquatic Vegetation Surveys

Description: Plant surveys will assess the distribution, type, and growth density of all plants. PLSLWD contracts with a consultant (currently Blue Water Science) to perform macrophyte surveys. Summer point intercept surveys will be completed on tier 1 lakes every other year, tier 2 lakes every three years, and tier 3 lakes every five years. Surveys conducted for the purpose of AIS management (CLP delineations) are accounted for in the 611 Aquatic Vegetation Management budget.

Why is it Important: Vegetation surveys provide data and insights into how the lake is responding to BMPs, alum treatments, carp removals, and other water quality improvement projects. Lake vegetation is a response indicator to nutrients and sunlight availability within the lake. It is important to track these changes over time to be able to assess program goals of increases native plant distribution, diversity, and frequency of occurrence.

How Long in Existence: ≤1996 Blue Water Science Surveys

2022 Budget: \$18,000

2022 Year End Expense: \$18,000 (estimate).

2023 Budget: \$5,500. For 2023 CLP delineation and assessment tasks have been reclassified from 637 Aquatic vegetation surveys to 611 Aquatic vegetation management to consolidate all CLP tasks under one budget item.

Specific activities/projects covered by this budget item include:

| | |
|--|----------------|
| Aquatic point intercept vegetation surveys | \$5,500 |
| TOTAL: | \$5,500 |

2023 Revenue Source(s):

- Levy: \$5,500

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

2022 Budget: \$30,000

2022 Year End Expense: \$29,000 (estimate). Boat inspection contract slightly less than budgeted. I-LIDS costs slightly higher than budget due to I-LIDS concrete footing installation.

2023 Budget: \$35,000

Specific activities/projects covered by this budget item include:

| | |
|--|-----------------|
| Boat Inspections on Spring, Fish, Upper Prior, and Lower Prior | \$28,500 |
| I-LIDS unit at Spring Lake | \$3,500 |
| TOTAL: | \$32,000 |

2023 Revenue Source(s):

- Levy: \$17,000
- Grant: \$15,000

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

2022 Budget: \$19,500

2022 Year End Expense: \$19,148

2023 Budget: \$185,500

Specific activities/projects covered by this budget item include:

| | |
|--|------------------|
| PLSLWD estimated proportional share of PLOC expenses for 2022/2023 | \$185,500 |
| TOTAL: | \$185,500 |

2023 Revenue Source(s):

- Levy: \$185,500

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. To avoid a significant spike in the watershed levy in future years, 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: \$100,000

2022 Year End Commitment: \$100,000

Total Committed Funds: \$100,000 (after 2022 commitment)

2023 Budget: \$100,000

Specific activities/projects covered by this budget item include:

| | |
|--------------------------------|------------------|
| Establish Debt Payment Reserve | \$100,000 |
| TOTAL: | \$100,000 |

2023 Revenue Source(s):

- Levy: \$100,000



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

DECEMBER 2022 PROGRAMS AND PROJECTS UPDATE

| PROGRAM OR PROJECT | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|---|---|--|
| Sutton Lake Outlet and Lake Management Plan <i>Project Lead: Emily</i> | Lake Management Plan <ul style="list-style-type: none"> Held landowner meeting November 16th and conducted any follow up. Draft Lake Management Plan submitted to MnDNR on November 2nd and Board of Managers at November 15th Workshop for review and comment. Reached out to MnDNR to get clarity on staff transition relative to the review of this plan and expected timelines. | Lake Management Plan <ul style="list-style-type: none"> Continue to work with MnDNR to understand their timeline on plan comments and expectations on cattail management. Prepare final Lake Management Plan and submit to Board of Managers for approval. Determine proposed future management activities based on MnDNR cattail response. Initiate documentation of response to drought conditions in spring. |
| Carp Management <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 & 751)</i> <i>Project Lead: Jeff</i> | <ul style="list-style-type: none"> Tracking: Implanted 4 additional new radio tags in Upper Prior Lake carp. Three more tags are left for Spring Lake. Under ice seining is our goal should radio tracking results show promising locations as well as safe ice thickness. Reviewed PIT station data and created a maintenance list for current equipment in need of firmware updates. Other: Worked with local, regional, and private entities to find additional routes for carp disposal. Found a willing private environmental organics recycler to add conditions on their next round of permitting to include fish carcasses. Winterized district boat and put into storage. Submitted necessary permits for 2023 season. | <ul style="list-style-type: none"> Continue to track tagged carp Finish implanting the last 3 new radio-tag transmitters on Spring Lake. Remove fish under-ice as permit allows. Work with commercial netters where opportunities allow. Look into topics for next Metro Carp Management Group (MCMG) meeting. Continue updating the 2023 IPM Plan based off 2022 removal results, strategies, and methods. Work With WSB to develop carp management objectives for the 2023 contract year. Management objectives will shift to accommodate changing water levels, carp aggregation patterns, equipment availability, and permitting. |
| Ferric Chloride System Operations <i>Project Lead: Jeff</i> | <ul style="list-style-type: none"> Compiling data for 2022 reporting and calculations. Completed system winterization. | <ul style="list-style-type: none"> Submit 2022 annual reporting and permitting requirements. |

DECEMBER 2022 PROGRAMS AND PROJECTS UPDATE

| PROGRAM OR PROJECT | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|--|--|---|
| Upper Watershed Projects <i>Buck Wetland, Sutton IESF, Swamp IESF, Buck Chemical Treatment, Ditch 13 Chemical Treatment, Spring Lake West IESF</i> <i>Project Lead: Emily</i> | Buck Wetland Enhancements <ul style="list-style-type: none"> Drafted feasibility study. Requested MnDNR to identify interim staff and timeline to review of draft feasibility study. Attempted to reach landowners not in attendance at November 1st meeting. Spring Lake West IESF/Wetland <ul style="list-style-type: none"> No activity. Sutton Lake IESF <ul style="list-style-type: none"> No activity. 2023 WBIF Studies <ul style="list-style-type: none"> Held grant preparation kick-off meeting with BWSR and consultants. Drafted workplans and budgets for each project in preparation for BWSR submittal. Reviewed budget request/work plan with Spring Lake Township (November 18). Requested fee proposals and work orders from consultants. Potential Flood Storage Projects <ul style="list-style-type: none"> Refined list of potential projects and evaluation criteria. Performed high-level preliminary evaluation to inform staff recommendations. Reviewed list and staff recommendations with CAC at December 8th meeting All UW Projects <ul style="list-style-type: none"> Worked with real estate services provider to obtain executed contract. | Buck Wetland Enhancements <ul style="list-style-type: none"> Continue landowner outreach. MnDNR and board managers to review draft plan (tentative: January) Final study approved by managers (tentative: February). Spring Lake West IESF/Wetland <ul style="list-style-type: none"> Initiate landowner outreach Sutton Lake IESF <ul style="list-style-type: none"> Start investigating landowner concerns. 2023 WBIF Studies <ul style="list-style-type: none"> Refine budget request/work plan Submit budget request to BWSR for review and approval (tentative: December 30) Submit work plan to BWSR for review and approval (tentative: January 31, 2023) Potential Flood Storage Projects <ul style="list-style-type: none"> Refine list and evaluation criteria as needed Confirm final list of up to 5 to 6 priority projects Determine key landowners for top 2 to 3 projects and develop plan for remaining pre-feasibility steps |
| Farmer-Led Council <i>Project Lead: Emily and Elizabeth</i> | <ul style="list-style-type: none"> December FLC meeting held on December 8th | <ul style="list-style-type: none"> Plan for next quarterly meeting. Potentially combine with Lake Friendly Farm awards tentatively scheduled for January/February 2023. |
| Cost Share Incentives <i>Project Lead: Joni</i> | <ul style="list-style-type: none"> No new activity | <ul style="list-style-type: none"> Review cost share applications with Scott SWCD as needed. |

DECEMBER 2022 PROGRAMS AND PROJECTS UPDATE

| PROGRAM OR PROJECT | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|--|--|--|
| <i>Fish Lake Shoreline & Prairie Restoration Project</i> <i>Project Lead: Shauna</i> | <ul style="list-style-type: none"> Received written confirmation of project acceptance from Spring Lake Township. | <ul style="list-style-type: none"> No further steps required - Maintain relationship with Spring Lake Township. Encourage public to engage with the restoration site. |
| <i>Website and Media</i> <i>Project Lead: Elizabeth</i> | <ul style="list-style-type: none"> Articles posted: None Website articles: None Social Media – posted on all social channels about: recognizing Woody Sptizmueller's volunteer work, smart salting, and our new staff member | <ul style="list-style-type: none"> Continue writing posts and updates about projects on the website Continue updating Facebook, and Instagram about projects & news Submit article to Prior Lake Association newsletter |
| <i>Citizen Advisory Committee</i> <i>Project Lead: Emily & Elizabeth</i> | <ul style="list-style-type: none"> Meeting held December 8th Gathered CAC input on I-LIDS and flood storage projects Educational seminar with the City of Prior Lake tentatively rescheduled to early 2023 | <ul style="list-style-type: none"> Prepare for January 26th CAC meeting Future CAC educational seminars: City of Prior Lake Water Resources Engineer and Minnesota DNR (2023) |
| <i>Education Program</i> <i>Project Lead: Elizabeth</i> | <ul style="list-style-type: none"> No education or outreach activities See Website and Media section | <ul style="list-style-type: none"> No upcoming events |
| <i>Monitoring Program</i> <i>Project Lead: Jeff</i> | <ul style="list-style-type: none"> Continue migrating data into WISKI Pulled stream and lake level loggers for the winter. Begun downloading level data and barometric compensation process. Worked on developing stream report cards including build, design, and data analysis. | <ul style="list-style-type: none"> Continue WISKI database data migration. Work on solution to connect telemetry loggers, WISKI database, and website. Work on 2022 lake and stream reporting. |
| <i>Aquatic Vegetation Management and Surveys</i> <i>Project Lead: Jeff</i> | <ul style="list-style-type: none"> Draft 2022 Biobase report completed. | <ul style="list-style-type: none"> Share findings during January or February board meeting. Post Biobase report on website. |
| <i>AIS</i> <i>Project Lead: Shauna</i> | <ul style="list-style-type: none"> Successful take-down of I-LIDS unit on 11/9. Reviewed I-LIDS invoices for 2022 and discuss options to continue program in 2023 Worked with Scott County to update AIS Prevention Plan and AIS Rapid Response Plan. Reviewed Waterfront Restoration annual report. | <ul style="list-style-type: none"> Share County led AIS Plans with CAC and managers. Discuss options for moving forward with the I-LIDS unit for 2023 season and work on potential contract renewal. Renew 2023 contract with Waterfront Restoration. |

DECEMBER 2022 PROGRAMS AND PROJECTS UPDATE

| PROGRAM OR PROJECT | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|---|--|---|
| Rules Revisions <i>Project Lead: Joni</i> | <ul style="list-style-type: none"> Completed rule equivalency reviews of City of Prior Lake and City of Savage. Started review of Scott County rules. Confirmed City of Shakopee is not interested in an equivalency agreement. | <ul style="list-style-type: none"> Prepare and negotiate equivalency agreements with implementing partners. Address and then modify permit process with implementing partners. Refine process for application of linear project cost caps and use of stormwater implementation fund. Manager approval of cost cap and stormwater implementation fund rates. |
| BMPs & Easements <i>Project Lead: Joni</i> | <ul style="list-style-type: none"> Prepared conservation easement documents for Johnson Estates. Coordinated with Spring Lake Estates Association (aka Stemmers Ridge) regarding an easement amendment. | <ul style="list-style-type: none"> Continue to follow-up with property owners on outstanding Development Agreements and Conservation Easements. Continue to work with landowners to resolve identified easement violation issues on their properties. Continue to work with landowners on three potential easement amendments. |
| Permitting <i>Project Lead: Jeff/Joni</i> | <ul style="list-style-type: none"> Continued discussion with Scott SWCD to determine to what extent SWCD could support District permit work tasks. | <ul style="list-style-type: none"> Make a determination regarding Scott SWCD providing permit support tasks. Close out of permit #17.01. Continue other closeout procedures as appropriate. |
| Outlet Channel Projects and Administration <i>Project Lead: Joni/Jeff</i> | <ul style="list-style-type: none"> Completed year-end channel inspection. Notified partners of beaver activity and an active dam within the channel. Continued monitoring site. Researched and purchased logger setup for outlet structure that will monitor level and flow from inner and outer wells. Will transfer LPL logger to Fish Lake in 2023. Prepared for December 15 Quarterly Cooperator Meeting. Reviewed channel repair project change order #2 and pay request #2. | <ul style="list-style-type: none"> Prepare recommendation on way to move forward with pipe lining project. |

DECEMBER 2022 PROGRAMS AND PROJECTS UPDATE

| PROGRAM OR PROJECT | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|---|---|---|
| <i>General Administration</i> <i>Project Lead: Joni</i> | <ul style="list-style-type: none">• Troubleshoot payroll issues with CLA.• Start contract negotiations for 2023 District accounting services.• Attended annual MAWA meeting.• Continued work on HR audit.• Started District files archiving process• Confirmed all ACH payments transferred to new bank account. | <ul style="list-style-type: none">• Transfer remaining District funds to 4M Fund and close 2 bank accounts.• Complete HR audit.• Continue file archiving process. |



Subject | Watercraft Inspections 2022 Season Report: Waterfront Restoration, LLC

Board Meeting Date | December 13, 2022

Item No: 4.2

Prepared By | Shauna Capron, Water Resources Technician

Attachment | 2022 Season Report: PLSLWD Watercraft Inspections

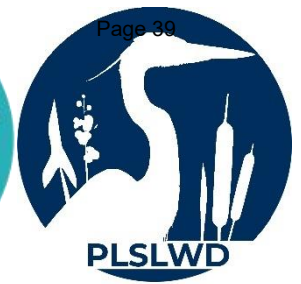
Action | No motion required. Discussion only.

Background

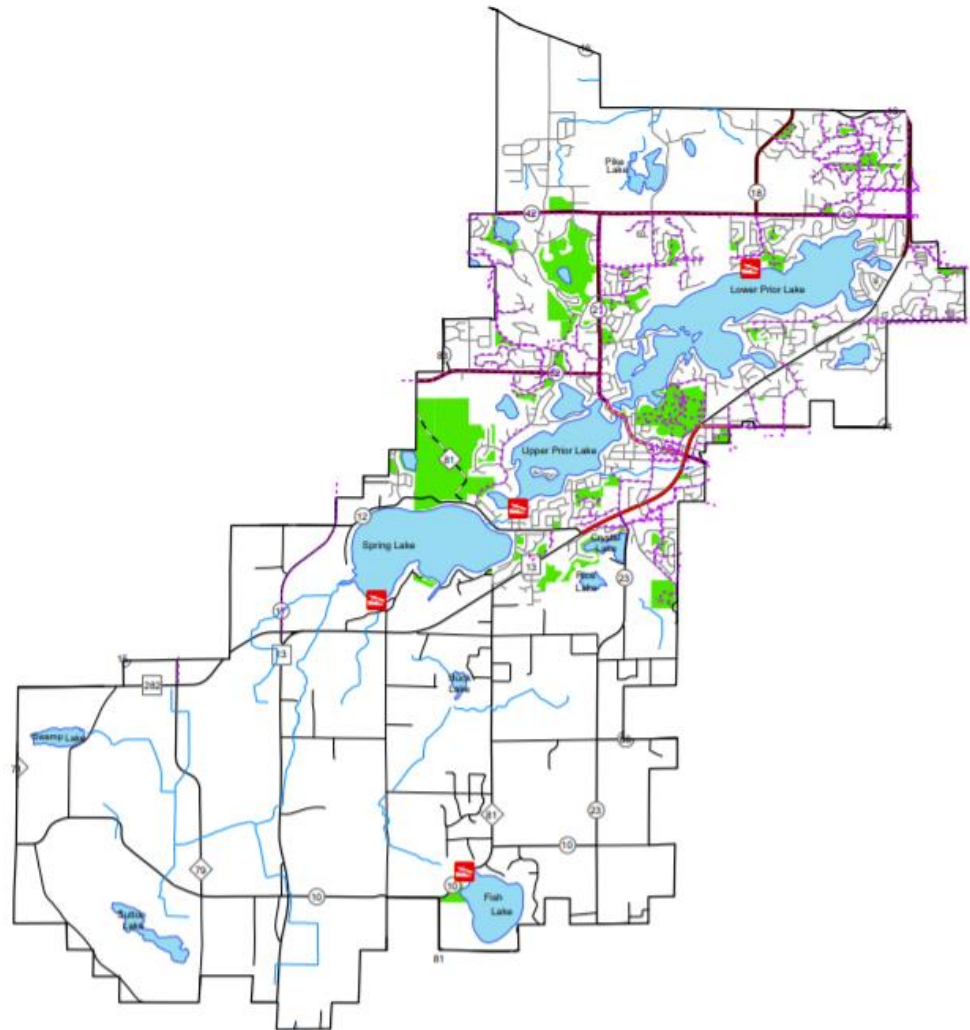
PLSLWD contracted Waterfront Restoration to perform watercraft inspections on Spring Lake, Upper and Lower Prior Lake, and Fish Lake from May to September, 2022. At the end of the inspection season, Waterfront Restoration is contracted to make a presentation to the Board of Managers summarizing work performed, inspection survey data, general observations, and any recommendations regarding future inspections.

Discussion

Ben Brandt with Derek Lee (Waterfront Restoration) will give a brief presentation regarding 2022 watercraft inspections.



2022 Season Report



Prior Lake-Spring Lake Watershed District Watercraft Inspections

Waterfront Restoration, LLC
December 5, 2022

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

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2022 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 2022 Aquatic Invasive Species (AIS) watercraft inspection program. The watershed district provided the four 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 most of the season (5/13/22 through 9/5/22) it was requested that Spring, Upper and Lower Prior Lakes have full Friday, Saturday and Sunday and holidays (Memorial Day, 4th of July, and Labor Day) coverage, from 8 A.M. – 4.30 P.M. Due to lower traffic, Fish Lake was requested to have periodic staffing totaling 16 inspector hours each month on weekends.

Table 1: 2022 Watercraft Inspection Totals

| Lake Name | Inspections | Inspection Hours |
|------------------|--------------|------------------|
| Fish Lake | 75 | 34 |
| Lower Prior Lake | 1,512 | 266 |
| Upper Prior Lake | 1,014 | 335 |
| Spring Lake | 949 | 270 |
| Total | 3,550 | 905 |

The 2022 AIS inspection program kicked-off on MN Fishing Opener, Saturday May 13th and concluded on Saturday October 2nd. According to MN DNR inspector survey data, 3,550 watercraft inspections were completed during the 2022 season (Table 1). Of that total, 2,338 were entering inspections, 1,201 were exiting inspections. There were also 7 lift and 4 courtesy inspections. Lower Prior Lake accounted for the largest portion of inspections at 43%, (Figure 1). Spring Lake (27%) and Upper Prior Lake (28%) and Fish Lake (2%) accounted for the other inspections.

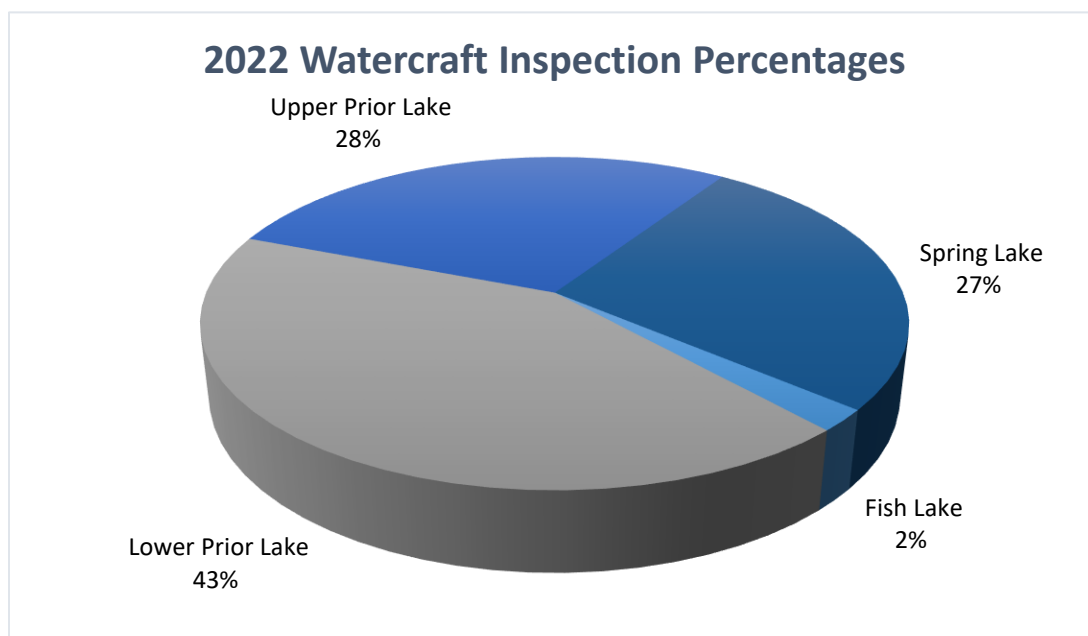


Figure 1: Chart (above) reflects the percentage of total inspections completed at each lake during the 2022 inspection season.

The inspection survey data reveals that 40% of all inspections were conducted on fishing boats, while runabouts were the second most inspected watercraft at 29% (Figure 2). Personal watercrafts (11%), pontoons (10%) and wakeboards (8%) accounted for about a third of the total inspections completed. Canoe/kayaks, Jon boats, Sailboats and Boat Lifts/Docks each accounted for 1% or less of the total inspections.

Type of Watercraft

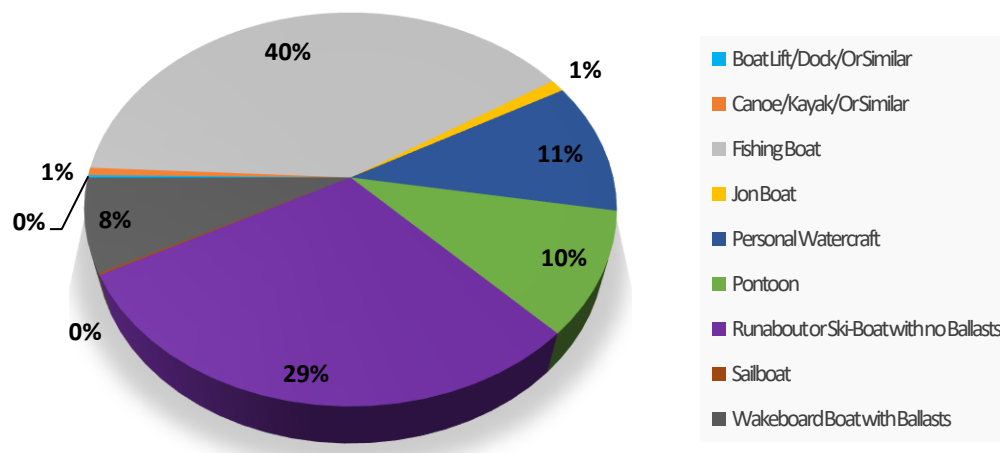
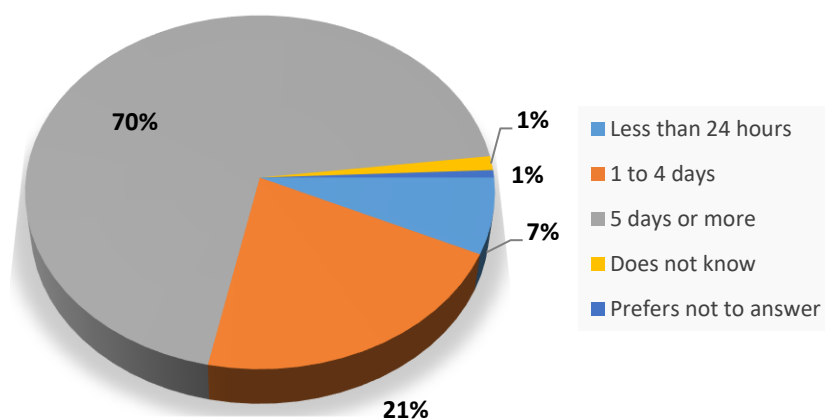


Figure 2: Chart (above) reflects the percentage of total inspections conducted on watercraft types during the 2022 inspection season.

Time Out of Water Before Entering



The data also shows that throughout the 2022 inspection season 70% of watercrafts entering had been kept out of water for the recommended 5 days or more, while 21% were reported as only being out for 1-4 days (Figure 3). However, 162 (7%) 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 most 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 12, followed by Alabama at 8 (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

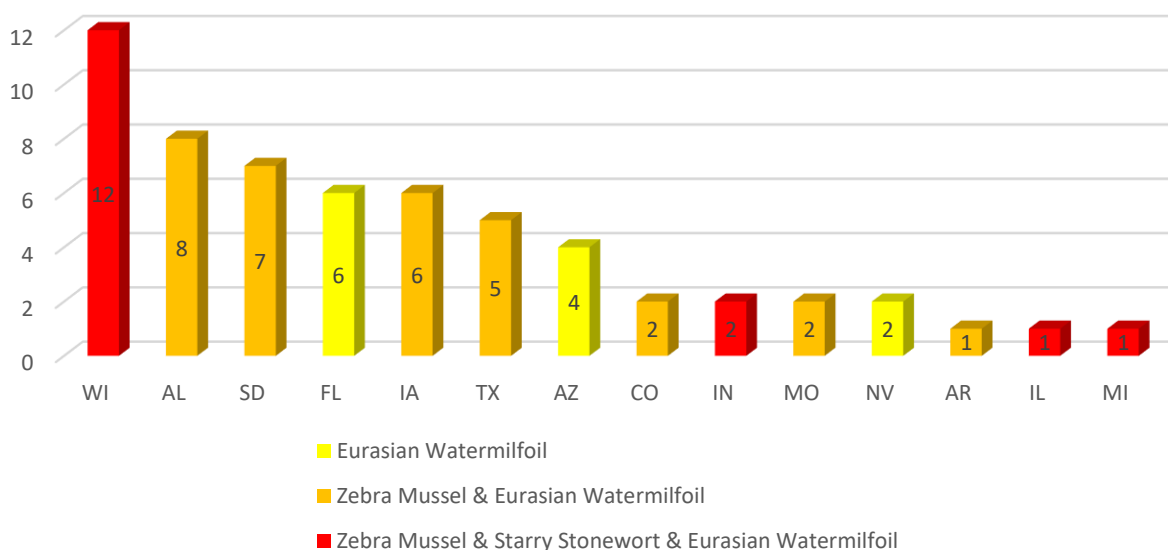


Figure 4: Graph (above) reflects the number of watercrafts recorded as being from out-of-state. Each state is color coded to indicate certain AIS that have been reported in each state. Note, “No infestation” only suggests that neither zebra mussels, Eurasian Watermilfoil nor Starry Stonewort have been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

The four Prior Lake-Spring Lake Watershed District launches were staffed for a total of 905 hours in 2022. Upper Prior Lake received the highest percent of inspection hours at 37% (335 hours). (Figure 5). Spring Lake received 30% (270 hours) and Lower Prior Lake received 29% (266 hours) of the inspection hours. Fish Lake received 4% (34 hours) of the inspection hours.

2022 Watercraft Inspection Staffing Allocation Percentages

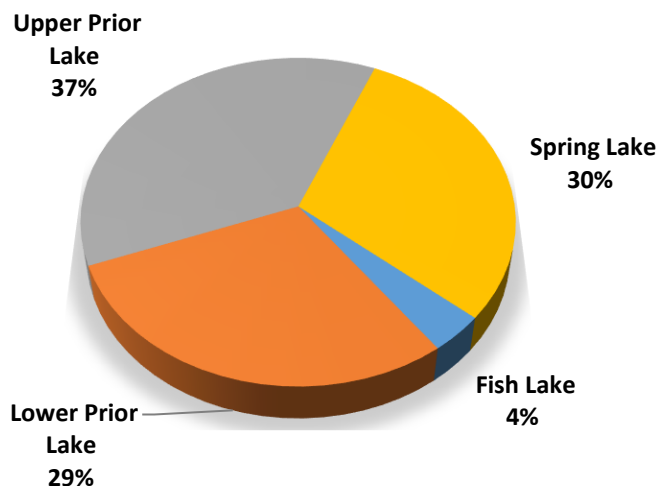


Figure 5: Chart (above) reflects the percent of total hours received by each lake during the 2022 inspection season.

From the survey data we determined that the busiest month for watercraft inspections was July, with 1,210 completed surveys. June followed closely behind at 1,177 inspections. May had about half as many surveys logged (568) due to less hours of staffing and the spring weather that was not favorable to boating (Figure 6). August, September, and October 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 third week of June has the highest count of inspection surveys at 449.

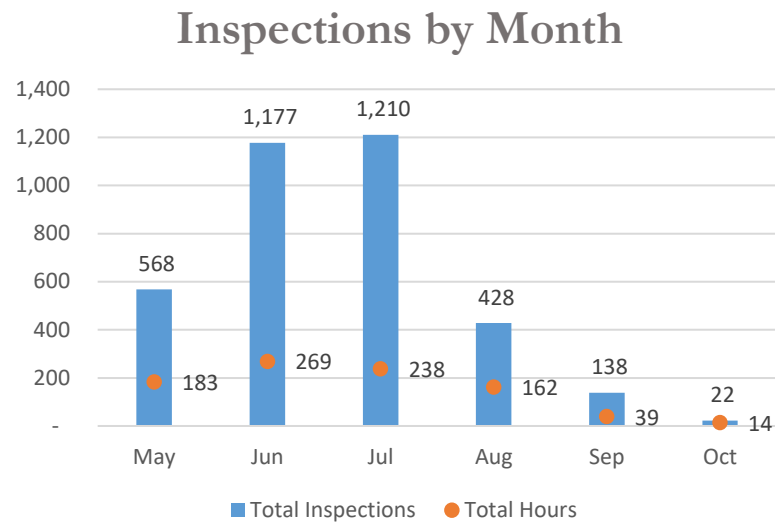


Figure 6: Graph (above) reflects the number of inspection surveys, and the hours of inspector coverage logged each month during the 2022 inspection season.

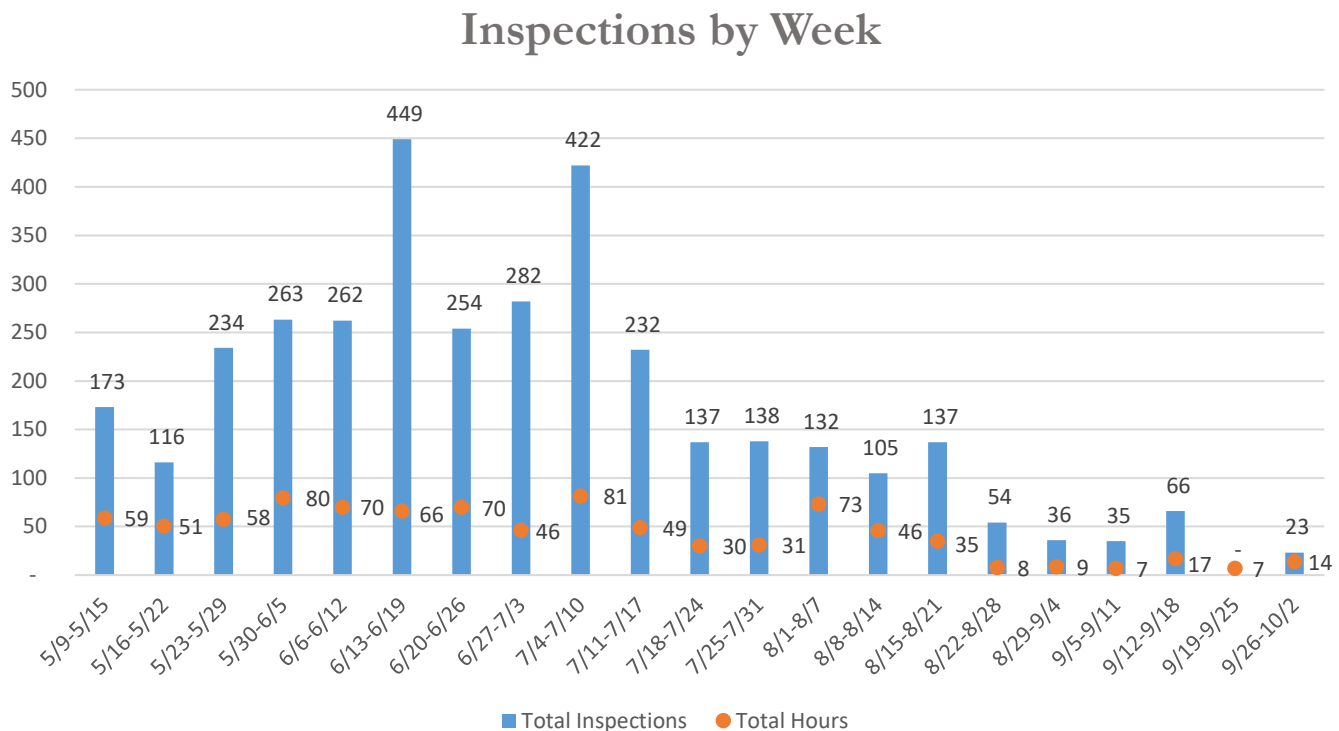
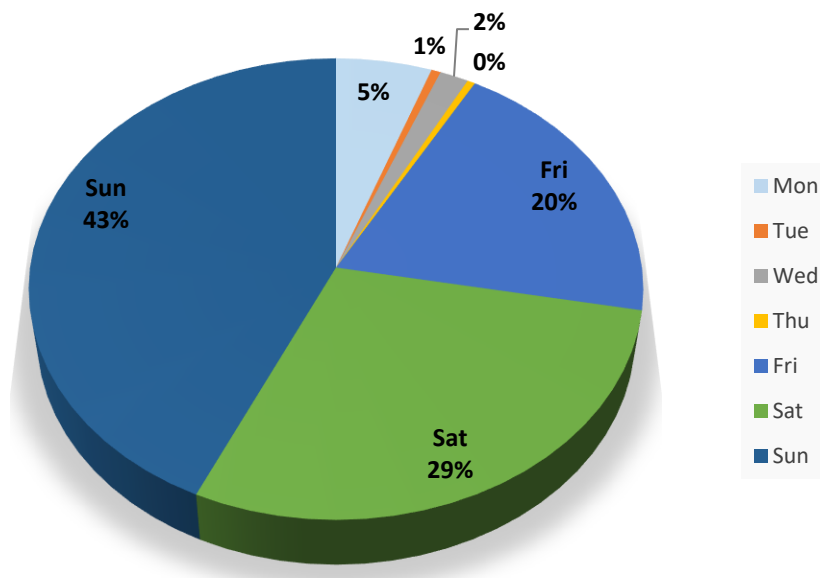


Figure 7: Graph (above) reflects the number of inspection surveys, and the hours of inspector coverage logged each week during the 2022 inspection season.

Inspections by Week Day



The data shows that the busiest days for inspections were Sunday, which accounted for 43% of inspections (Figure 8). Saturday and Friday followed with 29% and 20% 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 2022 inspection season.

Inspections by Time of Day

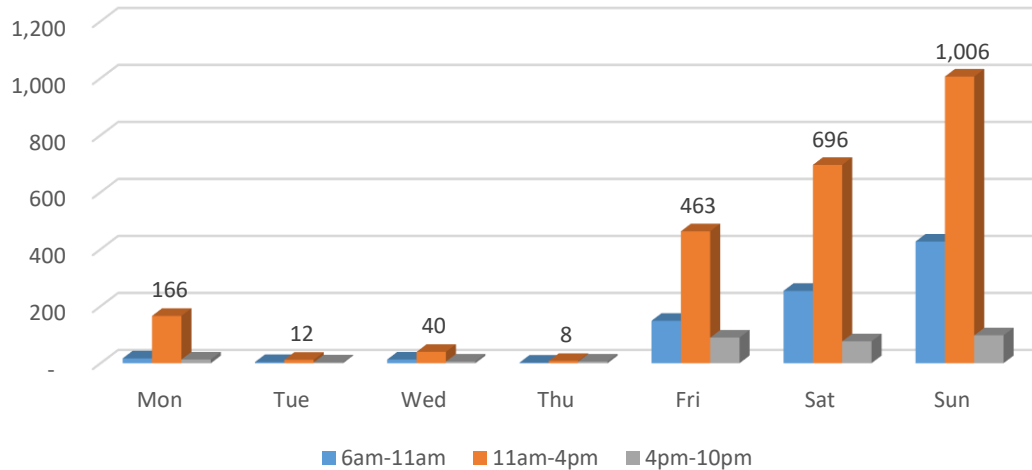


Figure 9: Graph (above) reflects the number of inspection surveys completed at specific times of day, and by day of week during the 2022 inspection season.

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 an equal response between Upper (491) and Lower Prior Lake (489), with 980 total boaters reporting last being on Prior Lake (Figure 10). The other most common responses were Spring (265), Storage (99), and Minnetonka (64). 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

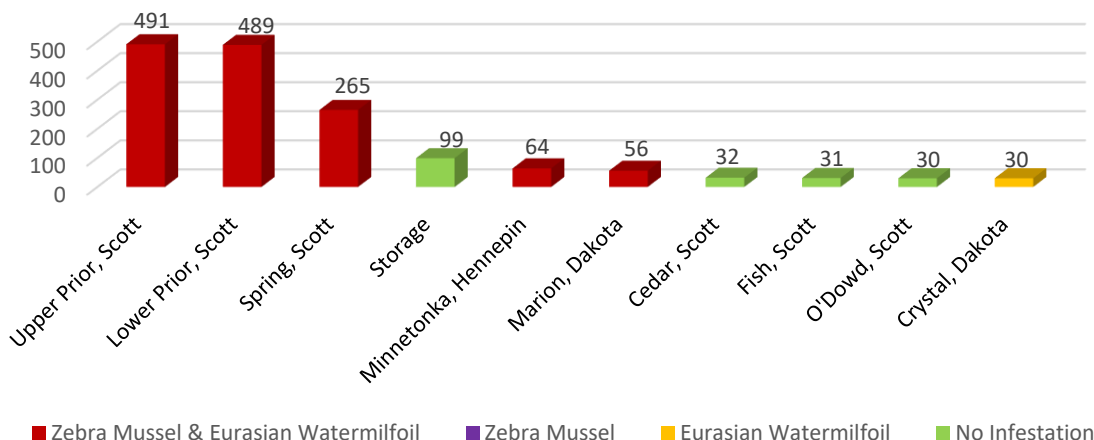


Figure 10: Graph (above) reflects the number of boaters that reported the last lake visited prior to entering another waterbody via one of the Prior Lake-Spring Lake Watershed District staffed launches during the 2022 inspection season. **Note: “No infestation” only means that such lakes are not infested 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 return to Prior Lake (472 total), Spring (156), Minnetonka (21), or go boating in Wisconsin next (14) (Figure 11).

NEXT Body of Water Planning to Visit

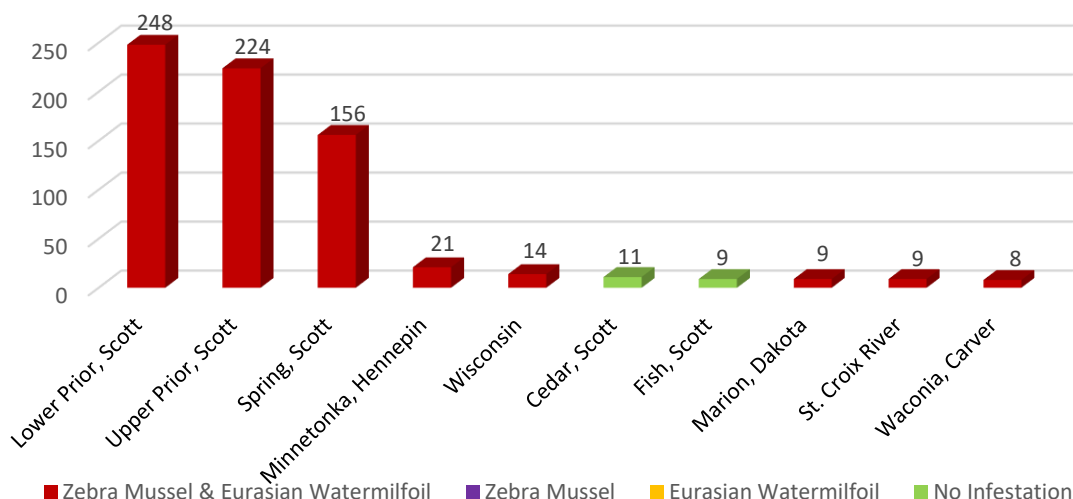


Figure 11: Graph (above) reflects the number of boaters that reported the next lake they expected to visit after exiting a Prior Lake-Spring Lake Watershed District inspector staffed launch during the 2022 inspection season. **Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only**

Inspection Findings, Violations, and Decontaminations

There were 48 entering inspections that were in violation of Minnesota AIS laws (nearly 1.5% of all inspections), of which 8 were drain plug violations.

On 334 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. Efforts are made to educate these boaters on the risk they pose to transport AIS, and actionable steps they should take to prevent the violations from occurring when an inspector is not present at the launch in the future. Regardless, these findings during exiting inspections provide useful information when determining what could be leaving an infested lake and entering a new lake.

38 of the entering inspection findings were plants (removeable by hand). Followed by 8 boaters that arrived with the drain plug in, and 2 cases of mud found. (Figure 12). There were no zebra mussels found on entering inspections!

Findings During Entering Inspections

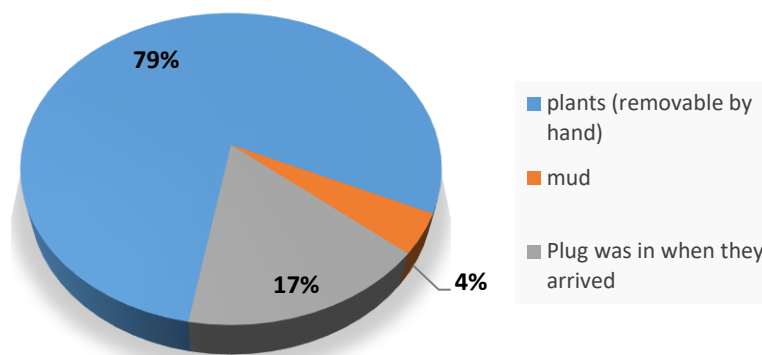


Figure 12: Chart (above) reflects the distribution of findings during entering inspections during the 2022 inspector season.

Findings During Exiting Inspections

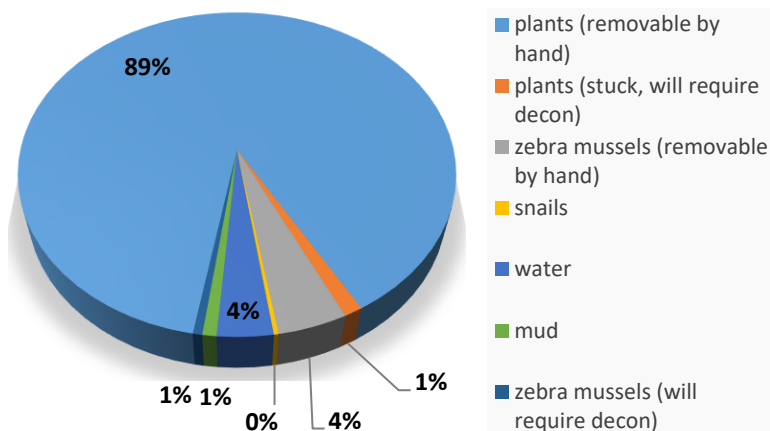


Figure 13: Chart (above) reflects the distribution of findings during exiting inspections during the 2022 inspection season. Watercraft requiring decontamination were encouraged to go to a nearby decon station (i.e., DNR staffed decon or Christmas Lake), or to a professional watercraft dealer service for cleaning before entering the next body of water.

The most common finding during exiting inspections were plants (removable by hand) at 297 occurrences (Figure 13). However, there were 15 instances (4%) with zebra mussels removable by hand, and 2 zebra mussels found that were referred to complete a decontamination. None of the 334 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 represented in the graph below (Figure 14) shows which launch the entering AIS violations were encountered. These issues were all resolved before the watercraft was allowed to enter the body of water.

Entering Violations by Lake

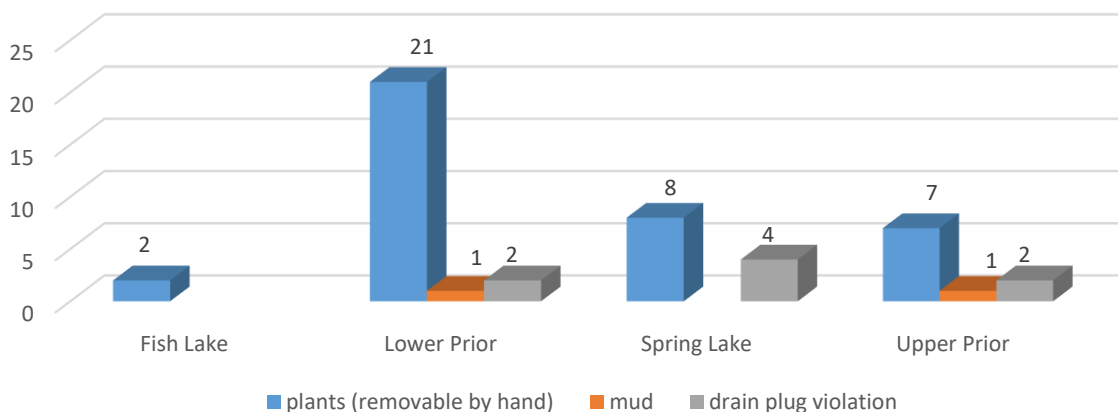


Figure 14: Graph (above) reflects the number of findings by lake during entering inspections during the 2022 inspection season.

Looking at potential exiting violations, Upper Prior Lake comes in with the highest number of “plants (removable by hand)” at 109 (Figure 15). The second most common lake reporting findings of “plants (removable by hand)” was Lower Prior at 92, followed by Spring Lake at 80 occurrences.

Exiting Violations by Lake

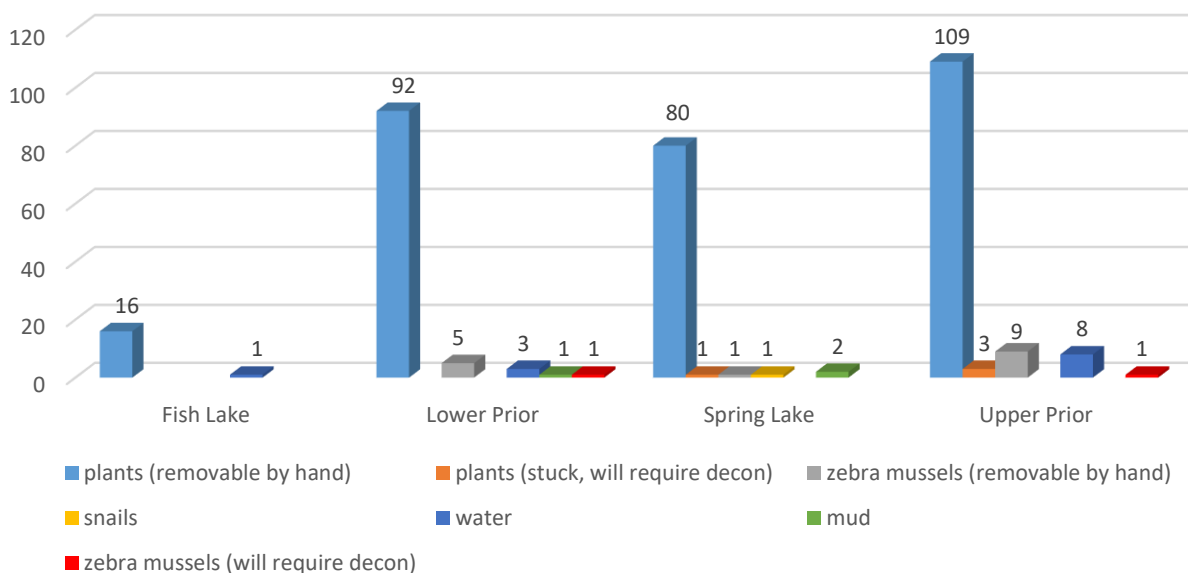


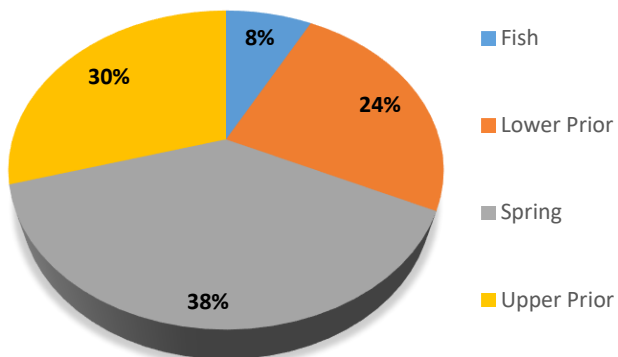
Figure 15: Graph (above) reflects the distribution of findings during exiting inspections during the 2022 inspection season. Watercraft requiring decontamination were encouraged to go to a decontamination site (i.e., the DNR staffed location or the Christmas Lake launch), or to a professional watercraft dealer service for cleaning before entering the next body of water.

Identification of Plants Found

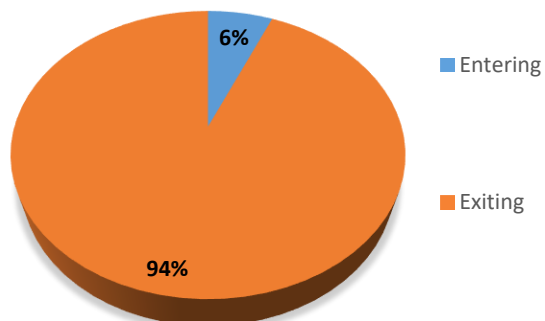
As a method to gather more information on the common finding of plants during watercraft inspections a separate survey was created that inspectors were asked to complete throughout the season. This additional survey included which launch the inspector was working at, if it was an entering or exiting 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.

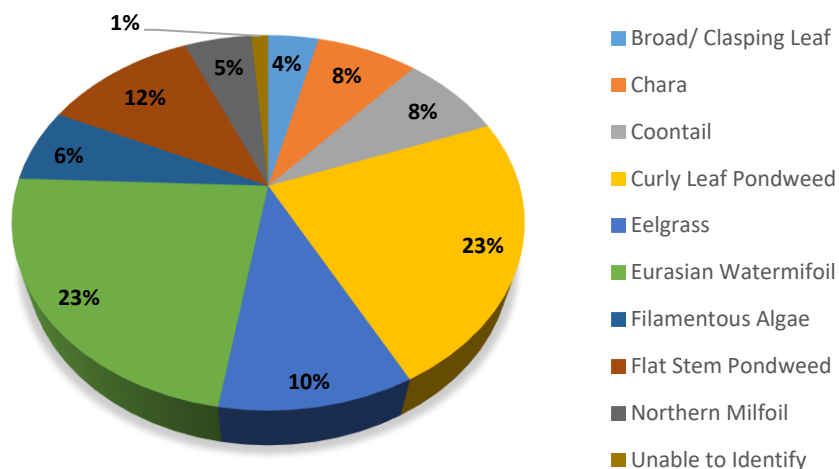
What lake launch are you working at?



Entering or Exiting?



Plant identity



Examples of Plants Found:

Spring Lake on 7/15/22

Entering at 2:24pm – suspected EWM



Upper Prior Lake on 6/17/22

Entering at 9:00am – suspected CLP



Fish Lake on 7/17/22

Entering at 11:01am – suspected Flatstem pondweed



Lower Prior Lake on 7/27/22

Exiting at 11:48am – suspected EWM



Fish Lake

Fish Lake had the lowest count of inspection surveys and the fewest hours of coverage compared to the other three staffed lakes in the Prior Lake-Spring Lake Watershed District. In total, Fish Lake was staffed for 34 hours from May 28th through July 24th and had 75 inspections completed over this period (Table 2). Almost all the coverage on Fish Lake took place on Sundays between 8 AM and 4 PM. Fish Lake is considered a lower priority launch due to less traffic. On average 2.2 inspections were completed per hour of staffing at Fish Lake in 2022.

Table 2: Fish Lake 2022 Inspection Types

| Month | Enter | Exit | Inspection Hours |
|--------------|-----------|-----------|------------------|
| May | | | 1 |
| Jun | 25 | 29 | 16 |
| Jul | 13 | 8 | 17 |
| Total | 38 | 37 | 34 |

The survey data reveals that 84% of all inspections were conducted on fishing boats, while a canoe/kayak/paddleboard were the second most inspected watercraft at 9% (Figure 19). Pontoons (3%), Jon boats (3%), and personal watercrafts (1%) accounted for the remaining total of inspected watercraft. The analysis of watercraft type data shows that Fish Lake is predominantly visited by anglers and non-motorized watercraft users such as kayakers and paddle boarders. Only 5 inspectors were conducted on motorized non-fishing boats.

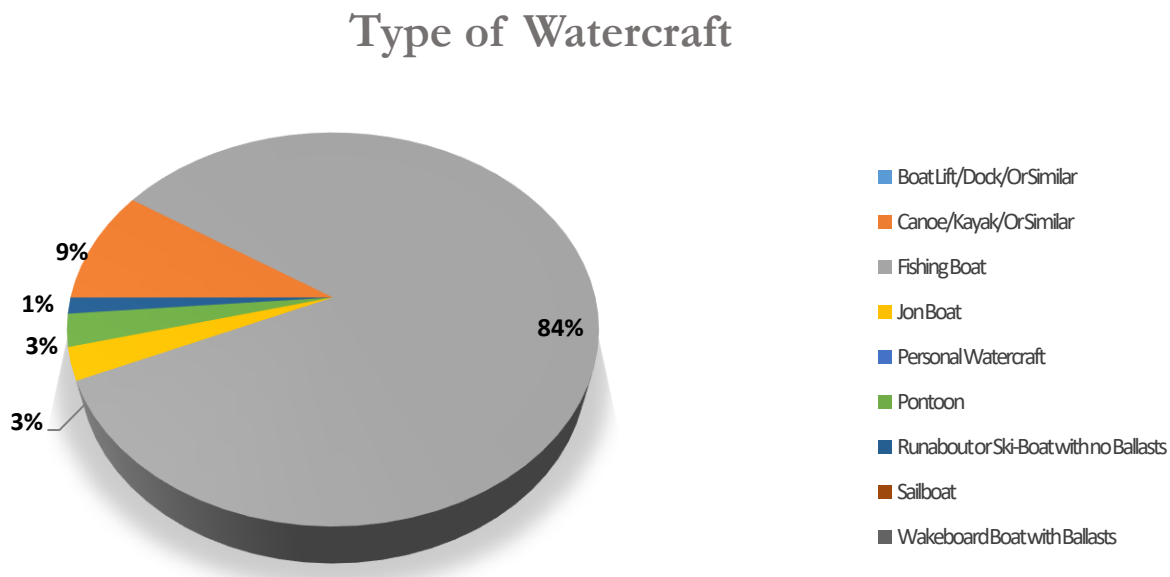
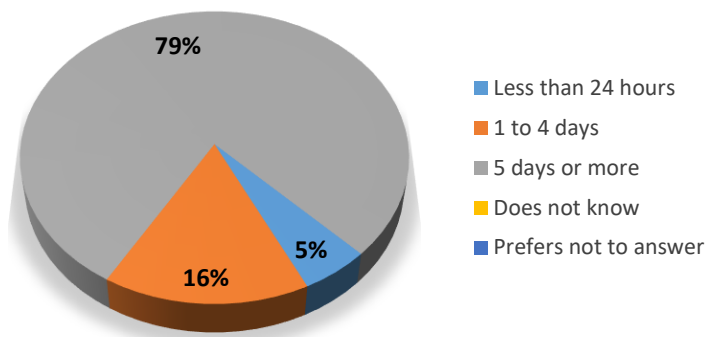


Figure 19: Chart (above) reflects the percentage of total inspections conducted on watercraft types at Fish Lake during the 2022 inspection season.

Time Out of Water



The data also shows that throughout the 2022 inspection season 79% of watercrafts entering had been kept out of water for the recommended 5 days or more, while 16% were reported as only being out for 1-4 days (Figure 20). However, another 5% of entering watercrafts were recorded as being out the water for less than 24 hours.

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

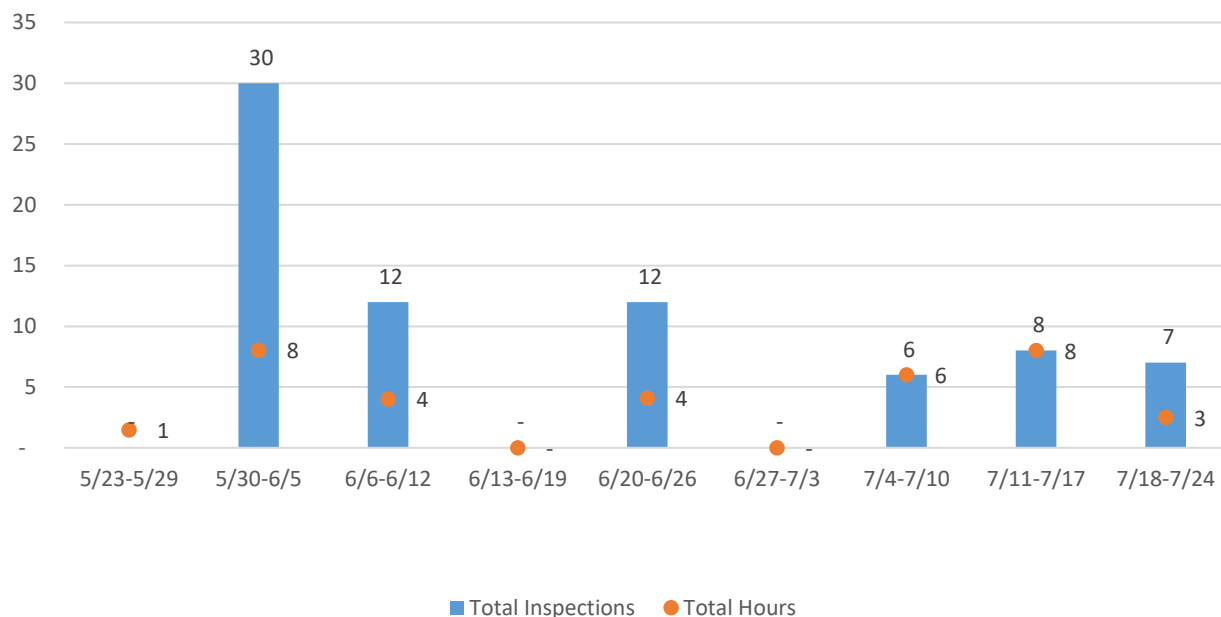


Figure 21: Graph (above) reflects the number of inspection surveys and the hours of inspector coverage logged at Fish Lake each week during the 2022 inspection season.

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 first week of June has the highest count of inspection surveys at 30.

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 Sundays. (Figure 22).

Inspections by Weekday

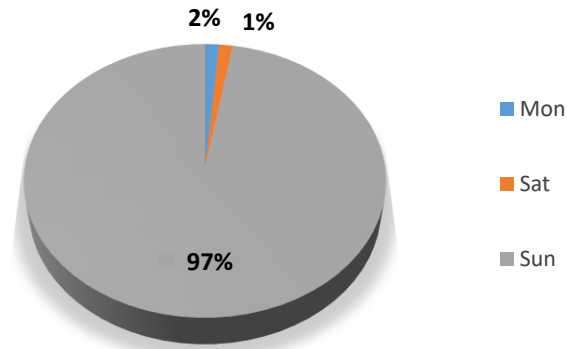
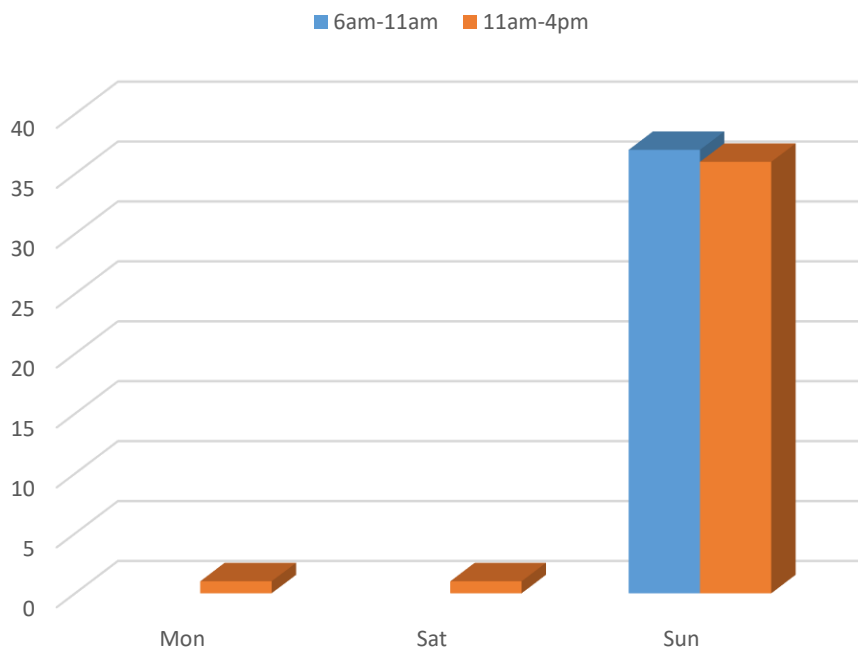


Figure 22: Chart (above) reflects the distribution of completed inspection surveys on Fish Lake by day of week during the 2022 inspection season.

Inspections by Time of Day



On all days, the launch was equally the busiest for inspections between from 6 A.M. to 11 A.M and the 11 A.M. to 4 P.M. time frame (Figure 23).

This data representation is reflective of most inspector coverage taking place on Sundays.

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 2022 inspection season.

LAST Body of Water Visited

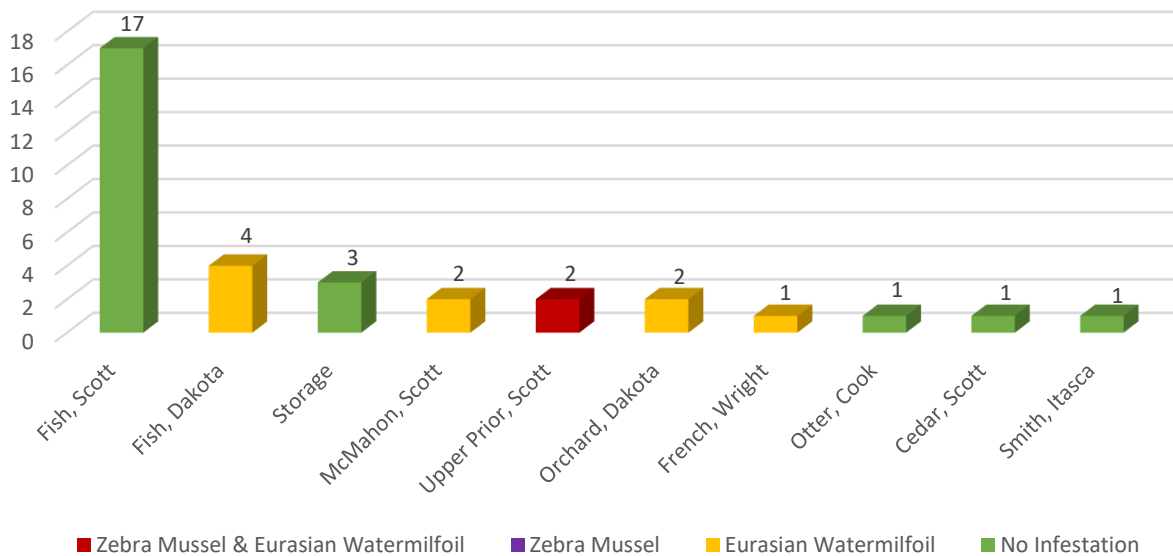


Figure 24: Graph (above) reflects the number of boaters that reported the last lake visited prior to entering Fish Lake during the 2022 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.

Of the entering inspections, the waterbody most visited by boaters prior to entering Fish Lake was Fish Lake itself, with 17 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 (9) (Figure 25).

NEXT Body of Water Planning to Visit

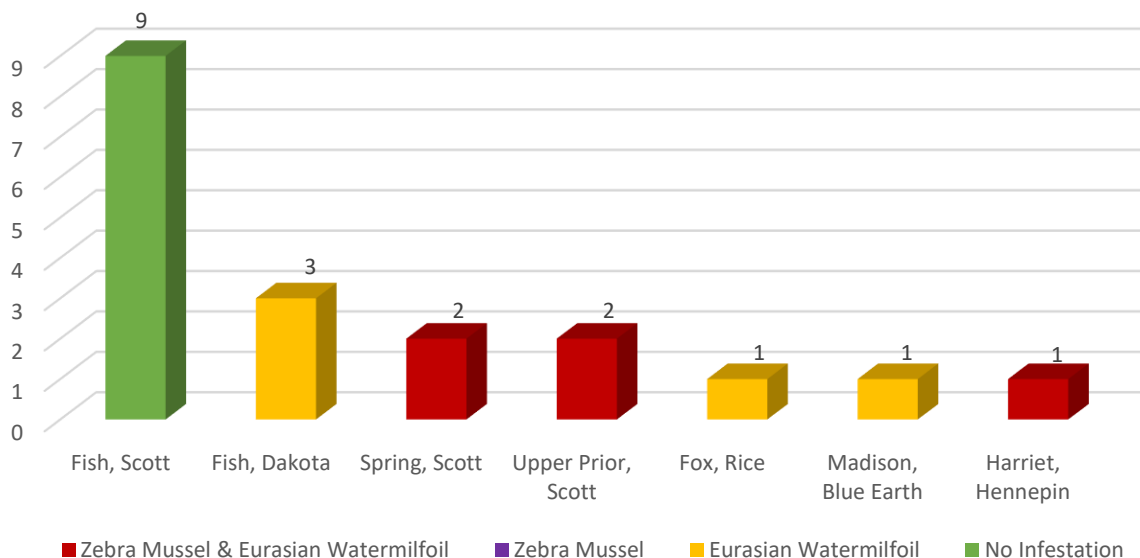


Figure 25: Graph (below) reflects the number of boaters that reported the next lake they expected to visit after Fish Lake during the 2022 inspection season. Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.

Lower Prior Lake

Lower Prior Lake received 266 hours of inspector coverage from May 13th through October 2nd and had 1,505 inspections completed (Table 3). Prior Lake-Spring Lake Watershed District required inspector staffing eight and a half hours a day, Friday to Sunday and holidays. The staffing was strategically scheduled to have inspectors present at the launch during the anticipated busiest times. The Waterfront Restoration staffing also considered when the DNR inspectors were scheduled on-site and were never overlapping in coverage. This was designed to maximize the impact of the Waterfront Restoration AIS program in partnership with the DNRs efforts.

Table 3: Lower Prior Lake 2022 Watercraft Inspection Totals

| Month | Enter | Exit | Inspection Hours |
|--------------|--------------|------------|------------------|
| May | 121 | 37 | 49 |
| Jun | 351 | 154 | 77 |
| Jul | 376 | 160 | 58 |
| Aug | 117 | 91 | 56 |
| Sep | 32 | 58 | 16 |
| Oct | 7 | 1 | 9 |
| Total | 1,004 | 501 | 266 |

The inspection survey data reveals that more than 36% of all inspections were conducted on fishing boats, while runabouts were the second most inspected watercraft at 34% (Figure 26). Pontoons (13%), Personal Watercrafts (9%) and Wakeboard boats (8%) accounted for the bulk of the remaining traffic to the launch.

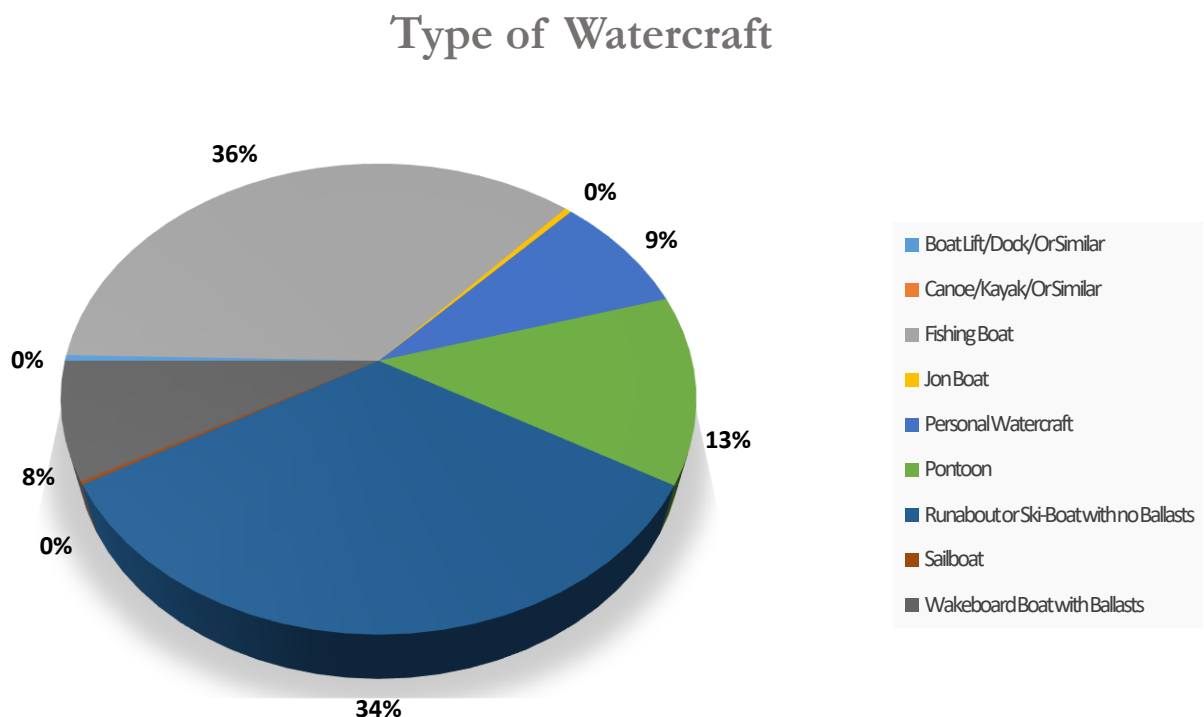
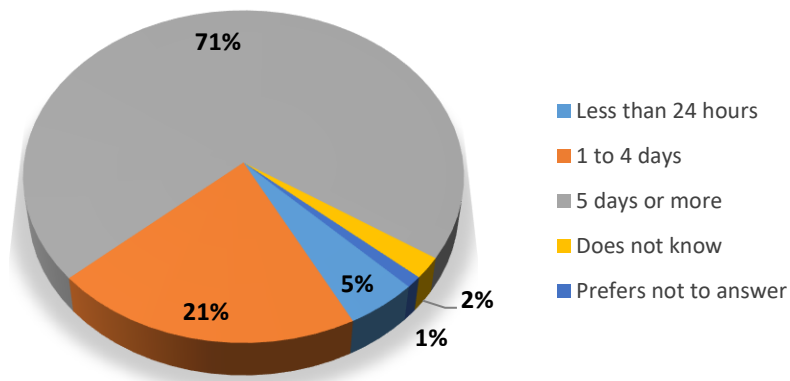


Figure 26: Chart (above) reflects the percentage of total inspections conducted on watercraft types during the 2022 inspection season.

Time Out of Water



The data also shows that throughout the 2022 inspection season 71% of watercrafts entering had been left out of any body of water for the recommended 5 days or more, while 21% were reported as only being out for 1-4 days (Figure 27). However, 5% of entering watercrafts were recorded as being out the water for less than 24 hours. 2% 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

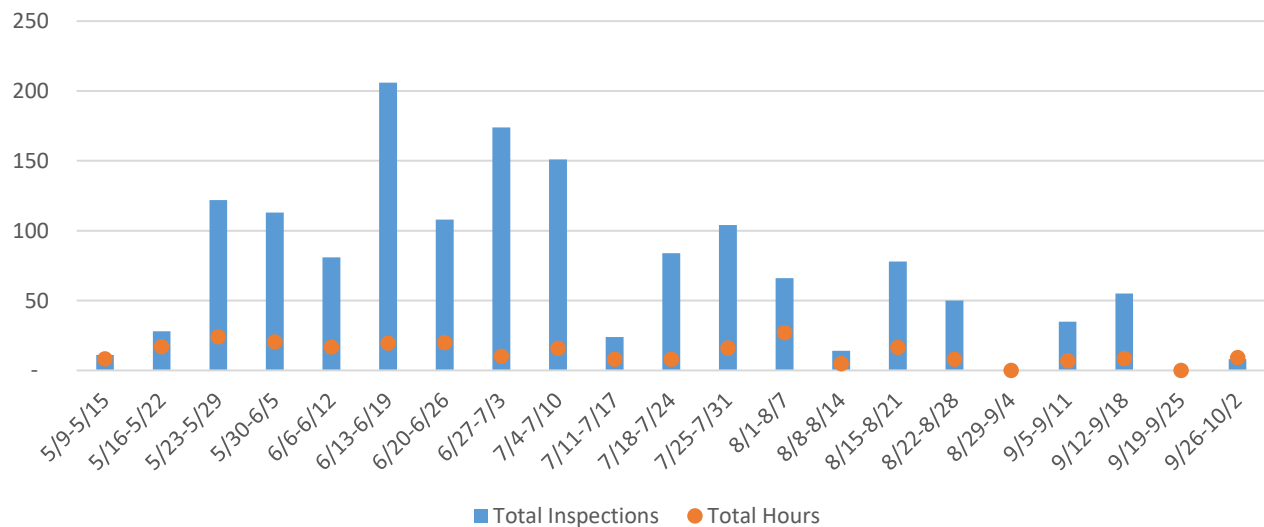


Figure 28: Graph (above) reflects the number of inspection surveys and the hours of inspector coverage logged at Lower Prior Lake each week during the 2022 inspection season.

From the survey data we determined that the busiest month for watercraft inspections was July, with 536 completed surveys. June followed close by at 505 surveys logged. May, August and September have understandably lower inspection counts since coverage hours were significantly less and it is at the beginning/end of the season. Further detail by week can be found in Figure 28, where it shows that the third week of June 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 Sunday (665 inspections), followed by Saturday (445 inspections) and Friday (335 inspections) (Figure 31).

Inspections by Week Day

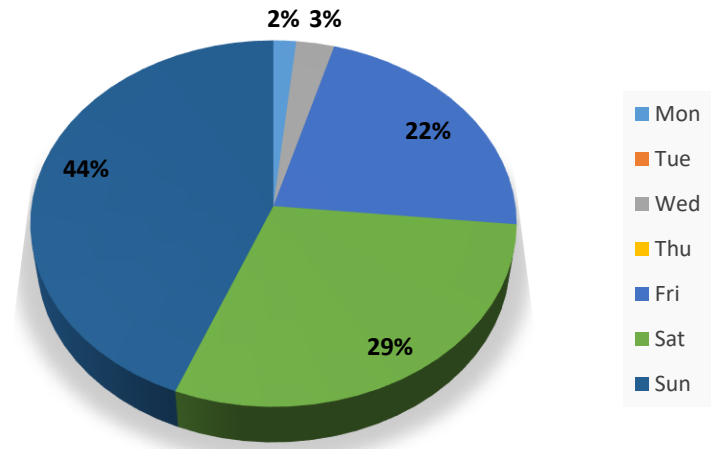
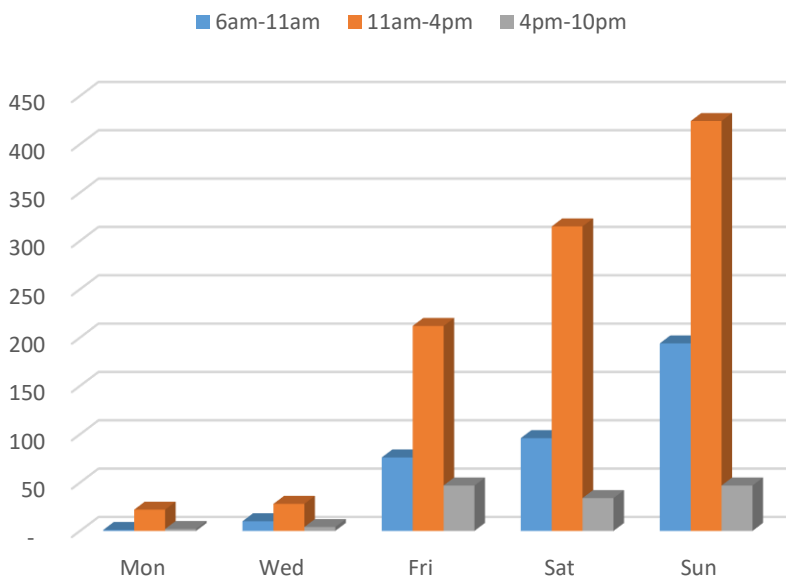


Figure 29: Chart (above) reflects the distribution of completed inspection surveys on Lower Prior Lake by day of week during the 2022 inspection season.

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 2022 inspection season.

Of the entering inspections, the waterbody most visited by boaters prior to entering Lower Prior Lake was Lower Prior Lake itself, with 459 boaters reporting last being there (Figure 31). The other most common responses were Upper Prior (37), storage (36), and lakes Minnetonka (36) and Marion (27). 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

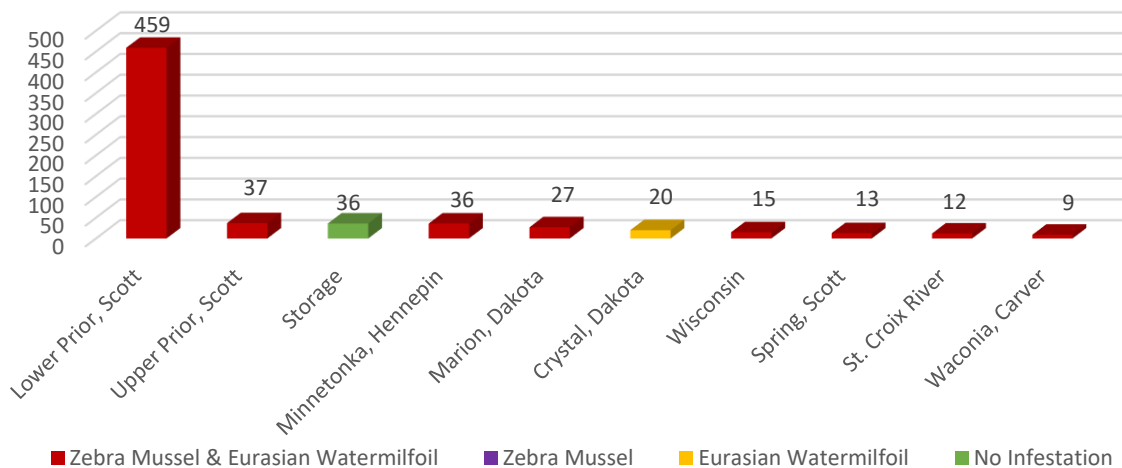


Figure 31: Graph (above) reflects the number of boaters that reported the last lake visited prior to entering Lower Prior Lake during the 2022 inspection season. **Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.**

Likewise, of the same entering inspections, the boater responses pertaining to which waterbody they would be visiting next, showed that most boaters leaving Lower Prior Lake would be heading right back to Lower Prior Lake (240). (Figure 32).

NEXT Body of Water Planning to Visit

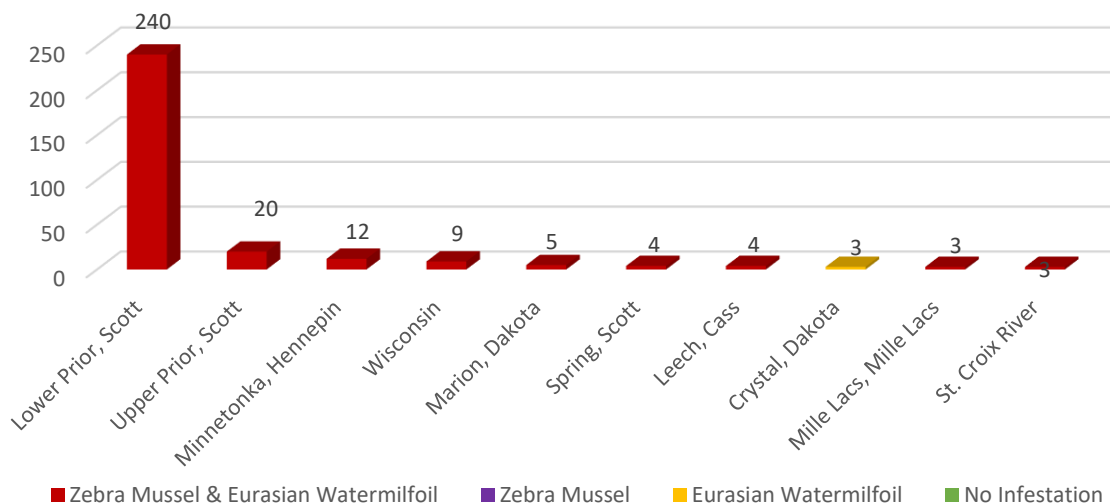


Figure 32: Graph (above) reflects the number of boaters that reported the next lake they expected to visit after Lower Prior Lake during the 2022 inspection season. **Note: “No infestation” only means that such lakes are not infested with the mentioned AIS.**

Upper Prior Lake

In total, Upper Prior Lake was staffed for 270 hours from May 13th through August 21st and had 947 inspections completed (Table 4). Prior Lake-Spring Lake Watershed District required inspector staffing eight and a half hours a day primarily on weekends and the summer holidays. This schedule was accomplished, and weekend launch coverage was maximized. The staffing was strategically scheduled to have inspectors present at the launch during the anticipated busiest times. The Waterfront Restoration inspector staffing also considered when the DNR inspectors were scheduled on-site and were never overlapping in coverage. This was designed to maximize the impact of the Waterfront Restoration AIS program in partnership with the DNRs efforts.

Table 4: Upper Prior Lake 2022 Watercraft Inspection Totals

| Month | Enter | Exit | Inspection Hours |
|--------------|------------|------------|------------------|
| May | 158 | 60 | 65 |
| Jun | 220 | 96 | 84 |
| Jul | 181 | 84 | 68 |
| Aug | 98 | 50 | 53 |
| Total | 657 | 290 | 270 |

The inspection survey data reveals that one third (34%) of all inspections were conducted on fishing boats, while runabouts were the second most inspected watercraft at 28% (Figure 33). Personal watercrafts, pontoons and wakeboard boats accounted for 19%, 9% and 8% of the total inspections, respectively.

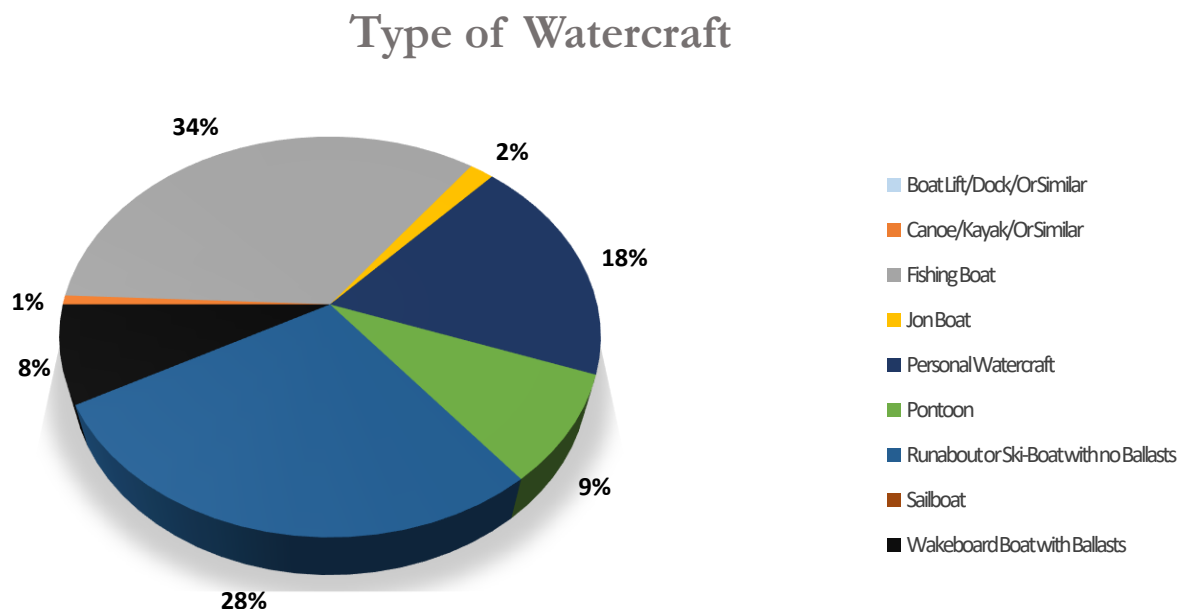
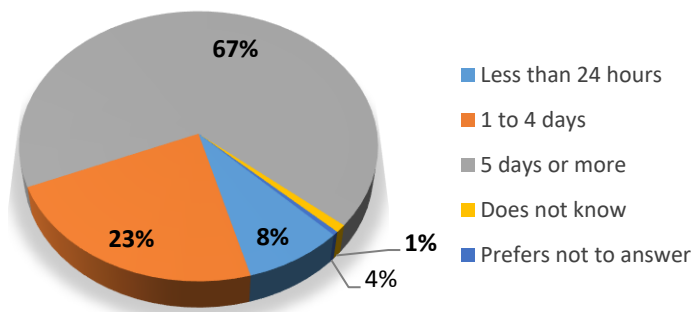


Figure 33: Chart (above) reflects the percentage of total inspections conducted on watercraft types during the 2022 inspection season.

Time Out of Water



The data also shows that throughout the 2022 inspection season 67% of watercrafts entering had been kept out of any body of water for the recommended 5 days or more, while 23% 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 1% 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

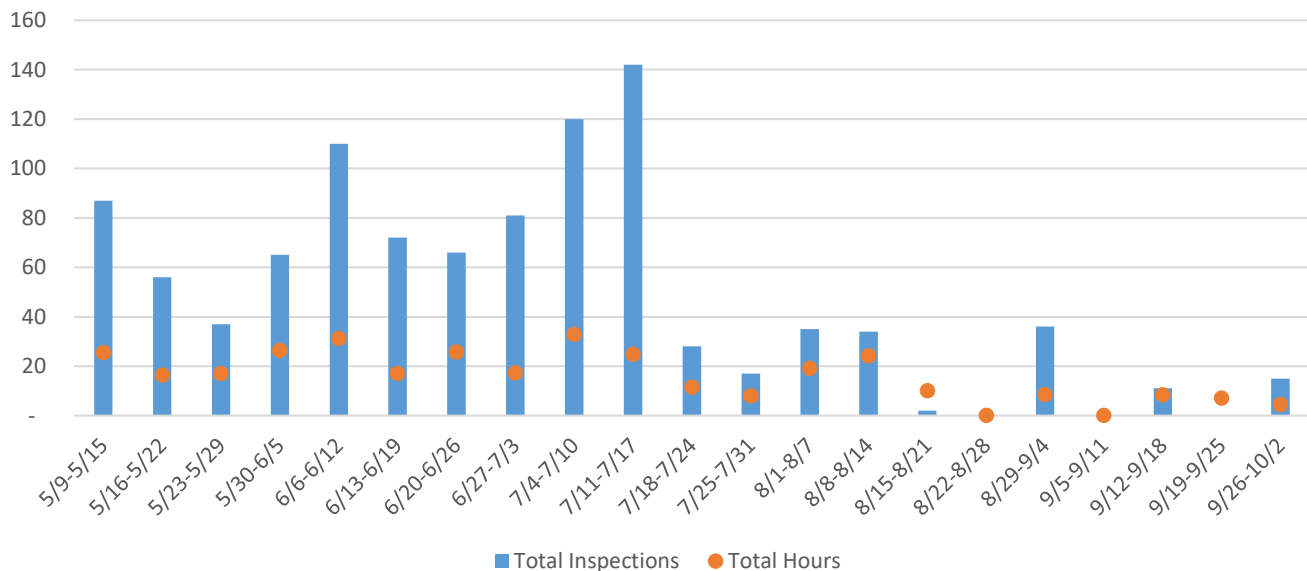


Figure 35: Graph (above) reflects the number of inspection surveys and the hours of inspector coverage logged at Upper Prior Lake each week during the 2022 inspection season

From the survey data we determined that the busiest month for watercraft inspections was June, with 316 completed surveys. July followed close by at 265 surveys, while May had 218 surveys completed. 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 second week of July 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

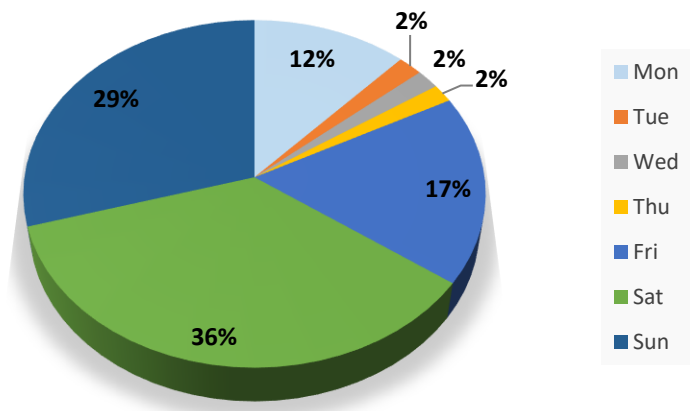
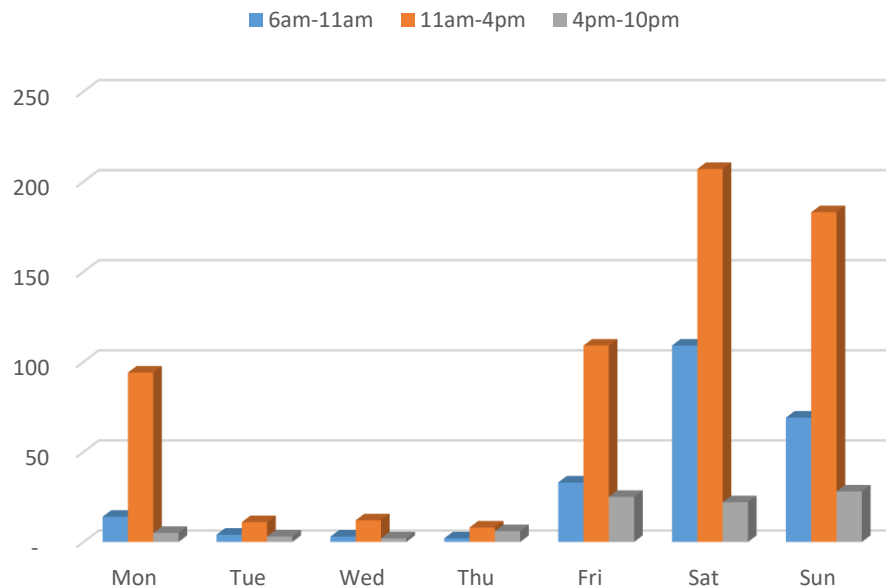


Figure 36: Chart (above) reflects the distribution of completed inspection surveys at Upper Prior Lake by day of week during the 2022 inspection season.

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 2022 inspection season.

Of the entering inspections, the waterbody most visited by boaters prior to entering Upper Prior Lake was Upper Prior Lake itself, with 398 boaters reporting last being there (Figure 38). The other most common responses were Spring Lake (22) and Marion (21). 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

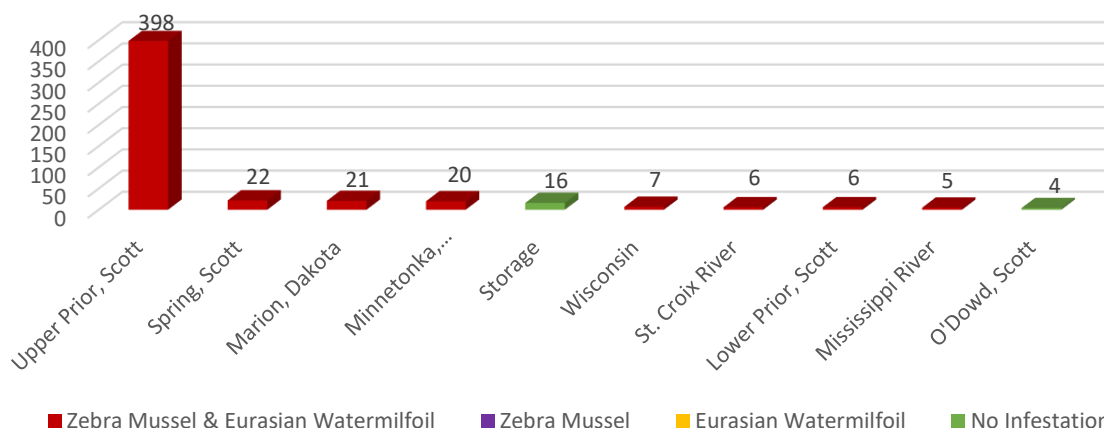


Figure 38: Graph (above) reflects the number of boaters that reported the last lake visited prior to entering Upper Prior Lake during the 2022 inspection season.

Likewise, of the same entering inspections, the boater responses pertaining to which waterbody they would be visiting next, showed that most boaters leaving Upper Prior Lake would be going back to Upper Prior Lake (180) (Figure 39).

NEXT Body of Water Planning to Visit

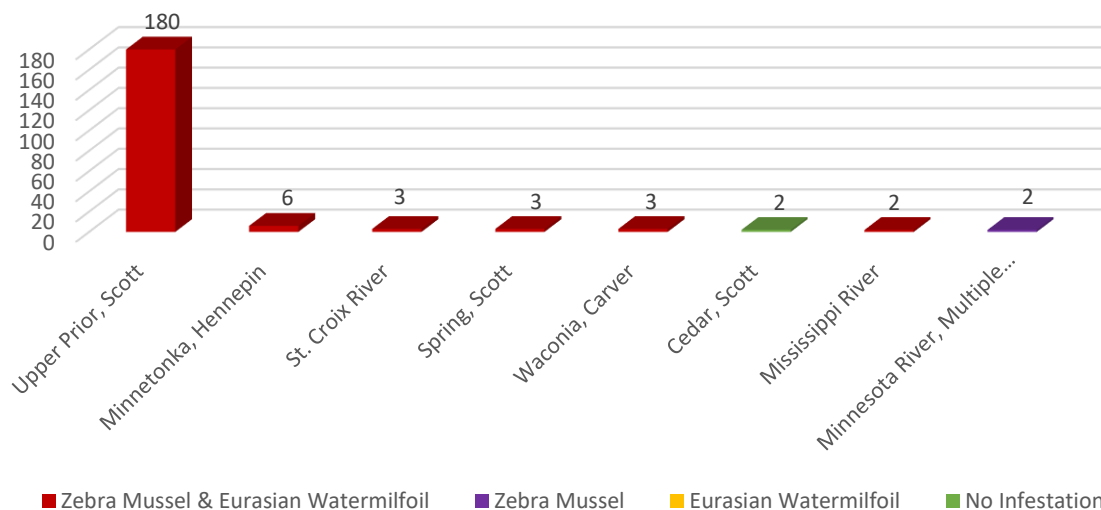


Figure 39: Graph (above) reflects the number of boaters that reported the next lake they expected to visit after Upper Prior Lake during the 2022 inspection season. **Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.**

Spring Lake

In total, Spring Lake was staffed for 335 hours from May 13th through October 1st and had 1,012 inspections completed (Table 5). Prior Lake-Spring Lake Watershed District required inspector staffing eight and a half hours a day on Fridays, Saturdays, Sundays, and the summer holidays. This schedule was accomplished, and weekend launch coverage at peak traffic times was achieved. The DNR did not provide any additional inspector coverage at Spring Lake.

Table 5: Upper Prior Lake 2022 Watercraft Inspection Totals

| Month | Enter | Exit | Inspection Hours |
|--------------|------------|------------|------------------|
| May | 116 | 75 | 67 |
| Jun | 185 | 116 | 92 |
| Jul | 265 | 122 | 94 |
| Aug | 41 | 30 | 53 |
| Sep | 30 | 18 | 24 |
| Oct | 2 | 12 | 4 |
| Total | 639 | 373 | 335 |

The inspection survey data reveals that almost half (48%) of all inspections were conducted on fishing boats, while runabouts were the second most inspected watercraft at 27% (Figure 40). Pontoons and personal watercrafts both accounted 8% of the total inspections. The rest of the inspections were conducted on Wakeboard boats (7%), Jon boats (1%), and canoe/kayaks (1%).

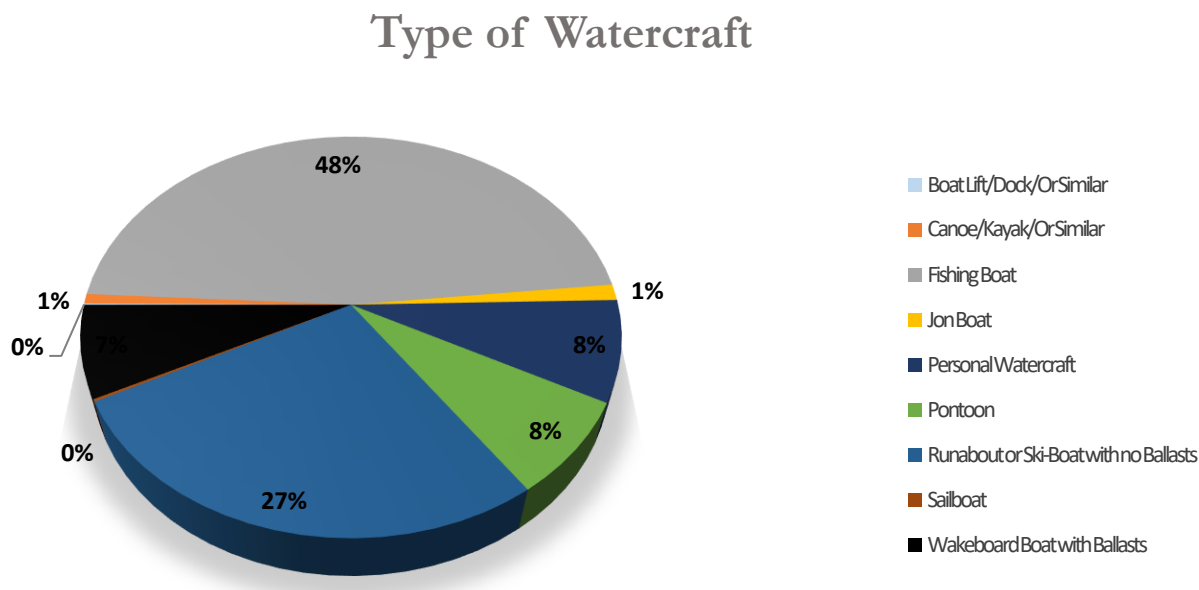
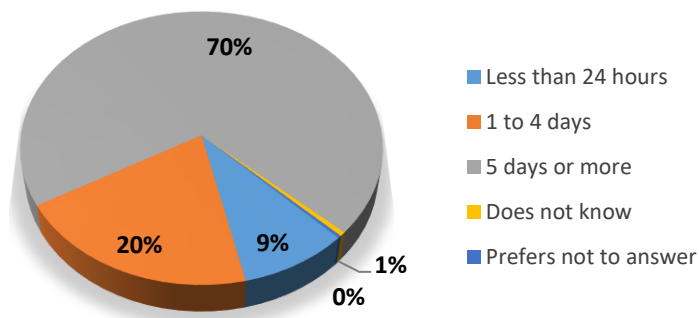


Figure 40: Chart (above) reflects the percentage of total inspections conducted on watercraft types during the 2022 inspection season.

Time Out of Water



The data also shows that throughout the 2022 inspection season 70% of watercrafts entering had been kept out of any body of water for the recommended 5 days or more, while 20% were reported as only being out for 1-4 days. However, another 9% of entering watercrafts were recorded as being out the water for less than 24 hours. The remaining 1% 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

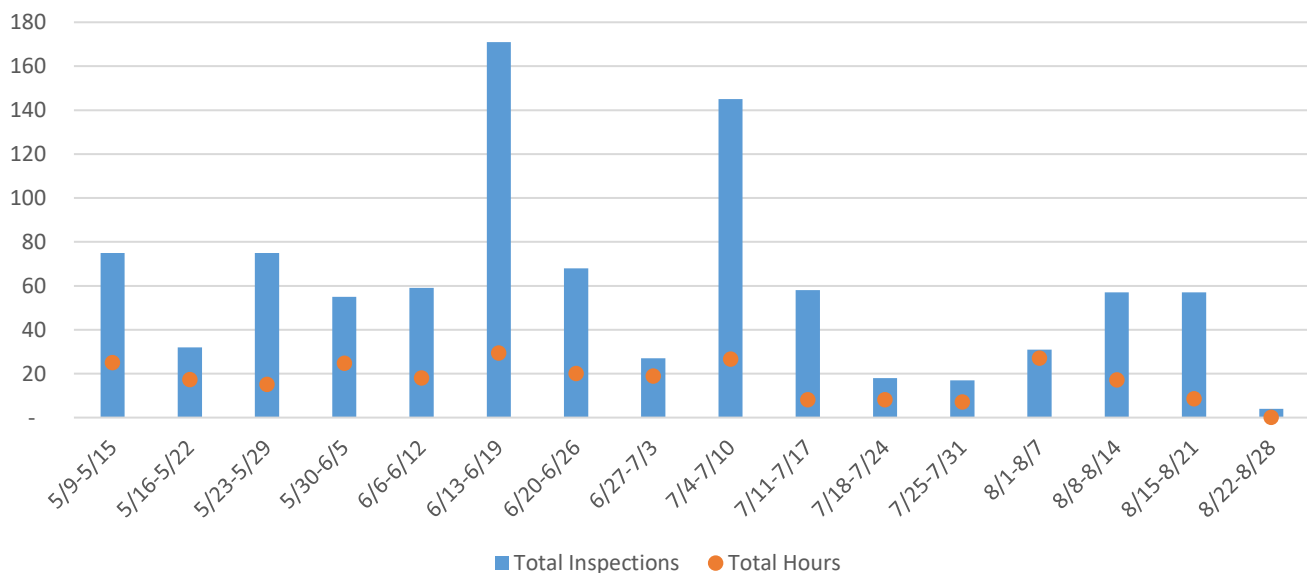


Figure 42: Graph (above) reflects the number of inspection surveys and the hours of inspector coverage logged at Spring Lake each week during the 2022 inspection season

From the survey data we determined that the busiest month for watercraft inspections was July, with 387 completed surveys. June followed close by at 301 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 third week of June and 4th of July week had the highest counts 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 Sundays (513 inspections), followed by Saturdays (243 inspections) and Fridays (200 inspections). (Figure 43).

Inspections by Week Day

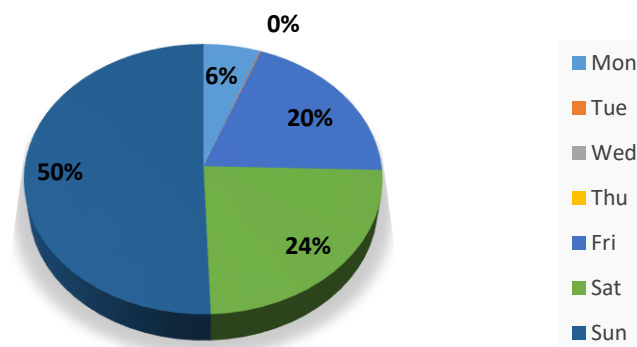
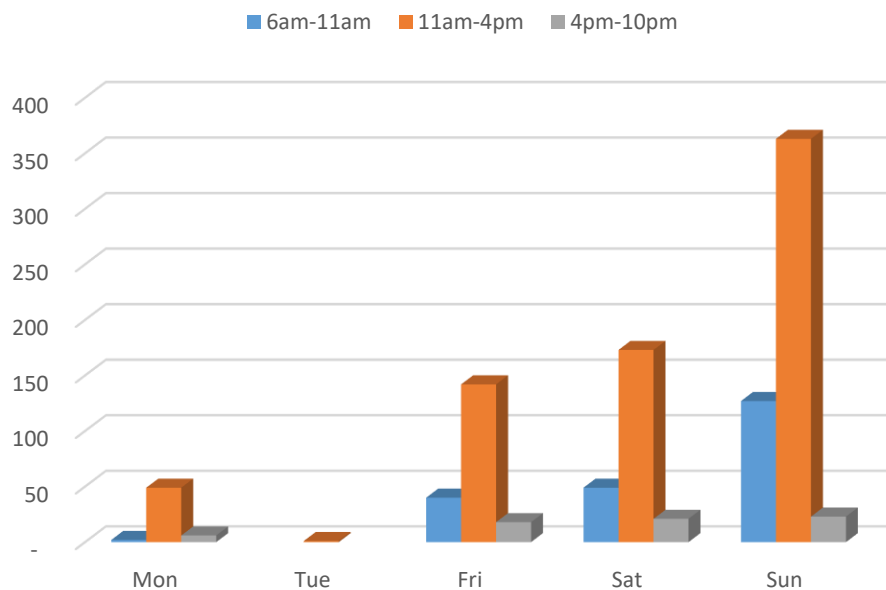


Figure 43: Chart (above) reflects the distribution of completed inspection surveys at Spring Lake by day of week during the 2022 inspection season.

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 2022 inspection season.

Of the entering inspections, the waterbody most visited by boaters prior to entering Spring Lake was Spring Lake itself, with 230 boaters reporting last being there (Figure 45). The other most common responses were Upper Prior (54) and storage (44). 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

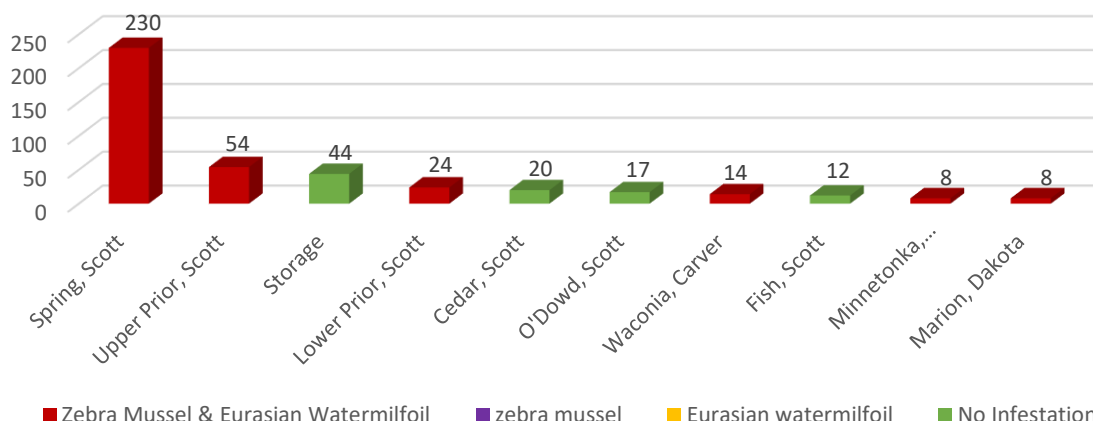


Figure 45: Graph (above) reflects the number of boaters that reported the last lake visited prior to entering Spring Lake during the 2022 inspection season.

Likewise, of the same entering inspections, the boater responses pertaining to which waterbody they would be visiting next, showed that most boaters leaving Spring Lake would be going back to Spring Lake (147) (Figure 46).

NEXT Body of Water Planning to Visit

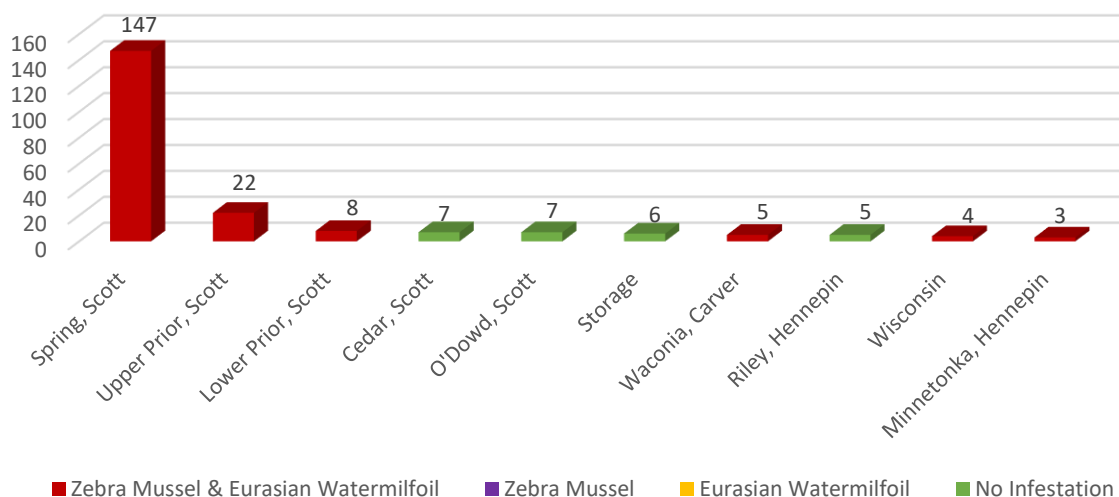


Figure 46: Graph (above) reflects the number of boaters that reported the next lake they expected to visit after Spring Lake during the 2022 inspection season. **Note: “No infestation” only means that such lakes are not infested with the mentioned AIS. Graph only shows the top ten responses.**

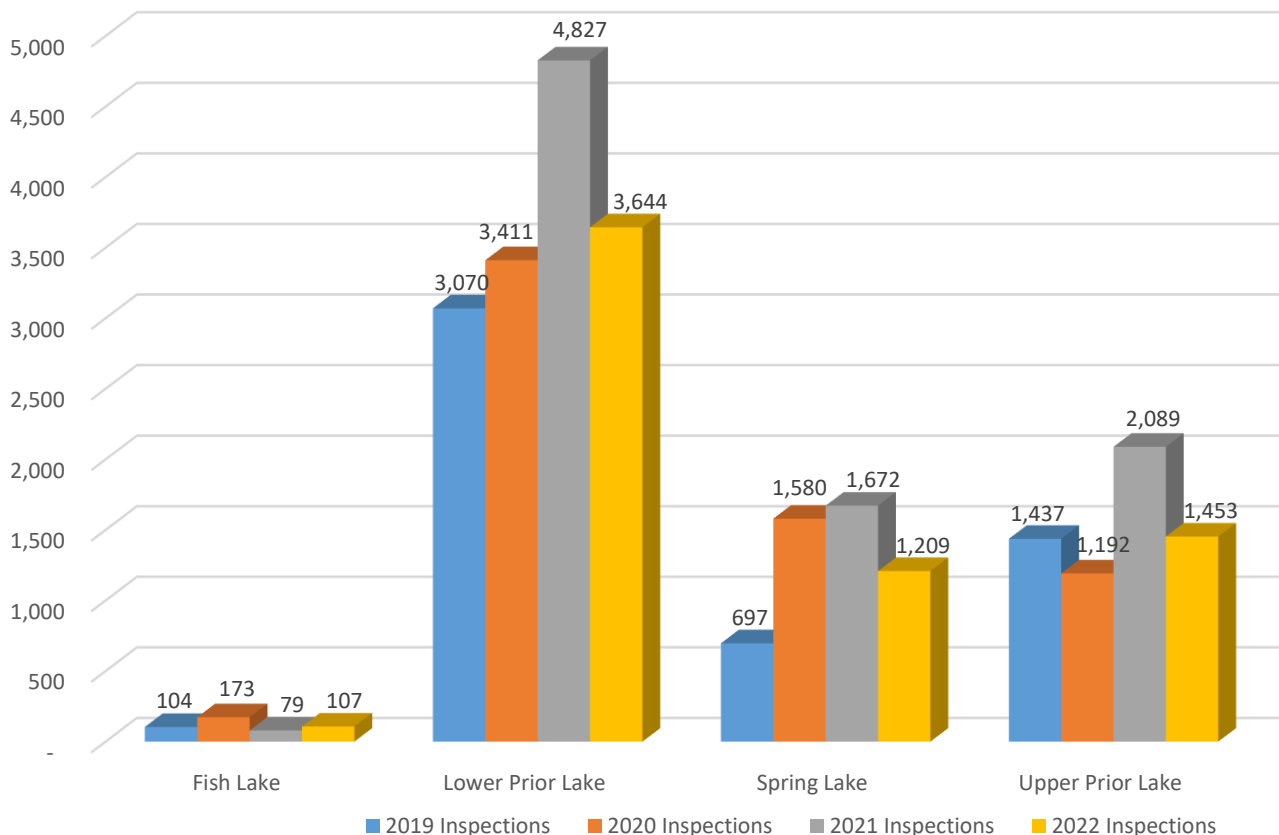
Trends

The following graphs were created using the data gathered from the 2022 watercraft inspection program administered by Waterfront Restoration. To show a true year over year comparison the MN DNR inspector staff surveys are included in the 2019, 2020, 2021, and 2022 total counts below. Note regarding the inspector coverage hours; Waterfront Restoration staffed the 2019, 2021 and 2022 hours at Spring Lake. Staffing hours in 2020 were shared for this report by PLSLWD staff.

Using the watercraft inspections survey data, the following graphs were created to analyze boater and AIS 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 and Spring Lake decreased significantly in 2022. The volume of traffic on Fish Lake increased in 2022 but stayed consistent over the average of the past four seasons. (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%

2021 – 8,667 – increase of 36%

2022 – 6,413 – decrease of 26%

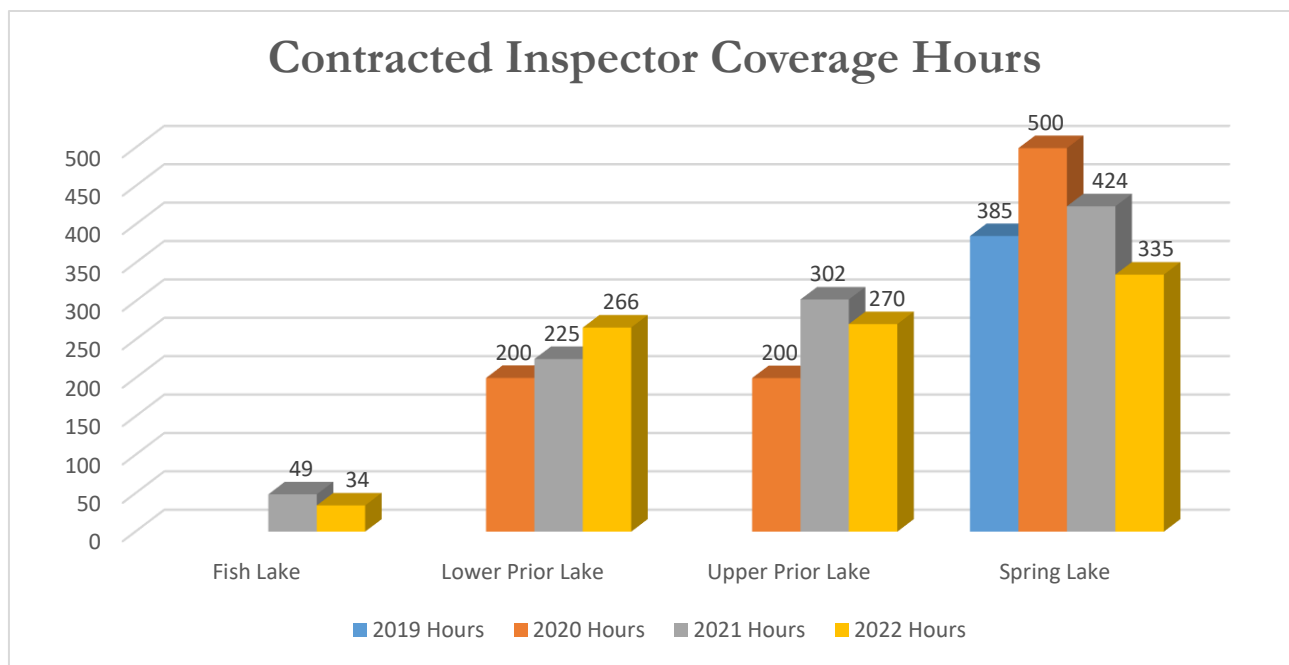


Figure 47: Graph (above) shows the comparison of inspection surveys completed (both contracted inspectors and DNR inspectors) and inspection hours (contracted inspectors only) at each lake between 2019, 2020, 2021 and 2022 seasons.

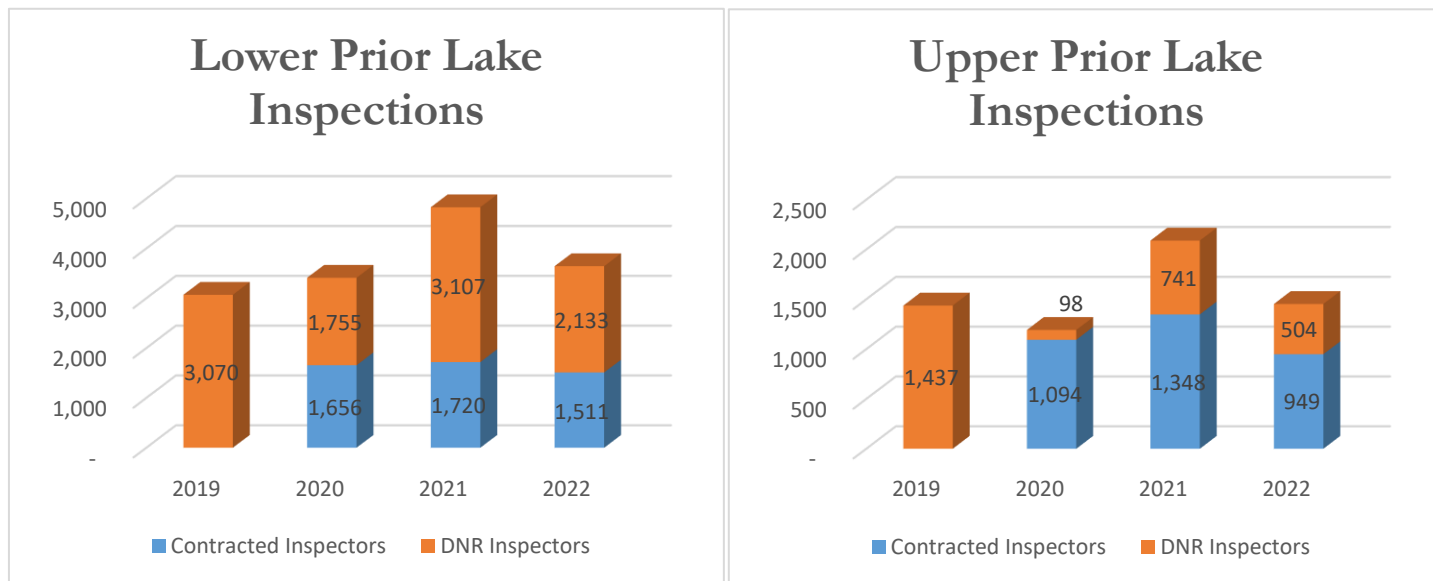


Figure 48: Graphs (above) shows the comparison of inspection surveys completed for contracted inspectors and DNR inspectors at Lower Prior Lake and Upper Prior Lake between 2019, 2020, 2021 and 2022 seasons.

Inspections by Month 2019 - 2022 Seasons

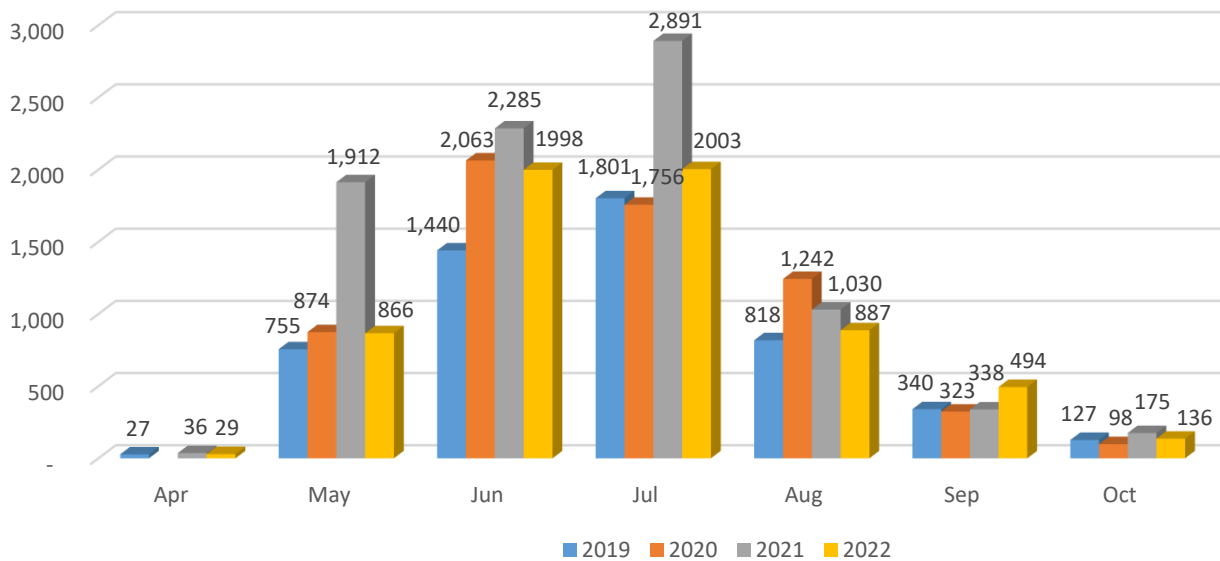


Figure 49: Graph (above) shows the comparison of inspection surveys completed by month in 2019 through 2022.

Inspections by Week 2019 - 2022 Seasons

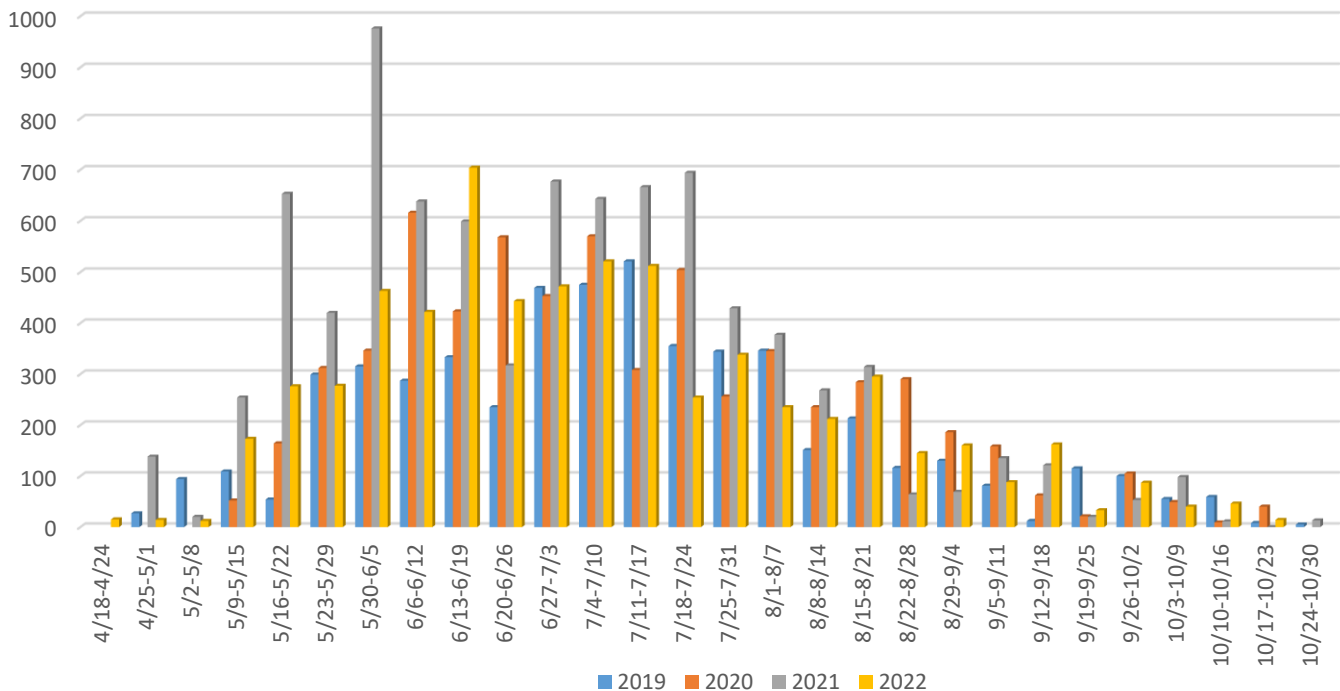


Figure 50: Graph (above) shows the comparison of inspection surveys completed by week in 2019, 2020, 2021 and 2022 seasons.

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 four years as a percentage of all inspections completed. In 2022, MN AIS law violations decreased to a rate of 0.62%. Notably, the drain plug violations decreased significantly to a rate of 0.12% of all inspections.

Comparison of MN AIS Law Violation

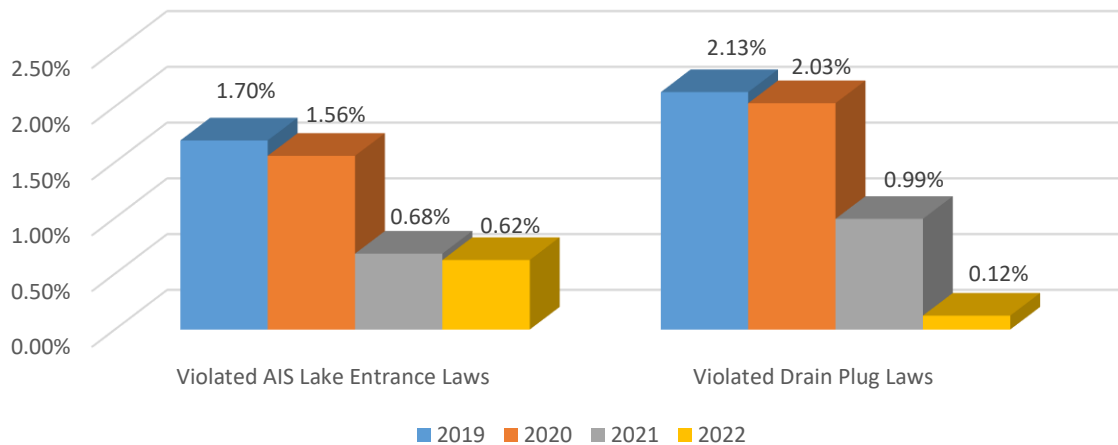


Figure 51: Graph (above) shows the comparison of the percent of total boaters that violated Minnesota Aquatic Invasive Species (AIS) Laws between 2019, 2020, 2021, and 2022 seasons.

Over the past four years, the most common finding remains to be plants removable by hands (Figure 52). This graph shows that in 2022 plants (removable by hand) have significantly decreased compared to 2020.

Comparison of Findings at Entrance by Year

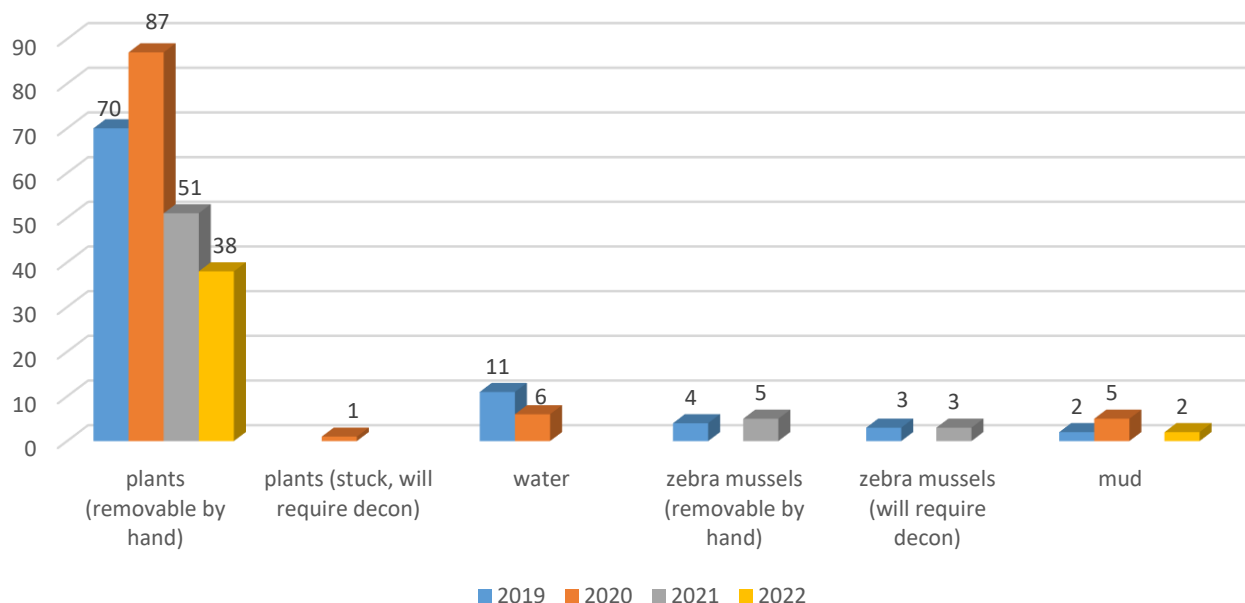


Figure 52: Graph (above) the comparison of findings during entering inspections between 2019, 2020, 2021, and 2022 seasons.

Comparison of Findings at Exit by Year

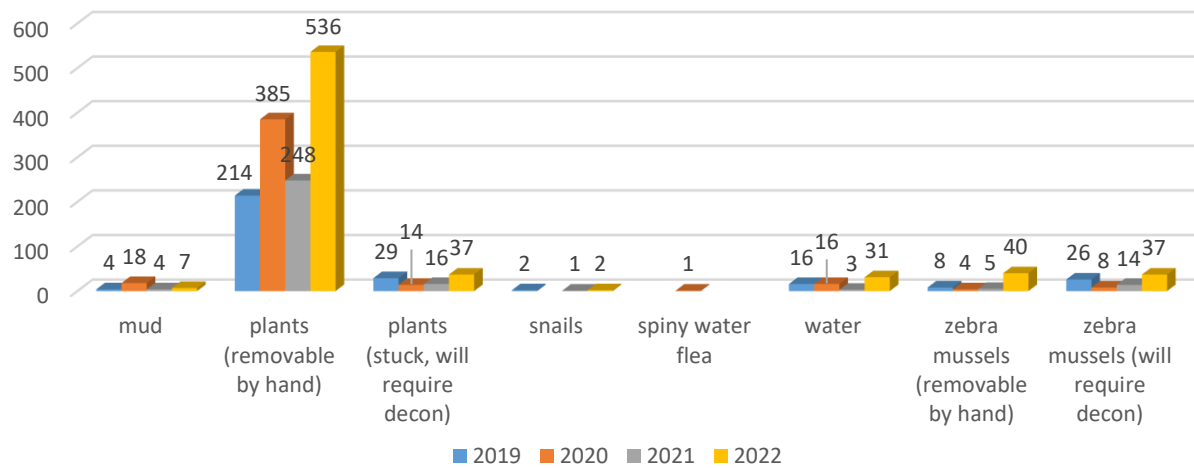


Figure 53: Graph (above) the comparison of findings during exiting inspections between 2019, 2020, 2021, and 2022 seasons.

Comparison of Decontaminations

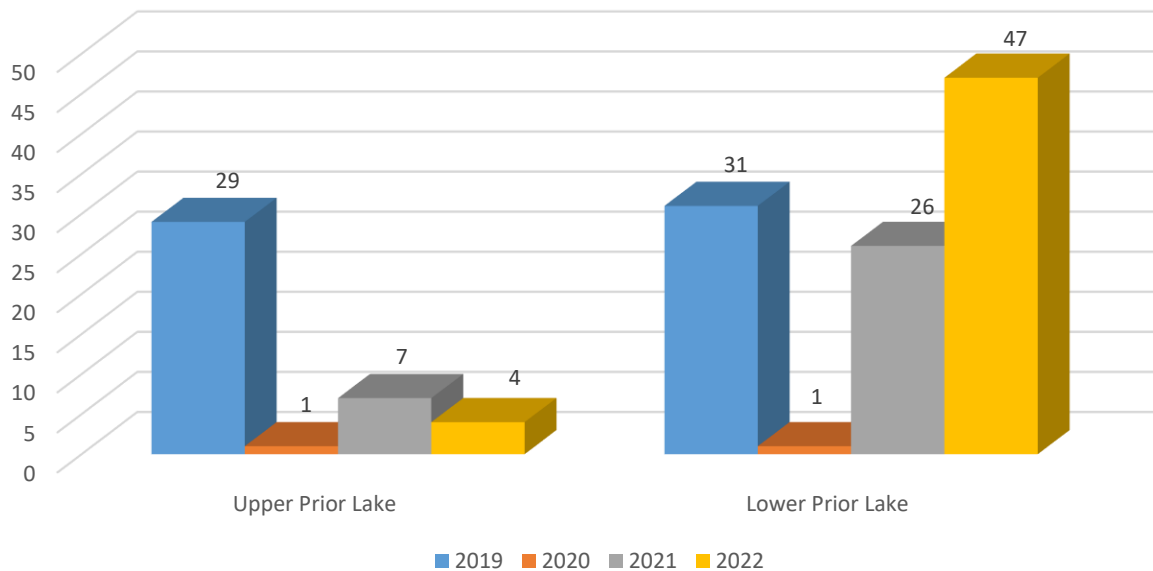


Figure 54: Graph (above) shows the comparison of decontaminations performed at Upper Prior Lake and Lower Prior Lake by DNR inspector staff during the 2019, 2020, 2021, and 2022 seasons.

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 of Waterfront Restoration 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.

Decontaminations Completed in 2022

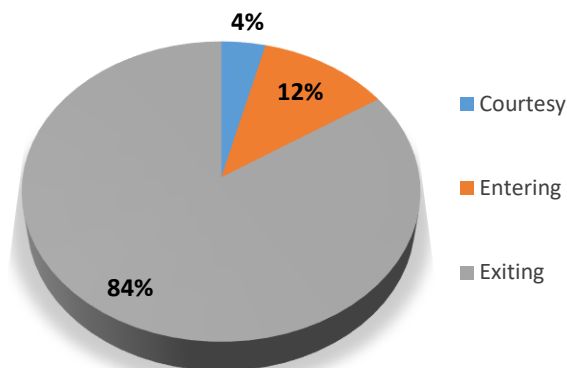


Figure 55: Graph (above) shows the comparison of when decontaminations were performed in 2022. 43 of the 51 total decontaminations were on exiting watercraft, 6 were entering watercraft, and 2 courtesies.

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 2022 watercraft inspection staffing began on May 13th and concluded on October 2nd. The 905 contracted inspector hours for the season were all fulfilled (100% of all contract hours).

Key impacts from 2022 watercraft inspection season:

- In total, Waterfront Restoration Inspectors conducted 4 inspections per hour on average.
- In partnership with the DNR, the number of decontaminations increased over last year by about 54%.
- AIS law compliance and drain plug compliance improved overall.
- Inspectors reported to management throughout the season that most boaters were aware of their responsibility to prevent the spread of AIS, especially later in the boating season.
- 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 with no complaints or concerns reported.
- The additional plant identification survey returned valuable insight into the plant species findings at each launch.
- Successfully enforced the state AIS statues.

Recommendations for 2022 watercraft inspection season:

- Consider increasing hours funding.
- Continue with at least the same level of coverage and consider more weekday coverage throughout the season if hours allow. Randomizing weekday and weekend evening shifts/hours could help make contact with boaters who many not otherwise interact with an inspector during a 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 Scott County?](#)

[What are some of the AIS laws and Penalties?](#)

[What risks are on the horizon in terms of AIS?](#)

[Other questions](#)



Subject | I-LIDS Renewal for 2023

Board Meeting Date | December 13, 2022

Item No: 4.3

Prepared By | Shauna Capron, Water Resources Technician

Attachments | 2022 I-LIDS Summary Report

Proposed Action | Staff recommends that the Board of Managers vote to renew the I-LIDS project for 2023 at a base level service with minimal video view and to pursue discussions with partners regarding interest in hosting AIS education materials or supporting positive reinforcement activities.

Background

On February 15, 2022, the Board approved the renewal of the Internet Landing Installed Device Sensor (I-LIDS) unit at the Spring Lake boat launch as recommended by the CAC. As part of this recommendation, the I-LIDS Contractor, Environmental Sentry Protection (ESP), would review all videos that were recorded during the 2022 season (up to 10,700 videos) and a concrete footing would be installed to the base of the I-LIDS unit to help reduce false video trips. The concrete footing was installed on May 9, 2022. Eric Lindberg, ESP, presented the ESP I-LIDS annual report at the November 15, 2022, Board meeting.

Discussion

Findings from the 2022 I-LIDS Report revealed that there were 5 potential violations during the 2022 inspection season. However, the DNR and county sheriff have indicated they are not interested in enforcing I-LIDS identified violations. Additionally, the Board of Managers stated the I-LIDS's purpose is for aquatic invasive species (AIS) education, and not for enforcement. Because the District does not enforce violations, there is seemingly little reason to record and review videos from the I-LIDS unit other than to better understand launch activity, such as day of week and time of day, to understand the extent of aquatic plant violations that are occurring outside of scheduled boat inspection times, and to meet the I-LIDS unit contractual obligations. The current contract does provide the District the opportunity to sell the unit back to the contractor.

Cost

Staff have calculated that the average baseline cost to run the I-LIDS program is about \$3,000-\$4,000, which includes costs associated with monthly service fees, remote support and training, cellular plan, and the review of 6,000 videos. Extra fees may accrue if extra video reviews are purchased or if there are contracted one-time costs. For example, the total cost for the I-LIDS pilot program in 2021 was roughly \$8,897. Approximately 56% of the total cost (\$4,987.50) was to purchase the I-LIDS unit and all the associated equipment, and 44% of the costs (\$3,910) were associated with inspection activities. The total cost for the I-LIDS program in 2022 was about \$6,771. Approximately 40% of the total cost (\$2,713) was to install a concrete footing beneath the I-LIDS unit, and 60% of the costs (\$4,058) were for inspection activities.

Staff Response to Future I-LIDS Activities suggested by ESP and Board Manager

1. Set up a designated inspection zone at the boat launch within view of the I-LIDS camera – staff believe that the DNR would be unlikely to approve this request, as it may interfere with flow at the boat launch where the camera is focused. Moving the I-LIDS camera to another location in the parking lot would likely reduce its visibility and would require an update to the DNR permit.
2. Utilize County sheriffs to enforce I-LIDS violations – the sheriff and DNR have indicated that they are not interested in enforcing I-LIDS violations. The Board of Managers have stated the purpose of the I-LIDS is AIS education.
3. Utilize QR code sticker on the I-LIDS sign to redirect boat launch users to AIS educational materials – staff support this idea and are willing to work with ESP to obtain a QR code sticker. Based on guidance received from the Board of Managers in February 2022, PLSLWD would not host or maintain QR code links, but staff could reach out to partners (such as Spring Lake Association) to solicit interest in managing QR code activities.
4. Positive reinforcement for individuals found to be complying with inspections – staff support positive reinforcement for watercraft inspection activities and believe it could work in tandem with the QR code sticker. Again, staff would inquire with partners to see if they have interest in monitoring videos for compliance and funding/awarding gift certificates for compliance.
5. Expand the I-LIDS program to other District Lakes – Given I-LIDS is an educational device and that violations are not enforced; staff believe funds dedicated to the purchase and operation of additional I-LIDS may be better spent funding additional in-person boat inspections.

Notes from CAC Discussion

Members of the CAC are evenly split on whether to renew the I-LIDS project for 2023 at the base level service with minimal video view or to discontinue the I-LIDS program entirely and pursue discussions regarding a new approach to AIS prevention or management at Spring Lake.

Those in favor of continuing the I-LIDS program provided the following reasoning:

1. The I-LIDS collects valuable boater activity data. This provides staff some insight on what is happening at the launch that may inform decisions about AIS prevention efforts.
2. Although there is no enforcement, the minimum operational cost of the I-LIDS will encourage the average responsible boater to inspect his/her boat.

Those against continuing the I-LIDS program provided the following reasoning:

1. The I-LIDS is not as effective as a live boat inspector. The video camera cannot view all parts of the boat and trailer and may not capture all launch activity. The unit is also unable deny launch to a violating boater. New AIS have been introduced to Spring Lake since the start of the program.
2. There is minimal value in relation to the staff/consultant time expended for unit installation, maintenance, and video recording and review if potential violations captured on camera cannot be enforced. Funds would be better spent on more watercraft inspector hours or management of existing AIS in the lake.

Staff Recommendation

Staff recommends that the Board of Managers vote to renew the I-LIDS project for 2023 at a base level service with minimal video view and to pursue discussions with partners regarding interest in hosting AIS education materials or supporting positive reinforcement activities.

Summary Report

This report summarizes I-LIDS monitoring and review activity at the boat launch for 2022.

| I-LIDS Summary Data | 2022 | 2021 |
|--------------------------------------|-------------|--------------|
| Date Installed | 5/17/22 | 5/13/21 |
| Date De-installed | 11/8/22 | 11/15/21 |
| Videos Captured | 11,791 | 10,726 |
| Videos Reviewed by ESP | 11,090 | 5558 |
| Total Videos Reviewed | 11,095 | 5734 |
| Launches counted | 2150 | 1086 |
| % of boat launch videos ¹ | 19.4% | 20% |
| Suspect AIS Violations | 5 | 1 |
| Hours of operation | 5am - 11pm | 5am-midnight |
| Total hours of inspection time | 3150 | 3591 |

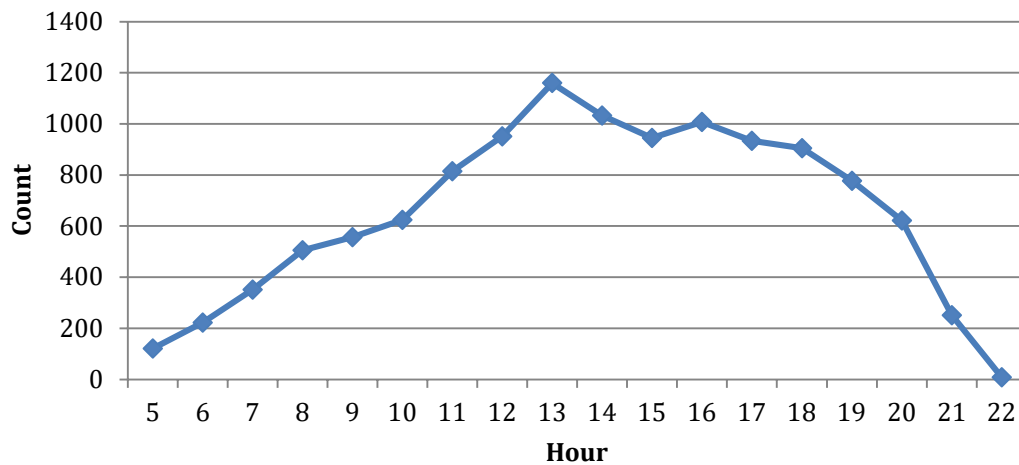
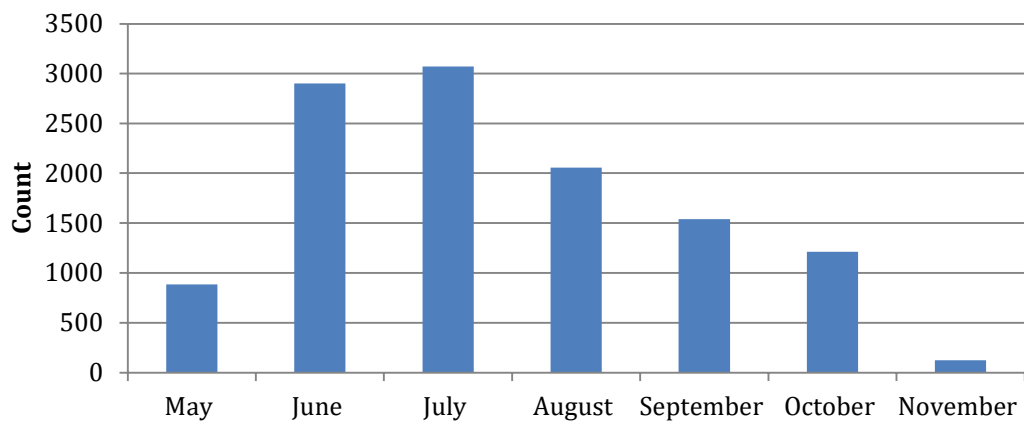
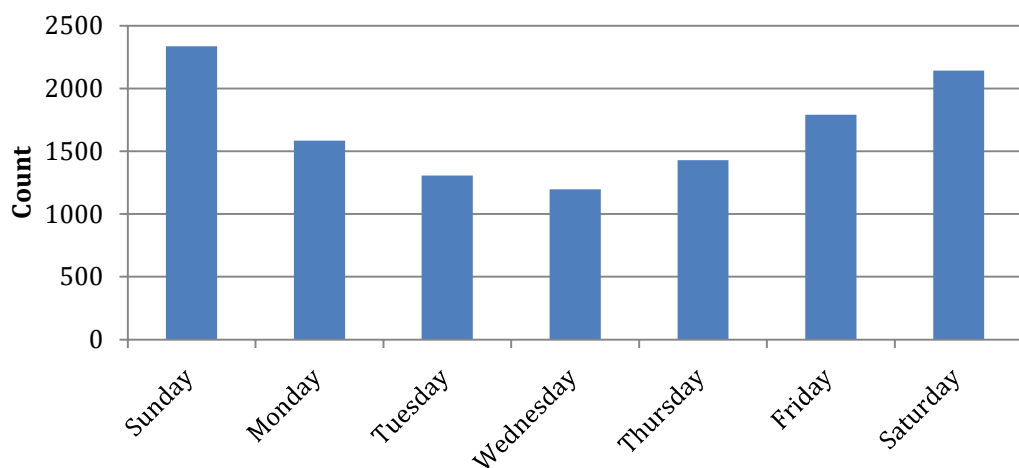
Observations: Many people are curious about and aware of the camera, stopping to look, listen, and read the accompanying sign. People are often seen checking under their boats in view of the camera. Inspectors are active, talking to owners and checking boats prior to launch and after retrieval. Quite a few out-of-state boats are seen launching at this lake. There are also quite a few boats with expired registrations launching.

Improvements: Based on 2021 recommendations the following improvements were made:

- Auger was secured in concrete to stabilize housing and reduce false positives
- Video timing issue from 2021 corrected. (Delay between videos reduced to 1 second.)
- Reviewers directed to review up to 11,142 videos (500/mo + 7700 + 442 carryover from 2021)

Recommendations: Consider partnering with Sheriff to engage boaters with positive reinforcement for inspections documented and investigate violations. Designate prelaunch inspection zone in front of camera. Regularly review site to ensure ragweed or flowers planted do not obstruct view of lens. Add QR Code to sign to redirect boaters to PLSLWD website or instructional page.

¹ 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 \(All videos\)](#)**Launch:****2022 Spring Lake Launch Statistics****2022 Spring Lake Launch Statistics****2022 Spring Lake Launch Statistics**

Video Review Worksheet Lake: [Spring Lake, MN \(All videos\)](#)**Launch:****2022 Spring Lake Launch Statistics**

| Sum Count | of Day | | | | | | | |
|----------------|-----------|--------|---------|-----------|----------|--------|----------|----------------|
| Hour | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Grand Total |
| 5 | 24 | 19 | 10 | 12 | 18 | 9 | 29 | 121 |
| 6 | 63 | 23 | 14 | 22 | 18 | 19 | 63 | 222 |
| 7 | 78 | 41 | 29 | 41 | 45 | 45 | 72 | 351 |
| 8 | 99 | 69 | 45 | 48 | 63 | 75 | 106 | 505 |
| 9 | 102 | 58 | 85 | 62 | 53 | 80 | 117 | 557 |
| 10 | 103 | 81 | 77 | 72 | 94 | 81 | 116 | 624 |
| 11 | 182 | 79 | 105 | 68 | 110 | 106 | 165 | 815 |
| 12 | 212 | 134 | 88 | 78 | 128 | 139 | 172 | 951 |
| 13 | 283 | 165 | 116 | 124 | 135 | 146 | 191 | 1160 |
| 14 | 250 | 136 | 88 | 110 | 117 | 154 | 178 | 1033 |
| 15 | 196 | 143 | 99 | 98 | 88 | 151 | 170 | 945 |
| 16 | 187 | 129 | 125 | 98 | 128 | 157 | 183 | 1007 |
| 17 | 156 | 143 | 106 | 106 | 113 | 152 | 158 | 934 |
| 18 | 137 | 124 | 135 | 105 | 126 | 118 | 160 | 905 |
| 19 | 133 | 121 | 82 | 70 | 96 | 152 | 123 | 777 |
| 20 | 91 | 81 | 72 | 60 | 72 | 136 | 109 | 621 |
| 21 | 37 | 38 | 31 | 23 | 22 | 70 | 30 | 251 |
| 22 | 2 | 1 | | | 3 | 1 | 1 | 8 |
| Grand Total | 2335 | 1585 | 1307 | 1197 | 1429 | 1791 | 2143 | 11787 |

Suspect AIS Violations Reported

Spring Lake 2022-06-02 17:07:07



Spring Lake 2022-06-07 09:26:44



Video Review Worksheet

Lake: [Spring Lake, MN \(All videos\)](#)

Launch:

Spring Lake 2022-08-31 09:45:08



Spring Lake 2022-06-09 13:33:25



Video Review Worksheet **Lake:** [Spring Lake, MN \(All videos\)](#)

Launch:

Suspect AIS Violation – Registration not visible

Spring Lake 2022-07-15 19:23:12



Video Review Worksheet Lake: Spring Lake, MN (All videos)**Launch:****May 2022**

| Date Range for Videos | Date(s) of Review | Reviewer | Videos Captured | Videos Reviewed | Launches Counted | Notes (outages, excessive videos) |
|------------------------------|--------------------------|-----------------|------------------------|------------------------|-------------------------|--|
| 5/9 - 5/15 | | | | | | No videos |
| 5/16 - 5/22 | 5/17 5/16,18-5/22 | Andrea Rhoda | 279 | 37 242 | 68 | |
| 5/23 - 5/29 | 5/23-5/29 | Rhoda | 500 | 500 | 131 | |
| TOTAL | | | 779 | 779 | 199 | |

Potential Violations

| Date | Time | Boat Desc. | Reg/Lic. | What was seen | 2nd review |
|-------------|-------------|-------------------|-----------------|--|-----------------------------|
| 5/20 | 16:32 | Silver | MN 4450 GL | Possible weeds hanging near right taillight and in the center of the trailer | Looks like cloth - per Eric |
| | | | | | |
| | | | | | |

Notable Videos (Date/Time/What was seen)

| Date | Time | What was seen? Why do we care? |
|-------------|-------------|---|
| 5/17 | | Camera installed |
| 5/17 | 15:21 | Good view of pontoon, trailer, and registration while launching |
| 5/18 | 18:17 | Expired registration |
| 5/18 | 19:08 | Man checks underneath jet ski prior to launch |
| 5/18 | 19:43 | Expired registration |
| 5/19 | 9:29 | At first glance there appear to be weeds hanging from trailer however a closer look reveal chains hanging |
| 5/19 | 10:20 | Lawn care services on site |
| 5/19 | 11:35 | Two men check underneath the boat prior to launch |
| 5/20 | 12:27 | Woman notices camera and gives it a thumbs up prior to launch |
| 5/20 | 16:32 | Expired registration on boat - MN 4450 GL |
| 5/21 | | Inspector on site and seen interacting with boaters throughout the day |
| 5/21 | 10:05 | Man notices camera and walks up to it |
| 5/22 | 13:56 | Expired registration |
| 5/23 | 15:22 | Expired registration |
| 5/23 | 18:43 | Man checks underneath the boat prior to launch |
| 5/27 | 19:33 | Man checks underneath the jet ski prior to launch |
| 5/28 | | Inspector on site and seen interacting with boaters throughout the day |
| | | |
| | | |
| | | |
| | | |
| | | |

Video Review Worksheet Lake: Spring Lake, MN (All videos)**Launch:****June 2022**

| Date Range for Videos | Date(s) of Review | Reviewer | Videos Captured | Videos Reviewed | Launches Counted | Notes (outages, excessive videos) |
|------------------------------|--------------------------|-----------------|------------------------|------------------------|-------------------------|--|
| 5/30 - 6/5 | 5/30-6/5 | Rhoda | 533 | 533 | 121 | |
| 6/6 - 6/12 | 6/6-6/12 | Rhoda | 695 | 695 | 170 | |
| 6/13 - 6/19 | 6/13-6/19 | Rhoda | 774 | 774 | 142 | |
| 6/20 - 6/26 | 6/20-6/26 | Rhoda | 649 | 649 | 138 | |
| TOTAL | | | 2651 | 2651 | 571 | |

Potential Violations

| Date | Time | Boat Desc. | Reg/Lic. | What was seen | 2nd review |
|-------------|------------------------------------|--|---|--|-------------------|
| 6/2 | 17:06, 17:07 Exit time:21:03 | Black Possible Ford 350 and silver boat | Looking into phone number/ website | Possible weed hanging from trailer before launch however there was no visible registration / license | Violation |
| 6/7 | 9:29 | Blue and red Alumina Tan chevy | MN 8112 FQ BGZ 158 | Possible weed hanging on last bar of trailer toward center of bar | Violation |
| 6/9 | 13:31 | Blue and White boat red Ram truck | LA 6833 FR | Possible weeds hanging on sides of trailer | Violation |

Notable Videos (Date/Time/What was seen)

| Date | Time | What was seen? Why do we care? |
|-------------|-------------|--|
| 5/30 | | Inspector on site and seen interacting with boaters throughout the day |
| 5/30 | 13:02 | Man checks under the boat prior to launch |
| 5/30 | 14:14 | Expired registration |
| 5/31 | 8:55 | Man walks by camera area and stops to look at nearby signs and camera |
| 6/1 | 13:29 | Man checks over boat prior to launch |
| 6/4 | | Inspector on site and seen interacting with boaters throughout the day |
| 6/4 | 16:25 | Expired Registration |
| 6/5 | 15:09 | People come up to camera area and appear to read signs nearby |
| 6/6 | | Inspector on site and seen checking in with boaters |
| 6/6 | | Some false positives due to wind and sunlight |
| 6/6 | 17:44 | Good view of boat, launch and registration |
| 6/7 | 9:07 | Cable hanging from spare tire – not a plant |
| 6/8 | 14:04 | Expired Registration |
| 6/10 | 13:33 | Scott sheriff department launches into lake |
| 6/10 | 16:19 | Man checks over boat prior to launch |
| 6/13 | 8:06 | Sheriff Department on site |
| 6/17 | | Inspector on site and seen very interactive with boaters |
| 6/18 | | Inspector on site and seen walking around and checking over boats |
| 6/18 | 11:22 | Expired registration |
| 6/19 | 9:10 | Family notices camera and walks over to camera area |
| 6/19 | 12:26 | Expired registration |
| 6/23 | 10:23 | Illinois boat launch |

Video Review Worksheet Lake: Spring Lake, MN (All videos)**Launch:****July 2022**

| Date Range for Videos | Date(s) of Review | Reviewer | Videos Captured | Videos Reviewed | Launches Counted | Notes (outages, excessive videos) |
|------------------------------|--------------------------|-----------------|------------------------|------------------------|-------------------------|---|
| 6/27 - 7/3 | 6/27-7/3 | Rhoda | 768 | 768 | 165 | |
| 7/4 - 7/10 | 7/4-7/10 | Rhoda | 757 | 757 | 164 | |
| 7/11 - 7/17 | 7/11-7/17 | Rhoda | 790 | 790 | 153 | Plants (people planted in front of camera) are causing some false positives |
| 7/18 - 7/24 | 7/18-7/24 | Rhoda | 547 | 547 | 109 | |
| 7/25 - 7/31 | 7/25-7/31 | Rhoda | 563 | 563 | 102 | |
| TOTAL | | | 3425 | 3425 | 693 | |

Potential Violations

| Date | Time | Boat Desc. | Reg/Lic. | What was seen | 2nd review |
|-------------|-------------|-----------------------------|-----------------|---|---------------------|
| 7/15 | 19:23 | Alabama Fishing Ranger | Not visible | Plant on middle trailer axle | Violation - late ID |
| 7/17 | 6:32 | Ranger trail blue and white | MN 1582 KW | possible weeds near right side of rear trailer near taillight | Not discernible |

Notable Videos (Date/Time/What was seen)

| Date | Time | What was seen? Why do we care? |
|-------------|-------------|---|
| 6/27 | 17:06 | Man checks underneath the boat prior to launch |
| 6/27 | 18:38 | Expired registration (and 6/28 9:26; 7/3 18:06; 7/4 18:27; 7/10 18:05) |
| 6/28 | 16:48 | Man checks underneath the boat prior to launch |
| 6/29 | 17:01 | Iowa boat launch |
| 6/30 | 14:23 | Expired 2018 registration |
| 7/1 | | Inspector on site and seen walking around checking in with boaters |
| 7/2 | 16:11 | Women notice camera prior to launch |
| 7/3 | | Inspector on site and seen interacting with boaters |
| 7/3 | 10:40 | Sheriff department on site |
| 7/4 | | Inspector on site and seen interacting with boaters |
| 7/5 | 6:50 | Man checks under the boat prior to launch |
| 7/5 | 9:45 | Truck watering the plants in front of camera |
| 7/5 | 14:45 | Florida boat launch |
| 7/7 | 9:52 | People check underneath the boat prior to launch |
| 7/7 | 12:52 | Sheriff department launch |
| 7/9 | | Inspector on site and seen interacting with boaters |
| 7/13 | | Some false positives possible due to plants on left side of lens recently planted on 7/10 |
| 7/15 | 12:06 | At first glance there appeared to have a weed dragging from trailer, however it was a strap |
| 7/15 | 19:23 | Alabama boat launch |
| 7/18 | 14:17 | Good view of boat, launch and registration |
| 7/21 | 14:56 | Man checks underneath the boat prior to launch |
| 7/22 | | Inspector on site and seen up walking and interacting with boaters |
| 7/28 | 7:12 | Man notices camera prior to launch and appears to read signage |
| 7/29 | | Inspector on site and seen checking over boats |
| 7/30 | 19:06 | Alabama boat launch |

Launch:

| Date Range for Videos | Date(s) of Review | Reviewer | Videos Captured | Videos Reviewed | Launches Counted | Notes (outages, excessive videos) |
|-----------------------|-------------------|----------|-----------------|-----------------|------------------|--|
| 8/1 - 8/7 | 8/1-8/7 | Rhoda | 495 | 495 | 91 | |
| 8/8 - 8/14 | 8/8-8/14 | Rhoda | 520 | 520 | 75 | Some false positives due to plants and wind |
| 8/15 - 8/21 | 8/15-8/21 | Rhoda | 412 | 412 | 89 | |
| 8/22 - 8/28 | 8/22-8/28 | Rhoda | 459 | 459 | 74 | False positives due to plants that came down in front of camera during storm |
| TOTAL | | | 1886 | 1886 | 329 | |

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

[illegible]

Video Review Worksheet Lake: Spring Lake, MN (All videos)**Launch:****September 2022**

| Date Range for Videos | Date(s) of Review | Reviewer | Videos Captured | Videos Reviewed | Launches Counted | Notes (outages, excessive videos) |
|------------------------------|--------------------------|-----------------|------------------------|------------------------|-------------------------|--|
| 8/29 - 9/4 | 8/29-9/4 | Rhoda | 508 | 508 | 88 | |
| 9/5 - 9/11 | 9/5-9/11 | Rhoda | 419 | 419 | 64 | |
| 9/12 - 9/18 | 9/12-9/18 | Rhoda | 268 | 268 | 33 | |
| 9/19 - 9/25 | 9/19-9/25 | Rhoda | 306 | 306 | 52 | |
| 9/26 - 10/2 | 9/26-10/2 | Rhoda | 358 | 358 | 43 | |
| TOTAL | | | 1859 | 1859 | 280 | |

Potential Violations

| Date | Time | Boat Desc. | Reg/Lic. | What was seen | 2nd review |
|-------------|-------------|------------------------|-----------------|---|--------------------|
| 8/31 | 9:45 | Red and tan Bennington | MN 5801 LA | Possible weeds hanging near far side of trailer | Violation reported |
| | | | | | |
| | | | | | |

Notable Videos (Date/Time/What was seen)

| Date | Time | What was seen? Why do we care? |
|-------------|-------------|--|
| 8/29 | | Many false positives in afternoon due to wind and plants in front of camera, now the have been cleared |
| 9/1 | 16:27 | Good view of boat, launch and registration |
| 9/2 | 11:35 | Man checks underneath the boat prior to launch |
| 9/2 | 15:19 | Expired registration |
| 9/4 | 18:56 | Expired registration |
| 9/5 | 9:18 | Man checks over boat after retrieval |
| 9/5 | 18:59 | Iowa boat launch |
| 9/8 | 8:45 | Sheriff department on site |
| 9/10 | | Plants/ Flowers were blown down partially obstructing view and causing false positives |
| 9/12 | 7:53 | Dock removed |
| 9/14 | 7:46 | People check underneath the boat |
| 9/15 | 19:02 | Expired registration |
| 9/20 | 10:09 | Man checks over boat prior to launch |
| 9/20 | 11:11 | Great view of boat launch and registration |
| 9/20 | 14:11 | People check underneath the boat prior to launch |
| 9/21 | 6:58 | Man notices camera and walks over to read nearby signs |
| 9/28 | | Some false positives due to wind and plants |
| 9/28 | 12:32 | Man checks underneath the boat after retrieval |
| 9/28 | 18:49 | Weeds hanging from trailer however it was a relaunch |
| 10/2 | 14:15 | Expired registration |
| | | |
| | | |

Launch:

| Date Range for Videos | Date(s) of Review | Reviewer | Videos Captured | Videos Reviewed | Launches Counted | Notes (outages, excessive videos) |
|-----------------------|-------------------|----------|-----------------|-----------------|------------------|--------------------------------------|
| 10/3 - 10/9 | 10/7-10/9 | Rhoda | 258 | 90 | 21 | |
| 10/10 - 10/16 | 10/14-10/15 | Rhoda | 386 | 128 | 15 | |
| 10/17 - 10/23 | 10/21-10/23 | Rhoda | 284 | 152 | 24 | |
| 10/24 - 10/30 | 10/24-10/30 | Rhoda | 120 | 120 | 18 | Review ended as of 10/30 |
| 10/31 – 11/8 | | | 143 | 0 | 0 | |
| TOTAL | | | 1191 | 490 | 78 | |

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

[illegible]



Subject | Year End Fund Commitments

Board Meeting Date | December 13, 2022

Item No: 4.4

Prepared By | Joni Giese, District Administrator

Attachments |

- a) Alum Internal Loading Fund Balance Commitment – Resolution 22-364
- b) Upper Watershed Blueprint Fund Balance Commitment – Resolution 22-365
- c) Debt Payment Reserve Fund Balance Commitment – Resolution 22-366

Proposed Action |

- Board approval of Resolution 22-364: Alum Internal Loading Fund Balance Commitment
- Board approval of Resolution 22-365: Upper Watershed Blueprint Fund Balance Commitment
- Board approval of Resolution 22-366: Debt Payment Reserve 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 \$500,000) that 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. Initial implementation of upper watershed projects will require dedicated sources of funding.

Discussion

The District's 2022 budget included \$230,000 to fund future alum treatments and \$20,000 to fund Upper Prior Lake Phase II Sediment Monitoring. Upper Prior Lake water quality data indicated that sediment monitoring was not necessary in 2022, yet it is expected to be needed in the near future. To ensure that District levy funds are used for this specific purpose, the District can commit these funds, which restricts their future use to the preparation and implementation of alum treatments.

The District's 2022 budget included \$443,035 for the Upper Watershed Blueprint implementation. It is estimated that \$362,300 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 upper watershed projects.

The District's 2022 budget included \$100,000 to fund a Debt Payment Reserve. It is estimated that Implementation of upcoming District capital improvement projects will require the District to incur debt. The reserve was established to provide funds needed to fund the debt issuance and future debt payments. To

ensure that district levy funds are used for this specific purpose, the District can commit these funds, which restricts their future use to debt issuance or payment.

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

Staff recommends Board approval of Resolution 22-364: Alum Internal Loading Fund Balance Commitment.

Staff recommends Board approval of Resolution 22-365: Upper Watershed Blueprint Fund Balance Commitment.

Staff recommends Board approval of Resolution 22-366: Debt Payment Reserve Fund Balance Commitment.



Resolution 22-364

Alum Internal Loading Reserve Fund and Upper Prior Lake Phase II Sediment Monitoring 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;

THEREFORE, BE IT IS RESOLVED that the Board of Managers has determined it will commit \$250,000 of the Implementation Fund, fund balance for the year ending December 31, 2022, for the purpose of the Alum Internal Loading Reserve.

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

| | <u>Yea</u> | <u>Nay</u> | <u>Absent</u> |
|-----------|--------------------------|--------------------------|--------------------------|
| Boyles | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Burnett | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Loney | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morkeberg | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tofanelli | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Upon vote, the chair declared the resolution adopted.

It is hereby certified that the Board of the Prior Lake-Spring Lake Watershed District adopted this Resolution at a duly convened meeting of the Board held on the 13th day of December 2022, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Ben Burnett, Secretary

Dated: December 13, 2022

Res. 22-364
December 2022



Resolution 22-365

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;

THEREFORE, BE IT IS RESOLVED that the Board of Managers has determined it will commit \$362,300 of the Implementation Fund, fund balance for the year ending December 31, 2022 for the purpose of the Upper Watershed Blueprint Reserve.

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

| | <u>Yea</u> | <u>Nay</u> | <u>Absent</u> |
|-----------|--------------------------|--------------------------|--------------------------|
| Boyles | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Burnett | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Loney | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morkeberg | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tofanelli | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Upon vote, the chair declared the resolution adopted.

It is hereby certified that the Board of the Prior Lake-Spring Lake Watershed District adopted this Resolution at a duly convened meeting of the Board held on the 13th day of December 2022, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Ben Burnett, Secretary

Dated: December 13, 2022

Res. 22-365
December 2022



Resolution 22-366

Debt Payment 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;

THEREFORE, BE IT IS RESOLVED that the Board of Managers has determined it will commit \$100,000 of the Implementation Fund, fund balance for the year ending December 31, 2022 for the purpose of the Debt Payment Reserve.

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

| | <u>Yea</u> | <u>Nay</u> | <u>Absent</u> |
|-----------|--------------------------|--------------------------|--------------------------|
| Boyles | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Burnett | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Loney | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Morkeberg | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tofanelli | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Upon vote, the chair declared the resolution adopted.

It is hereby certified that the Board of the Prior Lake-Spring Lake Watershed District adopted this Resolution at a duly convened meeting of the Board held on the 13th day of December 2022, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Ben Burnett, Secretary

Dated: December 13, 2022

Res. 22-366
December 2022

PLSLWD Board Staff Report

December 6, 2022



| | | |
|-----------------------------|---|---------------------|
| Subject | Staff Water Resources Conference Presentation | |
| Board Meeting Date | December 13, 2022 | Item No: 4.5 |
| Prepared By | Jeff Anderson, Water Resources Coordinator | |
| Attachments | None | |
| Proposed Action | None – Presentation and Discussion | |

Background

The District's carp management program has evolved since 2014 with the development of the Integrated Pest Management Plan and significant financial aid from MPCA 319 and BWSR Watershed Based Funding Metro grants. The watershed employed novel approaches to tracking carp migration, blocking carp spawning areas, and removing carp biomass from Spring and Upper Prior Lakes to meet objectives outlined in the grants. In addition to reducing internal nutrient loading, a measurable goal of native aquatic plant establishment was met. Over the course of the project, the District collected detailed information and analyzed it as part of the MPCA 319 grant reporting requirements. The methods and results were shared with peers at the 2022 Minnesota Water Resources Conference in St. Paul.

Presentation Overview

District staff including Jeff Anderson, Shauna Capron, and Elizabeth Froden will be providing the same presentation given to attendees of the 2022 Minnesota Water Resources Conference titled, "Carp Removal as an Approach to Increase Submerged Aquatic Vegetation and Reduce Phosphorus."

Recommendation

No recommendation - for discussion only.

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

Financial Report - Cash Basis

January 1, 2022 Through November 30, 2022

Reflects bills paid through November 30, 2022

| Program Element | | 2022 Budget | 2022 Actual Results | | |
|-----------------|---|-------------------|---------------------|-----------------|-----------------|
| | | | November 2022 | YTD | YTD % of Budget |
| | General Fund (Administration) | | | | |
| | Revenues | | | | |
| | Property Taxes | \$ 246,200 | 660 | 129,562 | 53% |
| | Grants | - | - | - | #DIV/0! |
| | Interest | - | 2,788 | 7,268 | #DIV/0! |
| | Other | - | - | - | #DIV/0! |
| | Total Revenues | \$ 246,200 | 3,447 | 136,830 | 56% |
| | Expenditures | | | | |
| | Administrative Salaries and Benefits | \$ 133,800 | 11,775 | 109,427 | 82% |
| | 703 - Telephone, Internet & IT Support | 20,000 | 1,130 | 13,027 | 65% |
| | 702 - Rent | 27,400 | 2,318 | 24,669 | 90% |
| | 706 - Office Supplies | 10,000 | 690 | 6,245 | 62% |
| | 709 - Insurance and Bonds | 12,800 | - | 13,524 | 106% |
| | 670 - Accounting | 27,000 | 1,492 | 25,168 | 93% |
| | 671 - Audit | 7,700 | - | 8,500 | 110% |
| | 903 - Fees, Dues, and Subscriptions | 1,500 | 20 | 345 | 23% |
| | 660 - Legal (not for projects) | 6,000 | - | 1,314 | 22% |
| | General Fund (Administration) Expenditures | \$ 246,200 | 17,424 | 202,218 | 82% |
| | Net Change in General Fund | - | (13,977) | (65,388) | |

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

2022 Budget

January 1, 2022 Through November 30, 2022

Reflects bills paid through November 30, 2022

| Program Element | | 2022 Budget | 2022 Actual Results | | |
|-------------------------------------|--|---------------------|---------------------|-----------------|-----------------|
| | | | November 2022 | YTD | YTD % of Budget |
| Implementation Fund | | | | | |
| Revenues | | | | | |
| | Property Taxes | \$ 1,602,735 | - | 839,138 | 52% |
| | Grants/Fees | 105,000 | 35,404 | 105,388 | 100% |
| | Interest | - | - | 4,891 | #DIV/0! |
| | Sales/Other | - | - | 500 | #DIV/0! |
| | Budget Reserves | 252,700 | - | - | 0% |
| | Total Revenues | \$ 1,960,435 | 35,404 | 949,917 | 48% |
| Expenditures | | | | | |
| | Program Salaries and Benefits (not JPA/MOA) | \$ 461,700 | 30,667 | 360,342 | 78% |
| Water Qual | 550 Public Infrastructure Partnership Projects | \$ 6,750 | - | - | 0% |
| Water Qual | 611 Farmer-led Council | 61,000 | 3,766 | 27,764 | 46% |
| Water Qual | 611 Cost-Share Incentives | 58,000 | 25,342 | 39,785 | 69% |
| Water Qual | 611 Highway 13 Wetland, FeCl system & Desilt, O&M | 65,000 | 202 | 6,267 | 10% |
| Water Qual | 611 Fish Management, Rough Fish Removal | 88,000 | 6,053 | 71,126 | 81% |
| Water Qual | 611 Spring Lake Demonstration Project Maintenance | 1,050 | - | 504 | 48% |
| Water Qual | 611 Alum Internal Loading Reserve | 230,000 | - | - | 0% |
| Water Qual | 611 Upper Prior Lake Phase II Sediment Monitoring | 20,000 | - | - | 0% |
| Water Qual | 637 District Monitoring Program | 109,000 | 385 | 43,783 | 40% |
| Water Qual | 626 Planning and Program Development | 20,000 | 666 | 12,910 | 65% |
| Water Qual | 626 Engineering not for programs | 15,000 | 1,090 | 13,267 | 88% |
| Water Qual | 626 Debt Issuance Planning | 10,000 | - | - | 0% |
| Water Qual | 648 Permitting and Compliance | 27,000 | 1,967 | 29,844 | 111% |
| Water Qual | 648 Update MOAs with cities & county | 10,000 | - | - | 0% |
| Water Qual | 648 BMP and easement inventory & inspections | 12,000 | - | 517 | 4% |
| Water Qual | 626 Upper Watershed Blueprint | 443,035 | 17,971 | 59,412 | 13% |
| Water Qual | 752 Fish Lake Shoreline Restoration Project Maintenance | - | - | 3,458 | #DIV/0! |
| Water Qual | 611 Fish Stocking | 3,000 | - | 3,505 | 117% |
| | WQ TOTAL | \$ 1,178,835 | 57,442 | 312,142 | 26% |
| Water Storage | 550 District-wide Hydraulic & Hydrologic model | \$ 5,000 | - | - | 0% |
| Water Storage | 550 S&I Sutton Lake Outlet Structure Project | 125,400 | - | 3,296 | 3% |
| | WS TOTAL | \$ 130,400 | - | 3,296 | 3% |
| AIS | 611 Aquatic Vegetation Mgmt | \$ 7,000 | - | 3,174 | 45% |
| AIS | 637 Automated Vegetation Monitoring (BioBase) | 5,000 | - | 131 | 3% |
| AIS | 637 Aquatic Vegetation Surveys | 18,000 | - | 11,700 | 65% |
| AIS | 637 Boat inspections on Spring, Upper & Lower Prior | 30,000 | 16,408 | 24,660 | 82% |
| | AIS TOTAL | 60,000 | 16,408 | 39,665 | 66% |
| Ed & Out | 652 Education and Outreach Program | \$ 10,000 | 979 | 2,476 | 25% |
| | E&O TOTAL | \$ 10,000 | \$ 979 | \$ 2,476 | 25% |
| | PLOC Contribution | \$ 19,500 | - | 19,148 | 98% |
| | Debt Payment Reserve | 100,000 | - | - | 0% |
| | Total Implementation Fund | \$ 1,960,435 | 105,496 | 737,068 | 38% |
| | Net Change in Fund Balance Implementation Fund | - | (70,093) | 212,848 | |
| Grant Funds/Fees Anticipated | | | | | |
| Water Qual | 611 Farmer-led Council (BWSR Grant) | \$ 10,000 | | | |
| | 648 New Easement Acquisition Fees | 5,000 | | | |
| Water Qual | 648 BMP and easement violations fees | 500 | | | |
| | 626 Upper Watershed Blueprint (BWSR WBIF Grant) | 19,800 | | | |
| | 550 S&I Sutton Lake Outlet (DNR Flood Hazard Grant) | 62,700 | | | |
| AIS | 611 Aquatic Vegetation Mgmt. (Scott County) | 7,000 | | | |
| | Total Grant Funds/Fees Anticipated | \$ 105,000 | | | |

PLSLWD Monthly Treasurers Report

Treasurer: Christian Morkeberg

Account balances as of 11/30/2022

| | | |
|--------------------------------------|-----------|------------------|
| Old National Bank (Checking Account) | \$ | 30,883 |
| Sterling Bank (Checking Account) | \$ | 20,001 |
| 4M Fund (Checking Account) | \$ | 838,798 |
| 4M Plus Account | \$ | 1,172,957 |
| Total Uncleared Transactions | \$ | - |
| SUBTOTAL | \$ | 2,062,638 |

RESTRICTED/COMMITTED FUNDS

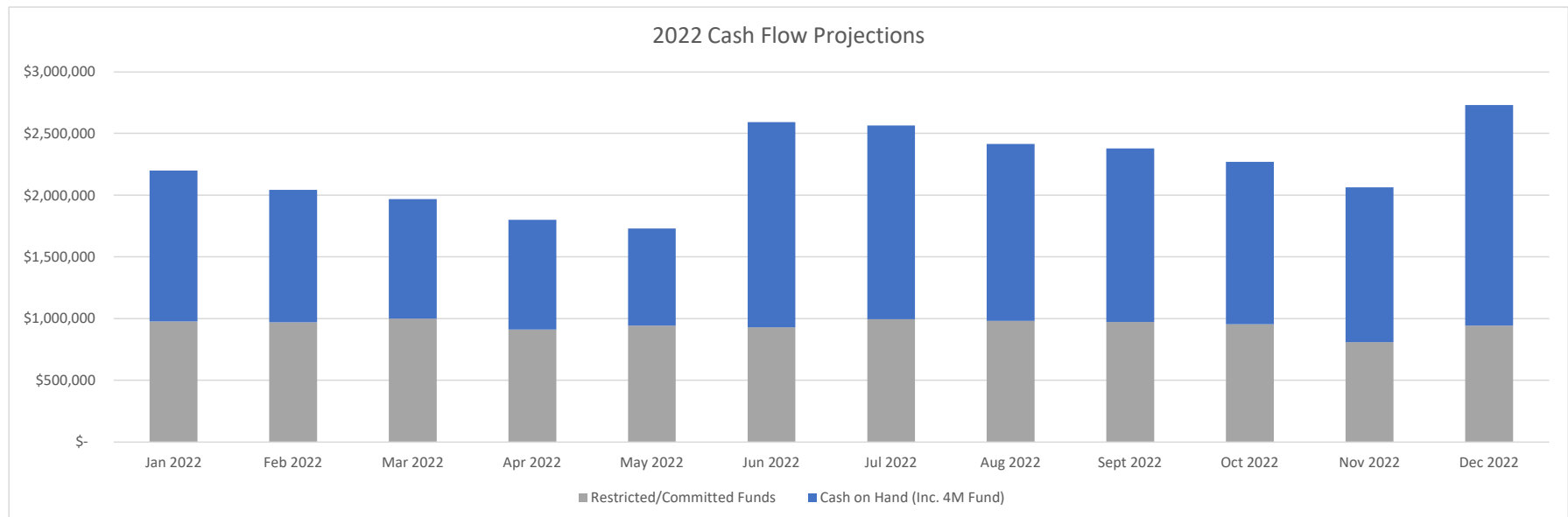
| | | |
|--|-----------|----------------|
| Restricted - Permit Deposits, etc. | \$ | 127,001 |
| Restricted - PLOC Contingency Reserve (850) | \$ | 261,022 |
| Restricted - PLOC O&M Funds (830) | \$ | 827 |
| Committed - Alum Internal Loading Reserve | \$ | 230,000 |
| Committed - Upper Watershed Blueprint Fund Balance | \$ | 190,000 |
| TOTAL DISTRICT/PLOC RESTRICTED OBLIGATIONS | \$ | 808,850 |

| | | |
|---|-----------|------------------|
| Available cash at end of November 2022 | \$ | 1,253,788 |
|---|-----------|------------------|

54.5% of 2022 Budget

Cash Flow Chart

| Month (End of Month) | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | Jun 2022 | Jul 2022 | Aug 2022 | Sept 2022 | Oct 2022 | Nov 2022 | Dec 2022 |
|-----------------------------|-------------|-------------|-------------|-------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Cash on Hand (Inc. 4M Fund) | \$1,223,157 | \$1,072,763 | \$ 966,996 | \$ 887,945 | \$ 786,363 | \$1,661,896 | \$1,569,025 | \$1,433,119 | \$1,405,927 | \$1,314,937 | \$1,253,788 | \$1,787,115 |
| Restricted/Committed Funds | \$ 977,195 | \$ 970,484 | \$1,000,461 | \$ 912,165 | \$ 942,723 | \$ 929,501 | \$ 995,586 | \$ 982,158 | \$ 973,049 | \$ 953,855 | \$ 808,850 | \$ 942,723 |
| Total Cash on Hand | \$2,200,352 | \$2,043,247 | \$1,967,457 | \$1,800,110 | \$ 1,729,086 | \$2,591,397 | \$2,564,611 | \$2,415,277 | \$2,378,976 | \$2,268,792 | \$2,062,638 | \$2,729,838 |



PLSL Watershed District

Starting cash on hand

Cash Minimum Balance Alert \$ 150,000

| | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | Jun 2022 | Jul 2022 | Aug 2022 | Sept 2022 | Oct 2022 | Nov 2022 | Dec 2022 | Total |
|-----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------|
| Cash on hand (beginning of month) | \$ 2,288,043 | \$ 2,200,352 | \$ 2,043,247 | \$ 1,967,457 | \$ 1,800,110 | \$ 1,729,086 | \$ 2,591,397 | \$ 2,564,611 | \$ 2,415,277 | \$ 2,378,976 | \$ 2,268,792 | \$ 2,062,638 | |

Cash Receipts

| | | | | | | | | | | | | | |
|-----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Property Tax Levy | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 968,039 | \$ - | \$ - | \$ - | \$ - | \$ 660 | \$ 868,999 | \$ 1,837,698 |
| BWSR WBIIF - Lower MN River | - | - | 15,830 | - | - | - | - | - | - | 3,957 | - | - | 19,787 |
| BWSR BWF Metro Grant | - | - | - | - | - | - | - | - | - | - | 18,500 | - | 18,500 |
| DNR Flood Hazard Mitigation Grant | - | - | - | - | - | - | - | - | 43,999 | - | - | - | 43,999 |
| Grants - Other | - | - | - | - | - | - | 2,664 | - | - | - | 16,904 | - | 19,568 |
| PLOC Contributions | - | - | - | - | 69,993 | - | 28,410 | - | - | - | - | - | 98,403 |
| Interest Income | 6 | 6 | 7 | 10 | 118 | 450 | 1,770 | 2,466 | 2,931 | 3,194 | 2,787 | 2,400 | 16,145 |
| Other Receipts | - | - | - | - | 500 | 3,534 | 24,237 | (24,237) | - | - | - | - | 4,034 |
| Total Cash Receipts | \$ 6 | \$ 6 | \$ 15,837 | \$ 10 | \$ 70,611 | \$ 972,023 | \$ 57,081 | \$ (21,771) | \$ 46,930 | \$ 7,151 | \$ 38,851 | \$ 871,399 | \$ 2,058,134 |
| Total Cash Available | \$ 2,288,049 | \$ 2,200,358 | \$ 2,059,084 | \$ 1,967,467 | \$ 1,870,721 | \$ 2,701,109 | \$ 2,648,478 | \$ 2,542,840 | \$ 2,462,207 | \$ 2,386,127 | \$ 2,307,643 | \$ 2,934,037 | |

Cash Paid Out

| | | | | | | | | | | | | | |
|-----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------------|
| Salaries and Per Diems | \$ 41,794 | \$ 37,100 | \$ 55,501 | \$ 42,212 | \$ 51,016 | \$ 39,133 | \$ 38,518 | \$ 58,271 | \$ 42,225 | \$ 33,977 | \$ 42,442 | \$ 49,625 | \$ 531,814 |
| Office Expense, Audit, Accounting | 3,423 | 5,751 | 8,095 | 9,738 | 19,199 | 11,743 | 15,967 | 8,024 | 9,727 | 6,069 | 6,024 | 9,367 | 113,127 |
| PLSLWSD Program Costs | 40,586 | 107,548 | 16,022 | 27,111 | 13,770 | 40,997 | 20,957 | 50,440 | 26,212 | 58,095 | 51,534 | 94,103 | 547,375 |
| PLOC Contribution | - | - | - | - | 19,148 | - | - | - | - | - | - | - | 19,148 |
| PLOC Operations | 1,894 | 6,712 | 12,009 | 88,296 | 38,502 | 17,839 | 8,425 | 10,828 | 5,067 | 19,194 | 145,005 | 51,105 | 404,876 |
| Debt Service | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Subtotal | \$ 87,697 | \$ 157,111 | \$ 91,627 | \$ 167,357 | \$ 141,635 | \$ 109,712 | \$ 83,867 | \$ 127,563 | \$ 83,231 | \$ 117,335 | \$ 245,005 | \$ 204,199 | |
| Cash on Hand (end of month) | \$ 2,200,352 | \$ 2,043,247 | \$ 1,967,457 | \$ 1,800,110 | \$ 1,729,086 | \$ 2,591,397 | \$ 2,564,611 | \$ 2,415,277 | \$ 2,378,976 | \$ 2,268,792 | \$ 2,062,638 | \$ 2,729,838 | |

**WORKSHOP MEETING MINUTES***Tuesday, November 15, 2022**Prior Lake City Hall***4:00 PM**

Members Present: Bruce Loney, Frank Boyles, Christian Morkeberg, Matt Tofanelli, Ben Burnett

Staff & Consultants Present: Joni Giese, District Administrator
Patty Dronen, Administrative Assistant
Emily Dick, Water Resources Project Manager
Carl Almer, District Engineer, EOR

Others Present: Lisa Quinn, Spring Lake Township
Maureen Reeder, CAC
Jim Fitzsimmons, SWCD
Wes Steffan, Spring Lake Association
Josh Accola, Stantec

The meeting was called to order at 4:00 PM.

Introduction of Emily Dick, PLSLWD Project Manager

Emily started with the Watershed on November 7th. She graduated with a degree in Biology from Ohio. She has worked in many areas of the country, most recently in Washington State. She is excited to focus her work on this specific watershed.

Potential Flood Storage Projects – Carl Almer

A map and draft matrix of 15 potential flood storage projects were presented by Carl Almer. The matrix included high level potential flood storage estimates, along with project evaluation criteria that could potentially be used to narrow down the list of potential projects. Potential flood reduction feasibility studies currently under development or included in the PLOC budget were not included in the draft matrix.

Manager Boyles inquired what is considered significant in terms of flood storage and volume. Manager Tofanelli expressed a belief that volume may not be the best evaluation criteria, but rather the peak water elevation change on the lakes. Manager Loney stated if every project on the list was implemented, the peak 100-year, 30-day water elevation change on Prior Lake would decrease by approximately one foot. Almer explained that the true measure of these studies should be on what it does for the peak water elevation on the lakes.

Projects on the matrix that were initially of interest to the Board Managers included projects along County Ditch 13, the Fish/Buck flowage, Arctic Lake, and increasing the capacity of the Prior Lake Outlet structure.

Manager Tofanelli inquired if the flood storage goals were clearly articulated and inquired if the PLOC currently achieves its maximum allowed flow of 65 cubic feet per second (CFS). Almer stated based on available data, it appears the PLOC came close to 65 cfs in the past. District Administrator Giese explained that there are DNR restrictions on how many cfs can be discharged depending on water levels. If any modifications are made to the outlet structure that needs to be approved by the DNR.

Manager Loney stated that lining the PLOC pipe will likely increase flow rates through the pipe. Given that the PLOC pipe will require lining in the near future for maintenance purposes, Manager Loney asked staff to investigate whether there could be cost savings to perform the work now during low water levels.

The current draft 2023 PLSLWD budget includes \$100,000 to perform flood storage feasibility studies for up to three projects. A separate PLOC budget for 2023 includes \$35,000 to perform a PLOC increased flow analysis.

The CAC flood subcommittee brought forth their ideas for the projects to concentrate on, but the entire CAC still needs to review and provide a recommendation as a whole. The subcommittee expressed initial interest in the following projects:

1. Increased PLOC flows (via a separate PLOC budget)
2. Matrix initiative #6
3. Matrix initiatives #10, #11, and #12 – combine into one study with phased implementation
4. Matrix Initiative #1

Managers directed staff to perform further evaluation and come back with a staff recommendation for a reduced number of projects that may receive additional evaluation to help with the final selection of projects that will move forward into a feasibility study.

Draft Sutton Lake Management Plan – Carl Almer

Jason Nabor from EOR had presented potential lake management options at the October 11, 2022, board workshop. A draft lake management plan has been prepared and submitted to the DNR for review and comment. The draft plan was included in the board workshop packet for manager review and comment. Manager comments on the draft plan should be provided to Administrator Giese by Friday, November 25.

A second landowner meeting is scheduled for November 16, at which the study team findings and draft lake management plan will be shared for landowner comment.

Given one of the lake management options is period drawdowns to enhance aquatic vegetation and habitat, it was shared that a Sutton Lake landowner flew Sutton Lake with a drone and had video images of the lake during drought conditions. This video could provide valuable information regarding how the lake responds to drawdown conditions. Staff is currently inquiring with the landowner about obtaining the video. Alternately staff may reach out to Scott SWCD to see if SWCD can provide drone video footage of Sutton Lake during drawdown conditions.

2023 Professional Accounting Services Selection

District staff issued a solicitation for accounting services for 2023. Two letters of interest were received. While each of the submitting firms had unique strengths, Administrator Giese recommended staying with CLA for 2023. Board approval of the staff recommended firm will occur as part of the board meeting.

2023 Budget Update

The 2023 preliminary levy approved by the board in September reflected a levy increase of 8.1% from 2022. Administrator Giese has updated the draft budget to reflect more recent cost and revenue data. A current draft of the budget now reflects a levy increase of 5.3%. Administrator Giese also performed an analysis of estimated 2022 budget funds that would not be expended or committed by year end. This analysis indicated that the District may end up with approximately \$160,000 of budgeted funds that may not be expended or committed. All managers agreed that keeping the levy increase under 5% would be ideal.

Administrator Giese will continue to work on the budget to see if there are any additional cuts that can be made to keep the levy increase under 5%. An official adoption of the levy and budget will occur at the December 13 board meeting.

Benefits Renewal update

District Administrator Giese is recommending to stay with the existing health and dental plans for 2023. The 2023 health plan premiums rose 1.52% and the dental plan premiums went up 4.1%. Information on renewal was not received in a timely manner from our broker. Administrator Giese will look into other broker options.

Special Manager Workshop

Administrator Giese inquired if the managers would be interested in a special managers workshop where the board could focus in depth on select topics of interest to them. Potential could include stormwater 101, TMDLs (Total Maximum Daily Loads), and the Upper Watershed Blueprint. Some of the topics could potentially also benefit the CAC and Administrator Giese suggested potentially inviting the CAC, depending on the topic selected. It was mentioned that the CAC has brought in outside speakers to their meetings, which may be an option to consider for this meeting. The board indicated they may have interest in a special workshop in the future.

Paul Nelson, PLSLWD Manager of Special Projects

Paul has been hired on a part time basis as the Manager of Special Projects. With the District adopting new rules, Paul is currently working on evaluating District RGUs to determine if their rules are equivalent with the Districts which would allow the District to enter into an equivalency agreements with willing RGU partners for permitting activities.

Liaison Updates

Managers reported on liaison agency meetings that they attended and shared any watershed related information that came out of the meetings.

Meeting adjourned at 5:58pm

Respectfully submitted
Patty Dronen



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, November 15, 2022

Prior Lake City Hall

6:00 PM

Members Present:

Bruce Loney, Christian Morkeberg, Frank Boyles,
Matt Tofanelli, Ben Burnett

Staff & Consultants Present:

Joni Giese, District Administrator
Jeff Anderson, Water Resources Coordinator
Shauna Capron, Water Resources Specialist
Carl Almer, EOR, District Engineer
Emily Dick, Water Resources Project Manager
Paul Nelson, Manager Special Projects

Others Present:

Lisa Quinn (Spring Lake Township), Wes Steffan (Spring Lake Association), Loren Hanson (CAC), Josh Accola (Stantec), Eric Lindberg (ESP)

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE:

Meeting was called to order by President Loney at 6:04 PM. Everyone present recited the Pledge of Allegiance.

2.0 PUBLIC COMMENT

None

3.0 APPROVAL OF AGENDA

- Manager Boyles moved to approve the agenda
 - Seconded by Manager Tofanelli
 - Motion passed 5-0

4.0 OTHER OLD/NEW BUSINESS

4.1 Programs & Projects Update

- Staff provided a report of its many activities the preceding month, and some upcoming events.
- Lake levels continue to be low.

4.2 I-LIDS 2022 Annual Report: Environmental Sentry Protection, LLC

- Eric Lindberg from ESP presented the yearly results from the I-LIDS device installed at the Spring Lake boat launch.
- No action was taken at this meeting; Managers will wait to hear the staff and CAC recommendations at the December or January meeting.

4.3 Permit 22.02 Spring Lake Regional Park

- District Administrator Giese presented the permit application and a staff recommendation for Board approval of the application subject to the conditions noted in the Permit Application – Staff Review Comments memorandum.
- Manager Boyles motioned to approve the application subject to the conditions noted in the Permit Application - Staff Review Comments memorandum
 - Second by Manager Morkeberg
 - Motion passed 5-0

4.4 Watershed Management Study

- District Administrator Giese presented the final watershed management study report. The report recommended no changes to watershed management between PLSLWD, Scott WMO and Scott SWCD. It also recommends the three agencies continue to investigate increased collaboration opportunities and implement as appropriate.
- Manager Boyles motioned to adopt the report and recommendations and requested a report back in 180 days from 11/15/22 regarding progress being made on enhanced collaboration investigations
 - Second by Manager Tofanelli
 - Motion passed 5-0

5.0 TREASURER'S REPORT

Treasurer Morkeberg summarized the financial information contained in the packet including:

5.1 Monthly Financial Reports

- Financial Report
- Treasurers Report
- Cash Flow Projections

6.0 CONSENT AGENDA

6.1 Meeting Minutes – October 11, 2022, Board Workshop

6.2 Meeting Minutes – October 11, 2022, Board Meeting

6.3 Meeting Minutes – September 29, 2022, CAC Meeting

6.4 Claims List & Visa Expenditures Summary

6.5 2023 Professional Accounting Services Selection

~~6.6 Edina Realty Contract Removed from consent agenda~~

6.7 Johnson Estates Development Agreement

- Motion to approve amended consent agenda by Manager Boyles
 - Second by Manager Burnett
 - Motion passed 5-0.

6.6 Edina Realty Contract – staff provided clarification on the contract

- Manager Loney motioned to approve the contract
 - Second by Manager Morkeberg
 - Motion passed 4-0, (Manager Boyles absent)

7.0 UPCOMING MEETING/EVENT SCHEDULE:

- CAC Meeting, Thursday, December 8, 2022, 6:00 – 8:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)
- Board of Managers Workshop, Tuesday, December 13, 2022, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, December 13, 2022, 6:00 pm (Prior Lake City Hall – Council Chambers)
- PLOC Cooperators Meeting, Thursday, December 15, 2022, 12:00 pm (Prior Lake City Hall – Parkview Conference Room)

8.0 ADJOURNMENT

- Motion to approve amended agenda by Manager Tofanelli
 - Second by Manager Burnett
 - Motion passed 4-0 (Manager Boyles absent)
- Meeting adjourned at 7:18 pm

Respectfully Submitted,
Ben Burnett, PLSLWD Secretary, 12/1/22



CAC Meeting Minutes

Thursday October 27, 2022
6:30 – 8:00 PM

Attendees:

CAC Members: 4 of 8 members present = 50% ($\geq 50\%$)

| | |
|---|---|
| <input checked="" type="checkbox"/> Christopher Crowhurst (Chair) | <input type="checkbox"/> Woody Spitzmueller |
| <input type="checkbox"/> Matt Newman | <input checked="" type="checkbox"/> Loren Hanson (Vice Chair) |
| <input checked="" type="checkbox"/> Maureen Reeder | <input type="checkbox"/> David Hagen (secretary) |
| <input type="checkbox"/> Ron Hoffmeyer | <input checked="" type="checkbox"/> Curtis Witt |

Staff: Elizabeth Frödén
Board members: Matt Tofanelli (CAC rep)
Other attendees: Lisa Quinn (Spring Lake Township)

Welcome & Introductions (6:30 pm) – Chair: Christopher Crowhurst

September Meeting Minutes Approval (emailed)

- Motioned to approve made by Maureen; 2nd: Loren; Passed Unanimously

CAC Business

- Review of Board Meeting (October) – Matt Tofanelli
 - Presentation about investment options, including discussion
 - Board voted on conservative approach to invest \$1 million
 - Discussed flood mitigation
 - Jason Naber from EOR presented on the Sutton Lake Management Plan
 - DNR doesn't allow drawdowns for flood mitigation – focus of plan is on habitat restoration and phosphorus reduction
 - Options for cattail removal were presented, including mechanical harvesting and herbicide application
 - Carl Almer from EOR presented on the Buck Lake Wetland project
 - Related to the flood mitigation discussion as well
 - Minnesota Association of Watershed Districts (MAWD) membership discussed – no action being taken at this time
- Volunteer for November Meeting
 - Maureen no longer available
 - Loren volunteered to attend
- CAC member attendance at future board meetings
 - Discussion moved to December meeting due to low attendance
- Flood storage projects and evaluation criteria
 - Carl Almer presented a matrix of water storage projects, including those that were explored in the 2016 Flood Study (Barr) as well as some new options
 - Explained parameters/categories in more detail
 - Staff expressed that regulatory burden, impact on landowners, and flood reduction potential on Prior Lake are some high priority evaluation criteria
 - CAC members expressed concern with language around benefits to Prior Lake and Spring Lake and requested that the benefit of projects on Spring Lake be added as an evaluation metric, as not all projects impact both lakes equally

- Other feedback:
 - Reduce pre-feasibility study work as much as possible to maximize potential of flood study budget
 - Look into a way to group projects in a logical way and examine those options in tandem
 - Divide the amount of storage by the number of landowners to determine relative level of effort per landowner
 - Look into the District purchasing land in order to create or expand on wetlands and create more flood storage capacity
- Plant harvesting as a strategy for phosphorus removal
 - Discussion moved to December meeting due to time

Staff Project Updates – Elizabeth

- Buck Lake Wetland Project
 - Four possible scenarios presented to board in October
 - Landowner meeting to take place on November 1st
 - Next step: complete feasibility study
- Sutton Lake Management Plan
 - Board to review draft plan at November meeting
 - Landowner meeting on November 16th
 - Next step: Final report to be submitted to board for approval in December
- Carp Program
 - Routine tracking resumed with goal of leading to fall seine
 - Staff presented about carp program at MN Water Resources Conference
- I-LIDS
 - Eric will present at November board meeting
 - Steff tentatively scheduled to make 2023 recommendations at December board meeting and are seeking CAC input at December CAC meeting
- New Project Manager, Emily Dick
 - Starting on 11/7

Other Topics and Announcements for Next Meeting

- Plant harvesting as a strategy for phosphorus removal
- CAC member attendance at future board meetings
- I-LIDS recommendation

Adjourn

- No motion made to adjourn

Upcoming Meetings:

- Board Meeting: Tuesday, November 15th 6:00 pm (workshop 4-6)
- CAC Meeting: Thursday, December 8th 7:00 – 8:00 PM
 - Educational seminar: 6:00 – 6:30 PM
 - Subcommittee Meeting: 6:30 – 7:00 PM

Upcoming Educational Seminars

- Thursday, December 8th: Pete Young with the City of Prior Lake
- Date to be determined: Minnesota DNR

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 Link | Description | Amount |
|---|-------------------|---|---------------------|
| 1. Watershed District Projects (excluding staff payroll) | | | |
| Resource Environmental Solutions | x | Spring Lake Slope Treatment | \$ 550.00 |
| Waterfront Restorations | x | August invoice | \$ 4,286.52 |
| Blue Water Science | x | Aquatic Plant Surveys | \$ 10,700.00 |
| WSB | x | Carp Management | \$ 1,047.00 |
| Xcel Energy | x | Utilities - 18051 Langford Blvd | \$ 16.31 |
| Ernest Moen | x | Drainage Swale Stabilization Cost-share | \$ 7,059.60 |
| BSA Environmental Services | x | Plankton Analysis | \$ 2,037.00 |
| MN Gopher State One Call | x | Invoice 211344 - 3 tickets | \$ 4.05 |
| Environmental Sentry Protection | x | Invoice 1416 I-LIDS operations and video review | \$ 2,091.00 |
| EOR | x | FeCl Site & Desilt Pond Monitoring | \$ 167.00 |
| | | General Engineering | \$ 751.50 |
| | | Upper Watershed Blueprint | \$ 3,137.00 |
| | | Buck Lake East Wetland Enhancement Feasibility | \$ 2,587.75 |
| | | Sutton Lake Management Plan | \$ 1,026.75 |
| | | BWSR FY22-23 WBIT Work Plans | \$ 3,865.00 |
| | | District Monitoring Program | \$ 290.75 |
| | | Permitting | \$ 918.50 |
| | | Rule Revisions | \$ 125.25 |
| | | Subtotal | \$ 40,660.98 |
| 2. Outlet Channel - JPA/MOA (excluding staff payroll) | | | |
| EOR | x | PLOC Segment 1, 4, & 5A Bank Repair | \$ 216.57 |
| | | PLOC Segment 1, 4, & 5A Bank Repair | \$ 1,434.78 |
| | | PLOC Segment 1, 4, & 5A Bank Repair | \$ 1,055.78 |
| | | PLOC XP-SWMM Updates | \$ 665.75 |
| | | PLOC Vegetation/Stability Inspections | \$ 2,555.25 |
| Minnesota Dirt Works Inc. | x | PLOC Segment 1 Bank Repair - pay request 2 | \$ 540.51 |
| | | PLOC Segment 4 Bank Repair - pay request 2 | \$ 3,580.89 |
| | | PLOC Segment 5 Bank Repair - pay request 2 | \$ 2,635.00 |
| | | Subtotal | \$ 3,372.88 |
| 3. Payroll, Office and Overhead | | | |
| ADP Manager Per Diems | | | \$ 1,335.72 |
| ADP Staff Payroll | | | \$ 20,721.72 |
| ADP Taxes & Benefits | | | \$ 6,671.24 |
| Fidelity Investments | x | Monthly HSA funds transfer | \$ 165.38 |
| Optum | x | July-September Service Fee | \$ 11.25 |
| NCPERS | x | Life Insurance Premiums - December | \$ 112.00 |
| Reliance Standard | x | December LTD and STD Premiums | \$ 676.67 |
| HealthPartners | x | Health Insurance Premiums | \$ 4,592.86 |
| City of Prior Lake | x | Rent (January 2023) | \$ 2,317.50 |
| CLA | x | Monthly Accounting | \$ 1,240.00 |
| | | Payroll, employee questions | \$ 80.00 |
| | | Payroll - Benefit payments | \$ 240.00 |
| | | October/November Bill.com fees | \$ 85.63 |
| | | Payroll processing | \$ 164.00 |
| | | Technology and Client Support Fee | \$ 86.20 |
| Iceberg Web Design | x | Yearly Hosting Fee | \$ 780.00 |
| | x | 30 minutes programming time | \$ 87.50 |
| Rymark | x | December Billing | \$ 1,107.95 |
| | x | Emily's computer and set up | \$ 1,905.35 |
| | x | Patty's computer and set up | \$ 1,819.98 |
| Metro Sales | x | Final billing on Machine 4503 | \$ 155.17 |
| | x | Monthly charges | \$ 155.00 |
| Paradigm Consulting | x | Contact Database set up-Emily and Patty's computers | \$ 95.00 |
| VISA | x | October - November Billing | \$ 2,053.71 |
| | | Subtotal | \$ 46,659.83 |
| | | TOTAL | \$ 90,693.69 |

| Trans Date | Merchant Name | Amount | Receipt Link | Staff Approval | Class | Customer | Expense | Description |
|------------|--------------------------------|-------------|--------------|------------------|------------------------------|--|-----------------------------------|-------------------------------------|
| 10/25/2022 | ADOBE CREATIVE CLOUD | \$110.54 | x | Patty Dronen | 626 Planning | Planning and Program Development | 903 Dues/Fees/Subscriptions | Software |
| 10/26/2022 | VZWRLSS*BILL PAY VB - 2 months | \$57.83 | x | Jeff Anderson | 648 Regulation | LGU Permit & Inspections | 876 Field Equipment & Maintenance | cell data |
| | | \$61.99 | | Jeff Anderson | PLOC 839 | PLOC Equipment & Maintenance | 876 Field Equipment & Maintenance | cell data |
| | | \$31.82 | | Jeff Anderson | 611 Operations & Maintenance | Fish Mgmt - Equipment, Storage & Maintenance | 876 Field Equipment & Maintenance | cell data |
| 10/27/2022 | HOLIDAY STATIONS 0391 | \$4.60 | x | Jeff Anderson | 637 Monitoring & Research | Equipment Storage & Maintenance | 876 Field Equipment & Maintenance | Washer fluid for truck |
| 10/27/2022 | IRONCLAD STORAGE | \$220.00 | x | Jeff Anderson | 611 Operations & Maintenance | Fish Mgmt - Equipment, Storage & Maintenance | 876 Field Equipment & Maintenance | Equipment storage |
| 10/27/2022 | EB 2022 ANNUAL CONFERENCE | \$400.00 | x | Joni Giese | 626 Planning | Training | 904 Staff & Board Training | Staff training |
| 10/30/2022 | Kindle Svcs | (\$1.99) | | Patty Dronen | | | | Returned through Amazon |
| 10/30/2022 | Kindle Svcs*H08093BA0 | \$1.99 | x | Patty Dronen | | | | Accidentally charged through Amazon |
| 11/2/2022 | WM SUPERCENTER #3513 | \$16.86 | x | Elizabeth Froden | 626 Planning | UWB-Buck Lake East Feasibility WBIF | 902 Meals and Lodging | Snacks for meeting |
| 11/2/2022 | BEST BUY 00014639 | \$21.46 | x | Elizabeth Froden | 405 General Fund | | 706 Office Supplies | Adapter |
| 11/4/2022 | HOLIDAY STATIONS 0198 | \$78.30 | x | Elizabeth Froden | 637 Monitoring & Research | Stream Monitoring | 801 Gas, Mileage | Gas for truck |
| 11/6/2022 | RMSGENERAL | \$346.52 | x | Patty Dronen | 405 General Fund | | 706 Office Supplies | Check & deposit slip printing costs |
| 11/7/2022 | HOLIDAY STATIONS 0198 | \$41.59 | x | Elizabeth Froden | 611 Operations & Maintenance | Fish Mgmt - Radio Tracking | 801 Gas, Mileage | Gas for boat |
| 11/8/2022 | TST* Charlies On Prior | \$44.46 | x | Joni Giese | 626 Planning | Planning and Program Development | 902 Meals and Lodging | Joni/Emily Lunch |
| 11/8/2022 | HY-VEE SAVAGE 1559 | \$14.43 | x | Patty Dronen | 626 Planning | Planning and Program Development | 902 Meals and Lodging | Staff donuts - Emily first day |
| 11/17/2022 | AMZN Mktp US | (\$7.95) | | Patty Dronen | 405 General Fund | | 706 Office Supplies | Item returned |
| 11/17/2022 | JIMMY JOHNS - 1206 - ECOM | \$107.59 | x | Patty Dronen | 626 Planning | Planning and Program Development | 902 Meals and Lodging | Board Manager Meal |
| 11/17/2022 | TARGET 00018333 | \$30.17 | x | Patty Dronen | 626 Planning | UWB - Sutton Lake Management Plan | 902 Meals and Lodging | SLMP Landowner Mtg snacks |
| 11/18/2022 | AMAZON | \$ 46.98 | x | Patty Dronen | 405 General Fund | | 706 Office Supplies | Stand and Keyboard/Mouse - Patty |
| 11/20/2022 | MICROSOFT AZURE | \$ 4.99 | x | Patty Dronen | 626 Planning | Planning and Program Development | 903 Dues/Fees/Subscriptions | Software |
| 11/20/2022 | AMAZON | \$ 75.00 | x | Patty Dronen | 405 General Fund | | 706 Office Supplies | Office supplies - Emily |
| 11/21/2022 | AMAZON | \$ 142.97 | x | Patty Dronen | 405 General Fund | | 706 Office Supplies | Office supplies - Emily |
| 11/22/2022 | USPS | \$ 141.00 | x | Patty Dronen | 626 Planning | Planning and Program Development | 701 Postage | stamps for general mailings |
| | | \$ 39.00 | | Elizabeth Froden | 611 Operations & Maintenance | Farmer-led Council | 701 Postage | stamps for FLC meeting |
| 11/23/2022 | Finance Charge | \$ 23.56 | | Patty Dronen | 405 General Fund | | 903 Dues/Fees/Subscriptions | Late fee |
| | | | | | | | | |
| | TOTAL | \$ 2,053.71 | | | | | | |

PLSLWD Board Staff Report
December 8, 2022



**PRIOR LAKE
SPRING LAKE
WATERSHED DISTRICT**

Subject | Johnson Estates Conservation Easement

Board Meeting Date | December 13, 2022

Item No. | 6.6

Prepared By | Shauna Capron, Water Resources Technician

Attachments | Johnson Estates Conservation Easement

Action | Motion to approve the Johnson Estates Conservation Easement for execution by the District Administrator and recording in the Scott County Land Records Office, on the condition of successful acquisition of mortgage consent from Johnson Estates.

Background

District Rule J requires the establishment of a vegetated buffer around wetlands and watercourses for the purpose of maintaining the long-term health and function of these resources. Rule J also requires the establishment of a permanent conservation easement over the buffers.

The conservation easement process includes acquiring a development agreement in conjunction with the conservation easements. A development agreement provides 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 ensures that the easement areas are properly established with native plants that filter stormwater.

Discussion

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 attached conservation easement document is based on a template developed by the District Attorney. The conservation easement is a legal document 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.

Recommended Action

District staff is requesting that the Board of Managers approve the Johnson Estates Conservation Easement for execution by the District Administrator and recording in the Scott County Land Records Office, on the condition of successful acquisition of mortgage consent from Johnson Estates.

DECLARATION OF CONSERVATION EASEMENT

This Declaration is made this 21 day of November, 2022, by James F. Johnson and Sharon K. Johnson, as joint tenants (the "Declarant").

RECITALS

Declarant owns land related to the development of Johnson Estates in Prior Lake, Minnesota, described on the attached Exhibit A (the "Property"). As conditions of the approval of the plats of Johnson Estates, 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 on the attached Exhibit B ("Easement Area") and depicted in Exhibit C (Surveyed Drawing) 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 change. 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 buffer strip 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 buffer strip have been avoided or minimized to the extent possible; and

(b) Construction, maintenance, repair, reconstruction, or replacement of existing and future public roads crossing the buffer strip, so long as any adverse impacts of the road on the function of the buffer strip have been 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) Invalidation 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
21st day of November, 2022.

OWNER:

By: Sharon K. Johnson
Sharon K. Johnson

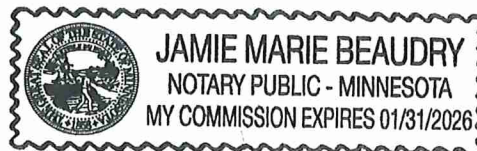
By: James F. Johnson
James F. Johnson

STATE OF MINNESOTA)
)SS
COUNTY OF SCOTT)

The foregoing instrument was acknowledged before me this 21st day of
November, 2022, by James F. Johnson and Sharon K. Johnson, as joint
tenants.

J. Beaudry
Notary Public

My Commission Expires: 01/31/2026



ACCEPTANCE

The Watershed District hereby accepts the foregoing Conservation Easements pursuant to Minnesota Statutes, Section 84C.02, on this _____ day of _____, 2022.

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

By: _____
Joni Giese

Its: District Administrator

STATE OF MINNESOTA)
)SS
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2022, by Joni Giese, the Administrator of the PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT, a political subdivision under Minnesota law, on its behalf.

Notary Public

My Commission Expires: _____

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 South 990. Feet of the E $\frac{1}{2}$ of the SW $\frac{1}{4}$ lying East of the West 48 rods thereof, all in
Section 28, Township 114, Range 22, Scott County, Minnesota.


EXHIBIT B

LEGAL DESCRIPTION OF EASEMENT AREAS

That part of Lot 1, Block 1, JOHNSON ESTATES, Scott County, Minnesota described as follows: Commencing at the northeast corner of said Lot 1; thence South 00 degrees 14 minutes 48 seconds West, record bearing along the east line of said Lot 1, a distance of 40.00 feet to the point of beginning of the easement to be described; thence South 88 degrees 11 minutes 38 seconds West a distance of 170.00 feet; thence South 68 degrees 04 minutes 20 seconds West a distance of 140.00 feet; thence South 21 degrees 50 minutes 15 seconds East a distance of 135.00 feet; thence South 77 degrees 04 minutes 23 seconds East a distance of 255.00 feet to the east line of said Lot 1; thence North 00 degrees 14 minutes 48 seconds East, along said east line of said Lot 1, a distance of 240.00 feet to the point of beginning.

Together with that part of Lot 2, Block 1, said JOHNSON ESTATES, Scott County, Minnesota, which lies southeasterly of the following described line: Commencing at the southeast corner of said Lot 2; thence South 89 degrees 27 minutes 34 seconds West, record bearing along the south line of said Lot 2, a distance of 150.00 feet to the point of beginning of the line to be described; thence North 25 degrees 04 minutes 53 seconds East a distance of 150.00 feet; thence North 45 degrees 24 minutes 02 seconds East a distance of 165.00 feet to the east line of said Lot 2 and there terminating.

EXHIBIT C



Phone (952) 447-2570
Fax (952) 447-2571

Suite 230
16670 Franklin Trail S.E.
Prior Lake, Minnesota 55372

NE CORNER OF LOT 1, BLOCK 1, JOHNSON ESTATES

NORTH LINE OF LOT 1, BLOCK 1, JOHNSON ESTATES
 $N89^{\circ}27'34''E$
 530.45

490.43

588^{\circ}04'20''W
 140.00

588^{\circ}11'38''W
 170.00

40.00

50.00

DELIVERED WETLAND UNIT

CONSERVATION EASEMENT

135.00
 $S71^{\circ}50'15''E$

240.00

480.58

255.00
 $S77^{\circ}04'23''E$

EAST LINE OF LOT 1, BLOCK 1, JOHNSON ESTATES

480.37

SHED

SHED

B L O C K

APPROACH

840.08
 $S00^{\circ}14'48''W$

AVENUE

479.75

$N89^{\circ}27'34''E$

SHED

1

UTILITY POLE

2

CONSERVATION EASEMENT

100.00
 $N26^{\circ}04'15''E$

100.00
 $N46^{\circ}24'02''E$

30.00
 $S89^{\circ}27'34''W$

100.00
 $S07^{\circ}14'48''W$

150.00

DELIVERED WETLAND UNIT

CONSERVATION EASEMENT

100.00

NE CORNER OF LOT 2, BLOCK 1, JOHNSON ESTATES

448.98

528.99

$S89^{\circ}27'34''W$

SOUTH LINE OF LOT 2, BLOCK 1, JOHNSON ESTATES

500.00

520.50

370.50

EAST LINE OF LOT 2, BLOCK 1, JOHNSON ESTATES

990.09

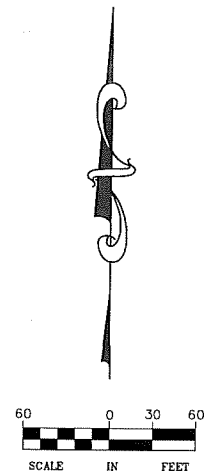
$S00^{\circ}14'48''W$

APPROACH

STANDARD HIGHWAY

EAST LINE OF THE EAST HALF OF THE SECTION 18, TOWNSHIP 10N, RANGE 10E, S4

1. Wetland limits as shown hereon per data provided by Jonathon Knudsen, Area M Consulting.



Minnesota License Number 42309
Dated this 28th day of OCTOBER, 2022