

**MEETING DATE:** May 14, 2015

**TITLE:** Authorization to execute a Cooperative Agreement with the Minneapolis Park and Recreation Board and the City of Minneapolis for conceptual planning of improvements to Hiawatha Golf Course, and authorization to execute a contract with Wenck Associates for associated professional services

**RESOLUTION NUMBER:** 15-045

**PREPARED BY:** Michael Hayman

**E-MAIL:** mhayman@minnehahacreek.org

**TELEPHONE:** 952-471-8226

**REVIEWED BY:**  Administrator       Counsel       Program Mgr. (Name): Wisker  
 Board Committee       Engineer       Other

**WORKSHOP ACTION:**

<input type="checkbox"/> Advance to Board mtg. Consent Agenda.	<input type="checkbox"/> Advance to Board meeting for discussion prior to action.
<input type="checkbox"/> Refer to a future workshop (date): _____	<input type="checkbox"/> Refer to taskforce or committee (date): _____
<input type="checkbox"/> Return to staff for additional work.	<input type="checkbox"/> No further action requested.
<input checked="" type="checkbox"/> Other (specify): <b><u>FINAL APPROVAL MAY 14, 2015</u></b>	

**PURPOSE or ACTION REQUESTED:**

Authorization to execute a cooperative agreement with the Minneapolis Park and Recreation Board (MPRB) and the City of Minneapolis for collaborative conceptual master planning of Hiawatha Golf Course.

Authorization to execute a contract with Wenck Associates – with sub-consultant design team of Hart Howerton and Inter-Fluve – to provide professional services (civil, landscape architecture, stream restoration) during the concept planning process.

**PROJECT/PROGRAM LOCATION:**

Hiawatha Golf Course, Minneapolis, MN.

**PROJECT TIMELINE:**

May – June 2015      Joint Master Planning  
June – July 2015      Public Engagement and MPRB Decision

**PROJECT/PROGRAM COST:**

Fund name and number: Planning - Minnehaha Creek Subwatershed - #2401  
2015 budget: \$150,000  
2015 Expenditures to date: \$2,474.75  
Requested amount of funding: \$28,760  
Is a budget amendment requested? No  
Is additional staff requested? No

**PAST BOARD ACTIONS:**

March 12, 2015

RBA 15-019

Authorization to enter a cooperative agreement with the Minneapolis Park and Recreation Board for conceptual planning of improvements to Meadowbrook Golf Course.

**SUMMARY:**

In 2013, in an effort to combat local and national trends, the MPRB sought consulting services to evaluate the current financial and operational practices at its golf facilities as they compare to industry best management practices in golf course operations. The MPRB contracted with Golf Convergence to provide this analysis. In February 2014 the MPRB received the Golf Convergence study which identified operational strategies designed to improve golf operations and services, and improve the financial performance of the MPRB golf operations. The MPRB also released their 10-year Golf Master Plan, including a capital investment plan, based on the report provided by Golf Convergence.

During the first half of 2014 the District experienced record setting precipitation, which led to unprecedented flooding across the entire watershed. During the high water event, record flows were recorded in many reaches of Minnehaha Creek, including the crossing at Hiawatha Avenue, which exceeded the 100-year event by over 30% to become a new high flow record for the gauge. Flows throughout the stream system remained high for the duration of the summer due to the continual release of water from Lake Minnetonka and drainage of wetlands along the creek.

MPRB properties, including Meadowbrook Golf Course and Hiawatha Golf Course, experienced significant damage due to the record flood flows and prolonged inundation. Catalyzed by past analyses of golf operations and the 2014 flood damages, the MPRB has identified the need to conduct conceptual master planning for both Meadowbrook and Hiawatha Golf Courses, to explore a potential range of golf and non-golf uses, their respective revenue generation models and flood resilience.

On March 12, 2015 the MCWD Board authorized the execution of a cooperative agreement with the MPRB to collaborate on the master planning for Meadowbrook Golf Course. Since that time MPRB and MCWD staff have worked with the City of Minneapolis to develop a similar agreement and planning framework for the Hiawatha Golf Course (Attachment 1 and Attachment 2).

The proposed scope of work includes the exploration and development of conceptual alternatives for a range of golf and non-golf uses for the Hiawatha site. These alternatives will be evaluated for relative flood resilience, golf operations, ecological improvement and connectivity.

To complement MPRB staff and consulting expertise, including the use of Herfort Norby golf course architects, District staff have developed a consulting team with unique knowledge of issues and expertise in the geography of the Minnehaha Creek sub-watershed. Staff is proposing the use of a team of civil engineering, landscape architecture and stream restoration consultants.

Based on past Board discussion and direction, and the unique opportunity for partnership with the Minneapolis Park and Recreation Board, staff is recommending:

- Execution of the cooperative agreement with the Minneapolis Park and Recreation Board (MPRB) and City of Minneapolis for collaborative conceptual master planning of the Hiawatha Golf Course.

- Execution of a contract with Wenck Associates – with sub-consultant design team of Hart Howerton and Inter-Fluve – to provide professional services (civil, landscape architecture, stream restoration) during the concept planning process.

**ATTACHMENTS:**

1. Cooperative Agreement between MCWD, MPRB and City of Minneapolis
2. Scope of Work - Hiawatha Golf Course Concept Design Assistance

## RESOLUTION

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**RESOLUTION NUMBER: 15-045**

**TITLE: Authorization to execute a Cooperative Agreement with the Minneapolis Park and Recreation Board and the City of Minneapolis for conceptual planning of improvements to Hiawatha Golf Course, and authorization to execute a contract with Wenck Associates for associated professional services**

WHEREAS between 2013 and 2014, in an effort to combat local and national trends, the Minneapolis Park and Recreation Board obtained consulting services to evaluate the current financial and operational practices at its golf facilities as they compared to industry best management practices in golf course operations; and

WHEREAS in 2014 Hiawatha and Meadowbrook Golf Courses were substantially damaged by record flooding and at the November 6, 2014 Joint Committee Meeting of the MCWD Board of Managers, the Board affirmed its desire to explore partnership with the Minneapolis Park and Recreation Board; and

WHEREAS at the January 15, 2015 MCWD Board Meeting, the MCWD Board liaison to the MPRB provided a verbal briefing to the MCWD Board of Managers regarding the recent public engagement meetings held by MPRB, and noted that progress was being made to establish a partnership framework; and

WHEREAS MCWD, MPRB and the City of Minneapolis have drafted a planning framework and cooperative agreement to perform collaborative master planning for the Hiawatha Golf Course; and

WHEREAS the cooperative agreement outlines a collaborative planning process to be undertaken jointly by the MPRB, MCWD, the City of Minneapolis, and their partners to explore conceptual alternatives for a combination of golf and non-golf uses at the Hiawatha Golf Course;

WHEREAS pursuant to the federal clean water act Lake Hiawatha and Minnehaha Creek are designated as impaired on the State of Minnesota's impaired waters list;

WHEREAS proactive engagement in collaborative planning with the Minneapolis Park and Recreation Board and the City of Minneapolis may yield opportunities to enhance flood storage, achieve water quality improvements for Lake Hiawatha and Minnehaha Creek and improve the ecology of Minnehaha Creek and its affiliated resources within the corridor;

NOW, THEREFORE, BE IT RESOLVED that the Minnehaha Creek Watershed District Board of Managers hereby authorize the District Administrator to execute a cooperative agreement with the Minneapolis Park and Recreation Board and the City of Minneapolis for the purposes of joint conceptual master planning to explore potential reconfigurations of the Hiawatha Golf Course; and

BE IT FURTHER RESOLVED that the Board of Managers authorize the District Administrator to execute a contract with Wenck Associates for professional services for an amount not to exceed \$28,760.

Resolution Number 15-045 was moved by Manager \_\_\_\_\_, seconded by Manager \_\_\_\_\_. Motion to adopt the resolution \_\_\_ ayes, \_\_\_ nays, \_\_\_ abstentions. Date: \_\_\_\_\_.

\_\_\_\_\_ Date: \_\_\_\_\_

Secretary

**May 1, 2015**

**COOPERATIVE AGREEMENT**

**Improvement of Minnehaha Creek,  
Lake Hiawatha and Hiawatha Golf Course**

This Cooperative Agreement (“Agreement”) is made by and among the Minnehaha Creek Watershed District (MCWD), a watershed district with purposes and powers as set forth at Minnesota Statutes Chapters 103B and 103D; the Minneapolis Park and Recreation Board (MPRB), a department of the City of Minneapolis, acting by and through an independently elected board of commissioners; and the City of Minneapolis, a Minnesota home rule charter city, acting by and through its City Council (“City”).

**Recitals**

- A. Minnehaha Creek flows through Lake Hiawatha, a regionally significant waterbody within Minneapolis that is designated as being impaired;
- B. The City and MPRB are co-permittees under the Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Phase I permit, and have obligations under the Minnehaha Creek-Lake Hiawatha Total Maximum Daily Load (TMDL), approved February 24, 2014, to reduce nutrient loading to Minnehaha Creek and Lake Hiawatha.
- C. MCWD planning goals and policy commitment to a balanced urban ecology include improving regional stormwater management, water quality and stream ecology in integration with broader community goals. In the Lake Hiawatha setting these include public revenue generation from golf, recreational assets for the surrounding community, connectivity and enhanced public access for non-golf activities including pedestrian and water trails.
- D. The MPRB has initiated a strategic review of the long-term management of Minneapolis parks system golf courses, which has included, in 2013, an operational study and, in 2014, further assessment of potential improvements.
- E. The MPRB has also prepared a draft master plan for 660 acres of land surrounding Lakes Nokomis and Hiawatha but excluding the Hiawatha Golf Course. The plan contemplates upgrades to park facilities including play areas, trails and shorelines, with construction proposed in 2015-16. Separately, with the Mississippi Watershed Management Organization, the MPRB is preparing an ecological systems plan that will establish a vision to make parks and public lands more environmentally friendly.
- F. Catalyzed by Spring 2014 flooding and the need to work with the Federal Emergency Management Agency (FEMA) on restoration of land and property damaged by flooding,

the MPRB has designated the Hiawatha Golf Course a priority location for long-term investments and improvement, and is seeking to collaborate with other partners on mutually beneficial goals.

G. The City has undertaken a flood reduction study for Flood Area 21-22, with goals that include reducing and managing localized flooding and achieving pollutant load reductions toward meeting the Lake Hiawatha/Creek TMDL. The City also is undertaking a study to evaluate hydraulic, hydrologic and groundwater contributions to the ponds on the Hiawatha Golf Course. The City, MPRB and MCWD have been meeting informally to review the progress and findings of the flood reduction study and are interested in working further to achieve mutual goals.

**THEREFORE** the MPRB, the City and the MCWD agree as follows:

**1.0 Statement of Purpose and Goals:** The MPRB, the City and the MCWD will jointly conduct a conceptual master planning exercise to explore potential reconfigurations of the Hiawatha Golf Course. This joint planning exercise will evaluate a reconfiguration that may include golf and non-golf uses on the site. The parties will explore the financial implications of potential scenarios and outline possible investment strategies for each alternative scenario. The MPRB, the City and MCWD will seek to maximize the collaborative achievement of the following goals:

MPRB Goals:

- a. Maintain primary golf and skiing uses of the property;
- b. Improve golf play to meet strategic goals of MPRB golf operations;
- c. Provide for meeting profit goals for MPRB operations on the site;
- d. Increase flood resilience of the property for its primary use and regionally;
- e. Consistent with the primary golf use, maintain Audubon certification and integrate the property within a regional approach to stormwater management and water quality;
- f. Explore the introduction of non-golf activities, including pedestrian, bicycle, and water trails, as well as ecological improvements, to the golf course consistent with the primary golf use.

City Goals:

- a. Manage and maintain regional stormwater conveyance system for function within fiscal goals and parameters of NPDES MS4 permit;
- b. Address hydraulic constraints within conveyance system and other causes of localized flooding, particularly with respect to the sub-drainage area northwest and west of the Hiawatha Golf Course;
- c. Reduce sanitary sewer infiltration and inflow;
- d. Integrate flood management and water quality improvements into conveyance system consistent with maintaining function and managing operation and maintenance costs.

MCWD Goals:

- a. Enhance flood storage and flood resilience within the affected drainage area;
- b. Achieve water quality improvements toward meeting the Minnehaha Creek-Lake Hiawatha TMDL;
- c. Improve the ecology of the Minnehaha Creek corridor and affiliated resources within associated riparian areas;
- d. Support water-related recreational use of MPRB property consistent with MPRB interests and priorities.

**2.0 Feasibility Study Components, Coordination and Work Plan:**

2.1 The parties will undertake feasibility work under this Agreement as follows:

- a. The MCWD, the City, and the Park Board will collaborate to further assess alternatives to provide flood management, water quality and ecologic improvements associated with the City's stormwater conveyance system that outlets near the north side of the lake. The parties will examine draining the system to an open channel segment from the intersection of 19<sup>th</sup> Ave South and 43<sup>rd</sup> St East to Lake Hiawatha in order to reduce the hydraulic constraint in the existing pipe. The City will be responsible for the hydraulic and related analysis associated with the conveyance system design and function; the District will provide flood risk and floodplain modeling and mapping, and assess the benefits and impacts of alternatives for natural systems. The engineering assessment will include construction considerations such as soils, water table, hydrology, hydraulics, extent and effect of standing water, stabilization techniques, crossings and the effects on golf operations. The parties will coordinate to review and integrate work. Benefits and costs of alternatives will be identified and evaluated. Each party will bear its own costs to complete this portion of the feasibility study work.
- b. The MCWD will undertake at its own expense a feasibility study of alternatives to restore the natural meandering of Minnehaha Creek in the vicinity of Hiawatha Golf Course, and include flood mitigation and water quality improvement opportunities in addition to restoring the natural sinuosity and habitat of the creek.
- c. MCWD will utilize the District's XPSWMM model to coordinate interaction with the Federal Emergency Management Administration, the U.S. Army Corps of Engineers, and the Minnesota Department of Natural Resources to develop the following information for existing conditions (this work is not intended to initiate revisions to 100 year flood maps):
  - a. Flood extent maps from Summer 2014 as they compare to 100 year flood extent;



- b. Flood depth maps from Summer 2014 as they compare to 100 year flood depths;
  - c. Flood risk maps depicting percent risk of flood damage; and
  - d. Provide a threshold analysis quantifying volume of cut-fill needed
- d. The MPRB, at its own expense, will perform a feasibility study of alternatives as to the configuration and use of the Hiawatha Golf Course. Among other things, the study will delineate wetlands, map areas prone to flooding, and identify and assess alternative property use and management scenarios consistent with the goals of the MPRB and the other parties stated in Section 1.0.
- e. To the extent practicable, the MPRB, City and MPRB will share existing data and information including but not limited to: (i) the existing City of Minneapolis system model of the northwestern sub-drainage area to the Hiawatha Golf Course and Lake Hiawatha; and (ii) the MCWD hydraulic and hydrologic model. Further, the parties will jointly develop a plan of work that allows for coordination and concept development for Hiawatha Golf Course focused on generating initial possibilities related to the primary interests of the parties.
- f. The MPRB, City and MCWD will meet to create and evaluate conceptual design scenarios:
- a. Multiple conceptual site layouts will be developed by MPRB with input from MCWD and City;
  - b. Detail developed by work performed in Sections a-e will be added to conceptual layouts through iteration, depicting golf, stream, and flood storage alternatives, etc.; and
  - c. Financial pro forma will be developed by MPRB
- g. Representatives of the parties will meet periodically to review progress and issues in performing the work described above.
- 2.2 The parties will share information to support other parties' presentations to golf course stakeholders, the general public, and staff and policymaking bodies of the MPRB, the City and the MCWD.

### **3.0 Merger and Modification:**

3.1 The entire Agreement between the parties is contained herein and this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter.

3.2 An alteration, variation, modification or waiver of a provision of this Agreement is valid only when it has been reduced to writing as an amendment to this Agreement and signed by the parties.

**4.0 Contract Administration:** In order to coordinate the services of the parties so as to accomplish the purposes of this Agreement, the following individuals or their successors shall manage this Agreement on behalf of the respective parties:

MPRB: Michael Schroeder  
Minneapolis Park & Recreation Board  
2117 West River Road North  
Minneapolis, Minnesota 55411  
Telephone: 612.230.6467  
Email: [mschroeder@minneapolisparcs.org](mailto:mschroeder@minneapolisparcs.org)

City: Lisa Cerney  
Director of Surface Water & Sewers  
Minneapolis Public Works  
309 2<sup>nd</sup> Ave S – Room 300  
Minneapolis, MN 55401-2268  
Telephone: 612-673-3061  
Email: [lisa.cerney@minneapolismn.gov](mailto:lisa.cerney@minneapolismn.gov)

MCWD: James Wisker, Director of Planning,  
Projects & Land Conservation Programs  
15320 Minnetonka Blvd.  
Minnetonka, MN 55345  
Telephone: 952-641-4509  
Email: [jwisker@minnehahacreek.org](mailto:jwisker@minnehahacreek.org)

**5.0 Termination of Agreement:** Any of the parties may terminate this Agreement at any time and for any reason by submitting written notice of the intention to do so to the other parties at least thirty (30) days prior to the specified effective date of such termination.

**6.0 Copyright:** The reports or documents produced in whole or in part under this Agreement will be subject to fair use and may not be the subject of an application for copyright by or on behalf of any of the parties.

IN WITNESS WHEREOF, the parties hereto execute and deliver this cooperative agreement.

**MINNEAPOLIS PARK AND RECREATION BOARD**

[insert]

**CITY OF MINNEAPOLIS**

FOR THE CITY

Approved as to Form

By:

\_\_\_\_\_  
Assistant City Attorney

Approved

\_\_\_\_\_  
Department Head responsible for Contract  
Monitoring for this contract

Countersigned:

\_\_\_\_\_  
Finance Officer Designee

**MINNEHAHA CREEK WATERSHED DISTRICT**

By \_\_\_\_\_  
President

\_\_\_\_\_  
Date

*APPROVED AS TO FORM AND EXECUTION:*

\_\_\_\_\_  
District Counsel



Responsive partner.  
Exceptional outcomes.

May 8, 2015

**Mr. James Wisker**

Director of Planning, Projects & Land Conservation  
Minnehaha Creek Watershed District  
15320 Minnetonka Blvd.  
Minnetonka, MN 55345

RE: Hiawatha Golf Course Concept Design Assistance

**James:**

In the interest of expanding greenspace, creating regional trail connections, improving ecological integrity and stormwater management, and enhancing flood resiliency within the riparian corridor of Minnehaha Creek the Minnehaha Creek Watershed District (MCWD) is evaluating how it can assist the Minneapolis Park and Recreation Board (MPRB) on a master plan for the Hiawatha Golf Course. The parties, in conjunction with the City of Minneapolis (City), will conduct a cooperative planning exercise to evaluate a reconfiguration that may include golf and non-golf uses on the site, which maximize the stated partnership goals. The parties will explore the potential financial implications of concept scenarios and outline possible investment strategies for each.

At the initiation of this project the understood goals of each entity are:

**MPRB Goals:**

1. Maintain primary golf and skiing uses of the property.
2. Improve golf play to meet strategic goals of MPRB golf operations.
3. Provide for meeting profit goals for MPRB operations on the site.
4. Increase flood resilience of the property for its primary use and regionally.
5. Consistent with the primary golf use, maintain Audubon certification and integrate the property within a regional approach to stormwater management and water quality.
6. Explore the introduction of non-golf activities, including pedestrian, bicycle, and water trails, as well as ecological improvements, to the golf course consistent with the primary golf use.

**City Goals:**

1. Manage and maintain regional stormwater conveyance system for function within fiscal goals and parameters of NPDES MS4 permit.
2. Address hydraulic constraints within conveyance system and other causes of localized flooding particularly with respect to the sub-drainage area northwest and west of the Hiawatha Golf Course.
3. Reduce sanitary sewer infiltration and inflow.
4. Integrate flood management and water quality improvements into conveyance system consistent with maintaining function and managing operation and maintenance costs.

**Mr. James Wisker**

Director of Planning, Projects & Land Conservation  
Minnehaha Creek Watershed District  
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**MCWD Goals:**

1. Enhance flood storage and flood resilience within the affected drainage area.
2. Achieve water quality improvements toward meeting the Minnehaha Creek-Lake Hiawatha TMDL.
3. Improve the ecology of the Minnehaha Creek corridor and affiliated resources within associated riparian areas.
4. Support water-related recreational use of MPRB property consistent with MPRB interests and priorities.

The objective of this scope is to identify MCWD designated team members Wenck Associates, Inc. (Wenck), Inter-Fluve and Hart Howerton roles and deliverables which will assist in developing concept alternatives. Herfort Norby Golf Course Architects (Herfort Norby) will be a part of the planning exercise as the MPRB's golf course layout expert, but their scope of services has not been included in this proposal. It is assumed the City of Minneapolis will provide their own consultant to help address how their stated goals integrate into the larger scope of the project.

As a result of this scope of work the deliverable will be technical assistance to MPRB, the City and MCWD in the development of concept level schematics drawings. As part of the technical assistance the team will provide input on conceptual level cost estimates and regulatory requirements associated with identified alternatives. It is assumed Herfort Norby will be producing all schematic drawings and that Wenck, Inter-Fluve and Hart Howerton will be reviewing and providing feedback on those drawings.

The scope of work envisioned for completion of this study is provided below.

**Task 1: Massing Meeting/Design Charrette**

The objective of this task will be to bring MPRB, MCWD, the City, Herfort Norby and Hart Howerton together to clarify goals and brainstorm conceptual layouts/configurations. The meeting will look to understand how current MPRB, City and MCWD goals are connected and how potential alternatives can achieve these goals. The outcome of the meeting is to understand potential layouts, what their critical components contain, associated member risk levels and what data gaps exist. In order to prepare for this meeting and be able to affect how conceptual layouts / configurations are drawn, Hart Howerton would do some preliminary review of the Hiawatha site prior to the charrette to understand the opportunities and constraints. Based on these findings and the site conditions, Hart Howerton would also look at the potential location and gross acreage options that would be available for the anticipated scenarios mixing the golf uses and the MCWD goals. It is assumed this is a three hour meeting and that only Hart Howerton would attend this meeting.

As a baseline for the meeting it is assumed the following information would be provided to MCWD prior to the meeting.



**Mr. James Wisker**

Director of Planning, Projects & Land Conservation  
Minnehaha Creek Watershed District  
May 8, 2015

- Wenck - flood inundation maps showing the extents of the 2014 flooding and estimated 100-year event based on aerial imagery and existing FEMA floodplain model. Depth grids associated with each of these scenarios would also be provided along with estimates on existing flood storage volumes on the course. Wenck would also bring an initial matrix of potential regulatory requirements associated with any reconfiguration of the course.
- Interfluve – Conceptual stream remeandering layouts and trail connection configurations

The result of the meeting would be to understand how each of these features of the course intersects such that three conceptual layout scenarios could be developed which look to maximize partner goals achieved by the course.

An assumption is that MCWD, the City and MPRB staff will keep partner agencies apprised of the alternatives as the project is proceeding forward.

**Task 2: Massing Meeting/Design Charrette Team Debriefing**

A 2-hour internal debriefing meeting between MCWD, Wenck, Inter-Fluve and Hart Howerton would occur shortly after the initial meeting to provide direction and guidance on needed information for flood-risk and stream remeander goals associated with the master plan.

The outcome of the meeting will be identified specific deliverables prior to the concept review meeting. It is assumed our team will not be producing any drawings, simply providing technical input on potential conceptual layouts (i.e. channel width, trail locations, flood storage volume locations).

**Task 3: Concept Refinement**

The three concept alternatives identified in the design charrette would have associated data gaps filled such that technical feedback could be provided to evaluate the feasibility of each concept. Potential assignments could be the following:

- Wenck - flood inundation and estimated flood recurrence interval maps for each of the alternatives based on the City of Minneapolis' input and estimated grading information provided by Herfort Norby. Review of potential stormwater, wetland and natural resource enhancements along with regulatory matrices and approval timelines for each of the alternatives. Benefit assessment of stormwater, wetland and flood storage configurations and conceptual level costs for implementation. It is assumed MPRB will be responsible for analyzing the capacity for each alternative to leverage FEMA funding.

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- Interfluve – Review of stream remeandering and trail layout configurations. Conceptual level costs for stream remeandering.
- Hart Howerton – Provide overlay trace drawings for up to three alternatives.

The outcome of this task will be to provide technical input necessary for evaluation of the three conceptual designs. It is assumed no schematic drawings would be required for this task.

**Task 4: Concept Review Meeting**

The concept review meeting will bring MPRB, MCWD, the City, Herfort Norby and Hart Howerton together for a three hour meeting to evaluate the three alternatives and their associated characteristics, risk management features and costs. The meeting will discuss how concepts will have identified how they achieve partner goals achievement along with associated tradeoffs. The outcome of the meeting will be to finalize the three concepts which will be moved forward for economic analysis. It is assumed MPRB will develop the preliminary capital investment strategy for each alternative.

**Task 5: Concept Review Meeting Team Debriefing**

A 2-hour internal debriefing meeting between MCWD, Wenck, Inter-Fluve and Hart Howerton will occur shortly after the concept review meeting to provide direction and guidance on final information needed as input for the master plan.

The outcome of the meeting will identify technical assignments necessary to finalize concepts prior to the concept finalization meeting. It is assumed our team will not be producing any drawings, simply providing additional technical input on potential conceptual layouts (i.e. channel width, trail locations, flood storage volume locations).

**Task 6: Finalize Concepts**

Adjustments identified in the concept review meeting will be completed by the associated team member and their assigned area of expertise as noted in Task 3.

**Task 7: Concept Finalization Meeting**

Prior to submitting concepts for financial analysis, a 2-hour meeting between MPRB, MCWD, the City, Herfort Norby and Hart Howerton will be held to determine if any final adjustments should be made prior to submittal for financial analysis.

**Mr. James Wisker**

Director of Planning, Projects & Land Conservation  
 Minnehaha Creek Watershed District  
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It is assumed after the completion of this meeting the desired scope of work from the team would be done.

The schedule for this project is shown in the chart below and is based on a project start date in May 2015:

**Table 1: Hiawatha Golf Course Concept Plan - Schedule**

Task #		May		June					July		
		18	25	1	8	15	22	29	6	13	20
1	Massing Meeting/Design Charrette										
2	Massing Meeting/Design Charrette Team Debriefing										
3	Concept Refinement										
4	Concept Review Meeting										
5	Concept Review Meeting Team Debriefing										
6	Finalize Concepts										
7	Concept Finalization Meeting										

The estimated costs of the project study will occur over an approximate 2 month period and are detailed in the table below:

**Table 2: Hiawatha Golf Course Concept Plan - Schedule**

Task #		Wenck	Interfluve	Hart Howerton	Task
		Total	Total	Total	Total
1	Massing Meeting/Design Charrette	\$ 2,275	\$ -	\$ 5,800	\$ 8,075
2	Massing Meeting/Design Charrette Team Debriefing	\$ 575	\$ 400	\$ 600	\$ 1,575
3	Concept Refinement	\$ 6,135	\$ 2,000	\$ 1,950	\$ 10,085
4	Concept Review Meeting	\$ -	\$ -	\$ 750	\$ 750
5	Concept Review Meeting Team Debriefing	\$ 575	\$ 400	\$ 600	\$ 1,575
6	Finalize Concepts	\$ 3,150	\$ 1,700	\$ 1,250	\$ 6,100
7	Concept Finalization Meeting	\$ -	\$ -	\$ 600	\$ 600
		\$ 12,710	\$ 4,500	\$ 11,550	
<b>TOTAL ESTIMATED FEE FOR SERVICES</b>					<b>\$28,760</b>



**Mr. James Wisker**

Director of Planning, Projects & Land Conservation  
Minnehaha Creek Watershed District  
May 8, 2015

Wenck appreciates the opportunity to provide you with our proposal. If you have any questions or comments regarding this proposal, please call me at (763) 479-4244.

If this proposal is acceptable, please sign and return.

Sincerely,

WENCK ASSOCIATES, INC.



Chris Meehan, P.E.  
Conservation  
**Project Manager**

ACCEPTED BY:

Minnehaha Creek Watershed District

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James Wisker, Director of Planning, Projects & Land

**Minnehaha Creek Watershed District**

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(Date)